



Winnebago County

The Wave of the Future

PERSONNEL & FINANCE COMMITTEE

THURSDAY, MARCH 7, 2024 @ 9:00 AM

AMENDED AGENDA

THIS AGENDA WAS AMENDED ON MARCH 5, 2024 TO INCLUDE THE HIGHLIGHTED ITEMS.

*SUSAN T. ERTMER CONFERENCE ROOM 120
DAVID W. ALBRECHT ADMINISTRATION BUILDING, GROUND FLOOR
112 OTTER AVENUE OSHKOSH, WISCONSIN*

To view this meeting via Zoom, please use this link:

<https://us02web.zoom.us/j/83420787744?pwd=aXRlVXkxTlIXZUhwdE9RT094ODhndz09>

Meeting ID: 834 2078 7744 | Passcode: W1NNE

Via telephone- dial (312) 626 6799

A Regular Business Meeting of the Winnebago County Personnel and Finance Committee will be held on Thursday, March 7, 2024, at 9:00 AM in the Susan T. Ertmer Conference Room 120 of the David W. Albrecht Administration Building, 112 Otter Avenue Oshkosh, Wisconsin.

At this meeting, the following will be presented to the Committee for its consideration:

A. Call to Order

B. Public Comments -

Comments are restricted to items on the agenda with a two-minute limit per person.

C. Adopt Agenda

D. Approval of Minutes

1. February 1, 2024, Meeting Minutes

E. General Fund, Policy Update, & CIP Report - Finance Director

F. Business Items

Action may be taken on any business items.

1. Resolution: Approve Values on In-Rem (Tax Deeded) Properties
2. Resolution: Authorize the Sheriff's Office to Accept an in-kind Donation from Thomas and Penny Harenburg for an additional K-9 Unit, equipment, and training for the Unit valued at \$17,000.
3. Resolution: Authorize the Sheriff's Office to Accept a Cash Donation of \$3,500 from the EAA AirVenture Runway 5K for specialty K9 Unit squad equipment

4. Resolution: Authorize the Winnebago County to apply for, accept, and expend funds of \$990,000 from the United States Department of Justice for the purchase of three Ice Rescue Airboats
5. Resolution: Approving a \$51,000 Budget Amendment for the Winnebago County Medical Examiner to Cover 2023 Expenses
6. Contingency Fund Use: Purchase of Parks Disc Golf Baskets for \$5,400
7. Contingency Fund Use: Cameras at Grundman Boat Landing for \$18,000
8. Resolution: Approving \$50,000 from the Advancing a Healthier Wisconsin Endowment (AHW) to Support the Community Living Room project launch in Winnebago County
9. Resolution: Approving \$300,000 from Winnebago County Public Health Fund Balance to Provide a Grant to Build an Online Repository of Community Data used by the Public, Community Organizations and Governmental Departments
10. Resolution: Approve a Budget Transfer in the Amount of \$1,645,997 from the Contingency Fund to the Various Funds to Pay for the Increase in Pay Grade
11. Action Item: Type 1 Carryovers from the 2023 Budget
12. Action Item: Type 2 Carryovers from the 2023 Budget
13. Resolution: Approve a Budget Transfer from the Unassigned General Fund in the Amount of \$266,400 for the Highway Department
14. Approval of Additional Funding for a Capital Improvement Project in the Amount of \$205,000 for the Highway Office Reconfiguration and Mold Remediation (Project 5075)
15. Resolution: Authorization for Winnebago County to Enter into Fleet Equity Lease Agreements
16. Contingency Fund Use: Subscription and Implementation Costs of Software to Improve Procurement Processes for \$38,500
17. Resolution: Approval of the Winnebago County Fund Reserve Policy

G. Commendations and Notice of Claims

1. Resolutions: Commendations for Vickie Edgell and Laura Stark
2. Resolution: Disallow Claim for Lane Fritch
3. Resolution: Disallow Claim for Dan & Paula Rabideau

H. Next Meeting Date

April 4, 2024

I. Adjourn

***This meeting is also being posted as a committee meeting for: Highway Committee
Upon request, provisions will be made for people with disabilities upon 24 hours prior notice to the Office
of the County Clerk. Phone Number: 920-232-3430*

PERSONNEL & FINANCE COMMITTEE MINUTES
February 1, 2024

Present: David Albrecht, Steven Binder, Morris Cox, Donald Nussbaum, Tom Egan

Mike Collard – Administration Director
MaryAnne Mueller – Corporation Counsel
Melanie Boelter – Corporation Counsel
Julie Barthels – County Clerk
Jon Doemel – County Executive

Mike Elder – Facilities Director
Paul Kaiser – Finance Director
Mark Habeck – Human Resources Director
Lynzi Gazga Parish – PVHC Administrator
Todd Christopherson – Sheriff's Department
Paul Eisen – County Board Supervisor (ZOOM)

Excused: Betsy Ellenberger

A. Meeting called to order at 9:00 am by Chairman Morris Cox.

B. Public Comments

- Jon Doemel, County Executive – Thank you to Mike Collard, Mark Habeck, and the Deputies' Association for coming to an agreement and completing the Deputies' Contract for the Sheriff's Department. Jon says he was grateful for the completion of the Deputies and Sheriff's agreement.
- Paul Eisen, Supervisor District 4 – A Resolution was sent back to the Judiciary and Public Safety Committee for a \$10,000 expense. Supervisor Eisen would like the Personnel & Finance Committee to refer Item #2 – Resolution Ratifying Tentative New Collective Bargaining Agreement between Winnebago County and the Winnebago County Deputies' Association Covering January 1, 2024, through December 31, 2026, to the Judiciary and Public Safety Committee (JPS). JPS did not see or approve this agreement. JPS is the committee of jurisdiction for the Sheriff's Department, and he believes it should go to that committee first.

C. Adopt Agenda

Motion by Supervisor Nussbaum, seconded by Supervisor Binder to adopt the agenda.
Carried by Voice Vote. (5-0)

D. Approval of the January 4th and January 16th, 2024, Personnel & Finance Committee Meeting Minutes

Motion by Supervisor Albrecht, seconded by Supervisor Nussbaum to approve the January 4th and January 16th, 2024, Personnel and Finance Committee meeting minutes.
CARRIED BY VOICE VOTE. (4 – 0 – 1 Abstain – Egan)

E. General Fund, Policy Update, & CIP Report – Finance Director

Paul Kaiser, Director of Finance reported on the Capital Improvement Projects. An update from Information Technologies, the Redundant Fiber Loop is making good progress. Conduit is being put in place with roughly 5,200 feet in the ground already. Hope to have completion within next month, weather permitting.

Mike Elder, Director of Facilities and Property Management, reported on the 980 Residential Facility Project. The plan is to be done by the middle of March. The USDA Remodel Project has hit a road-block, it is on hold for directions from the USDA due to a change in floor plans. He will need to submit new bids for this project. Human Services Neenah roof project has been moved into the 2024 CIP plan. The bids came back significantly overbid. He is going to revise the scope of the bid and resubmit. Neenah Elevator is complete and -in use. Park View Health Center Fire Alarm System Replacement – they have found a new vendor and are hoping to improve the system without having to totally replace it. They are working with the vendor for the design at this time.

Highway Building Update – The bids were just received; they need to go thru bids to find the best options. The Committee would like Director Elder to come to the next meeting to update them on County owned building projects.

Paul checked with Department heads for any significant changes that are taking place. He would like to provide a quarterly update on projects that are planned or happening.

Fund Balance Policy – Director Kaiser sat down with the County Executive and the Department of Administration and went over the projected changes.

- On Page 3 is the first change regarding the Appropriate Range of Fund Balance. He is removing the words "subsequent year's budgeted expenditures"; and "an amount equal to the tax levy given to"; and adding "expense/expenditures for" in the second paragraph.
- On Page 4 – There will be a change from excess of funds that will designate a portion to the budget stabilization fund. Deficiencies would come up for review at the next budget meeting by the board. Changes that were made were under 3 – Deleting "If the unassigned fund balance falls below the goal or has a deficiency, a plan will be developed and included in the annual budget process." A second sentence was added after item 3. In the event the Unassigned General Fund balance falls below the goal or has a deficiency, a plan will be developed and included in the annual budget process."
- Page 5 – This section involves internal service funds. The following lines were deleted from the policy: "The internal service funds should have a balance in total of 25% - 35% or associated expenses." "If the internal services funds in total are at a deficit, then the county should either move funds from the Unassigned General Fund to the Internal Service funds or increase expenses charged in the next budget cycle." "If the internal services funds in total are at a surplus, then the county should either move funds to the Unassigned General Fund from the Internal Service funds or decrease expenses charged in the next budget cycle." The following lines were added to the policy: The review of the Internal Service Funds should include but not limited to: Past, Current and Future claims; Claims Handling and Risk Control Services; Operating Cost; Personnel Costs; and, Change in inventory were applicable."

Director Kaiser will bring a **resolution** to the next P&F meeting for **approval and voting**.

F. 1. Action Item: Use of Contingency Funds to purchase five new Sit to Stand Lifts for \$26,400 for Park View Health Center

Motion by Supervisor Nussbaum, seconded by Supervisor Albrecht to approve the budget transfer.

Linzi Gazga-Parish, Director of Park View Health Center explained what a sit to stand lift is. The resident still needs to bear 50% of their weight. A budget transfer will need to be done to the Equipment fund and \$9,104.00 will come from the PVHC contingency fund.

Vote on Budget Transfer: CARRIED BY VOICE VOTE. (5-0)

2. Resolution: Ratifying Tentative New Collective Bargaining Agreement between Winnebago County and the Winnebago County Deputies' Association Covering January 1, 2024, through December 31, 2026

Motion by Supervisor Binder, seconded by Supervisor Egan to approve this resolution.

Mark Habeck, Director of Human Resources explained what has happened with the agreement between the Deputies' Association and Winnebago County. It expired at the end of 2023. They started negotiations during the summer of 2023. This agreement would last thru December 2026. Many changes in the Memoranda of Understanding were made. Noteworthy changes made: Schedule changing; Guidelines for switching of shifts; Adjusting hours of sick time; Modifying language for Holidays; Codifies changes for Vacation Scheduling; Minimized Opportunities to Pay Out Earned, but Unused Benefit Time; Expands the Type of Paid Time Off for Funeral Leave; Patrol and Corrections

Deputies Wage Table; Length in Time for Pay Steps; and Starting Pay. The cost to the county will be from the contingency fund where money has already been set aside. It will be up to the County Board to approve or disapprove this resolution. Director Habeck is not aware of this contract going to any other committee other than P&F.

Todd Christopherson, Chief Deputy, explained that he has been with the Sheriff's Department for 32 years and it has never been brought to the Judiciary and Public Safety Committee. Corporation Counsel noted that the heart of this document involves Personnel and Finance. There is no need to send it to Judiciary and Public Safety.

Director Collard provided information for the Fiscal Note. For 2024, it will be wages of \$632,773 higher than the old contract and \$146,077 in fringe benefits. Labor cost for 2024 will be \$778,850. This will be transferred from the Labor Contingency Fund.

This resolution will go directly to the County Board with the fiscal note. Chairman Cox asked Director Collard to **include the Fiscal note** before going to the County Board.

Vote on Resolution: CARRIED BY VOICE VOTE. (5-0)

3. Resolution: Establish Salaries for County Clerk, Register of Deeds, and County Treasurer of Winnebago County

Motion by Supervisor Binder, seconded by Supervisor Nussbaum to approve.

Director of Human Resources, Mark Habeck, explained that the salary for the Elected Officials needs to be set before they can officially start circulating papers for their offices. He explained what he did and how he came up with the figures for Salaries for the County Clerk, Register of Deeds and County Treasurer. He looked at the compensation schedule for Deputy positions in these offices and the compensation schedule for other employees. There was a **4.58%** adjustment for that grade. He checked on comparisons from other counties and Winnebago County Department heads. Director Habeck recommended a \$3,921.00 adjustment to the salaries. Discussion was held regarding the percentage of raises that should be given. Director Habeck provided figures that would reflect a **3% raise in salary** for the years 2025 – 2028. This includes a **4.58%** increase for the year 2025 to allow the elected officials the same increase that the employees were allowed.

Motion by Supervisor Binder, 2nd by Egan to amend the increase in wages for the County Clerk, Register of Deeds, and the County Treasurer to a 3% increase over 2%. Vote on Amendment: CARRIED BY VOICE VOTE. (5-0)

Vote on Resolution as Amended: CARRIED BY VOICE VOTE. (5-0)

4. Resolution: Amend Winnebago County General Code Section 1.12(10) to Increase and Expand Citizen Member Compensation on Committees, Commissions, Boards, and other Entities as well as Board of Canvass Citizen Member Compensation

Motion by Supervisor Egan, seconded by Supervisor Albrecht to approve.

Discussion was held regarding the amount paid to Citizen Committee Members and the Elections Board of Canvass. Board of Canvass is currently paid \$90.00 for a full day, \$50.00 for a half day. The Citizen Committee Members are paid \$75.00 for a full day, \$50.00 for a half day.

Motion by Supervisor Binder, seconded by Supervisor Albrecht to amend the pay for the Board of Canvass on Line 25 to \$75.00 for a half day; \$125 for a full day. The Judiciary and Public Safety Committee has already approved this resolution at their meeting. Because the Judiciary and Public Safety Committee has approved it in its current form, Corporation Counsel Mary Anne Mueller suggested to propose this amendment to the full County Board. Supervisor Binder and Supervisor Albrecht withdrew their amendment.

Vote on Resolution: CARRIED BY VOICE VOTE. (5-0)

5. Commendations: Jamie Bates, Lisa Krause, John Rabe, Laura Ruedinger, and Robin Voss

Motion by Supervisor Egan, seconded by Supervisor Nussbaum to approve. CARRIED BY VOICE VOTE. (5-0)

6. Set Next Meeting Date

The next meeting will be held on March 7, 2024.

7. Adjournment

Motion by Supervisor Albrecht, seconded by Supervisor Binder to approve. CARRIED BY VOICE VOTE. (5-0)

Meeting adjourned at 10:22 a.m.

Agenda Item Report



DATE: March 7, 2024
FROM: Amber Hoppa, Treasurer
AGENDA ITEM: Resolution: Approve Values on In-Rem (Tax Deeded) Properties

General Description:

Per Section 3.03(1)(a), of the General Code of Winnebago County the appraised price of tax deeded lands shall be determined by the Personnel and Finance Committee of the Winnebago County Board of Supervisors and approved by the County Board.

Action Requested:

Motion to recommend to county board the assessed values for the in-rem properties.

Procedural Steps:

Committee of Jurisdiction:	_____	Meeting Date:	_____
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

Per 3.03(1)(a) of the Winnebago County General Code the appraisal price of tax deeded lands shall be determined by the Personnel and Finance Committee of the Winnebago County Board and approved by the County Board.

Winnebago County foreclosed on properties for the unpaid 2019 taxes. We acquired 4 properties in total. Per 3.03(1)(d) of the General Code we offer non-homestead to the municipality for our costs. The committee needs to establish values on the remaining parcels.

Act 216 prohibits the County retaining any proceeds above our costs. Values below represent our current investment into the 3 properties ready to be sold with estimate of costs associated with the future sale.

Parcel 265-0438 – City of Omro – 430 Madison Ave – Suggested value \$20,000.00

Parcel 265-0439 – City of Omro – vacant lot behind 430 Madison – property is landlocked - Suggested value \$1,000.00

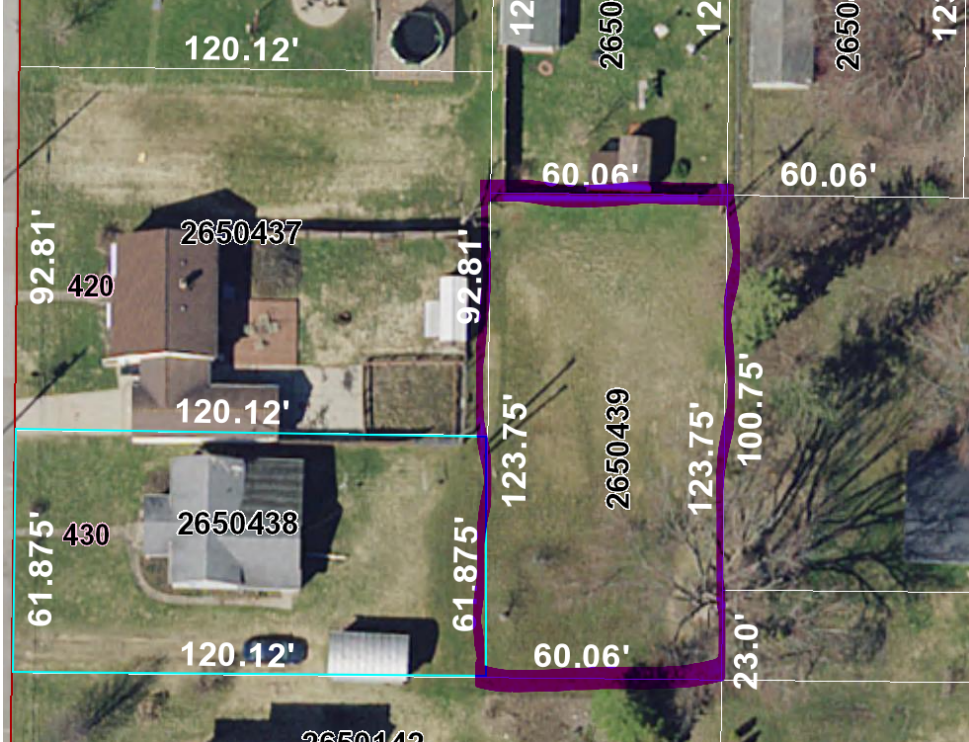
Parcel 914-0012 – City of Oshkosh – 1700 Oregon St (Witzke's Tavern) – Suggested value \$75,000.00

Policy Discussion:

Map of the parcels:
265-0438



265-0439





Attachments:

- 1. Property Expense Reports
- 2. TREAS RESOLUTION Draft - Approval of Appraised Values

TAX DEEDS OWNED BY WINNEBAGO COUNTY

MUNICIPALITY CITY OF OMRO
 PARCEL NO. 265-0438
 ASSESSED VALUE \$53,800
 ESTABLISHED VALUE BUILDING

DESCRIPTION 430 MADISON AVE OMRO WI 54963
 Sec. 17, T18N, R15E
 ORIGINAL PLAT LOT 8 BLK 11

PREVIOUS OWNER
 JOAN R JOHNSON (DECD)
 430 MADISON AVE
 OMRO WI 54963

JUDGMENT CASE NO.	DATE OF DEED	RECORDED VOL. PAGE	NO. OF CERTIFICATE	YEAR OF SALE	TAXES	SPECIALS	INTEREST	FEES	TOTAL	REMARKS
23GF00006			20622	2019	987.59	438.28	641.65	0.00	2,067.52	
			22760	2020	1,190.13	681.02	617.48	200.00	2,488.63	Winterize Plumbing Search & notice fees
			26156	2021	1,208.27	6,256.95	1,567.70	0.00	9,032.92	0.00 Guardian ad litem
			27592	2022	1,275.78	609.11	169.64	0.00	2,054.53	0.00 Filing fees
				2023 Taxes	1,300.20	561.00		0.00	1,861.20	0.00 Advertise for bids
								0.00	0.00	0.00 Photo
								0.00	0.00	0.00 Grass/Snow
								0.00	0.00	0.00 Appraisal
								0.00	0.00	0.00 Utilities
								0.00	0.00	0.00 Clean Out
								0.00	0.00	0.00 Change Locks
TOTAL					5,961.97	8,546.36	2,996.47	200.00	17,704.80	
DISPOSITION										
TO										
SOLD FOR										
PROFIT (LOSS)										
-14,708.33										

DATE

RECEIPT NO.

TAX DEEDS OWNED BY WINNEBAGO COUNTY

MUNICIPALITY CITY OF OMR0

PARCEL NO. 265-0439

ASSESSED VALUE \$53,800

ESTABLISHED VALUE

BUILDING

DESCRIPTION MADISON AVE OMR0 WI 54963

Sec. 17, T18N, R15E

ORIGINAL PLAT LOT 9 BLK 11

PREVIOUS OWNER

JOAN R JOHNSON (DECD)

430 MADISON AVE

OMRO WI 54963

JUDGMENT CASE NO.	DATE OF DEED	RECORDED VOL. PAGE	NO. OF CERTIFICATE	YEAR OF SALE	TAXES	SPECIALS	INTEREST	FEES	TOTAL	REMARKS
23GF00006			20627	2019	231.48		14.17		245.65	
			22764	2020	32.60		10.76		43.36	
			26157	2021	33.13		6.96		40.09	
			27615	2022	34.97		3.15		38.12	
				2023 Taxes	35.58				35.58	
									0.00	
									0.00	
									0.00	
									0.00	
									0.00	Winterize Plumbing
									0.00	Search & notice fees
									0.00	Guardian ad litem
									0.00	Filing fees
									0.00	Advertise for bids
									0.00	Photo
									0.00	Grass/Snow
									0.00	Appraisal
									0.00	Utilities
									0.00	Clean Out
									0.00	Change Locks
									0.00	
TOTAL					367.76		35.04	200.00	602.80	

DISPOSITION

SOLD FOR

PROFIT (LOSS)

TO

SOLD FOR

-567.76

DATE

RECEIPT NO.

