



# ***GREEN LAKE COUNTY***

*571 County Road A, Green Lake, WI 54941*

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**Original Post Date: 07/19/18**

**Amended\* Post Date:**

**The following documents are included in the packet for the Finance Committee Meeting on July 25, 2018:**

- 1) Agenda
- 2) Draft minutes from 06/27/18
- 3) Treasurer's Monthly Report
- 4) Budget Adjustments/Line Item Transfers



# GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto  
County Clerk

Office: 920-294-4005  
FAX: 920-294-4009

## Finance Committee Meeting Notice

**Date: July 25, 2018 Time: 5:30PM**

**The Green Lake County Government Center, County Board Room  
571 County Road A, Green Lake WI**

### Amended AGENDA\*

#### Committee Members

*Harley Reabe, Chair  
Larry Jenkins, Vice-Chair  
Robert Lyon  
Dennis Mulder  
Brian Floeter  
Elizabeth Otto, Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 06/27/18
5. Public Comments (3 Min. Limit)
6. Correspondence
7. Appearances
8. Credit Card Request Approvals
9. Treasurer's Monthly Report
10. Resolutions/Ordinances
11. Budget Review
12. Budget Adjustments/Line Item Transfers
13. \*2019 Budgets
  - County Board
  - Committees
14. Administrator Update on 2019 Annual Budget
15. \*Corporation Counsel e-filing debit account with Green Lake County Clerk of Courts
16. Supervisor's Monthly Claims
17. \*Closed Session
  - Consider motion to convene in Closed Session under Wis. §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is involved. The matter involves Green Lake County Case 18CV37.
18. \*Reconvene in open session to take action if appropriate, on matters discussed in Closed Session.
19. Committee Discussion
20. Future Meeting Dates: Regular Meeting 08/22/18
21. Future Agenda items for action & discussion:
22. Adjourn

\*Stricken from the agenda

Kindly arrange to be present, if unable to do so, please notify our office.

Sincerely,

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date Of the meeting.**

**FINANCE COMMITTEE**  
**June 27, 2018**

The meeting of the Finance Committee was called to order by Chair Harley Reabe at 5:30 PM on Wednesday, June 27, 2018, in the Green Lake County Board Room. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Harley Reabe  
Larry Jenkins  
Robert Lyon  
Dennis Mulder  
Brian Floeter

Also Present: Liz Otto, County Clerk  
Jason Jerome, HHS Director  
Mark Podoll, Sheriff  
Amy Brooks, Hwy Commissioner  
Lori Evans, SO Admin Asst  
Becky Pence, Hwy Admin Asst  
Angie Petruske, Acct Budget Coord

**MINUTES**

*Motion/second (Mulder/Floeter)* to approve the minutes of May 23, 2018 and June 19, 2018 with no additions or corrections. All ayes. Motion carried.

**PUBLIC COMMENTS** – none

**CORRESPONDENCE** – none

**APPEARANCES** – none

**CREDIT CARD REQUEST APPROVALS** – none

**TREASURER'S MONTHLY REPORT**

Treasurer Amanda Toney stated there was one error in her submitted report regarding money market interest. Discussion held on delinquent taxes, credit card points, and also current investments. *Motion/second (Lyon/Mulder)* to transfer \$500,000 of sales tax funds from the LGIP to a CD for 12 months. All ayes. Motion carried.

**RESOLUTIONS/ORDINANCES**

- **Resolution Relating to Cancellation of Outstanding Checks**

*Motion/second (Jenkins/Lyon)* to approve the resolution and forward to County Board for adoption. Discussion held. All ayes. Motion carried.

**BUDGET REVIEW**

Revenues and expenses for May were reviewed and discussed.

**BUDGET ADJUSTMENTS/LINE ITEM TRANSFER**

- HHS/Aging – Transfer \$1,667.00 from Operating Supplies – TEFAP to Contracted Services – TEFAP for additional help at the food pantry.

- HHS/Behavioral Health – Transfer \$1,500.00 from the Travel-Crisis account to Training – Crisis to allow for more on call rotation.
- HHS/Children & Family – Transfer \$63,000 out of various accounts to Foster Care Admin to split out the costs as required by the state.
- HHS/FRI – Transfer \$2,250 from office supplies and travel to the Telephone account to pay for the FRI landline which was not budgeted for.

HHS Director Jason Jerome explained all of the transfers. Discussion held on a possible error in the Children & Family transfer. *Motion/second (Lyon/Floeter)* to approve all line item transfers with the exception of the Children & Family one for \$63,000. All ayes. Motion carried.

