



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 02/18/2021

Amended* Post Date:

The following documents are included in the packet for the Finance Committee on February 24, 2021:

- 1) Agenda
- 2) Minutes from 01/27/2021
- 3) Treasurer's Monthly Report
- 4) Resolutions (1)
- 5) Budget Adjustments (3)
- 6) Line Item Transfers (2)



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: February 24, 2021 Time: 4:00 PM
The Green Lake County Government Center, County Board Room
571 County Road A, Green Lake WI

Amended AGENDA*

Committee Members

Harley Reabe, Chair
Brian Floeter, Vice-Chair
Don Lenz
David Abendroth
Dennis Mulder

Elizabeth Otto, Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 01/27/2021
5. *Appearances
 - Scott Zelenski – requesting additional time before vacating property at 614-616 W. Water St., Princeton, WI
6. Treasurer's Monthly Report
 - Tax Collection Update
 - January Financial Reports
 - Sales Tax Update
7. In-Rem Update
8. Resolutions
 - Relating to Cancellation of Outstanding Checks
9. Budget Adjustment
 - County Clerk
 - Register of Deeds
 - Parks Commission
10. Line Item Transfer
 - Sheriff's Office (2)
11. Budget Review of Revenue and Expenditures
12. Supervisor/Lay People Monthly Claims
13. Committee Discussion
14. Future Meeting Dates: Regular Meeting 03/24/2021
15. Future Agenda items for action & discussion
16. Adjourn

Due to the COVID-19 pandemic, this meeting will be conducted and available through in person attendance (6 ft. social distancing and face masks required) or audio/visual communication. Remote access can be obtained through the following link:

Topic: Finance Meeting

Time: Feb 24, 2021 04:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/95744031179?pwd=QWVNbVpnUVNPUUtCd0VuQnRtYjB4QT09>

Meeting ID: 957 4403 1179

Passcode: 493165

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 957 4403 1179

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

Sincerely,

Elizabeth Otto, County Clerk

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
January 27, 2021

The meeting of the Finance Committee was called to order by Chair Harley Reabe on Wednesday, January 27, 2021 at 4:00 PM, in the County Board Room and via Zoom format at the Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present (in person):	Dave Abendroth	Absent:
	Brian Floeter	
	Don Lenz	
	Dennis Mulder (Zoom)	
	Harley Reabe	

Other County Employees Present: Amanda Toney, Treasurer; Kayla Yonke, HHS Business Manager; Sheriff Mark Podoll; Matt Vandekolk, Chief Deputy; Cathy Schmit, County Administrator (Zoom); Liz Otto, County Clerk; Dawn Klockow, Corporation Counsel (Zoom); Ed Tetzlaff, Financial Manager (Zoom)

MINUTES

Motion/second (Abendroth/Lenz) to approve the minutes of the December 22, 2020 meeting with no additions or corrections. Motion carried with no negative vote.

TREASURER'S MONTHLY REPORT

• **Tax Collection Update**

Treasurer Amanda Toney stated that \$14 million in taxes has been collected as of January 26, 2021. Mail payments have increased this year due to the pandemic but many people still choose to come in and pay in person.

• **December Financial Reports**

Treasurer Amanda Toney asked if there were any questions on her submitted written report. Discussion held on declining interest rates.

• **Sales Tax Update**

Treasurer Amanda Toney stated that 2020 ended with an 11.86% increase in sales tax over 2019. Several months were at a record high.

IN REM UPDATE

Treasurer Amanda Toney reported no changes from last month.

BUDGET ADJUSTMENT

• **CARES Funding**

Budget adjustment as presented by County Administrator in the amount of \$8,413.50

• **Sheriff's Office**

Budget adjustment for 2021 in the amount of \$6,999.00 for drone to have a dual camera system. Sheriff Mark Podoll explained the request to the committee.

• **Land Use Planning & Zoning**

Budget adjustment for 2020 to cover outside legal counsel expenses due to conflict of interest in the amount of \$2,958.00.

Motion/second (Mulder/Abendroth) to approve the budget adjustments and submit to County Board for final approval. Motion carried with no negative vote.

LINE ITEM TRANSFER

• **Sheriff's Office**

Line item transfer for 2020 in the amount of \$522.66 from the hovercraft account to Boat Repair & Maintenance and Boat Fuel.