TAX DEEDS OWNED BY WINNEBAGO COUNTY

MUNICIPALITY CITY OF OSHKOSH
 PARCEL NO. 914-0012
 ASSESSED VALUE \$154,000
 ESTABLISHED VALUE BUILDING

DESCRIPTION 1700 OREGON ST
 W 150.25 FT OF LOTS 5 & 6
 CLEMENT & DOTYS SUBD

 PREVIOUS OWNER
 WITZKES TAVERN LLC
 1700 OREGON ST
 OSHKOSH WI 54902-6924

JUDGMENT CASE NO.	DATE OF DEED	RECORDED 6VOL. PAGE	NO. OF CERTIFICATE	YEAR OF SALE	TAXES		INTEREST	FEES	TOTAL	REMARKS
					TAXES	SPECIALS				
23GF00006			21450	2019	9,846.35	3,627.02	6,063.02		19,536.39	
			23906	2020	3,937.37	2,733.77	2,201.48		8,872.62	
			26508	2021	4,209.89	4,816.66	1,895.58		10,922.13	
			28287	2022	4,451.88	5,358.26	882.91		10,693.05	
				2023 Taxes	4,502.18	5,811.43			10,313.61	
									0.00	
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TOTAL					26,947.67	22,347.14	11,042.99	966.28	61,304.08	

DISPOSITION		SOLD FOR	
TO		PROFIT (LOSS)	-50,261.09

DATE _____ RECEIPT NO. _____

1 **XXX-032024**

2 **RESOLUTION: Approve Values on In-Rem (Tax Deeded) Properties**

3
4
5

TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:

6 **WHEREAS**, Section 3.03(1)(a), of the General Code of Winnebago County requires that all tax
7 deeded lands have their appraised values determined by the Winnebago County Personnel and Finance
8 Committee and approved by the Winnebago County Board of Supervisors; and

9 **WHEREAS**, the municipality name, parcel number, description, and suggested appraised value
10 of said tax deeded properties are as follows:

11		
12	CITY OF OMRO	CITY OF OMRO
13	Parcel No. 265-0438	Parcel No. 265-0439
14	430 Madison Ave, Omro	Vacant lot behind 430 Madison Ave, Omro
15	Appraised Value \$20,000.00	Appraised Value \$1,000.00
16		
17	CITY OF OSHKOSH	
18	Parcel No. 914-0012	
19	1700 Oregon St, Oshkosh	
20	Appraised Value \$75,000.00	

21
22 **WHEREAS**, the appraised values of said properties as provided by the Treasurer have been
23 approved by the Personnel and Finance Committee as is required by Section 3.03(1)(a) of the General
24 Code of Winnebago County and are herewith submitted to the Winnebago County Board of Supervisors
25 for approval.

26
27 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it
28 hereby approves the appraised values of the parcels of property listed above, which were acquired by the
29 Winnebago County Treasurer for tax delinquency pursuant to an *In Rem* judgment.

30
31 *Fiscal Note: Approval of property values is a necessary step toward sale of the parcels, which will no*
32 *longer produce revenue for the County due to Act 216. The County may not retain anything above our*
33 *costs.*

34
35 Respectfully submitted by:
36 **PERSONNEL AND FINANCE COMMITTEE**

37
38 **Committee Vote:**
39 Vote Required for Passage: **Majority of Members Present**

40
41

42 Approved by the Winnebago County Executive this ____ day of _____

43 _____, 2024

44

45

46

47

Jonathan Doemel
Winnebago County Executive

Agenda Item Report



DATE: March 7, 2024
FROM: John Matz, Sheriff
AGENDA ITEM: Resolution: Authorize the Sheriff's Office to Accept an in-kind Donation from Thomas and Penny Harenburg for an additional K-9 Unit, equipment, and training for the Unit valued at \$17,000.

General Description:

Authorize the Sheriff's Office to accept an in-kind donation from Thomas and Penny Harenburg of an additional canine and training for the unit valued at \$17,000.

Action Requested:

Recommend the County Board accept the donation and thank the donors for their generosity.

Procedural Steps:

Committee of Jurisdiction:	JPS	Meeting Date:	02/05/2024
	P&F		03/07/2024
Action taken:	JPS	Vote:	5-0
County Board:	March Meeting	Meeting Date:	03/19/2024

Background:

In late 2014, Thomas and Penny Harenburg inquired about making a direct purchase of a canine for the Sheriff's Office. They fully supported the K9 program and wanted to help public safety and law enforcement in Winnebago County by expanding our existing program from two canines to three canines, which allowed for a Unit to be assigned to each shift. This original directed donation of \$17,500 went through the appropriate committees and was approved for acceptance by the full Winnebago County Board on March 17, 2015. In 2022, the Harenburg's made a second direct donation of \$14,700 to purchase another canine and associated training for the Sheriff's Office, which also went through the appropriate committees and was approved for acceptance by the full Winnebago County Board on June 21, 2022.

After seeing the successes of the program and recognizing one of our three working dual-purpose canines is nearing the age of retirement, Thomas and Penny Harenburg have offered to make a third directed donation for another replacement canine, to further support the K9 program and not result in a deficit within the Unit.

The county has a long-standing policy on in-kind donations of property. A cost impact analysis is required to determine the level of approval for a property donation. Cost impacts below \$500 require the county executive's approval. Cost impacts between \$500 and \$3,000 require committee of jurisdiction and P&F approval. Cost impacts of over \$3,000 require county board approval.

In this case, there is no increased cost impact for the county as a fund at the Oshkosh Community Foundation sponsors all costs for the K-9 units. As such, without that philanthropic support, there could be a cost impact of more than \$3,000 to the county and this is being routed to the county board at the Sheriff's request.

There is no budget transfer as the county is not accepting the money directly. We are accepting the asset.

Policy Discussion:

The Winnebago County Sheriff's Office is responsible for providing law enforcement and related services to the citizens of Winnebago County. Law enforcement canines are one of the most effective and diverse tools known to police work. They save time for our deputies, reduce the number of deputies needed for a search, or to contain an area, and deliver a more thorough search. Additionally, they are a useful tool to help keep our deputies safe during apprehension of dangerous criminals.

The full-time Sheriff's Office K-9 Unit is comprised of four Deputy/K-9 pairs assigned to the Field Services Division. All canines are owned by the Sheriff's Office. Three of the canines are considered dual-purpose canines and are trained in narcotics detection, tracking, area searches, building searches, article searches as well as apprehension work. In addition to traditional patrol work, they are also used in SWAT applications, search warrants, school searches, correctional facility searches, and demonstrations for the public in all areas of their job duties. The fourth canine is for explosive detection. They will respond to any area of the county as well as bordering counties if requested as mutual aid. The deployments of the K-9 Units have greatly increased the efficiency and effectiveness for drug related patrol work. Likewise, our K-9 Units have also proven effective tracking fugitives, locating missing persons, and security work.

While the canines themselves have a work life expectancy of about 8 years, unexpected expenses occur as well. This, coupled with routine requests from community members to donate funds to our canines, prompted us to consider alternative means for funding. To this end, the Sheriff's Office partnered with the Oshkosh Area Community Foundation several years ago for members of the community to directly fund K9 Unit related expenses. Purchasing of canines and additional extra expenses of the K9 Unit programmatic funding have been distinctly absent from the Sheriff's Office budget, and unanticipated needs spending relies upon community donors for support. It was the hope that enough money would be raised to purchase the next several canines that would be needed at the Sheriff's Office. In recent years, the monies in the fund donated by community members have been used to pay primarily for unexpected medical needs of the canines, ongoing post-surgical medication and office visits, and other needed specialty equipment.

Because Thomas and Penny Harenburg have created several funds under their namesakes at OACF, donating directly to the Sheriff's Office is their preference. It would be beneficial for the Winnebago County Sheriff's Office to accept the generous directed donation from Thomas and Penny Harenburg for the purchase of a canine unit, equipment, and training for the unit.

Attachments:

1. Resolution for K9 Donation
2. Donation Policy

1 - 2024

2

3 **RESOLUTION:** Authorize the Sheriff's Office to Accept an in-kind Donation from Thomas and Penny
4 Harenburg for an additional K-9-Unit, equipment, and training for the Unit valued at
5 \$17,000.
6

7

8

TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:

9 **WHEREAS**, the Winnebago County Sheriff's Office is responsible for providing law enforcement services to
10 the citizens of Winnebago County; and

11 **WHEREAS**, the deployment of K-9 Units has greatly increased the efficiency and effectiveness for drug
12 interdiction; and

13 **WHEREAS**, K-9 Units have also proven effective tracking fugitives and missing persons; and

14 **WHEREAS**, the costs to operate K-9 such as food, veterinary care, training, equipment, and other items are
15 supported through donations to a fund at the Oshkosh Area Community Foundation; and

16 **WHEREAS**, the Winnebago County Sheriff's Office has been offered a donation from Thomas and Penny
17 Harenburg for an additional K-9 Unit, equipment, and training for the Unit valued at \$17,000; and

18 **WHEREAS**, it would be beneficial for the Winnebago County Sheriff's Office to accept the donation from
19 Thomas and Penny Harenburg for the purchase of a K-9 Unit and equipment; and training for the unit; and
20

21

21 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
22 affirms the Winnebago County Sheriff's Office utilization of K-9 units and thanks Thomas and Penny Harenburg for
23 their generous donation an additional K-9 Unit, equipment, and associated training valued at \$17,000.
24

25 **Fiscal Impact:** *There is no fiscal impact and no budget transfer is necessary. Costs to operate the K-9 unit are*
26 *underwritten through donations to a fund at the Oshkosh Area Community Foundation.*
27

28

28 Respectfully submitted by:

29 **JUDICIARY AND PUBLIC SAFETY COMMITTEE**

30 Committee Vote: _____

31 Respectfully submitted by:

32 **PERSONNEL AND FINANCE COMMITTEE**

33 Committee Vote: _____

34 Vote Required for Passage: _____
35

36

36 Approved by the Winnebago County Executive this _____ day of _____, 2024.
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Jonathan D. Doemel
Winnebago County Executive

Finance Administrative Policies and Procedures Manual

DONATED PROPERTY OTHER THAN CASH

EFFECTIVE: 11/30/94

PURPOSE: The purpose of this policy is to establish steps to follow in determining the financial impact of accepting donated non-cash assets and to determine what approvals are required for acceptance.

DEFINITIONS:

Donated property: Any personal property (machinery, vehicles, or other equipment) or real property (land or buildings), (other than cash) donated to the County either to use on a temporary basis or to keep permanently.

Cost to use donated property: Any costs the County incurs to use donated property. This can include insurance, supplies (i.e.: fuel for vehicles), maintenance costs, and other operating costs associated with the property that the County is responsible for paying.

Value of donated property: The estimated fair market value of the property being donated. This value is not used in the determination of who has to approve acceptance.

POLICY: Donated non-cash property can have current and future cost impacts to the County. All departments that receive donated assets must evaluate the cost impact of their acceptance and obtain the necessary approvals to accept and use the donated property.

- **Annual costs to use and operate the property are \$500 or less:** Approval is required by the County Executive.
- **Annual costs to use and operate the property are \$501 up to and including \$3,000:** Approval is required by the Committee of Jurisdiction, County Executive, and Personnel & Finance Committee.
- **Annual costs to use and operate the property exceed \$3,000:** Approval is required of the Committee of Jurisdiction, County Executive, Personnel & Finance Committee, and County Board.
- **One time costs:** Any one-time costs related to donated property must also be considered. For instance, installation of a donated public address system. These costs determine approval requirements using the same thresholds that apply to annual operating costs outlined above.

PROCEDURE:

- 1) Fill out an operating expense analysis form to determine the cost impact of the donated asset.
- 2) Determine the approval level required for acceptance of the donated asset.
- 3) If you already have sufficient funds within your budget to cover the additional operating costs, prepare a memo indicating a description of the item, estimated fair market value, and indicate that sufficient funds are available within your department budget to cover the expenses related to the item.
- 4) If you do not have sufficient funds available within your department budget, prepare a budget transfer form in accordance with budget transfer policy.
- 5) Attach items in #3 and #4 above to the operating expense analysis and take through the approval process as outlined above.

Agenda Item Report



DATE: March 7, 2024
FROM: John Matz, Sheriff
AGENDA ITEM: Resolution: Authorize the Sheriff's Office to Accept a Cash Donation of \$3,500 from the EAA AirVenture Runway 5K for specialty K9 Unit squad equipment

General Description:

Authorize the Sheriff's Office to accept a cash donation from the 2023 EAA AirVenture Runway 5K, specifically directed to the K9 Unit.

Action Requested:

Recommend Passage by the County Board

Procedural Steps:

Committee of Jurisdiction:	Judiciary and Public Safety Personnel & Finance	Meeting Date:	03/04/2024 03/07/2024
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	03/19/2024

Background:

Each year, in conjunction with the annual EAA AirVenture Oshkosh event, the Runway 5k is held. This is a fundraising event wherein a portion of the registration fees are donated to a worthy cause. For the 2023 Runway 5K, the EAA AirVenture selected the Sheriff's Office K9 Unit as the recipient of the funds.

The race is open to everyone, including walkers, first-time runners, and seasoned athletes. The 5K route is a tour through the AirVenture grounds, where attendees see aircraft from all over the world and much of AirVenture's unique atmosphere. Attendees did not need AirVenture admission to participate in the race. The registration included an official event T-shirt, post-race food, refreshments, and access to shower facilities. The Runway 5K was presented by Covington Aircraft with awards courtesy of Piedmont Airlines, and additional support from 4imprint, 96.9 The Fox, and 103.9 WVBO. Proceeds from this year's run were published in the advertising and registration material and highlighted that it would benefit the Winnebago County Sheriff's Office K9 Unit.

Policy Discussion:

The Winnebago County Sheriff's Office is responsible for providing law enforcement and related services to the citizens of Winnebago County. Law enforcement canines are one of the most effective and diverse tools known to police work. They save time for our deputies, reduce the number of deputies needed for a search, or to contain an area, and deliver a more thorough search. Additionally, they are a useful tool to help keep our deputies safe during apprehension of dangerous criminals.

The full-time Sheriff's Office K9 Unit is comprised of four Deputy/K9 pairs assigned to the Field Services Division, and one Deputy/K9 pair assigned to the Corrections Division. All canines are owned by the Sheriff's Office. Three of the Field Services canines are considered dual-purpose canines and are trained in narcotics detection, tracking, area searches, building searches, article searches as well as apprehension work. In addition to traditional patrol work, they are also used in SWAT applications, search warrants, school searches, correctional facility searches, and demonstrations for the public in all areas of their job duties. The fourth Field Services canine is for explosive detection. They will respond to any area of the county as well as bordering counties if requested as mutual aid. The deployments of the K9 Units have greatly increased the efficiency and effectiveness for drug related patrol work. Likewise, our K9 Units have also proven effective tracking fugitives, locating missing persons, and security work. The fifth canine assigned to the Corrections Division is a facility dog who provides comfort to correctional officers, police officers, civilian and professional staff, victims, witnesses, and inmates to reduce anxiety and stress during times of crisis and gives aid and comfort to individuals, groups, and communities impacted by violence, tragedy, or traumatic events.

While the canines themselves have a work life expectancy of about 8 years, unexpected expenses occur as well. This, coupled with routine requests from community members to donate funds to our canines, prompted us to consider alternative means for funding. To this end, the Sheriff's Office partnered with the Oshkosh Area Community Foundation several years ago for members of the community to directly fund K9 Unit related expenses. Purchasing of canines and additional extra expenses of the K9 Unit programmatic funding have been distinctly absent from the Sheriff's Office budget, and unanticipated needs spending relies upon community donors for support.

It is not feasible for EAA AirVenture to donate cash directly to the Oshkosh Area Community Foundation, so they have offered to directly donate the \$3,500 to the Sheriff's Office. This money will be used on specialty squad equipment needed to operate the K9 Unit squads, in lieu of reducing the fund balance at the Oshkosh Area Community Foundation.

It would be beneficial for the Winnebago County Sheriff's Office to accept the generous cash donation from EAA AirVenture.

Attachments:

1. SHERIFF EAA CASH DONATION RESOLUTION

2. SHERIFF EAA BUDGET AMENDMENT

1 - 2024

2

3 **RESOLUTION:** Authorize the Sheriff's Office to Accept a Cash Donation of \$3,500 from the EAA
4 AirVenture Runaway 5K for specialty K9 Unit squad equipment.

5

6

7 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

8 **WHEREAS**, the Winnebago County Sheriff's Office is responsible for providing law enforcement services to
9 the citizens of Winnebago County; and

10 **WHEREAS**, the deployment of K9 Units has greatly increased the efficiency and effectiveness for drug
11 interdiction; and

12 **WHEREAS**, K9 Units have also proven effective tracking fugitives and missing persons; and

13 **WHEREAS**, the costs to operate canines such as food, veterinary care, training, equipment, and other items
14 are supported through donations to a fund at the Oshkosh Area Community Foundation; and

15 **WHEREAS**, the Winnebago County Sheriff's Office has been offered a \$3,500 cash donation from the EAA
16 AirVenture Runway 5K specifically for K9 Unit; and

17 **WHEREAS**, it would be beneficial for the Winnebago County Sheriff's Office to accept the donation from EAA
18 AirVenture for the K9 Unit to be used on specialty squad equipment; and

19

20 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
21 authorizes the Winnebago County Sheriff's Office to accept the \$3,500 cash donation from EAA AirVenture, for
22 specialty squad equipment for the K9 Unit squads.

23

24 **Fiscal Impact:** The fiscal impact is \$3,500 in revenue from EAA AirVenture to be used to purchase necessary
25 specialty K9 Unit squad equipment.

26

27

28 Respectfully submitted by:

29 **JUDICIARY AND PUBLIC SAFETY COMMITTEE**

30 Committee Vote: _____

31 Respectfully submitted by:

32 **PERSONNEL AND FINANCE COMMITTEE**

33 Committee Vote: _____

34 Vote Required for Passage: **Two-Thirds of Members Present**

35

36 Approved by the Winnebago County Executive this _____ day of _____, 2024.

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Jonathan D. Doemel
Winnebago County Executive

**BUDGET AMENDMENT
SHERIFF - 2024**

Department Requesting: _____ Finance Dept. Reviewer: <u>Carey Hanthorn</u> Committee of Jurisdiction - Judiciary & Public Safety Committee Vote: _____ Passed County Board (Two-thirds of board present): _____	Date _____ _____ 2/14/24 _____ 3/5/2024 3/19/2024	Committee Approvals required by: _____ Facilities & Property Management Committee Vote: _____ <u>N/A</u> _____ Personnel & Finance Committee Vote: _____ <u>3/7/2024</u> _____ Information Technology Committee Vote: _____ <u>N/A</u> Budget Adjustment impact: _____ \$0.00
--	--	--

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1111	45034	Donations		EAA RUNWAY 5K DONATION	I=Incr	3,500
1111	53522	Small Equipment		EAA RUNWAY 5K DONATION	I=Incr	3,500

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

The Sheriff's Office is receiving a cash donation from the 2023 EAA AirVenture Runway 5K, specifically directed to the K9 Unit. This is a fundraising event wherein a portion of the registration fees are donated to a worthy cause. For the 2023 Runway 5K, the EAA AirVenture selected the Sheriff's Office K9 Unit as the recipient of the funds.

ENTRY NUMBER

Agenda Item Report



DATE: March 7, 2024
FROM: John Matz, Sheriff
AGENDA ITEM: Resolution: Authorize the Winnebago County to apply for, accept, and expend funds of \$990,000 from the United States Department of Justice for the purchase of three Ice Rescue Airboats

General Description:

Conditionally authorize the County to accept \$990,000 FY24 Congressionally Directed Spending funds to replace three ice rescue boats.

Action Requested:

Recommend to County Board Passage

Procedural Steps:

Committee of Jurisdiction:	Judiciary & Public Safety	Meeting Date:	03/04/2024
	Personnel & Finance		03/07/2024
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

The Winnebago County Sheriff's Office currently owns three (3) air boats used for ice rescues throughout the waterways of Winnebago County. The boats are wholly owned and maintained by the Sheriff's Office, to include annual budgeting for fuel, unexpected repairs, and any necessary and routine updates. The boats are stored at various locations throughout the county, and shared use occurs with fire departments as follows:

- O15B -- Oshkosh Fire Department Station 15
 - o 2004 model/purchased January 2005
- F32B -- Neenah Menasha Fire Rescue Station 32
 - o 2004 model/purchased January 2005
- Y28B -- Winneconne-Poygan Fire District
 - o 2001 model (refurbished)/purchased November 2004

When ice and water rescues occur that necessitate the use of an airboat, at least two airboats respond to each event, for the safety of all involved.