#### **ADMINISTRATOR UPDATE ON 2019 ANNUAL BUDGET**

Account Budget Coordinator Angie Petruske gave an update stating that Department Heads will receive their working budgets soon and 4 workshops have been scheduled to assist them in preparing their budgets.

#### **CORPORATION COUNSEL E-FILING DEBIT ACCOUNT WITH GREEN LAKE COUNTY CLERK OF COURTS**

No action or discussion on this item due to the absence of Corporation Counsel Dawn Klockow. This will be put on the July agenda.

#### **SUPERVISOR'S MONTHLY CLAIMS**

Supervisor's claims: \$4,430.93

Lay people: \$547.66

*Motion/second (Lyon/Mulder)* to approve supervisor's and lay people monthly claims. All ayes. Motion carried.

#### **CLOSED SESSION**

- Wis. §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The matter involves Green Lake County Case 18CV37.

No action or discussion on this item due to the absence of Corporation Counsel Dawn Klockow. This will be put on the July agenda.

#### **COMMITTEE DISCUSSION**

- **Future meeting dates:** Regular meeting – July 25, 2018 at 5:30 PM
- **Future agenda items for action & discussion:**

#### **ADJOURNMENT**

Chairman Reabe adjourned the meeting at 6:02 PM.

Submitted by,  
Liz Otto  
County Clerk



# **GREEN LAKE COUNTY**

## **OFFICE OF THE COUNTY TREASURER**

*Amanda R. Toney*  
*Treasurer and Real Property Lister*

*Office: 920-294-4018*  
*FAX: 920-294-4009*

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07-17-2018

Memo to Finance Committee:

The June sales tax figure was \$126,711.01. Statistically the January through June sales tax amounts, which is sales tax on purchases from October through March, are lower than the July through December sales tax amounts. Which means we are heading into the time of year where we should see larger sales tax amounts. This year's first and second quarter amounts are the highest we have seen.

Total boat launch fees collected as of July 17, 2018 is \$17,617.71.

### **TAX COLLECTION UPDATE:**

As of 7-17-18: We have \$5,203,133.57 left to collect, which is 12.50% of the total 2017 Real Estate taxes.

As of 7-20-17: We had \$5,912,533.71 left to collect, which was 15.69% of the total 2016 Real Estate taxes.

We continue to see an increase in tax payments via mail and in person. While this is a particularly busy time of the year for the office, we do enjoy getting to meet and visit with the taxpayers.

### **TAX DEED UPDATE:**

As of today, we have 26 owners with 32 parcels that still have delinquent 2014 taxes. We have struggled somewhat this year with the communication between our mail service and the local post office and having our certified letters delivered as certified. As a result, we have had to re-mail letters out which is delaying payments and the timeline.

I continue to monitor any Financial Institutions where we have funds invested.

Respectfully submitted,  
Amanda R. Toney

**GREEN LAKE COUNTY TREASURER'S REPORT**

**JUNE 2018**

CASH BALANCE: 05-31-2018 **678,428.47**

**RECEIPTS:**

General:	672,522.63
Redemption Tax - Principle:	16,064.23
Redemption Tax - Interest	4,311.53
Redemption Tax - Penalty	2,155.68
Postponed & Delinquent Tax - Principle:	820,385.76
Postponed & Delinquent Tax - Interest:	3,962.32
Postponed & Delinquent Tax - Penalty	1,981.21
Sales Tax Deposit from State	126,711.01

**TOTAL RECEIPTS:** 1,648,094.37 **2,326,522.84**

**DISBURSEMENTS:**

General Maintenance:	905,297.39
Direct Deposit Payroll	523,739.31
DHHS Deposit to LGIP	89,190.22
Payroll deductions and taxes	334,718.05
Sales Tax Money Transfer to LGIP	125,227.50
Bank fees	8.00
Real Estate Transfer Fees	31,094.16
Transfer to Flex/HRA account	11,084.77

**TOTAL DISBURSEMENTS:** 2,020,359.40

**TREASURER'S CASH BALANCE:** **306,163.44**

**BANK RECONCILIATION**

Green Lake Horicon Bank-Checking:	690195	257,000.83
Green Lake Horicon Bank - Money Market:	690224	<u>306,153.56</u>