Motion/second (Lenz/Abendroth) to approve the line item transfer for 2020. Motion carried with no negative vote.

BUDGET REVIEW OF REVENUES AND EXPENDITURES

December revenues and expenditures discussed and reviewed.

SUPERVISOR'S/LAY PEOPLE MONTHLY CLAIMS

Supervisor's claims: \$1,385.15

Lay Person's claims: \$681.88

Motion/second (Abendroth/Lenz) to approve supervisor and lay people claims. Motion carried with no negative vote.

CONSIDER MOTION TO CONVENE INTO CLOSED SESSION

- Consider motion to convene into Closed Session per WI Statute 19.85(1)(g) conferring 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 – Notice of Claim received from Mr. Chad Tripp on November 24, 2020.

Motion/second (Abendroth/Lenz) to convene into Closed Session at 4:19 PM. Roll call vote to convene into Closed Session – Ayes - 5, Nays - 0, Abstain - 0, Absent – 0.

RECONVENE INTO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

Motion/second (Lenz/Abendroth) to reconvene into Open Session at 4:23 PM. Roll call vote to convene into Open Session – Ayes - 5, Nays - 0, Abstain - 0, Absent – 0.

COMMITTEE DISCUSSION

- **Future meeting dates: Regular meeting – February 24, 2021 @ 4:00 PM.**
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chair Reabe adjourned the meeting at 4:26 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

February 18, 2021

Memo to Finance Committee:

The January sales tax deposit was \$129,049.30. This is a 0.25% increase over the January 2020 amount.

TAX COLLECTION UPDATE:

As of today, we have collected and settled for \$29,929,254.84 in Real Estate and Personal Property taxes, out of \$42,929,923.12

Yearly Collection Comparison

Date	Amount Left to Collect	Percentage of Tax Roll
01/31/21	13,000,668.28	30.28%
01/31/20	13,988,416.22	33.22%
01/31/19	13,675,440.01	33.24%
01/31/18	12,570,297.87	30.22%

Jess, Stef and I have completed the February Settlement process. Stef has also completed creating the assessment rolls for the 2021 tax cycle.

On March 1, 2021, the County will make a loan payment to the Depository Trust Company for \$860,613.75.

Justice Center Principle – \$715,000.00

Justice Center Interest – \$145,613.75

In March, we will begin the In-Rem process for those parcels with delinquent 2017 taxes.

Per the January credit card statement, we have a balance of 1,949,251 credit card points. The county has earned an additional 23,114 points this statement. This calculates to \$19,492.51.

Respectfully submitted,

Amanda R Toney

GREEN LAKE COUNTY TREASURER'S REPORT

JANUARY 2021

CASH BALANCE: 12-31-2020 212,504.89

RECEIPTS:

General:	3,111,754.42
Redemption Tax - Principle:	42,058.07
Redemption Tax - Interest	8,232.49
Redemption Tax - Penalty	4,114.49
Postponed & Delinquent Tax - Principle:	0.00
Postponed & Delinquent Tax - Interest:	0.00
Postponed & Delinquent Tax - Penalty	0.00
Sales Tax Deposit from State	129,049.30
PILT	10,655.59
January Settlement	4,657,542.49

TOTAL RECEIPTS: 8,175,911.74

DISBURSEMENTS:

General Maintenance:	1,625,676.25
Direct Deposit Payroll	593,754.53
DHHS Deposit to LGIP	222,786.94
Payroll deductions and taxes	396,387.40
Sales Tax Money Transfer to LGIP	140,318.27
Bank fees (Security Token & RDC)	73.00
Real Estate Transfer Fees	51,185.76
Transfer to Flex/HRA account	7,781.84
Sales Tax Remittance	123.65
Transfer to Fortifi Bank	2,000,000.00
EE Payroll Return	-500.00
Voided Checks from Previous Month	-720.98

TOTAL DISBURSEMENTS: 5,036,866.66

TREASURER'S CASH BALANCE: 01/31/21 3,139,045.08

BANK RECONCILIATION

Green Lake Horicon Bank - Checking:	690195	705,591.18
Green Lake Horicon Bank - Money Market:	690224	3,299,932.23