Prior to purchasing these airboats, from the early 1990's through 2004, the Sheriff's Office owned and maintained a Hovercraft, which was very expensive to repair. When it was time to replace the Hovercraft, the Sheriff's Office switched to the airboat technology, which has been a successful platform for ice rescues.

This style of rescue airboat is built to order, typically in the order they were received by the vendor. We are aware that there is minimally a six-month lead time from purchase to delivery; and vendors have indicated that this lead time is increasing.

The specifications for the purchase have been assessed and placed out for public bids, following the county's Request for Proposal process under RFP#SH02-24 (attached). This standard document notes that Award of the contract may be contingent upon approval of funds by the Winnebago County Board of Supervisors and County Executive. Bids are due March 8, 2024.

We are seeking approval for acceptance of the funds now, contingent upon the actual receipt of funds, so that the order can be placed as soon as possible, in anticipation of receiving the new airboats for the winter season 2024-2025.

Policy Discussion:

All three existing airboats are at end of life and must be replaced, so as to appropriately fulfill the affirmative duties of the Sheriff of Winnebago County under Wis Stat 59.27(11). The Sheriff's Office had planned to replace these boats in three successive years and have included plans to do so in CIP 2025-2027 so as to defray the costs as an alternative.

However, in the late summer of 2022, United States Senator for Wisconsin Tammy Baldwin notified our office that Congressionally Directed Spending (earmark) projects were being considered. To be fiscally prudent for Winnebago County, the replacement of the three airboats was quickly identified as a suitable project to request funds for. The Sheriff submitted the request to Senator Baldwin, and after several months of waiting, learned that this project was one that Senator Baldwin selected for inclusion in the appropriations bill.

For further discussion, the U.S. Senate Committee on Appropriations for the fiscal year 2024 as part of its commitment to following Rule XLIV of the Standing Rules of the Senate for Congressionally Directed Spending items publishes several related documents. The Committee requires Senators who submit Congressionally Directed Spending items to publish those requests on their websites, along with the certification that neither they nor their immediate family members have any financial interest in the item(s) requested. Several Congressionally Directed Spending items are included in the various fiscal year 2024 Senate appropriations bills.

The specific appropriations bill committee report S.2321 - Commerce, Justice, Science, and Related Agencies Appropriations Act, 2024 notes on page 203 that this appropriation will fund the replacement of three ice rescue boats to provide ice rescues for individuals in distress on the recreational lakes and waterways of Winnebago

County. The funding will officially come from the US Department of Justice under the Byrne Discretionary Grants line item.

Seeking prior approval to accept the Congressionally Directed Spending funds for use for the replacement airboats allows us to move forward quicker, while removing the project from the future levy or future bonding.

Attachments:

1. SHERIFF CDS AIRBOAT MEMO ATTACHMENT SH02-24
2. SHERIFF AIRBOATS RESOLUTION

Winnebago County, Wisconsin Sheriff's Office



Request for Proposals for Ice Search & Rescue Air Boat and Trailer

RFP# SH02-24

Due: March 8, 2024

GENERAL REQUIREMENTS

Winnebago County is requesting proposals to provide all labor, equipment, and materials for three (3) composite hulled ice search and rescue air boats with trailers. This purchase is expected to take place in Spring 2024.

Pre-Submittal Requirements

If the Contractor receives this Request for Proposal (RFP) from any source or entity other than the Demandstar website, the Contractor is responsible for contacting the Winnebago County Purchasing Department and requesting the Contractor's name be placed on the County's formal plan holders list for the project. Failure of the Contractor to notify the Purchasing Department in no way obligates the County to deliver addenda or other information concerning the RFP to the Contractor.

Contract Requirements

All prices are to be net F.O.B.-Destination, Winnebago County, 4311 Jackson St Oshkosh WI 54901.

Winnebago County is a tax-exempt municipal corporation, under Wisconsin Statute 77.54 (9a). Do not include sales tax in your proposal.

The successful Contractor must provide a Certificate of Insurance meeting County requirements as stated in Exhibit A.

The successful Contractor will be required to sign a standard County contract within 10 days after award. Contractors are encouraged to familiarize themselves with the conditions contained therein. A sample contract can be viewed at: <https://www.co.winnebago.wi.us/sites/default/files/uploaded-files/PSA-CONTRACTOR.pdf>.

Submission of Proposals

Proposals must be **filed in the Winnebago Purchasing Office, no later than 3:00 PM, Central Time, March 8, 2024**. Proposals received after the above hour and date, will be returned.

Mail or hand-deliver proposals to: Purchasing Office, Winnebago County Administration Building, 4th floor, 112 Otter Avenue, Oshkosh, WI 54901 or email to: bids@winnebagoountywi.gov.

If submitting electronically, Proposal must be in PDF format and the subject line of the email must contain the RFP number "RFP# SH02-24".

If submitting in paper format: the proposal shall be unbound and single-sided. Proposals must be sealed and must be plainly marked in the lower left-hand corner of the envelope "RFP# SH02-24." Proposals shall also be clearly marked on the front of the envelope with the Contractor's name and return address. An authorized individual using an unduplicated original signature is required to sign the Proposal & Signature Page.

Written requests for withdrawal of proposals is permitted any time prior to the scheduled due date and time.

All proposals submitted shall be binding for one hundred twenty (120) calendar days unless the Contractor(s), upon request of the County, agree to the extension.

Other Information

Winnebago County is not liable for any costs incurred in replying to this RFP. The County reserves the right to reject any and all proposals and to select the proposal considered most advantageous to the County.

Any proposals submitted in conjunction with this request will become public record, open for public inspection. If there is confidential or proprietary information which should be exempted from this requirement, Contractors must include a separate request explaining what items should be exempted and why. Notification of the County's determination on such requests will be made prior to release of any information in the proposal.

Award of the contract may be contingent upon approval of funds by the Winnebago County Board of Supervisors and/or County Executive.

Winnebago County reserves the right to cancel any order for failure of the successful Contractor to comply with the terms, conditions or requirements of this RFP.

Successful Contractor shall comply with all applicable local codes and shall obtain all necessary permits.

Contacts

Requests for additional information should be directed to:

Winnebago County Purchasing Department
112 Otter Ave., Oshkosh, WI 54901
Ph: (920) 232-3427
Fax: (920) 232-3429
Email: sschry@winnebagocountywi.gov

All questions about the meaning or intent of these Documents shall be submitted to the Purchasing Department in writing. Replies shall be issued by addenda, delivered to all parties recorded as having received the RFP. Questions received less than five (5) days prior to the due date will not be answered. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

TECHNICAL REQUIREMENTS

Boat and trailer (Units) are to be new and unused.

The following are the minimum requirements for one Patrol Boat and Trailer. Any item not mentioned in this RFP that is required for satisfactory performance of these Units shall be provided by the successful vendor with no additional reimbursement even though it was not directly referred to in this RFP.

Air Boat Requirements

- Length = 24'
- Beam = 7'6"
- Seating Capacity Minimum= 6
- Minimum HP = 520
- Fuel Capacity Minimum= 40 gallons

Hull Construction

- Fiberglass Composite
- Internal/Integrated Flotation
- Dual Capacity Bilge Pumps
- Hydraulic Ice Brake
- Bow Rails
- Bottom and side skid plate

Cockpit

- Pilot and Front Passenger suspension seats
- Rear 4 passenger bench seat
- 12-volt power source (minimum 2)
- USB watertight outlet (minimum 2)
- Internal heating with windshield defrost
- Front windshield wipers
- Marine grade dash compass
- Canvas enclosure with clear sides

- Marine multifunctional display

Lighting/Radar/Communications

- Standard Marine Navigation Lighting
- Interior red and white lighting
- Tower mounted flood lights
- Tower mounted light bar
- Tower mounted radar
- Waterproof hardwired intercom system with radio connectivity
- LED spotlights (2)
- Cage mounted emergency beacon lights
- Cage mounted scene lights
- Mounted VHF marine radio with external speaker
- Siren with PA system

Graphics

- Hull Lettering (8")
- Rudder Decals (2)

Standard Equipment List

- Engine must meet US EPA compliance standards
- Stainless steel header
- Engine safety cage with access door

Optional Equipment (please price options individually)

- Fire extinguisher
- Side wall storage
- Grab handles
- Engine fault code reader

- Spare propeller blades (minimum 4)
- Cockpit cup holders (minimum 2)
- Remote controlled FLIR Thermal Imaging Camera
- Cockpit grip floor liner
- Boat delivery and training

Trailer and Accessories

- Roller/tipping trailer
- Electric winch
- Hand crank winch backup
- Spare tire
- 2" receiver

WARRANTY:

All Units must carry the full manufacturer's warranty

Warranty shall commence on date unit is placed into service by Winnebago County. All warranty work shall be done at the Winnebago County Sheriff's department located in Oshkosh, WI or the successful vendor shall be responsible for the pick up and delivery of the unit to the Sheriff's Office.

PROPOSAL & SIGNATURE PAGE

We, the undersigned, propose to furnish a Patrol Boat, Outboard Engine, and Trailer as herein described for the following amount which includes delivery:

Total (A) \$ _____

In Words _____

Boat Manufacturer/Model _____
Warranty: _____

Engine Manufacturer/Model _____
Warranty: _____

Trailer Manufacturer/Model _____
Warranty: _____

Optional Equipment Pricing:

Fire extinguisher \$ _____

Side wall storage \$ _____

Grab handles \$ _____

Engine fault code reader \$ _____

Spare propeller blades (minimum 4) \$ _____

Cockpit cup holders (minimum 2) \$ _____

Anticipate delivery within _____ days of receipt of a purchase order

Will you accept payment by credit card? _____ yes _____ no

Please indicate any deviations from the stated requirements: _____

Cost breakdown for accounting purposes:

Boat	\$ _____	
Motor	\$ _____	
Trailer	\$ _____	
TOTAL	\$ _____	Must equal total (A) above

Submitted By:

Company _____

Address _____

Phone# _____ Fax# _____

Email: _____

Signature _____

Printed Name: _____

Title _____ Date _____

EXHIBIT A
INSURANCE COVERAGE' DESCRIPTIONS AND REQUIREMENTS

- I. Contractor shall, furnish County with Certificate of Insurance indicating proof of the following insurance from companies licensed in the State:
- A. Workers Compensation and Employers' Liability - Workers' Compensation statutory - in compliance with the Compensation law of the State and Employers' Liability insurance with a limit no less than \$100,000 each accident.
 - B. Comprehensive or Commercial General Liability with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate combined Single Limit for Bodily Injury and Property Damage Liability. This insurance shall include, but not limited to, the following coverage.
 - 1. Premises - Operations
 - 2. Products and Completed Operations
 - 3. Broad Form Property Damage
 - 4. Contractual
 - 5. Personal Injury
 - C. Automobile Liability with a minimum limit of \$1,000,000 per occurrence/\$1,000,000 aggregate Combined Single Limit for Bodily Injury and Property Damage Liability. This insurance shall include coverage for all of the following:
 - 1. Owned Automobiles
 - 2. Hired Automobiles
 - 3. Non-Owned Automobiles
- If Asbestos is involved the limits of liability stated above shall be changed to \$5,000,000.
- II. The certificate shall list the **Certificate Holder and Address as follows:** Winnebago County, Attn: Insurance Administrator, P.O. Box 2808, Oshkosh, WI 54903-2808. The Winnebago County Department(s) involved shall be listed under "Description of Operations".
- III. Such insurance shall include under the **General Liability and Automobile Liability policies** Winnebago County, its employees, elected officials, representatives, and members of its boards and/or commissions as "**Additional Insureds**".
- IV. Contractor shall require **subcontractor**; if applicable, to furnish identical certificates of insurance to the Winnebago County Insurance Administrator prior to contract taking effect.
- V. The Winnebago County Finance Department must approve any exception to these requirements. Submit any requests in writing to Winnebago County Attn: Insurance Administrator, Winnebago County, P.O. Box 2808, Oshkosh, WI 54903-2808 or email to sschry@winnebagoctywi.gov.

1 - 2024

2

3 **RESOLUTION: Authorize the Winnebago County to apply for, accept, and expend funds**
4 **of \$990,000 from the United States Department of Justice for the**
5 **purchase of three Ice Rescue Airboats**

6

7 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

8 **WHEREAS**, the Winnebago County Sheriff has an affirmative duty under Wisconsin Statute 59.27(11) to
9 provide rescue of human beings and the recovery of human bodies in waterways; and

10 **WHEREAS**, the Winnebago County Sheriff's Office owns three ice rescue airboats designed for this purpose
11 and deployed to area fire departments; and

12 **WHEREAS**, the three ice rescue airboats have reached end of life and must be replaced; and

13 **WHEREAS**, the Winnebago County Sheriff's Office remains fiscally prudent in searching for funds; and

14 **WHEREAS**, the *S.2321 - Commerce, Justice, Science, and Related Agencies Appropriations Act, 2024*
15 notes that Winnebago County Sheriff's Office is on the recipient list to replace the ice rescue airboats that have
16 reached end of life with funding from the Byrne Discretionary Grants; and

17 **WHEREAS**, it is anticipated that the appropriations act may be passed and signed in the coming weeks; and

18 **WHEREAS**, if the signed appropriations act does not include Winnebago County as a recipient of funds, this
19 resolution will allow for the Winnebago County to apply for and accept other federal grants for this purpose.

20

21 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
22 authorizes Winnebago County to apply for, accept, and expend funds of \$990,000 from the United States
23 Department of Justice for the purchase of three Ice Rescue Airboats.

24

25 **FISCAL IMPACT:** The fiscal impact is \$990,000 in revenue from Congressionally Directed Spending
26 earmarks to be used as a direct purchase of Ice Rescue Airboats.

27

28 Respectfully submitted by:
29 **JUDICIARY AND PUBLIC SAFETY COMMITTEE**

30 Committee Vote: _____

31 Respectfully submitted by:
32 **PERSONNEL AND FINANCE COMMITTEE**

33 Committee Vote: _____

34 Vote Required for Passage: _____

35

36 Approved by the Winnebago County Executive this _____ day of _____, 2024.

37

38 _____
39 Jonathan D. Doemel
40 Winnebago County Executive

Agenda Item Report



DATE: March 7, 2024
FROM: Cheryl Brehmer, Medical Examiner
AGENDA ITEM: Resolution: Approving a \$51,000 Budget Amendment for the Winnebago County Medical Examiner to Cover 2023 Expenses

General Description:

Budget amendment to offset the overages from the operational expenses of the Medical Examiner’s budget.

Action Requested:

Motion to recommend to Personnel & Finance and the County Board to approve the resolution approving a budget amendment for the Medical Examiner's Office.

Procedural Steps:

Committee of Jurisdiction:	JPS	Meeting Date:	03/04/2024
	P&F		03/07/2024
Action taken:	_____	Vote:	_____
County Board:	March Meeting	Meeting Date:	03/19/2024

Background:

While we attempted to utilize each portion of our budget cautiously, the Medical Examiner's Office budget related to operational expenses for 2023 were over by a total of \$51,000. Our largest operational expenses fall under the categories of **Medical and Dental** which includes toxicology and professional services, **Pathology** which includes physical autopsies and expenses related to said autopsies (x-rays, histology, storage over 3 days), and **Transportation** which includes storage fees.

While calculating each year for the next year’s budget, we can only base our operating expenses off what we have utilized in prior years. These expenses are our best estimate and can fluctuate based on the amount and type of death investigations our office handles. The 2023 budget was calculated in 2022 based on estimating the cases at that time which did not reflect the significant increase in overdoses that we experienced in 2023.

Additionally, circumstances involving the lack of forensic pathologists in Wisconsin created increased demand for the limited pathologist that we do have. With increased autopsy cases, the pathology offices experienced decreased storage capacity leading

to a change in their operational procedures, only receiving decedents on the day the autopsy was scheduled. This created a need for storage and increased transportation costs which continued through 2023.

Explanation of overages:

55000 Medical and Dental (\$17,000)

The \$22,500 revised budget was based on expanded toxicology for 45 autopsy cases at \$353 per case (\$15,885), \$1,000 for forensic specialty services (anthropology, odontology, etc.), and a buffer of 13 additional cases or expanded toxicology tests (\$5,615).

\$37,112 was the total paid out for services. This includes toxicology testing for the increase in overdose cases and specialty testing for novel substances. (Bromazolam, Etizolam, N-Pyrrolidino Etonitazen, etc.)

An additional \$1,000 was paid for forensic anthropology services which were needed in the identification of skeletal remains.

55010 Pathology (\$17,000)

\$145,000 were the autopsy costs budgeted with an estimate for 97 autopsies to be completed (\$135,800). Also taken into consideration was histology with an average of \$57.10 per case and a buffer of \$1,775 for x-ray costs, possible storage costs after autopsy, and additional diagnostic testing.

\$161,156 was paid for the services of 102 autopsies which created an overage of \$16,156. We had unanticipated costs accrued for 4 aviation related autopsies which require extensive x-rays and additional extensive diagnostic testing on multiple cases.

Additionally, we were able to contract with Walworth County to complete autopsies when Fond du Lac was overwhelmed or unavailable at an additional cost of \$300 per autopsy.

55026 Transportation (\$17,000)

A budget of \$50,000 was estimated for transportation costs based on the 97 projected autopsies and a buffer of 10 additional removals.

With the inability to have our decedents transported directly from the scene to the pathology office, an additional cost of \$6,325 was created.

Decedents are removed and transported from the scene to a storage facility utilized by our transportation service where they are stored until the date of autopsy. A second transportation cost is then assessed with the transport from the storage facility to the pathology office for autopsy creating an overage of \$19,655. (Initial transport charge is \$225 - \$275 depending on where in the county the removal is from and second charge

is \$150 - \$165 depending on how many cases are transported at a time, 1 versus 2). Cases that are transported to Walworth County for autopsy are assessed a charge of \$350 for transport down and an additional \$350 to transport back to Winnebago County.

Policy Discussion:

The overages in the operational expenses are due to multiple factors including increased autopsy and toxicology cases, increased indigent cases, and lack of storage capacity leading to increased transportation costs and added storage fees.

The 2024 budget has addressed these issues by increasing the major operational expenses while decreasing other expenses and increasing projected revenue. With these changes it is anticipated that we will be able to stay within the assigned budget.

Attachments:

1. Medical Examiner - Budget Transfer over \$40K
2. DRAFT RESOLUTION

**BUDGET TRANSFER
MEDICAL EXAMINER - 2023**

Department Requesting: _____ Finance Dept Reviewer: <u>Cawen Van Amerongen</u> Committee of Jurisdiction - Judiciary & Public Safety (JPS) _____ Committee Vote: _____ Passed County Board (Two-thirds of board present): _____	Date _____ Date <u>2/21/24</u> Date <u>3/5/2024</u>	Committee Approvals required by: Facilities & Property Management Committee Vote: _____ Personnel & Finance Committee Vote: _____ Information Technology Committee Vote: _____ Budget Adjustment impact: <u>\$51,000 from contingency fund</u>	Date _____ Date <u>N/A</u> Date <u>3/7/2024</u> Date <u>N/A</u>
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ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1105	55000	Medical and Dental		TRANSFER FROM CONTINGENCY	I=Incr	17,000
1105	55010	Pathology Services		TRANSFER FROM CONTINGENCY	I=Incr	17,000
1105	55026	Transportation		TRANSFER FROM CONTINGENCY	I=Incr	17,000
1039	59502	Res Contingencies		TRANSFER TO ME OTHER OPER CATEGORY	D=Decr	51,000

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

This transfer includes expense overages in the other operating category which will have to come from the Contingency Fund. This transfer exceeds \$40,000 so it needs to go to JPS committee, P&F and County Board.