**TOTAL** 563,154.39

Less Outstanding Checks 256,990.95

Available Bank Balance 306,163.44

Cash in Office 06/30/18 0.00

06/30/18 CASH BALANCE	<b>306,163.44</b>
TREASURER'S CASH	<u>306,163.44</u>
DIFFERENCE	<b>0.00</b>

**GREEN LAKE COUNTY TREASURER'S REPORT**

**JUNE 2018**

**RECONCILIATION OF RECEIPTS & DEPOSITS**

Cash in Office	May 31, 2018	0.00
Total Receipts	JUNE 2018	<u>1,648,094.37</u>
<b>SUB TOTAL</b>		<b>1,648,094.37</b>
Less Deposits for Month:		<u>1,648,094.37</u>
Cash in Office	6/30/2018	0.00

**PROOF OF OUTSTANDING CHECKS**

Outstanding Checks	May 31, 2018	196,685.96
Total Disbursements	JUNE 2018	2,020,359.40
<b>SUB TOTAL</b>		<b><u>2,217,045.36</u></b>
Less Checks Cashed by Bank		1,631,616.80
DHHS Deposit to LGIP		89,190.22
Payroll deductions and taxes		102,927.12
Sales Tax transfer to LGIP		125,227.50
Bank fees		8.00
Transfer to Flex/HRA account		11,084.77

**Outstanding Checks** **6/30/2018** **256,990.95**

**2018 INTEREST REVENUE**

*(PROJECTED BUDGET: \$70,000.00)*

1/31/18 Money Markets	January Interest	\$5,358.91
1/31/18 Certificate of Deposits	January Interest	\$3,205.48
2/28/18 Money Markets	February Interest	\$5,789.97
2/28/18 Certificate of Deposits	February Interest	\$0.00
3/31/18 Money Markets	March Interest	\$10,162.86
3/31/18 Certificate of Deposits	March Interest	\$0.00
4/30/18 Money Markets	April Interest	\$10,956.02
4/30/18 Certificate of Deposits	April Interest	\$3,145.68
5/31/18 Money Markets	May Interest	\$10,683.44
5/31/18 Certificate of Deposits	May Interest	\$9,197.61
6/30/18 Money Markets	June Interest	\$6,810.81
6/30/18 Certificate of Deposits	June Interest	
Money Markets	July Interest	
Certificate of Deposits	July Interest	
Money Markets	August Interest	
Certificate of Deposits	August Interest	
Money Markets	September Interest	
Certificate of Deposits	September Interest	
Money Markets	October Interest	
Certificate of Deposits	October Interest	
Money Markets	November Interest	
Certificate of Deposits	November Interest	
Money Markets	December Interest	
Certificate of Deposits	December Interest	
	<b>TOTAL</b>	<b><u>\$65,310.78</u></b>

**HORICON BANK ACCOUNTS**

**Balance as of 06/30/18**

Flex/HRA Checking Account #2395	\$5,185.50
Flex/HRA Money Market Account #2366	\$481,878.94
Gelhar Escrow Account #8674	\$34,727.20

**GREEN LAKE COUNTY TREASURER'S REPORT**

**INVESTMENTS JUNE 2018**

**LOCAL GOVERNMENT INVESTMENT POOL**

#824000

Date		Account #01
05/31/18	Balance L.G.I.P.	2,046,241.22
06/05/18	HFS Comm Aids	4,298.00
06/05/18	DCF Spare Pmt	23,510.56
06/05/18	DCF Spare Pmt	13,037.66
06/27/18	DCF Spare Pmt	34,843.00
06/29/18	DCF Spare Pmt	13,501.00
06/30/18	Interest	3,220.55
06/30/18	Balance L.G.I.P.	<b>\$2,138,651.99</b>

**Date Started INSTITUTIONS**

			PRINCIPLE	YIELD RATE	DUE DATE	
02/20/18	Fortifi Bank** (f/k/a First National Bank)	6 months	#8676645	2,006,095.89	1.25%	08/20/18
02/20/18	Horicon Bank**	182 days	#100000078184	2,000,000.00	1.25%	08/21/18
09/20/17	Farmers & Merchants Bank CD**	12 month	#708494	1,000,000.00	1.35%	09/20/18
12/09/17	Farmers & Merchants Bank CD**	12 month	#703152	1,000,000.00	1.35%	12/09/18
04/14/18	Fortifi Bank** (f/k/a First National Bank)	12 month	#8631292	1,000,000.00	2.00%	04/14/19
12/01/17	Farmers & Merchants Bank CD**	25 month	#704462	2,000,000.00	1.75%	01/01/20
10/30/13	Citizens Community Federal	Money Market	20033645	163,261.86	0.25%	
04/20/11	Farmers & Merchants Bank**	Money Market	310818	4,312,382.07	1.75%	
03/18/15	First Business Bank	Money Market	7017-03210	2,739.94	0.45%	
11/01/15	Horicon Retirement	Money Market	1424497	13.82	0.50%	
08/05/13	Ripon Horicon Bank	Money Market	831744	5,209.57	0.15%	
<b>TOTAL</b>			<b>\$13,489,703.15</b>			