TOTAL 4,005,523.41

Less Outstanding Checks 705,041.97

Town of Manchester Settlement 166,494.34

NSF Tax Payments -6,087.98

Deposit in Transit 30.00

Available Bank Balance 3,140,045.08

CASH BALANCE	3,140,045.08
TREASURER'S CASH	3,139,045.08
DIFFERENCE	1,000.00

<u>DATE</u>	2021 HIGHWAY ROAD REPAIR LOAN	<u>TOTAL</u>
		\$0.00

GREEN LAKE COUNTY TREASURER'S REPORT

JANUARY 2021

RECONCILIATION OF RECEIPTS & DEPOSITS

Cash in Office	December 31, 2020	0.00
Total Receipts	JANUARY 2021	<u>0.00</u>
SUB TOTAL		0.00
Less Deposits for Month:		<u>0.00</u>
Cash in Office	1/31/2021	0.00

PROOF OF OUTSTANDING CHECKS

Outstanding Checks	December 31, 2020	978,678.39
Total Disbursements	JANUARY 2021	5,036,866.66
	SUB TOTAL	<u>6,015,545.05</u>
Less Checks Cashed by Bank		2,759,789.35
DHHS Deposit to LGIP		222,786.94
Payroll deductions and taxes		180,253.68
Sales Tax transfer to LGIP		140,318.27
Bank fees (Security Token & RDC)		73.00
Transfer to Flex/HRA account		7,781.84
Transfer to Fortifi Bank		2,000,000.00
EE Payroll Return		-500.00
Outstanding Checks	1/31/2021	705,041.97

2021 INTEREST REVENUE

(PROJECTED BUDGET: \$207,982.00)

1/31/21 Money Markets	January Interest	\$10,996.60
1/31/21 Certificate of Deposits	January Interest	\$0.00

TOTAL \$10,996.60

HORICON BANK ACCOUNTS

Balance as of 01/31/21

Flex/HRA Checking Account #2395	\$5,185.50
Flex/HRA Money Market Account #2366	\$143,702.31
Gelhar Escrow Account #8674	\$34,837.65

GREEN LAKE COUNTY TREASURER'S REPORT

INVESTMENTS JANUARY 2021

LOCAL GOVERNMENT INVESTMENT POOL

#824000

Date	Account #01
12/31/20 Balance L.G.I.P.	659,357.01
01/05/21 HFS Comm Aids	111,131.00
01/05/21 DCF Spare Pmt	45,111.24
01/29/21 DCF Spare Pmt	8,535.66
01/29/21 DCF Spare Pmt	57,009.04
01/31/21 Interest	63.11
01/31/21 Balance L.G.I.P.	\$881,207.06

Date Started **INSTITUTIONS**

			PRINCIPLE	YIELD RATE	DUE DATE
04/20/11 Farmers & Merchants Bank**	Money Market	310818	1,793,360.81	0.50%	
02/13/20 ERGO Bank**	Money Market	70002620	1,013,524.04	1.31%	
03/01/20 Fortifi Bank** (ICS)	Money Market	4204930	5,062,591.22	1.80%	
11/03/20 Charles Schwab (Dana Investments)	Short-Term Bonds	3458-9437	2,002,750.00	1.00%	
11/01/15 Horicon Retirement	Money Market	1424497	21.13	0.50%	
08/05/13 Ripon Horicon Bank	Money Market	831744	5,226.16	0.15%	
TOTAL			\$9,877,473.36		

** Collateralized Investment

SALES TAX

BALANCE 12/31/20	2021 PRINCIPLE	2021 INTEREST	TOTAL SALES TAX	Retailer Collection Period
01/31/21	140,318.27	1,360.25	2,584,830.46	October, 2020
			141,678.52	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
TOTAL COLLECTED IN 2021	140,318.27	1,360.25	\$2,726,508.98	
TOTAL 2021 LOAN PAYMENTS			0.00	
TOTAL PAID TOWARDS UPGRADES			15,649.95	
BALANCE OF SALES TAX FUNDS			\$2,710,859.03	

SALES TAX INVESTMENTS

Institution	CD/MM #	Term	Principle Invested	Int. Rate	Due Date
1/31/2021 LGIP Sales Tax Account #09			687,627.83		
ERGO Bank (Money Market)	70002743		1,002,313.77	1.31%	
Farmers & Merchants Bank (CD)	721791	11 months	510,311.72	0.65%	9/29/2021
Fortifi Bank (Money Market)	83488621		510,605.71	0.50%	
Total Funds Held in Trust			\$2,710,859.03		