ENTRY NUMBER

Winnebago County Income Statement

As of: Year End 2023



Current Month Actual	Long Description	Object	Prior YTD Actual	YTD Actual	Revised Budget	Remaining Budget	% Attained
Department - 105 - Medical Examiner							
Revenue							
	Public Services:						
0	Other Fees	45002	202,112	219,836	185,000	(34,836)	118.83%
0	Forms Copies Etc	45003	10	10	0	(10)	100.00%
0	Public Services Subtotal:		202,122	219,846	185,000	(34,846)	118.84%
0	Total Operating Revenue:		202,122	219,846	185,000	(34,846)	118.84%
0	Revenue Total:		202,122	219,846	185,000	(34,846)	118.84%
Expense							
	Wages:						
0	Regular Pay	51100	217,535	251,986	237,713	(14,273)	106.00%
0	Wages Subtotal:		217,535	251,986	237,713	(14,273)	106.00%
	Fringes Benefits:						
0	FICA Medicare	51200	15,942	18,555	18,185	(370)	102.04%
0	Health Insurance	51201	42,020	46,441	48,193	1,752	96.36%
0	Dental Insurance	51202	1,723	2,056	2,096	40	98.08%
0	Workers Compensation	51203	2,088	1,624	1,536	(88)	105.74%
0	WI Retirement	51206	14,138	17,138	16,164	(974)	106.02%
0	Fringe Benefits Other	51207	1,267	1,556	1,532	(24)	101.54%
0	Fringes Benefits Subtotal:		77,178	87,369	87,706	337	99.62%
0	Total Labor:		294,713	339,356	325,419	(13,937)	104.28%
	Travel:						
0	Registration Tuition	52001	500	540	250	(290)	216.00%
0	Automobile Allowance	52002	2,526	1,569	3,000	1,431	52.29%
0	Meals	52005	121	22	75	53	29.01%
0	Lodging	52006	387	647	375	(272)	172.53%
0	Travel Subtotal:		3,534	2,778	3,700	922	75.07%
0	Total Travel:		3,534	2,778	3,700	922	75.07%

Winnebago County Income Statement

As of: Year End 2023



Current Month Actual	Long Description	Object	Prior YTD Actual	YTD Actual	Revised Budget	Remaining Budget	% Attained
Department - 105 - Medical Examiner							
Expense							
Capital Outlay:							
0	Equipment	58004	28,801	0	0	0	0.00%
0	Capital Outlay Subtotal:		28,801	0	0	0	0.00%
0	Total Capital:		28,801	0	0	0	0.00%
Office:							
0	Office Supplies	53000	460	314	500	186	62.85%
0	Stationery and Forms	53001	122	0	100	100	0.00%
0	Printing Supplies	53002	244	266	150	(116)	177.01%
0	Computer Supplies	53005	0	0	100	100	0.00%
0	Telephone	53008	6,519	4,058	3,500	(558)	115.95%
0	Print Duplicate	73003	1,325	1,371	1,180	(191)	116.23%
0	Postage and Box Rent	73004	140	231	100	(131)	231.45%
0	Computer Licensing Charge	73006	778	778	825	47	94.25%
0	Office Subtotal:		9,588	7,019	6,455	(564)	108.73%
Operating:							
0	Membership Dues	53502	120	120	140	20	85.71%
0	Uniforms Tools Allowance	53517	667	725	800	75	90.64%
0	Professional Supplies	53518	2,519	812	2,000	1,188	40.60%
0	Small Equipment	53522	2,357	141	150	9	94.19%
0	Medical Supplies	53524	5,258	4,147	5,000	853	82.94%
0	Investigation Expense	53532	945	837	1,000	163	83.66%
0	Motor Fuel	53548	4,747	4,785	3,300	(1,485)	145.00%
0	Other Miscellaneous	53568	42	67	0	(67)	100.00%
0	Small Equipment Technology	53580	609	0	0	0	0.00%
0	Indigent Expenses	53600	1,543	4,500	2,000	(2,500)	225.00%
0	Operating Subtotal:		18,807	16,134	14,390	(1,744)	112.12%
Repairs & Maint:							
0	Maintenance Equipment	74022	276	0	0	0	0.00%
0	Maintenance Vehicles	74023	547	0	200	200	0.00%
0	Technology Repair and Maintain	74029	165	165	165	0	100.00%
0	Repairs & Maint Subtotal:		988	165	365	200	45.21%

Winnebago County Income Statement

As of: Year End 2023



Winnebago County
The Wave of the Future

Current Month Actual	Long Description	Object	Prior YTD Actual	YTD Actual	Revised Budget	Remaining Budget	% Attained
Department - 105 - Medical Examiner							
Expense							
	Contractual Services:						
0	Medical and Dental	55000	31,962	38,470	22,500	(15,970)	170.98%
0	Vehicle Repairs	55005	63	30	200	170	15.23%
0	Pathology Services	55010	155,904	161,156	145,000	(16,156)	111.14%
0	Transportation	55026	47,980	66,645	50,000	(16,645)	133.29%
0	Other Contract Serv	55030	935	0	200	200	0.00%
0	Contractual Services Subtotal:		236,844	266,302	217,900	(48,402)	122.21%
	Insurance Expenses:						
0	Prop Liab Insurance	76000	2,657	2,827	2,827	0	100.00%
0	Insurance Expenses Subtotal:		2,657	2,827	2,827	0	100.00%
0	Total Other Operating:		268,885	292,446	241,937	(50,509)	120.88%
0	Expense Total:		595,933	634,579	571,056	(63,523)	111.12%
0	105 - Medical Examiner Net Surplus/(Deficit):		(393,810)	(414,733)	(386,056)	28,677	

1 - 2024

2
3 **RESOLUTION: Approving a \$51,000 Budget Amendment for the Winnebago**
4 **County Medical Examiner to Cover 2023 Expenses**

5
6 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

7 **WHEREAS**, the Medical Examiner utilizes each portion of the budget cautiously; and

8 **WHEREAS**, the Medical Examiner's largest operational expenses are in the Medical and Dental category
9 which includes toxicology and professional services, along with Pathology which includes physical autopsies and
10 Transportation which includes storage fees; and

11 **WHEREAS**, Winnebago County experienced a significant increase in overdose fatalities in 2023 over the
12 estimates based on the 2022 data; and

13 **WHEREAS**, the State of Wisconsin is experiencing a limited number of active forensic pathologists, driving
14 an increase in demand for pathologist services and increased transportation, fuel, and storage costs; and

15 **WHEREAS**, a second vehicle is being used by the ME Department that was not included in the 2023 budget
16 (but has been corrected for the 2024 Budget); and

17 **WHEREAS**, due to these factors the actual 2023 expense in the other operating expense budget category
18 for the Medical Examiner exceeded budgeted amounts by a total of \$50,509; and

19 **WHEREAS**, it is necessary to correct the Medical Examiner's Other Operating Expense budget category by
20 a total of \$51,000 in the object codes for Medical Dental, Pathology Services, and Transportation.

21 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that \$51,000 be
22 transferred into the Medical Examiner's Other Operating Budget Category in the 2023 budget to cover the operational
23 expenses.

24
25 Respectfully submitted by:

26 **JUDICIARY AND PUBLIC SAFETY COMMITTEE**
27 **PERSONNEL AND FINANCE COMMITTEE**

28
29 Vote Required for Passage: **TWO-THIRDS OF MEMBERSHIP**

30
31 *Fiscal Note: This amendment will reduce the balance in the 2023 contingency fund by \$51,000, which is enough to*
32 *cover the unanticipated expenses (with a small margin for error).*

33
34 Approved by the Winnebago County Executive this ____ day of _____, 2024.

35
36
37
38 _____
39 Jonathan D. Doemel
40 Winnebago County Executive

Agenda Item Report



DATE: March 7, 2024
FROM: Adam Breest, Parks Director
AGENDA ITEM: Contingency Fund Use: Purchase of Parks Disc Golf Baskets for \$5,400

General Description:

The Winnebago County Parks Department is requesting a budget amendment to purchase the purchase of 36 new disc golf baskets at the Community Park.

Action Requested:

Motion to approve the contingency fund use to purchase 36 new disc golf baskets.

Procedural Steps:

Committee of Jurisdiction:	Parks and Recreation P&F	Meeting Date:	11/14/2023 03/07/2024
Action taken:	Parks and Recreation	Vote:	3-1
County Board:	_____	Meeting Date:	_____

Background:

In 2023, the Parks Department began working through the Comprehensive Outdoor Recreation Plan. One of the areas identified that needs improvement is the 36-hole disc golf course at the Community Park. More specifically, the users of the disc golf course expressed interest in new baskets. The current baskets do not catch the discs very well. The disc golf group proposed hosting an auction and selling the baskets to in turn pay for new baskets.

The Parks Department is requesting a budget amendment to accept an estimated \$5400 in revenue from the auction. The Parks Department is then requesting \$5400 in additional spending authority for the purchase of the new baskets. The department would sell the baskets in December, purchase new baskets over the winter, and install the new baskets in spring.

This item has been delayed due to Director Breest's schedule to attend P&F.

Policy Discussion:

This is an acceptable contingency fund use and this committee can approve. The expected actual draw down of the contingency fund is zero as the revenue from the sale should cover the expected expenses.

Attachments:

1. Budget Amendment Form

BUDGET AMENDMENT

Department Requesting: Parks Department	Date 11/2/2023	Committee Approvals required by: Facilities & Property Management Committee Vote: _____	Date _____ N/A
Finance Dept Reviewer: Carol Blackmore	11/2/2023	Personnel & Finance Committee Vote: _____	_____
Committee of Jurisdiction - Parks & Recreation	_____	Information Technology Committee Vote: _____	_____ N/A
Committee Vote: <u>3-1</u>	11/14/2023	Budget Adjustment impact:	<u>\$0 net</u>
Passed County Board (Two-thirds of board present):	_____		

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1039	59502	Res Contingencies		Sale of Disc Golf Baskets	I=Incr	5,400
1066	53522	Small Equipment		Replace Disc Golf Baskets	I=Incr	5,400
1039	59502	Res Contingencies		Purchase of Disc Golf Baskets	Decr	5,400

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

The Parks Department is requesting to replace all 36 disc golf baskets within the Community Park. They will be selling the existing baskets on Wisconsin Surplus and would like to use those funds to go towards the purchase of the new baskets.

ENTRY NUMBER

Agenda Item Report



DATE: March 7, 2024
FROM: Adam Breest, Parks Director
AGENDA ITEM: Contingency Fund Use: Cameras at Grundman Boat Landing for \$18,000

General Description:

The Winnebago County Parks Department is requesting additional funds for the Grundman Boat Landing Capital Project to install 3 cameras and 1 license plate camera at the Grundman Boat Landing.

Action Requested:

Motion to approve \$18,000 in contingency fund use for cameras at Grundman Boat Landing.

Procedural Steps:

Committee of Jurisdiction:	Parks & Rec	Meeting Date:	11/14/2023
	P&F		03/07/2024
Action taken:	Parks & Rec	Vote:	3-1
County Board:		Meeting Date:	N/A

Background:

In 2023, the Parks Department received bids from qualified contractors for the Grundman Boat Landing project. The low bid was from Janke General Contractors in the amount of \$1,749,962.00. Our budget is \$1,791,500. This provided us with \$41,538 or 2.31% contingency on the project. Typically, you would like at least 5% in contingency to address any change orders that comes up through construction. The goal was to try and add the cameras in through savings in the project. We needed to utilize contingency to execute the priorities within the project.

The Parks Department is requesting \$18,000 from the contingency fund to pay for the installation and purchase of a security system at the Grundman Boat Landing. This will include 3 cameras and 1 license plate camera. It also includes the necessary cabling and internal IT systems. This will be an internal system not connected to our network. The conduit, the special light poles, and POE switches were already provided within the initial scope of construction, so we do not need to tear out any asphalt. The security system will be housed in the mechanical room in the new bathroom.

This item has been delayed due to Director Breest's schedule to attend P&F.

Policy Discussion:

This is an acceptable use of contingency funds and will help assist the completion of the Grundman Boat Landing project.

Attachments:

1. Budget Amendment Form

BUDGET AMENDMENT

Department Requesting: Parks Department	Date 11/3/2023	Committee Approvals required by: Facilities & Property Management Committee Vote: _____	Date _____ N/A
Finance Dept Reviewer: Carol Blackmore	11/8/2023	Personnel & Finance Committee Vote: _____	_____
Committee of Jurisdiction - Parks & Recreation		Information Technology Committee Vote: _____	_____ N/A
Committee Vote: 3-1	11/14/2023	Budget Adjustment impact:	\$18,000 from contingency
Passed County Board (Two-thirds of board present): _____			

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1065	53580	Equipment Technology		Grundman Cameras	I=Incr	18,000
1039	59502	Res Contingencies		Grundman Cameras	D=Decr	18,000

***full dollars only
(no pennies)**

Description (Must be completed - Attach extra pages if needed):

The Winnebago County Parks Department is requesting additional funds for the Grundman Boat Landing Capital Project to install 3 cameras and 1 license plate camera at the Grundman Boat Landing.

ENTRY NUMBER

Agenda Item Report



DATE: March 7, 2024
FROM: Doug Gieryn, Public Health Director
AGENDA ITEM: Resolution: Approving \$50,000 from the Advancing a Healthier Wisconsin Endowment (AHW) to Support the Community Living Room project launch in Winnebago County

General Description:

The Advancing a Healthier Wisconsin Endowment (AHW) has awarded \$50,000 to support the Community Living Room project launch in Winnebago County. AHW 2024 Community-Led Seed Grants funding opportunity supports community-MCW academic partnership to design new strategies, test innovative ideas, and foster greater collaboration to build on promising efforts and demonstrate the potential for improved health and well-being for Wisconsin residents.

Action Requested:

Motion to recommend passage of the resolution authorizing the budget transfer and grant acceptance.

Procedural Steps:

Committee of Jurisdiction:	Board of Health	Meeting Date:	02/23/2024
	P&F		03/07/2024
Action taken:	Board of Health	Vote:	4-0
County Board:	_____	Meeting Date:	_____

Background:

Public Health, in collaboration with the Community Living Room Project (Karen Iverson Riggers, LLC and Lynn McLaughlin, Dandalliance, LLC), and Dr. Sara Kohlbeck of the MCW applied for the 2024 Community-Led Seed grant opportunity to expand the Community Living Room (CLR) project into Winnebago County. The project seeks to address loneliness and social isolation by creating social connections and belonging through pop-up spaces throughout the county in collaboration with community partners.

Community Living Room was piloted with success in Outagamie County in 2023. This grant opportunity creates expansion into Winnebago County. The Community Living Room spaces will offer opportunities for community members to talk with a trained listener to build relationships and create feelings of connection and belonging in the

community. CLR opportunities will be held at specific agency locations as well as opportunities for public participation throughout the county. The sessions are 3 hours in length. A listening space like a Community Living Room serves as crisis prevention and is a complementary addition to other professional and peer-based support resources in the community.

Through this grant, the coordinators, Lynn McLaughlin and Karen Iverson Riggers, will provide Emotional CPR (eCPR) trainings, agency trainings, and CLR Listening Trainings and host pop-up Community Living Room sessions.

Policy Discussion:

The Community Living Room project seeks to enhance services already available in the community and can serve as bridge support while waiting for professional treatment services.

The Community Living Room project has already been piloted successfully in Outagamie County. Winnebago County is primarily a fiscal agent to help allow this service to be provided in our community. The project will be evaluated and the results shared with the community.

Attachments:

1. Budget Amendment - AHW Community Livingroom Project
2. RESOLUTION - Community Living Room project

BUDGET AMENDMENT

Department Requesting: Public Health _____ Finance Dept Reviewer: _____ Committee of Jurisdiction: Board of Health _____ Committee Vote: <u>4-0</u> Passed County Board (Two-thirds of board present): _____	Date: <u>2/23/2024</u>	Committee Approvals required by: Facilities & Property Management Committee Vote: _____ Personnel & Finance Committee Vote: _____ Information Technology Committee Vote: _____ Budget Adjustment impact: _____	Date: _____ _____ _____ _____
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ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
105361	42019	Other grantor agencies	TBD	COMMUNITY LIVING ROOM PROJECT	I=Incr	41,995
105361	53002	Printing Supplies	TBD	COMMUNITY LIVING ROOM PROJECT	I=Incr	250
105361	53500	Advertising	TBD	COMMUNITY LIVING ROOM PROJECT	I=Incr	250
105361	53533	Other Operating Supplies	TBD	COMMUNITY LIVING ROOM PROJECT	I=Incr	5,500
105361	55030	Other Contract Serv	TBD	COMMUNITY LIVING ROOM PROJECT	I=Incr	35,995

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

Public Health, in collaboration with the Community Living Room Project (Karen Iverson Riggers, LLC and Lynn McLaughlin, Dandalliance, LLC), and Dr. Sara Kohlbeck of the MCW applied for the 2024 Community-Led Seed grant opportunity to expand the Community Living Room (CLR) project into Winnebago County. The project seeks to address loneliness and social isolation by creating social connection and belonging through pop up spaces throughout the county in collaboration with community partners.

Community Living Room was piloted with success in Outagamie County in 2023. This grant opportunity creates expansion into Winnebago County. The Community Living Room spaces will offer opportunities for community members to talk with a trained listener to build relationships and create feelings of connection and belonging in the community. CLR opportunities will be held at specific agency locations as well as opportunities for public participation throughout the county. The sessions are 3 hours in length. A listening space like a Community Living Room serves as crisis prevention and is a complementary addition to other professional and peer- based support resources in the community.

Through this grant, the coordinators, Lynn McLaughlin and Karen Iverson Riggers, will provide Emotional CPR (eCPR) trainings, agency trainings, and CLR Listening Trainings and host pop- up Community Living Room sessions.

ENTRY NUMBER

2024/02/

1 - 2023

2
3 **RESOLUTION: Approving \$50,000 from the Advancing a Healthier Wisconsin**
4 **Endowment (AHW) to Support the Community Living Room project launch in**
5 **Winnebago County**

6
7 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

8 **WHEREAS**, Winnebago County Board of Public Health has been awarded funds from AHW 2024
9 Community-Led Seed Grants funding opportunity supports community-MCW academic partnership; and

10 **WHEREAS**, the aim of Community-Led Seed Grants looks to design new strategies, test innovative ideas,
11 and foster greater collaboration to build on promising efforts and demonstrate the potential for improved health and
12 well-being for Wisconsin residents; and

13 **WHEREAS**, Winnebago County Board of Public Health requires a budget transfer to apply the funds to this
14 project; and

15 **WHEREAS**, the Community Living Room spaces will offer opportunities for community members to talk with
16 a trained listener to build relationships and create feelings of connection and belonging in the community

17 **WHEREAS**, Community Living Room project seeks to enhance services already available in the community
18 and can serve as bridge support while waiting for professional treatment services; and

19 **WHEREAS**, Community Living Room project has already been piloted successfully in Outagamie County;
20 and

21 **WHEREAS**, Winnebago County is primarily a fiscal agent to help allow this service to be provided in our
22 community; and

23 **NOW, THEREFORE, BE IT RESOLVED** by Winnebago County Board of Supervisors that it approves the
24 acceptance of the grant.

25 **BE IT FURTHER RESOLVED** that the Public Health departmental 2024 budget be amended to accept the
26 revenue and appropriate the corresponding expense.

27
28 Respectfully submitted by:

29 **BOARD OF HEALTH**

30
31 Respectfully submitted by:

32 **PERSONNEL & FINANCE COMMITTEE**

33
34 Vote Required for Passage:

35
36 Approved by the Winnebago County Executive this ____ day of _____, 2023.

37
38 _____
39 Jonathan D. Doemel
40 Winnebago County Executive

Agenda Item Report



DATE: March 7, 2024
FROM: Doug Gieryn, Public Health Director
AGENDA ITEM: Resolution: Approving \$300,000 from Winnebago County Public Health Fund Balance to Provide a Grant to Build an Online Repository of Community Data used by the Public, Community Organizations and Governmental Departments

General Description:

The Fox Valley Data Exchange (DEX) is a non-profit organization formed in May 2023 to address the need for community data and reduce duplication of effort whereby many governmental and public/private organizations used their resources for gathering similar information. The vision of the DEX is to ensure that all community members have access to information and insights that enable collaborative decision-making and action-taking to enhance the overall well-being of their communities.

DEX is currently seeking support from community partners and public health is recommending the use of \$300K of public health reserve funds to support the launch of this project.

Action Requested:

Motion to approve the resolution to allocate \$300K of public health reserve funds to the DEX.

Procedural Steps:

Committee of Jurisdiction:	Board of Health	Meeting Date:	02/23/2024
	P&F		03/07/2024
Action taken:	Board of Health	Vote:	4-0
County Board:	_____	Meeting Date:	_____

Background:

Data drives good decision-making. Public health relies on data that is to be a part of DEX in targeting resources, supporting grant applications, and monitoring our community's progress regarding the vital conditions for health. Health departments are required by state law to conduct a community health assessment at least every five years. This is a very time-consuming process that produces a snapshot of current community conditions that quickly becomes out of date. DEX would significantly reduce the time needed in collecting the data, be available for the most up-to-date data

available during the five-year cycle, and include more data than is available in the community health needs assessment.

The data that DEX will make available will assist public health and hospitals develop community health improvement plans. It will also be available for community partners, researchers, community funders, and others to help identify areas of opportunity for community improvement, support for grant applications, and help area funders prioritize the allocation of use of limited resources.