**SALES TAX**

BALANCE 12/31/17	2018 PRINCIPLE	2018 INTEREST	TOTAL SALES TAX	Retailer Collection Period
			1,611,670.78	October, 2017
01/01/18	113,333.47	1,587.62	114,921.09	November, 2017
02/01/18	89,933.78	1,531.20	91,464.98	December, 2017
03/01/18	126,251.39	802.09	127,053.48	January, 2018
04/01/18	75,898.03	974.52	76,872.55	February, 2018
05/01/18	72,655.36	1,165.20	73,820.56	March, 2018
06/01/18	125,227.50	1,367.30	126,594.80	
TOTAL COLLECTED IN 2018	<b>603,299.53</b>	<b>7,427.93</b>	<b>\$2,222,398.24</b>	
TOTAL 2018 LOAN PAYMENTS			<b>834,907.50</b>	
BALANCE OF SALES TAX FUNDS			<b>\$1,387,490.74</b>	

**SALES TAX INVESTMENTS**

	Institution	C.D. #	Term	Principle Invested	Int. Rate	Due Date
4/30/2018	L.G.I.P. Sales Tax Account #09			887,490.74		
	Bank Mutual	7072041052	12 months	500,000.00	1.92%	1/11/2019
<b>Total Funds Held in Trust</b>				<b>\$1,387,490.74</b>		

2018 LOAN PAYMENT HISTORY			TOTAL	
PAYMENT DATE	LOAN PAYMENT AMOUNT			
03/01/18	834,907.50	Paid on 03/01/18	834,907.50	Justice Center Loan Payment-DTC
			<b>\$834,907.50</b>	<b>Total Paid on Loan in 2018</b>

\*\* Collateralized Investment



**JUNE 2018**

**EFFECTIVE INTEREST RATES - OVERALL**

<b><u>INSTITUTION</u></b>	<b><u>AMOUNT</u></b>	<b><u>ACCOUNT NUMBER</u></b>	<b><u>RATE</u></b>
L.G.I.P.	3,031,425.95		1.88%
Fortifi Bank** (f/k/a First National Bank)	2,006,095.89	#8676645	1.25%
Horicon Bank**	2,000,000.00	#100000078184	1.25%
Farmers & Merchants Bank CD**	1,000,000.00	#708494	1.35%
Farmers & Merchants Bank CD**	1,000,000.00	#703152	1.35%
Fortifi Bank** (f/k/a First National Bank)	1,000,000.00	#8631292	2.00%
Farmers & Merchants Bank CD**	2,000,000.00	#704462	1.75%
Citizens Community Federal	163,261.86	20033645	0.25%
Farmers & Merchants Bank	4,312,382.07	310818	1.75%
First Business Bank	2,739.94	7017-03210	0.45%
GL Cty Retirement-Horicon	13.82	1424497	0.50%
Ripon Horicon Bank	5,209.57	831744	0.15%
Horicon Bank	<u>306,153.56</u>	690224	<u>0.05%</u>
	16,827,282.66	Average APY	1.08%
<b><u>TOTAL INVESTED</u></b>	<b><u>16,515,905.71</u></b>	Average Investment APY	<b><u>1.33%</u></b>

<b><u>MONTHLY</u></b>	<b><u>AVERAGE</u></b>
January 2018	0.82%
February 2018	0.95%
March 2018	1.00%
April 2018	1.05%
May 2018	1.07%
June 2018	1.08%
July 2018	
August 2018	
September 2018	
October 2018	
November 2018	
December 2018	

Date	Institution	Account #	Amount
1/31/2018	MM Horicon	1000002366	73.52
1/31/2018	MM LGIP	Account #1	1,888.16
1/31/2018	MM Citizens Community	20033645	36.86
1/31/2018	MM Farmers & Merchants	310818	3,206.81
1/31/2018	MM First Business Bank	7017-03210	0.27
1/31/2018	MM Horicon Retirement	1424497	0.85
1/31/2018	MM Ripon Horicon Bank	831744	0.66
1/31/2018	MM Horicon	690195	22.08
1/31/2018	MM Horicon	690224	129.70
<b>TOTAL MONEY MARKET INTEREST</b>			<b>\$5,358.91</b>
1/12/2018	CD Fortifi CD	8631292	3,205.48