2021 LOAN PAYMENT HISTORY		
PAYMENT DATE	LOAN PAYMENT AMOUNT	TOTAL
		\$0.00
		Total Paid on Loan in 2021

2021 SECURITY UPGRADES		
PAYMENT DATE	PAYMENT HISTORY	TOTAL
01/14/21	Kioware	737.01
01/29/21	IMEG	14,912.94
		\$15,649.95
		Total Paid Towards Upgrades

JANUARY 2021

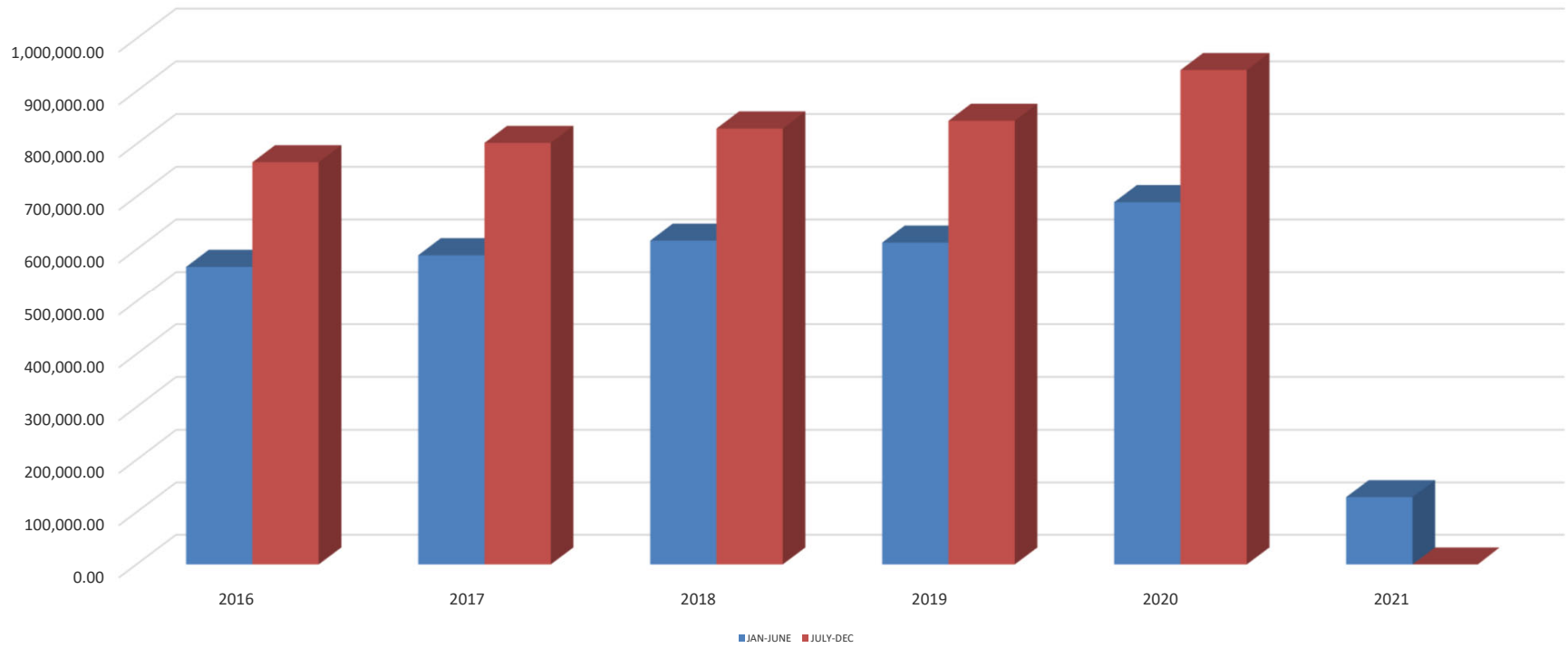
EFFECTIVE INTEREST RATES - OVERALL

<u>INSTITUTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>RATE</u>
L.G.I.P.	1,574,322.99		0.09%
Farmers & Merchants Bank**	1,793,360.81	310818	0.50%
ERGO Bank**	1,013,524.04	70002620	1.31%
Fortifi Bank** (ICS)	5,062,591.22	4204930	1.80%
Charles Schwab (Dana Investments)	2,002,750.00	3458-9437	1.00%
Horicon Retirement	21.13	1424497	0.50%
Ripon Horicon Bank	5,226.16	831744	0.15%
Horicon Bank	<u>3,299,932.23</u>	690224	<u>0.05%</u>
	14,751,728.58	Average APY	0.67%
 <u>TOTAL INVESTED</u>	 <u>11,446,549.06</u>	 Average Investment APY	 <u>0.94%</u>