Policy Discussion:

The project will create digital infrastructure and open-source access to curated data sources (e.g., demographics, health, economy, safety, environment, housing, etc.) covering Northeast Wisconsin, primarily Winnebago, Outagamie, and Calumet counties. DEX is committed to ensuring timely, reliable, accurate data using a common data model and robust data governance practices and will also work towards developing greater interoperability across data sets to allow for higher-quality analyses. By coordinating with a variety of partners, the Data Exchange will obtain information and insights, as well as identifying additional sources of information. DEX plans to launch a web interface in Quarter 2 of 2024 and will roll out a communications and outreach plan through Quarter 4 of 2024.

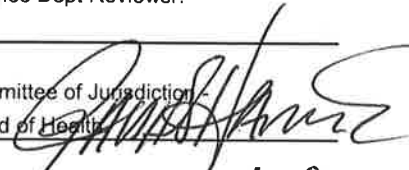
The website, built on a platform created by Metopio, will organize and present hundreds of the most up-to-date indicators, highlighting trends over time and identifying challenges and opportunities in the tri-county region. Data will be displayed visually in charts, graphs, and maps with geographic breakdowns at the county level. Conditions specific to zip codes and census tracts will be provided for many indicators as well as breakdowns across demographic factors where available. Data also can be displayed as a trend over time and compared to other geographic regions. To see an example, visit <https://atlas.northernkentuckyusa.com/topics/PVB?topic=below-150-of-poverty-level> . The project requires front-end investment to launch. With a project cost of approximately one million dollars over the first three years, DEX is seeking \$300,000 from Winnebago County. So far, nearly \$480,000 of support from other local funders has been received. We are also requesting funding from Outagamie and Calumet Counties and financial support from health systems.

This project is a good investment because it will continue to serve the community for years to come. Once DEX launches, it will strive to become the go-to resource for community members and partners across all sectors and will provide a valuable service by creating and maintaining digital infrastructure to house community data and information that is current, accurate, and readily available. The additional analyses and interpretations will make this data actionable, serving to enhance opportunities for collaboration and guide resources in ways that will have lasting and measurable impact on our communities.

Attachments:

1. Budget Amendment - DEX
2. RESOLUTION - Fox Valley Data Exchange

BUDGET AMENDMENT

Department Requesting: Public Health	Date 2/23/2024	Committee Approvals required by: Facilities & Property Management Committee Vote: _____ Personnel & Finance Committee Vote: _____ Information Technology Committee Vote: _____	Date _____ _____ _____
Finance Dept Reviewer: 	Committee of Jurisdiction: Board of Health	Committee Vote: <u>4-0</u>	Date 2/23/2024
Passed County Board (Two-thirds of board present): _____			

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1	32004	PH Reserve		DATA EXCHANGE (DEX)	D=Decr	300,000
105360	55030	Other Contract Serv	TBD	DATA EXCHANGE (DEX)	I=Incr	300,000

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

This amendment utilizes \$300K of public health reserve funds to support the launch of a Data Exchange. See agenda item report for detail.

ENTRY NUMBER

2024/02/

1 - 2023

2
3 **RESOLUTION: Approving \$300,000 from Winnebago County Public Health Fund**
4 **Balance to Provide a Grant to Build an Online Repository of Community Data used**
5 **by the Public, Community Organizations and Governmental Departments**

6
7 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

8 **WHEREAS**, Fox Valley Data Exchange (hereinafter "DEX") is an online resource software, supporting the
9 mandated requirements of Winnebago County Public Health's Community Health Needs Assessment with data
10 collection capacity; and

11 **WHEREAS**, the aim of DEX is to be the shared source of data and insights for community partners (public
12 and private entities as well as Fox Valley residents at large) who need timely, local, transparent, and reliable data
13 with the analysis and insights necessary to bring meaningful action; and

14 **WHEREAS**, DEX launched this project between Q4 2023-2024

- 15 • to begin providing open-source access to curated data sources (e.g., census health, economy,
16 safety, environment, housing, etc.), covering Winnebago, Outagamie, and Calumet Counties;
- 17 • slicing data by demographics, with historical trends and visualization down to census level tract
18 where possible;
- 19 • ensuring transparent, reliable, timely, clean data using a common data model, definitions, criteria to
20 share and other governance;
- 21 • performing simple analysis to highlight community issues and root causes while guiding the
22 community to access the data and use it to find effective solutions;
- 23 • supporting the mandated requirements of Winnebago County Public Health's Community Health
24 Needs Assessment with data collection; and

25 **WHEREAS**, all data indicators will be displayed visually in charts, graphs, and maps, allowing for filtering by
26 demographics when available. DEX will develop interoperability across local data. This will facilitate decision making
27 for numerous stakeholders including businesses, public health, funders, and non-profit agencies; and

28 **WHEREAS**, the project will directly help community foundations to focus on areas of greatest need in the
29 county, help local non-profit organizations use data in their grant applications and support Winnebago County Public
30 Health Community with data for their mandated Health Needs Assessment.

31
32 **NOW, THEREFORE, BE IT RESOLVED** by Winnebago County Public Health that \$300,000 from the Public
33 Health Fund Balance be approved as a grant to Fox Valley Data Exchange to create build an online repository of
34 community data used by organizations and governmental departments across the region.

35
36 Respectfully submitted by:

37 **BOARD OF HEALTH**

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39 Respectfully submitted by:

40 **PERSONNEL AND FINANCE COMMITTEE**

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Vote Required for Passage:

Approved by the Winnebago County Executive this ____ day of _____, 2023.

Jonathan D. Doemel
Winnebago County Executive

DRAFT

Agenda Item Report



DATE: March 7, 2024
FROM: Paul Kaiser, Finance Director
AGENDA ITEM: Resolution: Approve a Budget Transfer in the Amount of \$1,645,997 from the Contingency Fund to the Various Funds to Pay for the Increase in Pay Grade

General Description:

Due to the 2023 Compensation Plan implementation, many departments need an increase to their labor budgets to close out the year.

Action Requested:

Motion to recommend to county board approval of a Budget Transfer in the Amount of \$1,645,997 from the Contingency Fund to the Various Funds to Pay for the Increase in Pay Grade.

Procedural Steps:

Committee of Jurisdiction:	Various committees (for relevant departments) P&F (for entire resolution)	Meeting Date:	_____
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

Winnebago County implemented a compensation schedule to provide pay grades for most non-elected regular positions other than those covered by the collective bargaining agreement with the Deputies' Association. The schedule includes a minimum, a control point, and a maximum for each pay grade. The 2023 budget was built using the assumption that the schedule amounts will be increased by 2.0% for 2023 and a merit increase of 2%. The amount set aside for the potential increase in salaries for 2023 was \$2,000,000. The \$2,000,000 in the Salary Contingency Account was to be used for the implementation of the compensation plan.

The 2023 Compensation Plan implementation, authorized by the county board, included increases to the pay ranges, and so-called reslotting of employees to distribute the employees across the range as an effort to reduce in range compression. The result

is the need for many departments to receive a transfer from the Salary Contingency account.

Policy Discussion:

All departments needing a salary contingency transfer are listed on Schedule A in the attachments. The contingency fund set aside in the 2023 budget for increases due to the adjustment in pay grade increases as well as the merit resulted in the above used \$1,645,997 of the \$2,000,000 that was set aside.

Attachments:

1. RESOLUTION-Budget Transfer for Increase Pay Grade
2. Labor Contingency Fund - Budget Transfer
3. Labor Contingency Fund - Schedule A

1 -032024

2

3 **RESOLUTION: Approve a Budget Transfer in the Amount of \$1,645,997 from the**
4 **Contingency Fund to the Various Funds to Pay for the Increase in Pay**
5 **Grade**

6

7 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

8 **WHEREAS**, Winnebago County implemented a compensation schedule to provide pay grades for most non-
9 elected regular positions other than those covered by the collective bargaining agreement with the Deputies'
10 Association; and

11 **WHEREAS**, the schedule includes a minimum, a control point, and a maximum for each pay grade; and

12 **WHEREAS**, the 2023 budget was built using the assumption that the schedule amounts will be increased by
13 2.0% for 2023 and a merit increase of 2%; and

14 **WHEREAS**, the amount set aside for the potential increase in salaries for 2023 was \$2,000,000; and

15 **WHEREAS**, the contingency fund set aside in the 2023 budget for increases due to the adjustment in pay
16 grade increases as well as the merit resulted in the above used \$1,645,997 of the \$2,000,000 that was set aside.

17 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that \$1,645,997
18 will be transferred from the Contingency Fund to Various Funds by using a Budget Transfer Form to pay for the
19 increase in pay grade.

20

21 Fiscal Note:

22 Respectfully submitted by:

23 **JUDICIARY AND PUBLIC SAFETY COMMITTEE**

24 **PERSONNEL AND FINANCE COMMITTEE**

25

26 Committee Vote: _____

27

28 Vote Required for Passage: **Majority of Members Present**

29

30 Approved by the Winnebago County Executive this ____ day of _____, 2024.

31

32

33 _____
Jonathan D. Doemel

34 Winnebago County Executive

BUDGET TRANSFER
MULTIPLE DEPARTMENTS - SALARY CONTINGENCY ADJUSTMENT

Finance Dept Reviewer: <i>Paul Kause</i>	Date <u>2/21/2024</u>	Facilities & Property Management Committee Vote: _____	Date <u>N/A</u>
Committee of Jurisdiction - Human Services Committee Vote _____	<u>3/4/2024</u>	Personnel & Finance Committee Vote: _____	<u>3/7/2024</u>
Committee of Jurisdiction - Judiciary & Public Safety (JPS) Committee Vote _____	<u>3/4/2024</u>	Information Technology Committee Vote: _____	<u>N/A</u>
Budget Adjustment impact: <u>\$1,645,997 from salary contingency</u>			
Passed County Board (2/3 of board present):		<u>3/19/2024</u>	

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1022	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	45,531
1039	51120	Payout Wages		SALARY CONTINGENCY TRANSFER	I=Incr	173,859
1059	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	24,723
1065	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	29,916
1080	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	11,795
1082	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	19,208
1086	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	17,149
1101	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	17,612
1105	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	13,937
1107	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	8,686
1120	51105	Overtime		SALARY CONTINGENCY TRANSFER	I=Incr	465,899
21169900	51100	Regular Pay	2234	SALARY CONTINGENCY TRANSFER	I=Incr	167,513
23311200	51100	Regular Pay	2192	SALARY CONTINGENCY TRANSFER	I=Incr	186,389
24410500	51100	Regular Pay	2291	SALARY CONTINGENCY TRANSFER	I=Incr	243,977
24410500	51206	WI Retirement	2291	SALARY CONTINGENCY TRANSFER	I=Incr	11,904
25690500	51100	Regular Pay	2069	SALARY CONTINGENCY TRANSFER	I=Incr	77,232
25690500	51206	WI Retirement	2069	SALARY CONTINGENCY TRANSFER	I=Incr	3,273
26270500	51100	Regular Pay	2192	SALARY CONTINGENCY TRANSFER	I=Incr	93,524
51703	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	28,382
63600	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	3,841
64610	51100	Regular Pay		SALARY CONTINGENCY TRANSFER	I=Incr	1,647
1039	59503	Salary Cont.		SALARY CONTINGENCY TRANSFER	D=Decr	1,645,997
1039	59501	Other Transfer Out		DHS FUND-SALARY CONTINGENCY	I=Incr	783,812
21169900	49501	Other Transfer In	2009	SALARY CONT FROM GEN FUND	I=Incr	783,812
1039	59501	Other Transfer Out		TRANSFER TO AIRPORT	I=Incr	28,382
51701	49501	Other Transfer In		SALARY CONT FROM GEN FUND	I=Incr	28,382
1039	59501	Other Transfer Out		WORK COMP FUND-SALARY CONT	I=Incr	3,841
63600	49501	Other Transfer In		SALARY CONT FROM GEN FUND	I=Incr	3,841
1039	59501	Other Transfer Out		P&L INS FUND-SALARY CONT	I=Incr	1,647
64610	49501	Other Transfer In		SALARY CONT FROM GEN FUND	I=Incr	1,647

*full dollars only (no pennies)

Description (Must be completed - Attach extra pages if needed)

The implementation of the new compensation plan for 2023 caused the departments listed above to go over budget in their labor category. The county set aside a contingency fund of \$2,000,000 to account for these overages for all the respective departments. The salary contingency fund will show a draw down of \$1,645,997 from all departments who exceeded their labor budget. The following departments will received a transfer in from the general fund: DHS \$783,811, Airport \$28,382, Workers Comp Fund \$3,841, and Property & Liability Insurance \$1,647.

ENTRY NUMBER _____

2023 LABOR BUDGET VS ACTUAL ANALYSIS

SCHEDULE A		Original Budget	Revised Budget	Actuals	Remaining	% Attained	Salary Contingenc y
Dept	001 County Board Department	158,150	158,150	133,612	24,538.05	84.48%	
Dept	004 County Executive Department	306,847	306,847	302,308	4,538.69	98.52%	
Division	006 County Clerk Division	292,352	292,352	283,113	9,239.04	96.84%	
Dept	009 Treasurer Department	331,711	331,711	329,656	2,055.08	99.38%	
Dept	010 Corporation Counsel Department	695,178	695,178	677,113	18,064.58	97.40%	
Dept	011 Administration Department	325,216	325,216	312,299	12,917.33	96.03%	
Dept	012 Human Resources Department	896,030	932,048	885,490	46,558.34	95.00%	
Division	015 Finance Department	629,814	629,814	592,978	36,836.23	94.15%	
Dept	022 Information Technology Department	1,732,033	1,732,033	1,777,564	(45,530.55)	102.63%	45,531
Division	025 Facilities & Property Management Division	3,097,355	3,097,355	2,742,275	355,080.39	88.54%	
Dept	039 Miscellaneous & Unclassified Department	215,300	215,300	389,159	(173,858.62)	180.75%	173,859
Dept	050 Child Support Department	1,828,790	1,828,790	1,549,933	278,857.22	84.75%	
Division	052 Public Health Division	4,416,986	4,426,561	4,418,268	8,292.73	99.81%	
Dept	059 Veterans Services' Department	530,370	530,370	555,093	(24,722.62)	104.66%	24,723
Dept	064 UW-Extension Department	287,818	287,818	284,989	2,829.09	99.02%	
Division	065 Parks Division	936,565	936,565	966,481	(29,915.93)	103.19%	29,916
Dept	070 Boat Landing Department	12,042	12,042	10,677	1,364.92	88.67%	
Dept	080 Register of Deeds Department	512,231	512,231	524,026	(11,794.85)	102.30%	11,795
Dept	082 Land & Water Conservation Department	696,794	696,794	716,001	(19,207.15)	102.76%	19,208
Division	086 Planning Division	1,069,897	1,069,897	1,087,045	(17,148.45)	101.60%	17,149
Dept	089 Property Lister Department	226,735	226,735	192,640	34,095.15	84.96%	
Dept	101 District Attorney Department	1,453,346	1,453,346	1,470,958	(17,611.69)	101.21%	17,612
Dept	105 Medical Examiner Department	325,419	325,419	339,356	(13,936.61)	104.28%	13,937
Dept	107 Emergency Management Department	245,817	245,817	254,502	(8,685.02)	103.53%	8,686
Division	110 Sheriff Division	20,081,365	20,111,365	20,577,264	(465,898.75)	102.32%	465,899
Division	130 Clerk of Courts Division	3,380,058	3,380,058	3,244,622	135,436.14	95.99%	
Fund	200 Human Services Fund	26,216,246	26,216,246	27,000,057	(783,811.25)	102.99%	783,812
Fund	510 Airport Fund	820,450	820,450	848,831	(28,381.41)	103.46%	28,382
Fund	520 Solid Waste Fund	1,482,477	1,482,477	1,306,316	176,161.49	88.12%	
Fund	530 Park View Health Center Fund	15,271,445	15,271,445	11,738,748	3,532,696.71	76.87%	
Fund	540 Highway Fund	7,458,065	7,458,065	6,665,418	792,647.00	89.37%	
Fund	620 General Services Fund	58,031	58,031	50,872	7,159.12	87.66%	
Fund	630 Workers Compensation Fund	68,505	68,505	72,345	(3,840.37)	105.61%	3,841
Fund	640 Property & Liability Insurance Fund	29,359	29,359	31,006	(1,646.51)	105.61%	1,647
Fund	650 Self Funded Health Insurance Fund	88,513	88,513	82,784	5,729.39	93.53%	
Net Surplus (Deficit)		96,177,310	96,252,903	92,413,796	3,839,106.91		1,645,997
Salaries over Budget					(1,645,989.78)		

Agenda Item Report



DATE: March 7, 2024
FROM: Finance Department
AGENDA ITEM: Action Item: Type 1 Carryovers from the 2023 Budget

General Description:

Review of type 1 carryovers from 2023 for incumbered purchase orders.

Action Requested:

Motion to approve the Type 1 Carryovers.

Procedural Steps:

Committee of Jurisdiction:	P&F	Meeting Date:	03/07/2024
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

Type 1 Carryovers exist when a purchase order or contract was signed in 2023; however, the goods or services have not yet been received. For accounting purposes, we need to carryover the budget into the current fiscal year. Type 1 budget carryovers are generally carried over by the Finance Department because there is an existing purchase commitment at year-end.

Policy Discussion:

The carryover policy adopted by the county board is included in the packet as are explanations of the carryovers.

Attachments:

1. Carryover Policy
2. Type 1 Carryover Explanation

BUDGET CARRYOVERS

EFFECTIVE: 12/1/2002

PURPOSE: To document the procedures for departments to follow in requesting budget carryovers from one year to the next.

DEFINITIONS:

Open Purchase Order or Contract - is any purchase order or contract of the current year where all of the goods or services have not yet been **RECEIVED** by year-end.

Carryover - is the moving of unused budget dollars from one year to the next.

Carryover types:

Type 1 - Carryovers arise when contracts or purchase orders have been approved and or mailed prior to the end of the current year. These constitute purchase commitments.

Type 2 - Carryovers arise when there is no purchase commitment at year end but a department wishes to obtain permission to expend unused budget dollars in a succeeding year.

POLICY:

- **Type 1** budget carryovers are **generally** carried over by the Finance Department because there is an existing purchase commitment at year-end.
 - *However, purchase commitments for items that are regular ongoing operating expense type items will not be carried over automatically. They will be subject to review by the Finance Department. Items that are normal ongoing operating expenses are budgeted on an annual basis, based on what your needs are for the current year. Thus, purchases made near the end of the year where the items are not received until the beginning of the next year for these normal ongoing operating expenses will be charged against that next year budget.*
- **Type 2** budget carryovers require approval by the Personnel & Finance Committee prior to use of the funds.

PROCEDURE:

The following procedures apply to carryovers:

- 1) At year-end the Finance Department will send out an email to all County departments requesting that they submit their carryover requests for the next year.
- 2) Departments have until February 14, 2020 to submit requests with supporting documentation to Finance.

During January and February, Finance will be reviewing all open purchase orders and making up a list of Type 1 carryovers. However, to make sure we do not miss any, please submit copies of any purchase orders or contracts related to your department that were open at year end. It is very important that you submit all receiving tickets to Finance by year-end for all purchase orders where you have received the goods or services by year-end. See the definition above of "open purchase order or contract".

- 3) Finance will compile a complete list of requests. The list will be a two-part list. Part 1 will outline all Type 1 carryovers. Again, these are automatic. This list is provided to Personnel & Finance for informational purposes only. Part 2 will contain all Type 2 carryover requests.
- 4) Finance will present the lists to the County Executive for review and approval sometime in late February.
- 5) Finance will have the lists put on the agenda for the March Personnel & Finance Committee meeting. Approval of Type 2 carryovers will be obtained at that meeting. **It is recommended that you attend that P&F meeting to explain your justification for Type 2 carryover requests.**
- 6) After Personnel & Finance approval, the lists become final.

Carryovers for expenditures that must be incurred before March should be submitted on an individual basis following the above steps (on an as needed basis). Departments can submit requests as needed to Finance and approvals will be obtained from the above outlined parties.

(See instructions following)

CARRYOVER REQUESTS - Current Year to Subsequent Year

Department Name

Fund / Org Code

ACCOUNT	DESCRIPTION	YEAR BUDGETED	AMOUNT
<p style="text-align: center;">Note: This form is an example only. Use the Excel form instead.</p>			
TOTAL TYPE 1			0

Please attach copies of open PO's or contracts in support of Type 1 carryover requests.

TYPE 2 CARRYOVERS

TOTAL TYPE 2			0

Please attach justification explaining reasons for Type 2 carryover requests.

CARRYOVER REQUEST FORM INSTRUCTIONS

TYPE 1 CARRYOVERS:

- 1) *Dept name, Fund/cost center* - Fill in department name, fund number and cost center number.
- 2) *Page number* - Indicate page number in upper right.
- 3) *Account* - include object code and any program codes if applicable. You do not need to include fund and cost center number since they are at the top of the page.
- 4) *Description* - Give a brief description of the items you will purchase with the carryover dollars.
- 5) *Amount* - Give the amount of the carryover. **Round All Amounts To Whole Dollars. Do Not Use Pennies.**
- 6) Please attach copies of support such as open PO's for all Type 1 carryovers.