**TOTAL CERTIFICATE OF DEPOSIT INTEREST \$3,205.48**

2/28/2018	MM Horicon (Flex MM)	1000002366	66.42
2/28/2018	MM LGIP	Account #1	1,872.65
2/28/2018	MM Citizens Community	20033645	31.28
2/28/2018	MM Farmers & Merchants	310818	3,669.16
2/28/2018	MM First Business Bank	7017-03210	0.35
2/28/2018	MM Horicon Retirement	1424497	0.15
2/28/2018	MM Ripon Horicon Bank	831744	0.60
2/28/2018	MM Horicon	690195	6.97
2/28/2018	MM Horicon	690224	142.39
<b>TOTAL MONEY MARKET INTEREST</b>			<b>\$5,789.97</b>

3/31/2018	MM Horicon (Flex MM)	1000002366	71.48
3/31/2018	MM LGIP	Account #1	2,424.61
3/31/2018	MM Citizens Community	20033645	33.52
3/31/2018	MM Farmers & Merchants	310818	7,564.96
3/31/2018	MM First Business Bank	7017-03210	0.38
3/31/2018	MM Horicon Retirement	1424497	0.14
3/31/2018	MM Ripon Horicon Bank	831744	0.66
3/31/2018	MM Horicon	690195	10.36
3/31/2018	MM Horicon	690224	56.75
<b>TOTAL MONEY MARKET INTEREST</b>			<b>\$10,162.86</b>

Date	Institution	Account #	Amount
4/30/2018	MM Horicon	1000002366	64.96
4/30/2018	MM LGIP	Account #1	2,767.09
4/30/2018	MM Citizens Community	20033645	34.64
4/30/2018	MM Farmers & Merchants	310818	8,040.70
4/30/2018	MM First Business Bank	7017-03210	0.40
4/30/2018	MM Horicon Retirement	1424497	0.62
4/30/2018	MM Ripon Horicon Bank	831744	0.65
4/30/2018	MM Horicon	690195	11.77
4/30/2018	MM Horicon	690224	35.19
<b>TOTAL MONEY MARKET INTEREST</b>			<b>\$10,956.02</b>
4/30/2018	CD Fortifi CD	8631292	3,145.68

**TOTAL CERTIFICATE OF DEPOSIT INTEREST \$3,145.68**

Date	Institution	Account #	Amount
5/31/2018	MM Horicon	1000002366	64.46
5/31/2018	MM LGIP	Account #1	3,108.26
5/31/2018	MM Citizens Community	20033645	34.65
5/31/2018	MM Farmers & Merchants	310818	7,443.28
5/31/2018	MM First Business Bank	7017-03210	0.40
5/31/2018	MM Horicon Retirement	1424497	0.30
5/31/2018	MM Ripon Horicon Bank	831744	0.66
5/31/2018	MM Horicon	690195	12.30
5/31/2018	MM Horicon	690224	19.13
<b>TOTAL MONEY MARKET INTEREST</b>			<b>\$10,683.44</b>
5/31/2018	CD Horicon Bank	77035	3,101.72
	CD Fortifi Bank	9676645	6,095.89
<b>TOTAL CERTIFICATE OF DEPOSIT INTEREST</b>			<b>\$9,197.61</b>

Date	Institution	Account #	Amount
6/30/2018	MM Horicon	1000002366	60.68
6/30/2018	MM LGIP	Account #1	
6/30/2018	MM Citizens Community	20033645	32.42
6/30/2018	MM Farmers & Merchants	310818	6,694.46
6/30/2018	MM First Business Bank	7017-03210	0.38
6/30/2018	MM Horicon Retirement	1424497	0.15
6/30/2018	MM Ripon Horicon Bank	831744	0.64
6/30/2018	MM Horicon	690195	9.88
6/30/2018	MM Horicon	690224	12.20
<b>TOTAL MONEY MARKET INTEREST</b>			<b>\$6,810.81</b>



# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: July 11, 2018  
 Department: Sheriff's Office  
 Amount: \$1,364.00  
 Budget Year Amended: 2019

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

Due to an increase in bookings and in Huber inmates there is a need to do more drug testing. Therefore we have to buy more drug testing kits than what were budgeted for. Huber revenues are higher than anticipated.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-09-46240-000-000	Huber Maintenance	\$ 53,000.00	\$ 1,364.00	\$ 54,364.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,364.00	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-09-52700-305-000	Drug Tests	\$ 1,500.00	\$ 1,364.00	\$ 2,864.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,364.00	