<u>MONTHLY</u>	<u>AVERAGE</u>
January 2021	1.63%
February 2021	0.67%
March 2021	
April 2021	
May 2021	
June 2021	
July 2021	
August 2021	
September 2021	
October 2021	
November 2021	
December 2021	

Date		Institution	Account #	Amount
1/31/2021	MM	Horicon	1000002366	6.02
1/31/2021	MM	LGIP	Account #1	63.11
1/31/2021	MM	Farmers & Merchants	310818	532.92
1/31/2021	MM	ERGO Bank	2620	1,117.81
1/31/2021	MM	Fortifi Bank	4204930	7,303.01
1/31/2021	MM	Charles Schwab	3458-9437	1,858.58
1/31/2021	MM	Horicon Retirement	1424497	0.25
1/31/2021	MM	Ripon Horicon Bank	831744	0.22
1/31/2021	MM	Horicon	690224	90.19
1/31/2021	MM	Horicon	690195	24.49
TOTAL MONEY MARKET INTEREST				\$10,996.60

SALES TAX Q1/2 VS Q3/4



Resolution Number -2021

Relating to Cancellation of Outstanding Checks

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 16th day of March 2021, does resolve as follows:

WHEREAS, Eight checks issued by the Treasurer of Green Lake County, drawn against the County's account at Horicon Bank have not been presented for payment by the payees of said checks in excess of one (1) year since said checks were issued;

NOW, THEREFORE BE IT RESOLVED, that said outstanding checks as listed below be cancelled, and the amounts represented thereby be restored to the County's general account:

CHECK DATE	CHECK NUMBER	PAYEE	AMOUNT
08/19/19	198599	MICHAEL GLYNN	\$461.12
08/15/19	198631	DAVID PARAMO	\$ 19.48
08/15/19	198653	SUSAN BUTT	\$ 26.44
11/15/19	199726	GARY KAATZ	\$105.50
11/21/19	199849	HANSEN BRASS	\$785.68
11/27/19	199925	BETH SIMONS	\$ 22.79
11/27/19	199935	COOPER RICHTER	\$ 36.50
12/12/19	200087	CMS MANAGEMENT	\$ 30.00
		TOTAL	\$1,487.51

BE IT FURTHER RESOLVED, that a copy of this resolution be furnished to the Horicon Bank.

NOTE: The above checks contain the notation "Void after six months"

Roll Call on Resolution No. -2021

Submitted by Finance Committee:

Ayes , Nays , Absent , Abstain

Harley Reabe, Chair

Passed and Adopted/Rejected this 16th day of March 2021.

Brian Floeter, Vice- Chair

County Board Chairman

Dave Abendroth

ATTEST: County Clerk Approve as to Form:

Dennis Mulder

Corporation Counsel

Don Lenz

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: January 28, 2021
 Department: County Clerk - Elections
 Amount: \$155,110.89
 Budget Year Amended: 2020

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


Election Programming accounts adjusted by \$37,730.89 due to 2 grants received - one for \$35,762.54 and the other for \$1,968.35. Election Supplies accounts adjusted due to purchase of new voting machines for all municipalities. Each muni repaid the county their portion with the County contributing a small amount (\$7,068) out of the 2021 budget. The Town of Kingston split their payments and will pay the 2nd half of \$3,300 in 2022.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-04-46116-388-000	Election Programming	\$ 12,000.00	\$ 37,730.89	\$ 49,730.89
20-100-04-46116-390-000	Election Supplies	\$ 150.00	\$ 114,080.00	\$ 114,230.00
				\$ -
				\$ -
Total Adjustment			\$ 151,810.89	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-04-51440-326-00	Programming	\$ 50,000.00	\$ 37,730.89	\$ 87,730.89
20-100-04-51440-319-000	Election Supplies	\$ 10,000.00	\$ 117,380.00	\$ 127,380.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 155,110.89	