TYPE 2 CARRYOVERS:

- 1) Follow instruction numbers 3 through 5 above.
- 2) Attach any justification for the carryovers such as a memo indicating why it is necessary to carryover the funds.

USE EXTRA PAGES IF NECESSARY.

**2024 BUDGET AMENDMENT
GENERAL FUND - TYPE 1 CARRYOVERS**

Finance Dept Reviewer: <i>Candice Arnesen</i>	Date: <u>2/24/24</u>	Committee Approvals required by: Personnel & Finance Committee Vote: _____
Date: _____		
Budget Adjustment impact: <u>\$135,781 carryover funds for LWCD</u>		

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
LAND & WATER CONSERVATION DEPARTMENT (LWCD)						
1082	53565	Operating Grants		TYPE 1 CARRYOVER	I=Incr	135,781
1082	42004	Consumer Protection	0116	TYPE 1 CARRYOVER	I=Incr	14,142
1082	53565	Operating Grants	0116	TYPE 1 CARRYOVER	I=Incr	14,142
1082	42004	Consumer Protection	0116	TYPE 1 CARRYOVER	I=Incr	50,220
1082	53565	Operating Grants	0116	TYPE 1 CARRYOVER	I=Incr	50,220
EMERGENCY MANAGEMENT						
1107	42008	WI Military Affairs	0184	TYPE 1 CARRYOVER	I=Incr	10,490
1107	55014	Professional Service	0184	TYPE 1 CARRYOVER	I=Incr	10,490
1107	42008	WI Military Affairs	0185	TYPE 1 CARRYOVER	I=Incr	7,954
1107	55014	Professional Service	0185	TYPE 1 CARRYOVER	I=Incr	7,954
Revenue is shown in red						

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

Land & Water Conservation has cost-share agreements with landowners that the funding crosses years. These are expenses that will incur in 2024 from monies that were budgeted in 2023. Emergency Management has two grants that were extended into 2024. Grants are also committed monies that they will receive reimbursement for.

ENTRY NUMBER

BUDGET CARRYOVERS FROM 2023 TO 2024 - TYPE 1 (GENERAL FUND)

Dept.	Type	Amount	Fund	Org	Obj	Proj	Title	Description
Land & Water	Type 1	135,781.00	100	1082	53565		Operating Grants	Cost Share Agreements for multiple landowners for Winnebago County Water Quality Improvement Program (WQIP).
Land & Water	Type 1	(14,142.00)	100	1082	42004	0116	Agri Trade Consumer Protection	Cost Share Agreements for multiple landowners for Soil & Water Resource Management Grant Program.
Land & Water	Type 1	14,142.00	100	1082	53565	0116	Operating Grants	Cost Share Agreements for multiple landowners for Soil & Water Resource Management Grant Program.
Land & Water	Type 1	(50,220.00)	100	1082	42004	0116	Agri Trade Consumer Protection	Cost Share Agreements for multiple landowners for Land & Water Resource Management (LWRM) Bond & Seg Funds.
Land & Water	Type 1	50,220.00	100	1082	53565	0116	Operating Grants	Cost Share Agreements for multiple landowners for Land & Water Resource Management (LWRM) Bond & Seg Funds.
Emergency Mgmt.	Type 1	(10,490.00)	100	1107	42008	0184	WI Military Affairs	HMEP Grant funds remaining for HazMat training - grant extends into 2024.
Emergency Mgmt.	Type 1	10,490.00	100	1107	55014	0184	Professional Services	HMEP Grant funds remaining for HazMat Training - grant extends into 2024.
Emergency Mgmt.	Type 1	(7,954.00)	100	1107	42008	0185	WI Military Affairs	HMEP Grant funds remaining for Commodity Flow Study - grant extends into 2024.
Emergency Mgmt.	Type 1	7,954.00	100	1107	55014	0185	Professional Services	HMEP Grant funds remaining for Commodity Flow Study - grant extends into 2024.
		135,781.00						
								Revenue and Close to Assets are shown in red as they reduce the amount of carryover requested.

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Land & Water Conservation
 TYPE1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT
TYPE 1 CARRYOVERS					
			Winnebago County Water Quality Improvement Program (WQIP)		
1082	53565		CSA # 18-10 Shane Kallas	2018	2,070
1082	53565		CSA # 21-10 Nick Zimmerman	2021	1,593
1082	53565		CSA # 21-15 David Zwicky	2021	9,000
1082	53565		CSA # 21-29 Todd Messerschmidt	2021	9,000
1082	53565		CSA # 21-34 Michael Pamer	2021	13,395
1082	53565		CSA # 22-08 Michael & Jennifer Pollack	2022	6,773
1082	53565		CSA # 22-17 Bohn Farms Inc	2022	8,750
1082	53565		CSA # 22-18 Jesse & Jacqueline Steiner	2022	7,350
1082	53565		CSA # 22-19 Ronald & Linda Wachholz Liv Tst	2022	11,550
1082	53565		CSA # 23-07 Kirsten Buckstaff	2023	3,378
1082	53565		CSA # 23-10 Melvin & Lois Mae Selle	2023	8,316
1082	53565		CSA # 23-12 Jerry & Lynn Szulczewski	2023	500
1082	53565		CSA # 23-13 Jennifer and Heath Ruetten (Penny Fluor LLC)	2023	500
1082	53565		CSA # 23-14 James & Krista Luedtke	2023	2,551
1082	53565		CSA # 23-17 Kendra Drews	2023	435
1082	53565		CSA # 23-18 Richard Grundy	2023	11,400
1082	53565		CSA # 23-19 Kelm Properties Fond Du Lac LLC	2023	5,186
1082	53565		CSA # 23-20 Peter and Dionne Kelm	2023	916
1082	53565		CSA # 23-21 Bohn Farms Inc	2023	20,000
1082	53565		CSA # 23-22 Kurt & Shannon Sadowska	2023	4,724
1082	53565		CSA # 23-23 Paul Delcore	2023	8,396
			Note: CSA is a Landowner signed Cost-Share Agreement		

TOTAL TYPE 1

135,781

Note: Copies of all CSAs are on file at the Land and Water Conservation Department

CARRYOVER REQUESTS - 2023 TO 2024

Department Name : Land & Water Conservation
 TYPE1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT
TYPE 1 CARRYOVERS					
			Soil & Water Resource Management Grant Program		
			Land & Water Resource Management (LWRM) Bond & Seg Funds		
1082	42004	0116	LWRM Grant Revenue	2023	(64,362)
			CSA # Participant(s)		
1082	53565	0116	LW-23-03 James & Krista Luedtke	2023	4,375
1082	53565	0116	LW-23-04 Jeffrey Mueller	2023	9,767
				Subtotal	14,142
			CSA # Participant(s)		
1082	53565	0116	LW-SEG 23-01 William & Angela Hansen	2023	5,936
1082	53565	0116	LW-SEG 23-02 Richard R Grundy	2023	10,428
1082	53565	0116	LW-SEG 23-03 Rick Grundy Real Estate, LLC	2023	3,057
1082	53565	0116	LW-SEG 23-05 Halder Fam Irrev Tst	2023	1,290
1082	53565	0116	LW-SEG 23-06 Matthew & Vanessa Mathison	2023	534
1082	53565	0116	LW-SEG 23-07 Gregory S Kallas	2023	2,480
1082	53565	0116	LW-SEG 23-08 Elizabeth M Leader Tst	2023	2,349
1082	53565	0116	LW-SEG 23-09 John & Lori Meyerhofer	2023	1,594
1082	53565	0116	LW-SEG 23-10 Bruce Jay & Debra A Fuller	2023	282
1082	53565	0116	LW-SEG 23-11 Laura A Zink	2023	236
1082	53565	0116	LW-SEG 23-12 Joann Meyerhofer	2023	2,470
1082	53565	0116	LW-SEG 23-13 Daniel A Noffke	2023	824
1082	53565	0116	LW-SEG 23-14 Edward Race	2023	11,285
1082	53565	0116	LW-SEG 23-15 John Race	2023	2,310
1082	53565	0116	LW-SEG 23-16 Marvin J & Carol L Settele	2023	1,147
1082	53565	0116	LW-SEG 23-17 Richard & Harriet Brotske	2023	3,430
1082	53565	0116	LW-SEG 23-18 Ryan Kallas	2023	221
1082	53565	0116	LW-SEG 23-20 Jeffrey L & Carrie M Schmude	2023	347
				Subtotal	50,220
				Expense total from CSAs	Total 64,362
Note: CSA is a Landowner signed Cost-Share Agreement					

TOTAL TYPE 1

0

**Note: Copies of all CSAs are on file at the Land and Water Conservation Department
 This carryover is levy neutral.**

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Emergency Management

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT
1107	42008	184	HMEP Grant - HazMat Training	2023	\$10,490
1107	42008	185	HMEP Grant - Commodity Flow Study	2023	\$7,954
1107	55014	185	HMEP Grant - Commodity Flow Study	2023	\$7,954
TOTAL TYPE 1					<u><u>26,398.00</u></u>

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
1107	55014	184	HMEP Grant - HazMat Training	2023	\$10,490
			treated as Type 1 - see note on next page		
TOTAL TYPE 2					<u><u>10,490.00</u></u>

Winnebago County Emergency Management
Carryover Requests – 2023 to 2024

Type 2 Carryover Justifications

1107 – 55014 - 0184 – HMEP Specialized HazMat Training

On September 18, 2023 we were awarded a Hazardous Materials Emergency Preparedness Grant for \$10,490 from Wisconsin Emergency to offer Specialized HazMat Training for the Winnebago County HazMat Team. We are a pass through agent for this grant to the Oshkosh Fire Department (Winnebago County HazMat Team) so a Purchase Order was not required.

NOTE FROM FINANCE:

Because this amount was budgeted in 2023 and is secured by a grant. We are showing this as a Type 1 as the expense and revenue are both tied to the grant.



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT

Greg Engle
Administrator

Tony Evers
Governor

October 4, 2023

Winnebago County
Emergency Management

OCT 04 2023

RECEIVED

Eric Rasmussen, Director of Emergency Management
Winnebago County Emergency Management
4311 Jackson Street
Oshkosh, WI 54901-9760

**RE: Hazardous Materials Emergency Preparedness/HMEP Planning Grant Commodity
Flow Study FFY2023
WEM Grant Number: 2023-HMEP-FED-04-13356**

Dear Director Rasmussen:

Congratulations! I have approved a grant award to Winnebago County in the amount of \$7,954. These funds are from WEM's Hazardous Materials Emergency Preparedness Program available through the State of Wisconsin. This grant supports the Winnebago County Hazardous Materials Emergency Preparedness/HMEP Planning Grant Commodity Flow Study FFY2023 project.

To accept this award, have the authorized official initial the bottom right corner of Attachments A and B, and sign the *Signatory Page, Certified Assurances, and OMB Standard Form 424B* (Attachment C). The Project Director should sign the *Acknowledgement Notice*. Once signed, return to WEM via email at Anita.Smith@widma.gov and keep a copy for your records. Funds cannot be released until all signed documents are received by WEM.

As Project Director, you will be responsible for all reporting requirements outlined in the grant award and seeing that funds are administered according to the approved application materials and certifications enclosed. We look forward to a collaborative working relationship with you.

Sincerely,

Greg Engle, Administrator
Wisconsin Emergency Management



STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT

Greg Engle
Administrator

Tony Evers
Governor

September 18, 2023

Eric Rasmussen, Director of Emergency Management
Winnebago County Emergency Management
4311 Jackson Street
Oshkosh, WI 54901-9760

RE: Hazardous Materials Emergency Preparedness/HMEP Core & Specialized HazMat Training FFY2023
WEM Grant Number: 2022-HMEP-FED-01-13367

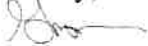
Dear Eric Rasmussen:

Congratulations! I have approved a grant award to Winnebago County in the amount of \$10,490. These funds are from WEM's Hazardous Materials Emergency Preparedness Program available through the State of Wisconsin. This grant supports the Winnebago County Hazardous Materials Emergency Preparedness/HMEP Core & Specialized HazMat Training FFY2023 project.

To accept this award, have the authorized official initial the bottom right corner of Attachments A and B, and sign the *Signatory Page, Certified Assurances, and OMB Standard Form 424B* (Attachment C). The Project Director should sign the *Acknowledgement Notice*. Once signed, return to WEM via email at Anita.Smith@widma.gov and keep a copy for your records. Funds cannot be released until all signed documents are received by WEM.

As Project Director, you will be responsible for all reporting requirements outlined in the grant award and seeing that funds are administered according to the approved application materials and certifications enclosed. We look forward to a collaborative working relationship with you.

Sincerely,


Greg Engle, Administrator
Wisconsin Emergency Management

Agenda Item Report



DATE: March 7, 2024
FROM: Finance Department
AGENDA ITEM: Action Item: Type 2 Carryovers from the 2023 Budget

General Description:

Type 2 Carryovers exist when a department has unexpended funds they wish to spend in the current fiscal year

Action Requested:

Motion to approve the Type 2 carryovers across all funds from 2023 to 2024.

Procedural Steps:

Committee of Jurisdiction:	P&F	Meeting Date:	03/07/2024
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

From time to time, budgeted projects are not completed in the year the funding authorization is provided.

Type 2 Carryovers arise when there is no purchase commitment at year end but a department wishes to obtain permission to expend unused budget dollars in a succeeding year. Typically, the project or purchase was planned in the year budgeted; however, the project was not completed for a variety of reasons.

The carryover policy is included in the packet as are justification and backup for the carryovers.

Policy Discussion:

The county executive has approved all of the carryovers to advance to this committee.

This committee, by policy, is charged with a vote to approve the carryovers.

Attachments:

1. Type 2 Carryovers BA General Fund

2. Type 2 Carryovers BA PVHC Fund
3. Type 2 Carryovers BA Solid Waste Fund
4. Type 2 Carryovers BA Highway Fund
5. Type 2 Carryovers BA Airport Fund

**2024 BUDGET AMENDMENT
GENERAL FUND - TYPE 2 CARRYOVERS**

Finance Dept Reviewer: _____	Date _____	Personnel & Finance Committee Vote: _____	Date _____
Budget Adjustment impact: \$903,620 from PY appropriations			

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
CORPORATION COUNSEL						
1010	55001	Legal Services		TYPE 2 CARRYOVER	I=Incr	25,000
FACILITIES						
1025	58002	Improvements		TYPE 2 CARRYOVER	I=Incr	357,098
1025	53006	Computer Software		TYPE 2 CARRYOVER	I=Incr	28,000
1025	53522	Small Equipment		TYPE 2 CARRYOVER	I=Incr	1,500
1025	53580	Equipment Technology		TYPE 2 CARRYOVER	I=Incr	11,815
1025	54020	Maintenance Buildings		TYPE 2 CARRYOVER	I=Incr	107,200
1025	54022	Maintenance Equipment		TYPE 2 CARRYOVER	I=Incr	62,000
1025	55014	Professional Service		TYPE 2 CARRYOVER	I=Incr	70,000
1025	74021	Maintenance Grounds		TYPE 2 CARRYOVER	I=Incr	7,500
1029	54020	Maintenance Buildings		TYPE 2 CARRYOVER	I=Incr	74,000
MISCELLANEOUS & UNCLASSIFIED						
1039	52000	Leadershp Training		TYPE 2 CARRYOVER	I=Incr	10,000
PUBLIC HEALTH						
105360	58004	Equipment		TYPE 2 CARRYOVER	I=Incr	35,000
UW-EXTENSION						
1064	53004	Postage and Box Rent		TYPE 2 CARRYOVER	I=Incr	1,050
1064	53520	Food		TYPE 2 CARRYOVER	I=Incr	1,073
1064	53533	Other Operating Supplies		TYPE 2 CARRYOVER	I=Incr	1,660

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
PARKS-EXPO						
1069	55008	Building Repairs		TYPE 2 CARRYOVER	I=Incr	3,000
1069	55014	Professional Service		TYPE 2 CARRYOVER	I=Incr	12,000
SHERIFF						
1111	58004	Capital - Equipment		TYPE 2 CARRYOVER	I=Incr	2,500
1117	58001	Capital - Buildings		TYPE 2 CARRYOVER	I=Incr	38,015
1120	42018	WI Dept of Justice	0202	TYPE 2 CARRYOVER	I=Incr	1,496
1120	53001	Stationery and Forms	0202	TYPE 2 CARRYOVER	I=Incr	671
1120	55000	Medical and Dental	0202	TYPE 2 CARRYOVER	I=Incr	425
1120	55030	Other Contract Serv	0202	TYPE 2 CARRYOVER	I=Incr	400
CLERK OF COURTS						
1130	55030	Other Contract Serv		TYPE 2 CARRYOVER	I=Incr	3,000
1135	58003	Equipment Technology		TYPE 2 CARRYOVER	I=Incr	1,932
1136	58003	Equipment Technology		TYPE 2 CARRYOVER	I=Incr	20,277
1142	58003	Equipment Technology		TYPE 2 CARRYOVER	I=Incr	30,000
				Revenue is shown in red		

***full dollars only
(no pennies)**

Description (Must be completed - Attach extra pages if needed):

The departments within the General Fund have requested the above amounts to carryover appropriations from their 2023 budget.

ENTRY NUMBER

BUDGET CARRYOVERS FROM 2023 TO 2024 (TYPE 2 - GENERAL FUND)

Dept.	Type	Amount	Fund	Org	Obj	Proj	Title	Description
Corporation Counsel	Type 2	25,000.00	100	1010	55001		Legal Services	Carryover needed for various outside legal work, such as Board of Adjustment representation and shoreland zoning review.
Facilities	Type 2	357,098.00	100	1025	58002		Capital - Improvements	Carryover needed for the Harrison & Shelter Care building engineering work needed to complete the improvements to the buildings.
Facilities	Type 2	28,000.00	100	1025	53006		Computer Software	Carryover needed for the EAM subscriptions after the equipment is installed and implemented which was unable to be completed in 2023.
Facilities	Type 2	1,500.00	100	1025	53522		Small Equipment	Carryover needed for small carpet extractors that the department were unable to purchase in 2023.
Facilities	Type 2	11,815.00	100	1025	53580		Small Equipment Technology	Carryover needed for iPads for work orders that the department was unable to purchase in 2023.
Facilities	Type 2	22,000.00	100	1025	54020		Maintenance Buildings	Carryover needed for Law Enforcement Center window sill replacement that the department was unable to complete in 2023.
Facilities	Type 2	72,000.00	100	1025	54020		Maintenance Buildings	Carryover needed for Courthouse sidewalk replacement that the department was unable to complete in 2023.
Facilities	Type 2	1,200.00	100	1025	54020		Maintenance Buildings	Carryover needed for Oshkosh Human Services breakroom sink installation that the department was unable to complete in 2023.
Facilities	Type 2	12,000.00	100	1025	54020		Maintenance Buildings	Carryover needed for roof hatch fall protection equipment required by OSHA which the department was unable to purchase in 2023.
Facilities	Type 2	50,000.00	100	1025	54022		Maintenance Equipment	Carryover needed for Albrecht Admin Building boiler vent repairs that the department was unable to complete in 2023.
Facilities	Type 2	12,000.00	100	1025	54022		Maintenance Equipment	Carryover needed for Law Enforcement Center chiller pipe reconfiguration that the department was unable to complete in 2023.
Facilities	Type 2	10,000.00	100	1025	55014		Professional Services	Carryover needed for Courthouse Branch 3 entrance redesign due to a temporary hold in 2023.
Facilities	Type 2	10,000.00	100	1025	55014		Professional Services	Carryover needed for Oshkosh Human Services ADA ramp design which the department was unable to complete in 2023.
Facilities	Type 2	50,000.00	100	1025	55014		Professional Services	Carryover needed for the EAM implementation assistance which the department was unable to complete in 2023.
Facilities	Type 2	7,500.00	100	1025	74021		Maintenance Grounds-interfund	Carryover needed for culvert repair at the Law Enforcement Center tower which the department was unable to complete in 2023.
Facilities	Type 2	50,000.00	100	1029	54020		Maintenance Buildings	Carryover needed for Courthouse Branch 3 entrance remodel due to a temporary hold in 2023.
Facilities	Type 2	24,000.00	100	1029	54020		Maintenance Buildings	Carryover needed for Oshkosh Human Services office remodel that the department was unable to complete in 2023.
Misc & Unclass	Type 2	10,000.00	100	1039	52000		Leadership Training	Carryover needed to fund NACo High Performing Leadership Academy training into 2024.
Public Health	Type 2	35,000.00	100	105360	58004		Capital - Equipment	Carryover needed for Public Health to purchase a vehicle they were unable to in 2023.
UW-Extension	Type 2	1,050.00	100	1064	53004		Postage and Box Rent	Carryover needed for postage due to the UW-Madison Division of Extension Mail Allocation Certification agreement. The postage was prepaid at the end of 2023.
UW-Extension	Type 2	1,073.00	100	1064	53520		Food	Carryover needed for 4-H educational programs that cross fiscal years (October 1, 2023-September 30, 2024).
UW-Extension	Type 2	1,660.00	100	1064	53533		Other Operating Supplies	Carryover needed for 4-H educational programs that cross fiscal years (October 1, 2023-September 30, 2024).
Parks-Expo	Type 2	3,000.00	100	1069	55008		Building Repairs	Carryover needed for Expo office wall and main Expo bathroom wall.