Department Head Approval: Mark A Podoll  
 Date Approved by Committee of Jurisdiction: 7/11/18  
 Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: \_\_\_\_\_  
 Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

### Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: July 10, 2018  
 Department: Sheriff  
 Amount: \$25,000.00  
 Budget Year Amended: 2018

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

In the first half of 2018, the patrol division had one Deputy retire, his replacement needed 2-3 months of training before he took shifts. We also had 21 weeks worth of Deputies out on medical leave during that time. Due to those factors we are short in the general overtime budget which includes Patrol. In the first half of 2018, the jail did not have the part-time shifts filled and due to that have extra jail salary funds. We are requesting the following budget adjustments.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-09-52700-110-000	Jail Salaries	\$ 917,809.00	\$ (25,000.00)	\$ 892,809.00
18-100-09-52700-125-000	General (Patrol) OT	\$ 110,457.94	\$ 25,000.00	\$ 135,457.94
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Department Head Approval: M. A. Pedall  
 Date Approved by Committee of Jurisdiction: 7/11/18 zj  
 Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: \_\_\_\_\_  
 Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: \_\_\_\_\_ DHHS/Aging  
 Budget Year Amended: \_\_\_\_\_ 2018

No. _____
Date: _____

**From Account**

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-209-32-54631-209-381	Contracted Services Alz	\$ 7,000.00	\$ 1,500.00	\$ 1,340.96	\$ 5,500.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>Total Transfer</b>			<b>\$ 1,500.00</b>		

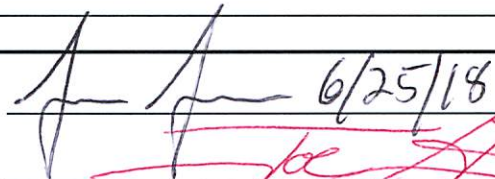
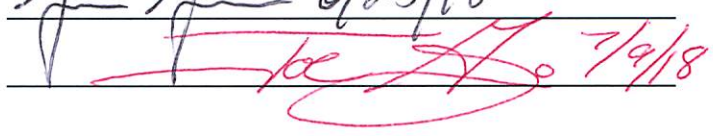
**To Account**

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-209-32-54631-307-381	Training Alz	\$ 330.00	\$ 1,500.00	\$ 1,182.90	\$ 1,830.00
		\$ -			\$ -
					\$ -
					\$ -
					\$ -
					\$ -
<b>Total Transfer</b>			<b>\$ 1,500.00</b>		

**Explanation for Transfer:**

Transfer funds from one grant line to another to utilize more training resources that were available this year.

Department Head Approval

Governing Committee Approval

**If < \$500:**

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: \_\_\_\_\_

**If > \$500:**

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

\_\_\_\_\_ Date

# REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: \_\_\_\_\_ C&F/DHHS  
 Budget Year Amended: \_\_\_\_\_ 2018

No. _____
Date: _____

**From Account**

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-33-54522-412-356	Foster Care Respite- C&F	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -
18-207-33-54522-415-356	Subsidized Guardianship	\$ 35,000.00	\$ 35,000.00		\$ -
18-207-33-54522-413-356	Out of Care Placement	\$ 185,000.00	\$ 25,000.00	\$ 58,096.41	\$ 160,000.00
					\$ -
					\$ -
					\$ -
					\$ -
<b>Total Transfer</b>			<b>\$ 63,000.00</b>		

**To Account**

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-33-54522-414-356	Foster Care Admin C&F	\$ 25,000.00	\$ 63,000.00	\$ 35,110.89	\$ 88,000.00
					\$ -
					\$ -
					\$ -
					\$ -
<b>Total Transfer</b>			<b>\$ 63,000.00</b>		

**Explanation for Transfer:**  
 In 2018 the state started splitting out foster care admin cost from their other foster care payments. This line transfer splits out the admin costs from the other foster care categories.

Department Head Approval \_\_\_\_\_ *5-31-18*  
 Governing Committee Approval \_\_\_\_\_ *[Signature]*

**If < \$500:**  
 Send to County Administrator's Office  
 COUNTY ADMINISTRATOR Approval: \_\_\_\_\_

**If > \$500:**  
 Send to County Clerk's Office  
 FINANCE COMMITTEE Approval given on : \_\_\_\_\_  
Date \_\_\_\_\_ Revised 02/2017