Department Head Approval: 
 Date Approved by Committee of Jurisdiction: 2/1/21

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: December 21, 2020
 Department: Register of Deeds
 Amount: \$495.00
 Budget Year Amended: 2021

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


Closing & Title Services merging with Guaranty Title Services and will no longer need account.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21-100-07-41240-000-001	Laredo/Tapestry	\$ 44,000.00	\$ (1,100.00)	\$ 42,900.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ (1,100.00)	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21-100-07-51710-258-000	Laredo Fidlar Expense	\$ 11,300.00	\$ 495.00	\$ 11,795.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 495.00	

Department Head Approval: 
 Date Approved by Committee of Jurisdiction: 2/1/21

Following this approval please forward to the County Clerk's Office.

Date Approved by Finance Committee: _____
 Date Approved by County Board: _____

Per W1 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: February 1, 2021
 Department: Parks
 Amount: \$689,815.87
 Budget Year Amended: 2020

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

Phase I of the Green Lake Greenways Trail, now known as Lauree's Trail, was completed in 2020. DNR grant monies and Green Lake Greenways payments totaled \$689,815.87 in excess of the \$50,000 budgeted. Expenditures matched revenues for a balanced budget at the end of 2020.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-12-43578-000-000	Green Lake Trail Project	\$ 50,000.00	\$ 689,815.87	\$ 739,815.87
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 689,815.87	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-12-55200-301-000	Green Lake Trail Project	\$ 50,000.00	\$ 689,815.87	\$ 739,815.87
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 689,815.87	

Department Head Approval: 2/2/21

Date Approved by Committee of Jurisdiction: Liz Otto

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: Sheriffs Office
 Budget Year Amended: 2020

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
20-100-09-52100-351-000	Fuel	\$ 58,000.00	\$ 2,012.49	\$ 51,752.97	\$ 55,987.51
20-100-09-52100-351-000	Fuel	\$ 55,987.51	\$ 2,787.82		\$ 53,199.69
20-100-09-52100-351-000	Fuel	\$ 53,199.69	\$ 139.01		\$ 53,060.68
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 4,939.32		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
20-100-09-52100-346-000	Clothing & Uniforms	\$ 9,000.00	\$ 2,012.49	\$ 11,012.49	\$ 11,012.49
20-100-09-52100-225-000	Telephone	\$ 11,800.00	\$ 2,787.82	\$ 14,587.82	\$ 14,587.82
20-100-09-52100-404-000	Storage and Towing	\$ 900.00	\$ 139.01	\$ 1,039.01	\$ 1,039.01
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 4,939.32		

Explanation for Transfer: Our uniform account went over due to a shortage of emblems. The telephone account increased due to a change in carriers from US Cellular to AT&T Mobility. Our towing account was over due to more towing in cases than expected. We are requesting that these overages be covered from funds transferred from our Fuel account.

Department Head Approval

Sheriff Mark A Podoll 02-10-21

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

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: Sheriffs Office
 Budget Year Amended: 2020

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
20-100-09-52700-248-000	Juvenile Board	\$ 11,000.00	\$ 3,406.08	\$ 10,550.00	\$ 7,593.92
20-100-09-52700-248-000	Juvenile Board	\$ 7,593.92	\$ 3,284.57		\$ 4,309.35
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 6,690.65		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
20-100-09-52700-344-000	Jail Janitorial Supplies	\$ 18,763.00	\$ 3,406.08	\$ 22,169.08	\$ 22,169.08
20-100-09-52700-810-000	Jail Capital Equipment	\$ 8,400.00	\$ 3,284.57	\$ 11,684.57	\$ 11,684.57
					\$ -
Total Transfer			\$ 6,690.65		

Explanation for Transfer: Jail Janitorial Supplies was up as due to COVID as there was increased diligence in cleaning and laundry, thus more supplies were used. Capital Equipment went over due to the need to purchase inmate mattresses. Juvenile Secure detention is cyclical. In 2020 holds for juveniles was down. We suspect that COVID played a role in juveniles not being sent to secure detention. Therefore we are requesting funds be transferred from Juvenile Prisoner Board to Jail Janitorial Supplies and Capital Equipment.

Department Head Approval

Sheriff Mark A Podoll 02-10-21

Governing Committee Approval

Joe Ho

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