BUDGET CARRYOVERS FROM 2023 TO 2024 (TYPE 2 - GENERAL FUND)

Dept.	Type	Amount	Fund	Org	Obj	Proj	Title	Description
Parks-Expo	Type 2	12,000.00	100	1069	55014		Professional Services	Carryover needed for water hook up for community garden as part of the Netzer Home Removal project.
Sheriff	Type 2	2,500.00	100	1111	58004		Capital - Equipment	Carryover needed for squad changeover from 2023 vehicle purchased. This was originally budgeted in 1113-58004, but the Sheriff combined 1112 Patrol & 1113 Detective into 1111 Field Services.
Sheriff	Type 2	38,015.00	100	1117	58001		Capital - Buildings	Carryover needed for the Boathouse Project - the rest of the project was carried over on a PO.
Sheriff	Type 2	(1,496.00)	100	1120	42018	0202	WI Dept of Justice	Carryover needed for MAT grant revenue that will be reimbursed from grant expenses. The grant was extended until September 2024.
Sheriff	Type 2	671.00	100	1120	53001	0202	Stationery and Forms	Carryover needed for MAT grant expenses that were not expensed in 2023. The grant was extended until September 2024.
Sheriff	Type 2	425.00	100	1120	55000	0202	Medical Dental	Carryover needed for MAT grant medical expenses that were not expensed in 2023. The grant was extended until September 2024.
Sheriff	Type 2	400.00	100	1120	55030	0202	Other Contracted Services	Carryover needed for MAT grant other contractual services expenses that were not expensed in 2023. The grant was extended until September 2024.
Clerk of Courts	Type 2	3,000.00	100	1130	55030		Other Contracted Services	Carryover needed for an addition to the AVI Systems retail agreement. Branch 4 was not included in original quote, amended quote adds them.
Branch 5	Type 2	1,932.00	100	1135	58003		Capital - Equipment Technology	Branch 5 is updating all the speakers in their courtroom and budgeted \$17,820. In 2023, \$2,000 was budgeted to replace one speaker, these funds are needed to complete the entire speaker project.
Branch 6	Type 2	20,277.00	100	1136	58003		Capital - Equipment Technology	Branch 6 video conferencing equipment installation was not fully completed at the end of 2023. It should be completed in February 2024 (waiting on additional parts not available in 2023).
Fam. Ct. Comm.	Type 2	30,000.00	100	1142	58003		Capital - Equipment Technology	Family Court Commissioner video conferencing equipment installation - work to be completed in 2024 and needed additional funding which was budgeted during the 2024 budget process.

BUDGET CARRYOVERS FROM 2023 TO 2024 - TYPE 2 (GENERAL FUND)

Dept.	Type	Amount	Fund	Org	Obj	Proj	Title	Description
Sheriff	Type 2	(1,496.00)	100	1120	42018	0202	WI Dept of Justice	Carryover needed for MAT grant revenue that will be reimbursed from grant expenses. The grant was extended until September 2024.
Sheriff	Type 2	671.00	100	1120	53001	0202	Stationery and Forms	Carryover needed for MAT grant expenses that were not expensed in 2023. The grant was extended until September 2024.
Sheriff	Type 2	425.00	100	1120	55000	0202	Medical Dental	Carryover needed for MAT grant medical expenses that were not expensed in 2023. The grant was extended until September 2024.
Sheriff	Type 2	400.00	100	1120	55030	0202	Other Contracted Services	Carryover needed for MAT grant other contractual services expenses that were not expensed in 2023. The grant was extended until September 2024.
Clerk of Courts	Type 2	3,000.00	100	1130	55030		Other Contracted Services	Carryover needed for an addition to the AVI Systems retail agreement. Branch 4 was not included in original quote, amended quote adds them.
Branch 5	Type 2	1,932.00	100	1135	58003		Capital - Equipment Technology	Branch 5 is updating all the speakers in their courtroom and budgeted \$17,820. In 2023, \$2,000 was budgeted to replace one speaker, these funds are needed to complete the entire speaker project.
Branch 6	Type 2	20,277.00	100	1136	58003		Capital - Equipment Technology	Branch 6 video conferencing equipment installation was not fully completed at the end of 2023. It should be completed in February 2024 (waiting on additional parts not available in 2023).
Fam. Ct. Comm.	Type 2	30,000.00	100	1142	58003		Capital - Equipment Technology	Family Court Commissioner video conferencing equipment installation - work to be completed in 2024 and needed additional funding which was budgeted during the 2024 budget process.
		878,445.00						
								Revenue and Close to Assets are shown in red as they reduce the amount of carryover requested.

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Corporation Counsel

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT

TOTAL TYPE 1 -

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
1010	55001		BOA/ Special Zoning Permission/ Shoreland Zoning	2023	25,000.00

Attolles represented the Zoning Board of Adjustment since the Office of Corporation Counsel (OCC) was representing the Planning and Zoning Department in an appeal filed by a property owner. OCC could not simultaneously represent the ZBA and Planning Department as it would be a conflict. The hearing was held on 11/28/23 and work was done by Attolles in 2023 and 2024. The work was budgeted in 2023 so a carryover for the work completed in 2024 is needed. Additionally, Attolles is continuing work from a 2023 issue on shoreland zoning.

TOTAL TYPE 2 25,000.00

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Miscellaneous & Unclassified

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT

TOTAL TYPE 1 -

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
1039	52000		NACo High Performing Leadership Acadamy	2023	10,000.00
			In 2023, the couny board passed a new compensation plan and merit plan which requires all employees to engage in professional development. The county board authorized \$50,000 in 2023 to participate in the NACo High Performing Leadership Academy. Due to schedules and other committments, staff ready to participate in the program had to defer to 2024. This will allow them to participate as planned in 2023.		

TOTAL TYPE 2 10,000.00

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Facilities and Property Management

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT

TOTAL TYPE 1

-

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
1025	53522		Small carpet extractors/unable to purchase	2023	\$1,500
1025	54020		LEC window sill rplcmt/unable to complete	2023	\$22,000
1025	54020		CH sidewalk rplcmt/unable to complete	2023	\$72,000
1025	54020		OHS Breakroom sink install/unable to complete	2023	\$1,200
1025	54022		CAB boiler vent repair/unable to complete	2023	\$50,000
1025	54022		LEC chiller pipe reconfg/unable to complete	2023	\$12,000
1025	55014		Br 3 entrance redesign/temp. hold in 2023	2023	\$10,000
1029	54020		Br 3 entrance remodel/temp. hold in 2023	2023	\$50,000
1029	54020		OHS office remodel/unable to complete	2023	\$24,000
1025	53580		lpads for work orders/unable to complete	2023	\$11,815
1025	54020		Roof hatch fall protection equip/OSHA req	2023	\$12,000
1025	74021		Culvert repair at LEC twr/unable to complete	2023	\$7,500
1025	58002		Harrison & Silvercrest shelter care engineering/still	2023	\$357,098
1025	55014		OHS ADA ramp design/unable to complete	2023	\$10,000
1025	55014		EAM implementation assistance/unable to complete	2023	\$50,000
1025	53006		EAM subscription/unable to complete	2023	\$28,000

TOTAL TYPE 2

719,113.00

Type 2 Carryovers are purchased planned in the previous year that were not able to be completed. Include justification for all Type 2 Carryovers.

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Public Health

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT

TOTAL TYPE 1 -

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
105360	58004		Equipment (vehicle)	2023	35,000.00

TOTAL TYPE 2 35,000.00

Type 2 Carryovers are purchased planned in the previous year that were not able to be completed. Include justification for all Type 2 Carryovers.

Equipment - Public Health did not purchase a vehicle in 2023 as anticipated.

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: UW-Extension

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT
TOTAL TYPE 1					-

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
1064	53004		Postage required to be carried over as part of UW-Madison Division of Extension Mail Allocation Certification agreement	2023	\$1,050.00
1064	53520		Food for 4-H events	2023-2024	\$1,073.00
1064	53533		Program supplies for 4-H events	2023-2024	\$1,660.00
			The request includes food and program supplies for 4-H educational programs that cross over fiscal years. The 4-H fiscal/program year runs from October 1 - September 30.		
			A total of \$2,733 must be carried over and spent in 2024 to balance funds received from grants and the Winnebago County 4-H Leader's Association for 2023-2024 fiscal year 4-H programming:		
			\$1,380 Culvers Grant for ChickQuest program		
			\$182 ChickQuest 4-H Grant		
			\$201 Cloverbud Camp		
			\$970 General program supplies (member dues)		
TOTAL TYPE 2					3,783.00

Type 2 Carryovers are purchased planned in the previous year that were not able to be completed. Include justification for all Type 2 Carryovers.

Hendrickson, Amy

From: Ingrid E Gottfried <ingrid.gottfried@wisc.edu>
Sent: Friday, February 9, 2024 10:45 AM
To: Hendrickson, Amy
Cc: Chris Viau
Subject: 2024 Mail Allocation & Certification
Attachments: 2023 Mail Certification Form.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Greetings,

For calendar year 2024, the total postage allocation for Winnebago County will be \$2,863. If funds are currently needed, please invoice the Office of Financial Services by email to me for half of that amount. If needed, you may invoice me for the second half of the allocation after July 1. Invoices should specify payment to your county or county treasurer and not Extension.

Also, please find attached the County Mail Certification form for 2023. Please have this document completed and signed by County financial staff. Please return the certification form to me by email prior to invoicing for 2024 funds, or by February 15, 2024 at the latest.

Please note the following guidelines regarding the use of mail funds:
The annual mail allocation (formerly penalty mail) is to be used for mail expenses of the County Extension Office for Division of Extension programs. **Mail allocations that are not used in a particular year are to be carried into the next year for use by the County Extension Office for Extension mail only.**

Please contact Ingrid Gottfried at ingrid.gottfried@wisc.edu if you have any questions.

Thank you,

Ingrid Gottfried

Ingrid Gottfried
Financial Specialist
Office of Financial Services
Division of Extension
University of Wisconsin-Madison
623 Extension Bldg, 432 N Lake St
Madison, WI 53706
(608) 265-6532
Ingrid.gottfried@wisc.edu

Hendrickson, Amy

From: DANA M BERGER <dana.berger@wisc.edu>
Sent: Thursday, January 25, 2024 10:58 AM
To: Chris Viau; Hendrickson, Amy
Subject: 4-H budget carryover

Hi

Based on my calculations, 4-H would be looking at a \$2732.57 carryover. Here is how it breaks down:

Culvers Grant : \$1379.67
CQ 4-H grant: \$182.13
General (dues): \$969.77
Cloverbud Camp: 201.00

Let me know if you have any questions.
Thanks



Dana Berger

Winnebago County 4-H Program Coordinator
625 E. County Rd Y, Suite 600
Oshkosh WI 54901
Phone: (920) 232-1974 Fax: (920) 232-1976
dana.berger@wisc.edu



An EEO/AA employer, University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title VI, Title IX and the Americans with Disabilities Act (ADA) requirements. Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of the program or activity for which it is needed. Please do so as early as possible prior to the program or activity so that proper arrangements can be made. Requests are kept confidential.

711 for Wisconsin Relay

2023 4-H Transaction History Report

Account/Object #	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
42019 - Other Grants				
4-H				
	<input checked="" type="checkbox"/>	2/1/2023	(\$200.00)	UW-Madison Grant for Winnebago County Employee Discover 4-H Boxes
		<i>Sum</i>	(\$200.00)	
		Account Total	(\$200.00)	
45034 - Donations				
4-H				
	<input checked="" type="checkbox"/>	1/9/2023	(\$5,000.00)	Culvers Donation for 2022-2023 4-H Programs
		<i>Sum</i>	(\$5,000.00)	
Office				
	<input checked="" type="checkbox"/>	4/27/2023	(\$2,000.00)	Donation for Outdoor Classroom project (4-H, FoodWise, & Hort collaboration)
		<i>Sum</i>	(\$2,000.00)	
		Account Total	(\$7,000.00)	
45055 - Program Fees				
4-H				
	<input checked="" type="checkbox"/>	7/27/2023	(\$5.36)	4-H popcorn purchase
		<i>Sum</i>	(\$5.36)	
4-H Member Dues				
	<input checked="" type="checkbox"/>	2/27/2023	(\$830.00)	4-H Member Dues for 2023
	<input checked="" type="checkbox"/>	3/9/2023	(\$975.00)	4-H Member Dues (2023) - March deposit #1

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	<input checked="" type="checkbox"/>	3/31/2023	(\$495.00)	4-H Member Dues (2023) - March deposit #2
		<i>Sum</i>	(\$2,300.00)	
4-H Program Registrations				
	<input checked="" type="checkbox"/>	1/19/2023	(\$3,300.00)	4-H American Spirit Trip registrations
	<input checked="" type="checkbox"/>	1/19/2023	(\$5.00)	4-H Foods Review registration
	<input checked="" type="checkbox"/>	1/19/2023	(\$330.00)	4-H Fun Day registrations
	<input checked="" type="checkbox"/>	1/31/2023	(\$30.00)	4-H Fun Day registrations
	<input checked="" type="checkbox"/>	1/31/2023	(\$825.00)	4-H American Spirit Experience registration
	<input checked="" type="checkbox"/>	2/27/2023	(\$5.00)	4-H Foods Review registration
	<input checked="" type="checkbox"/>	3/9/2023	(\$4,125.00)	4-H American Spirit Trip funds from Winnebago County 4-H Leader's Association
	<input checked="" type="checkbox"/>	3/31/2023	(\$2,000.00)	4-H Citizen Washington Focus registrations
	<input checked="" type="checkbox"/>	3/31/2023	(\$4,860.00)	4-H Space Camp registrations
	<input checked="" type="checkbox"/>	5/12/2023	(\$30.00)	4-H Photography Workshop registrations
	<input checked="" type="checkbox"/>	5/12/2023	(\$5.00)	4-H Watercolor Workshop registration
	<input checked="" type="checkbox"/>	5/30/2023	(\$55.00)	4-H Photography Workshop registrations
	<input checked="" type="checkbox"/>	5/30/2023	(\$175.00)	4-H Cloverbud Camp registrations
	<input checked="" type="checkbox"/>	6/29/2023	(\$25.00)	4-H Watercolor Workshop registrations
	<input checked="" type="checkbox"/>	6/29/2023	(\$239.00)	4-H Mt. Olympus registrations
	<input checked="" type="checkbox"/>	6/29/2023	(\$315.00)	4-H Cloverbud Camp registrations
	<input checked="" type="checkbox"/>	7/27/2023	(\$70.00)	4-H Cloverbud Camp registrations
	<input checked="" type="checkbox"/>	7/27/2023	(\$298.00)	4-H Mt. Olympus YAC registrations
	<input checked="" type="checkbox"/>	7/27/2023	(\$50.00)	4-H Watercolor Workshop registrations
	<input checked="" type="checkbox"/>	8/7/2023	(\$540.00)	4-H Space Camp refund for overpayment
	<input checked="" type="checkbox"/>	8/31/2023	(\$420.00)	4-H Cloverbud Camp registrations
	<input checked="" type="checkbox"/>	11/30/2023	(\$53.00)	4-H Oshkosh Public Museum Tour registrations
		<i>Sum</i>	(\$17,755.00)	
4-H Summer Camp				

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	<input checked="" type="checkbox"/>	2/27/2023	(\$3,215.00)	4-H Summer Camp registrations
	<input checked="" type="checkbox"/>	3/9/2023	(\$5,245.00)	4-H Summer Camp registrations - March deposit #1
	<input checked="" type="checkbox"/>	3/31/2023	(\$970.00)	4-H Summer Camp registrations
	<input checked="" type="checkbox"/>	4/27/2023	(\$655.00)	4-H Summer Camp registrations
	<input checked="" type="checkbox"/>	5/12/2023	(\$2,030.00)	4-H Summer Camp registrations
	<input checked="" type="checkbox"/>	5/30/2023	(\$195.00)	4-H Summer Camp registrations
	<input checked="" type="checkbox"/>	6/29/2023	(\$260.00)	4-H Summer Camp registrations
	<input checked="" type="checkbox"/>	8/16/2023	(\$9,033.70)	4-H Summer Camp reimbursement from 4-H Leader's Association
		<i>Sum</i>	(\$21,603.70)	
Account Total			(\$41,664.06)	

53003 - Publications (Printing Manuals/Bulletins)				
4-H				
	<input checked="" type="checkbox"/>	10/18/2023	\$1,711.00	4-H ChickQuest teacher guides & logbooks
		<i>Sum</i>	\$1,711.00	
Account Total			\$1,711.00	

53004 - Postage & Box Rent				
4-H				
	<input checked="" type="checkbox"/>	1/9/2023	\$13.24	4-H ChickQuest T-Shirts for Menominee Nation (\$124.75 + \$13.24 shipping)
	<input checked="" type="checkbox"/>	2/7/2023	\$16.00	4-H ChickQuest supplies - hatching eggs (\$48.40 + \$16.00 shipping)
	<input checked="" type="checkbox"/>	2/9/2023	\$16.00	4-H ChickQuest supplies - hatching eggs (\$58.32 + \$16.00 shipping)
	<input checked="" type="checkbox"/>	3/7/2023	\$18.00	4-H ChickQuest t-shirts shipping charge
	<input checked="" type="checkbox"/>	3/20/2023	\$16.86	4-H ChickQuest t-shirts (UW Grant) (\$314.25 + \$16.86 shipping)
	<input checked="" type="checkbox"/>	3/30/2023	\$10.00	4-H ChickQuest hatching eggs (\$43.20 + \$10.00 shipping)
	<input checked="" type="checkbox"/>	3/30/2023	\$10.00	4-H ChickQuest hatching eggs (\$27.00 + \$10.00 shipping)
	<input checked="" type="checkbox"/>	3/30/2023	\$10.00	4-H ChickQuest hatching eggs (\$32.40 + \$10.00 shipping)
	<input checked="" type="checkbox"/>	4/14/2023	\$14.99	4-H Volunteer Appreciation plants (\$51.12 + \$14.99 shipping)

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	✓	4/17/2023	\$13.79	4-H ChickQuest (Menominee) T-Shirts (\$127.50 + \$13.79 shipping)
	✓	4/19/2023	\$13.79	4-H ChickQuest (Roosevelt) T-Shirts (\$167.75 + \$13.79 shipping)
	✓	5/8/2023	\$24.95	4-H programming mailing postage
	✓	5/17/2023	\$4.25	4-H Pumpkin/Sunflower Growing Contest seeds (\$20.90 + \$4.25 shipping)
	✓	5/17/2023	\$3.99	4-H Pumpkin/Sunflower Growing Contest seeds (\$20.01 + \$3.99 shipping)
	✓	6/29/2023	\$22.00	4-H ChickQuest t-shirts (\$582.50 + \$22.00 shipping)
	✓	8/21/2023	\$26.75	4-H Hippology returns postage
	✓	9/14/2023	\$6.95	4-H Member Recognition Certificates (\$51.72 + \$6.95)
	✓	9/26/2023	\$12.50	4-H ChickQuest t-shirts (\$51.50 + \$12.50 shipping)
	✓	10/10/2023	\$16.95	4-H member recognition pins (\$217.95 + \$16.95 shipping)
	✓	10/24/2023	\$32.75	4-H ChickQuest shipping for t-shirts
	✓	10/31/2023	\$45.97	4-H Family Banquet mailing postage
	✓	11/1/2023	\$14.95	4-H ChickQuest State Training spring scales (\$47.60 + \$14.95 shipping)
	✓	11/27/2023	\$12.95	4-H leader incentives \$111.50 + \$12.95 shipping
	✓	12/12/2023	\$10.00	4-H ChickQuest T-Shirts shipping
	✓	12/13/2023	\$10.00	4-H ChickQuest hatching eggs shipping
	✓	12/13/2023	\$10.00	4-H ChickQuest hatching eggs shipping
		<i>Sum</i>	\$407.63	
4-H Program Registrations				
	✓	5/22/2023	\$14.95	4-H Photography Workshop supplies - books (\$155.26 + \$14.95 shipping)
	✓	7/12/2023	\$11.90	4-H Watercolor Workshop supplies (\$100.77 + \$11.90 shipping)
	✓	7/12/2023	\$0.28	4-H Watercolor Workshop supplies (\$22.34 + \$0.28 shipping)
	✓	7/25/2023	\$11.30	4-H Watercolor Workshop supplies - framing mats (\$26.99 + \$11.30 shipping)
		<i>Sum</i>	\$38.43	
4-H Summer Camp				
	✓	5/19/2023	\$7.93	4-H Summer Camp supplies - inflatable lobsters (\$14.18 + \$7.93 shipping)
	✓	5/21/2023	\$5.99	4-H Summer Camp supplies - baby oil, plastic bottles, beach balls, etc. (\$420.47 + \$5.99 shipping)

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	<input checked="" type="checkbox"/>	5/22/2023	\$5.99	4-H Summer Camp supplies - ocean stickers, glue dots, pipe cleaners, wiggle eyes, & shells (\$83.94)
		<i>Sum</i>	\$19.91	
Office				
	<input checked="" type="checkbox"/>	8/31/2023	\$6.99	Outdoor Classroom (4-H, Hort, FoodWise) building supplies (\$219.91 + \$6.99 shipping)
	<input checked="" type="checkbox"/>	9/1/2023	\$113.56	Outdoor Classroom (4-H, Hort, FoodWise) building supplies (\$251.68 + \$113.56 shipping)
		<i>Sum</i>	\$120.55	
		Account Total	\$586.52	
53500 - Advertising				
Office				
	<input checked="" type="checkbox"/>	12/3/2023	\$43.58	Outdoor Classroom (4-H, Hort, FoodWise) - Flags
	<input checked="" type="checkbox"/>	12/19/2023	\$90.00	Outdoor Classroom (4-H, Hort, FoodWise) - Flags logo imprinting
		<i>Sum</i>	\$133.58	
		Account Total	\$133.58	
53501 - Reference Materials & Subscriptions				
4-H				
	<input checked="" type="checkbox"/>	5/29/2023	\$34.54	4-H Reference Books: Tales of the Dairy Godmother
	<input checked="" type="checkbox"/>	6/19/2023	\$29.94	4-H ChickQuest reference books
		<i>Sum</i>	\$64.48	
		Account Total	\$64.48	
53509 - Registration/Tuition/Other				
4-H Program Registrations				
	<input checked="" type="checkbox"/>	1/23/2023	\$8,250.00	4-H American Spirit Experience (5 delegates x \$1,650.00 each)

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	<input checked="" type="checkbox"/>	3/29/2023	\$5,400.00	4-H Space Camp registrations
	<input checked="" type="checkbox"/>	5/22/2023	\$2,000.00	4-H Citizen Washington Focus registration
	<input checked="" type="checkbox"/>	6/12/2023	\$350.00	4-H Summer Academy Registration (Lilly Plungy)
	<input checked="" type="checkbox"/>	7/19/2023	\$456.50	4-H Mount Olympus registrations
	<input checked="" type="checkbox"/>	8/28/2023	\$96.00	4-H Cloverbud Camp registrations for Heckrodt program
	<input checked="" type="checkbox"/>	9/11/2023	(\$50.00)	4-H Cloverbud Camp program/rental deposit reimbursement
	<input checked="" type="checkbox"/>	10/12/2023	(\$350.00)	4-H Summer Academy Registration reimbursement (Lilly Plungy) from 4-H Leaders Association
	<input checked="" type="checkbox"/>	11/2/2023	(\$632.00)	4-H 2023 Congress registration reimbursment for Addison Cegielski
	<input checked="" type="checkbox"/>	11/2/2023	\$1,300.00	4-H 2023 Congress registration for Addison Cegielski
	<input checked="" type="checkbox"/>	11/9/2023	(\$600.00)	4-H Congress registration reimbursement (Addisen Cegielski)
	<input checked="" type="checkbox"/>	11/18/2023	\$48.00	4-H Oshkosh Public Museum Tour registrations
	<input checked="" type="checkbox"/>	11/29/2023	(\$18.00)	4-H 2023 Congress registration reimbursment for Addison Cegielski (remainder)
	<input type="checkbox"/>	1/24/2024	(\$50.00)	4-H Congress registration reimbursement (Addisen Cegielski)
		<i>Sum</i>	\$16,200.50	

4-H Summer Camp				
	<input checked="" type="checkbox"/>	7/26/2023	\$14,691.50	4-H Summer Camp Upham Woods
	<input checked="" type="checkbox"/>	10/20/2023	\$2,000.00	4-H Summer Camp 2024 reservation fee
		<i>Sum</i>	\$16,691.50	
		Account Total	\$32,892.00	

53514 - Consumer Transportation				
4-H Summer Camp				
	<input checked="" type="checkbox"/>	1/16/2024	\$2,520.00	4-H Summer Camp bussing
		<i>Sum</i>	\$2,520.00	
		Account Total	\$2,520.00	

53520 - Food for Meetings

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
4-H				
	<input checked="" type="checkbox"/>	4/25/2023	\$95.86	Snack foods for 4-H All County Meeting
	<input checked="" type="checkbox"/>	5/17/2023	\$48.65	4-H Regional Meeting snack foods
	<input checked="" type="checkbox"/>	5/18/2023	\$34.56	4-H Regional Meeting snack foods
	<input checked="" type="checkbox"/>	5/30/2023	(\$1.90)	4-H Regional Meeting sales tax reimbursement by Dana
	<input checked="" type="checkbox"/>	8/7/2023	(\$81.31)	4-H Regional Meeting snack foods reimbursement
	<input checked="" type="checkbox"/>	9/30/2023	\$108.27	4-H Pumpkin & Sunflower Growing Contest snacks
	<input checked="" type="checkbox"/>	11/10/2023	\$35.13	4-H ChickQuest State Training snack foods
	<input checked="" type="checkbox"/>	11/14/2023	\$377.25	4-H ChickQuest State Training meal
	<input checked="" type="checkbox"/>	12/4/2023	\$25.05	Dana Berger - 4-H Plain Vu food reimbursement (November)
	<input checked="" type="checkbox"/>	12/28/2023	(\$377.25)	4-H ChickQuest State Training - Meal reimbursement from State
		<i>Sum</i>	\$264.31	
4-H Program Registrations				
	<input checked="" type="checkbox"/>	8/18/2023	\$5.99	4-H Cloverbud Camp ice
	<input checked="" type="checkbox"/>	8/18/2023	\$94.13	4-H Cloverbud Camp food
	<input checked="" type="checkbox"/>	8/30/2023	\$23.23	Sarah Thompson - Cloverbud Camp snacks reimbursement (August)
		<i>Sum</i>	\$123.35	
4-H Summer Camp				
	<input checked="" type="checkbox"/>	6/23/2023	\$140.72	4-H Summer Camp snacks
	<input checked="" type="checkbox"/>	6/23/2023	\$63.21	4-H Summer Camp snacks
	<input checked="" type="checkbox"/>	6/23/2023	\$30.00	4-H Summer Camp soda
	<input checked="" type="checkbox"/>	6/26/2023	\$91.88	4-H Summer Camp snack foods
		<i>Sum</i>	\$325.81	
		Account Total	\$713.47	

53522 - Small Equipment

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
Office				
	<input checked="" type="checkbox"/>	8/31/2023	\$219.91	Outdoor Classroom (4-H, Hort, FoodWise) building supplies (\$219.91 + \$6.99 shipping)
	<input checked="" type="checkbox"/>	9/1/2023	\$251.68	Outdoor Classroom (4-H, Hort, FoodWise) building supplies (\$251.68 + \$113.56 shipping)
	<input checked="" type="checkbox"/>	12/1/2023	\$199.80	Outdoor Classroom (4-H, Hort, FoodWise) - Chick brooder heating plates
	<input checked="" type="checkbox"/>	12/14/2023	\$197.98	Outdoor Classroom (4-H, Hort, FoodWise) - Garden equipment
	<input checked="" type="checkbox"/>	12/16/2023	\$79.82	Outdoor Classroom (4-H, Hort, FoodWise) - Garden equipment
		Sum	\$949.19	
Account Total			\$949.19	

53533 - Operating Supplies & Expenses				
4-H				
	<input type="checkbox"/>	1/1/2023	(\$793.00)	2022 to 2023 Budget Carryover Funds (4-H ChickQuest grant)
	<input type="checkbox"/>	1/1/2023	(\$619.00)	2022 to 2023 Budget Carryover Funds (General Fund)
	<input checked="" type="checkbox"/>	1/9/2023	\$20.85	Discover 4-H Boxes for Winnebago County employees supplies
	<input checked="" type="checkbox"/>	1/9/2023	\$74.82	Discover 4-H Boxes for Winnebago County employees supplies
	<input checked="" type="checkbox"/>	1/9/2023	\$124.75	4-H ChickQuest T-Shirts for Menominee Nation (\$124.75 + \$13.24 shipping)
	<input checked="" type="checkbox"/>	1/10/2023	\$124.56	Discover 4-H Boxes for Winnebago County employees supplies
	<input checked="" type="checkbox"/>	1/12/2023	\$3.44	Discover 4-H Boxes for Winnebago County employees supplies
	<input checked="" type="checkbox"/>	1/21/2023	\$93.96	4-H ChickQuest supplies (heating pad & lamp stand)
	<input checked="" type="checkbox"/>	1/25/2023	\$131.00	4-H ChickQuest supplies - t-shirts
	<input checked="" type="checkbox"/>	1/26/2023	\$25.98	4-H ChickQuest supplies - lamp stand
	<input checked="" type="checkbox"/>	1/30/2023	\$4.99	Sarah Thompson - ChickQuest program supplies reimbursement (January)
	<input checked="" type="checkbox"/>	2/3/2023	\$160.00	4-H ChickQuest supplies - t-shirts
	<input checked="" type="checkbox"/>	2/7/2023	\$48.40	4-H ChickQuest supplies - hatching eggs (\$48.40 + \$16.00 shipping)
	<input checked="" type="checkbox"/>	2/9/2023	\$58.32	4-H ChickQuest supplies - hatching eggs (\$58.32 + \$16.00 shipping)
	<input checked="" type="checkbox"/>	2/10/2023	\$6.48	4-H ChickQuest pet feed
	<input checked="" type="checkbox"/>	2/10/2023	\$29.98	4-H ChickQuest heat lamp
	<input checked="" type="checkbox"/>	2/14/2023	\$9.54	4-H ChickQuest bedding

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	✓	2/16/2023	\$310.00	4-H ChickQuest t-shirts
	✓	2/20/2023	\$37.96	4-H Career Fair @ Oshkosh West HS - rubber chicken slingshots, cow stickers, mini rubber pigs
	✓	2/20/2023	\$19.95	4-H Career Fair @ Oshkosh West HS - cow tails
	✓	3/8/2023	\$20.00	Sarah Thompson - 4-H ChickQuest hatching eggs reimbursement (February)
	✓	3/20/2023	\$314.25	4-H ChickQuest t-shirts (UW Grant) (\$314.25 + \$16.86 shipping)
	✓	3/24/2023	\$22.47	4-H ChickQuest chick feed
	✓	3/30/2023	\$32.40	4-H ChickQuest hatching eggs (\$32.40 + \$10.00 shipping)
	✓	3/30/2023	\$27.00	4-H ChickQuest hatching eggs (\$27.00 + \$10.00 shipping)
	✓	3/30/2023	\$43.20	4-H ChickQuest hatching eggs (\$43.20 + \$10.00 shipping)
	✓	3/31/2023	\$76.45	4-H ChickQuest thermometers/hygrometers
	✓	4/3/2023	\$3.49	4-H Cloverbud program supplies reimbursement (March)
	✓	4/14/2023	\$51.12	4-H Volunteer Appreciation plants (\$51.12 + \$14.99 shipping)
	✓	4/17/2023	\$127.50	4-H ChickQuest (Menominee) T-Shirts (\$127.50 + \$13.79 shipping)
	✓	4/19/2023	\$167.75	4-H ChickQuest (Roosevelt) T-Shirts (\$167.75 + \$13.79 shipping)
	✓	5/2/2023	\$2.49	Sarah Thompson - 4-H ChickQuest supplies reimbursement (May)
	✓	5/4/2023	\$20.00	Dana Berger - 4-H ChickQuest eggs reimbursement (April)
	✓	5/17/2023	\$20.90	4-H Pumpkin/Sunflower Growing Contest seeds (\$20.90 + \$4.25 shipping)
	✓	5/17/2023	\$20.01	4-H Pumpkin/Sunflower Growing Contest seeds (\$20.01 + \$3.99 shipping)
	✓	5/23/2023	\$14.40	4-H Pumpkin/Sunflower Growing Contest (seeds)
	✓	6/6/2023	\$119.50	4-H ChickQuest t-shirts (Culvers)
	✓	6/29/2023	\$582.50	4-H ChickQuest t-shirts (\$582.50 + \$22.00 shipping)
	✓	7/11/2023	\$11.99	4-H promo supplies for June Dairy event
	✓	7/27/2023	\$16.51	4-H ChickQuest at the Fair supplies
	✓	8/15/2023	\$64.98	Dana Berger - Program supplies reimbursement for 4-H ChickQuest
	✓	9/14/2023	\$51.72	4-H Member Recognition Certificates (\$51.72 + \$6.95)
	✓	9/26/2023	\$17.42	4-H program supplies (party favors, markers, sun glasses, glow sticks, soda)
	✓	9/26/2023	\$51.50	4-H ChickQuest t-shirts (\$51.50 + \$12.50 shipping)
	✓	9/27/2023	\$10.00	4-H Pumpkin & Sunflower Growing Contest prize
	✓	9/29/2023	\$40.00	4-H popcorn for machine rental
	✓	10/2/2023	\$20.00	Dana Berger - 4-H ChickQuest hatching eggs reimbursement (September)

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	<input checked="" type="checkbox"/>	10/9/2023	(\$2.81)	4-H member recognition certificates sales tax refund
	<input checked="" type="checkbox"/>	10/10/2023	\$217.95	4-H member recognition pins (\$217.95 + \$16.95 shipping)
	<input checked="" type="checkbox"/>	10/18/2023	\$285.45	4-H recognition plaque engraving
	<input checked="" type="checkbox"/>	10/19/2023	\$286.56	4-H ChickQuest State Training supplies (storage bins)
	<input checked="" type="checkbox"/>	10/22/2023	\$14.24	4-H ChickQuest State Training supplies
	<input checked="" type="checkbox"/>	10/22/2023	\$2,245.08	4-H ChickQuest State Training supplies
	<input checked="" type="checkbox"/>	10/27/2023	\$20.00	Sarah Thompson (October) - 4-H ChickQuest hatching eggs reimbursement
	<input checked="" type="checkbox"/>	11/1/2023	\$47.60	4-H ChickQuest State Training spring scales (\$47.60 + \$14.95 shipping)
	<input checked="" type="checkbox"/>	11/2/2023	(\$285.45)	4-H recognition plaque engraving reimbursement
	<input checked="" type="checkbox"/>	11/2/2023	(\$290.76)	4-H recognition certificates and pins reimbursement
	<input checked="" type="checkbox"/>	11/21/2023	(\$4,032.87)	4-H ChickQuest State Training supplies reimbursement
	<input checked="" type="checkbox"/>	11/27/2023	\$111.50	4-H leader incentives \$111.50 + \$12.95 shipping
	<input checked="" type="checkbox"/>	12/4/2023	\$40.00	Sarah Thompson - 4-H ChickQuest hatching eggs reimbursement
	<input checked="" type="checkbox"/>	12/4/2023	\$3.77	Sarah Thompson - 4-H Boys & Girls Club program supplies reimbursement
	<input checked="" type="checkbox"/>	12/4/2023	\$32.48	Sarah Thompson - 4-H Cloverbud Blast program supplies reimbursement
	<input checked="" type="checkbox"/>	12/5/2023	\$175.00	4-H record book awards (gift cards)
	<input checked="" type="checkbox"/>	12/12/2023	\$15.50	4-H ChickQuest T-Shirts
	<input checked="" type="checkbox"/>	12/13/2023	\$33.36	4-H ChickQuest hatching eggs (#2)
	<input checked="" type="checkbox"/>	12/13/2023	\$33.36	4-H ChickQuest hatching eggs (#1)
	<input checked="" type="checkbox"/>	12/21/2023	\$5.97	Sarah Thompson - 4-H ChickQuest program supplies reimbursement (December)
	<input checked="" type="checkbox"/>	12/22/2023	\$48.38	Outdoor Classroom - 4-H ChickQuest program supplies (feed)
		<i>Sum</i>	\$826.84	
4-H Program Registrations				
	<input type="checkbox"/>	1/1/2023	(\$72.00)	2022 to 2023 Budget Carryover Funds (4-H Arts Retreat)
	<input type="checkbox"/>	1/1/2023	(\$94.00)	2022 to 2023 Budget Carryover Funds (4-H Cloverbud Camp)
	<input checked="" type="checkbox"/>	2/7/2023	\$25.75	Kris Soper - 4-H Fun Day program supplies reimbursement (January)
	<input checked="" type="checkbox"/>	2/7/2023	\$55.94	Steve Thiemke - 4-H Fun Day program supplies reimbursement
	<input checked="" type="checkbox"/>	2/7/2023	\$52.77	Stacey Schoonover - 4-H Fun Day program supplies reimbursement
	<input checked="" type="checkbox"/>	2/7/2023	\$48.70	Herb Numrich - 4-H Fun Day program supplies reimbursement

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	<input checked="" type="checkbox"/>	2/7/2023	\$10.04	Anita Eichman - 4-H Fun Day program supplies reimbursement
	<input checked="" type="checkbox"/>	2/7/2023	\$25.71	Macy Dodd - 4-H Fun Day program supplies reimbursement
	<input checked="" type="checkbox"/>	2/8/2023	\$37.57	Dana Berger - 4-H Fun Day program supplies reimbursement (January)
	<input checked="" type="checkbox"/>	4/27/2023	(\$34.98)	4-H Fun Day program supplies reimbursement
	<input checked="" type="checkbox"/>	5/22/2023	\$155.26	4-H Photography Workshop supplies - books (\$155.26 + \$14.95 shipping)
	<input checked="" type="checkbox"/>	5/25/2023	(\$8.11)	Sales Tax Refund for 4-H Photography Workshop supplies (books)
	<input checked="" type="checkbox"/>	7/12/2023	\$22.34	4-H Watercolor Workshop supplies (\$22.34 + \$0.28 shipping)
	<input checked="" type="checkbox"/>	7/12/2023	\$100.77	4-H Watercolor Workshop supplies (\$100.77 + \$11.90 shipping)
	<input checked="" type="checkbox"/>	7/13/2023	\$22.57	4-H Watercolor Workshop supplies
	<input checked="" type="checkbox"/>	7/13/2023	(\$12.18)	4-H Watercolor Workshop supplies REFUNDS
	<input checked="" type="checkbox"/>	7/25/2023	(\$11.28)	4-H Watercolor Workshop program supplies refund
	<input checked="" type="checkbox"/>	7/25/2023	\$26.99	4-H Watercolor Workshop supplies - framing mats (\$26.99 + \$11.30 shipping)
	<input checked="" type="checkbox"/>	8/1/2023	\$89.97	4-H Cloverbud Camp hats
	<input checked="" type="checkbox"/>	8/7/2023	\$376.06	4-H Cloverbud Camp t-shirts
	<input checked="" type="checkbox"/>	8/30/2023	\$6.25	Sarah Thompson - Cloverbud Camp supplies reimbursement (August)
		Sum	\$824.14	

4-H Summer Camp				
	<input type="checkbox"/>	1/1/2023	(\$315.00)	2022 to 2023 Budget Carryover Funds (4-H Summer Camp)
	<input checked="" type="checkbox"/>	2/20/2023	\$17.99	4-H Summer Camp - bulletin board paper
	<input checked="" type="checkbox"/>	4/27/2023	\$175.91	Supplies for 4-H Summer Camp name ornaments
	<input checked="" type="checkbox"/>	5/12/2023	\$32.15	4-H Summer Camp supplies (materials for mural)
	<input checked="" type="checkbox"/>	5/19/2023	\$14.18	4-H Summer Camp supplies - inflatable lobsters (\$14.18 + \$7.93 shipping)
	<input checked="" type="checkbox"/>	5/21/2023	\$420.47	4-H Summer Camp supplies - baby oil, plastic bottles, beach balls, etc. (\$420.47 + \$5.99 shipping)
	<input checked="" type="checkbox"/>	5/21/2023	\$38.68	4-H Summer Camp supplies (tie-dye kits)
	<input checked="" type="checkbox"/>	5/22/2023	\$83.94	4-H Summer Camp supplies - ocean stickers, glue dots, pipe cleaners, wiggle eyes, & shells (\$83.94)
	<input checked="" type="checkbox"/>	5/23/2023	\$20.98	4-H Summer Camp supplies (inflatable sharks & cotton balls)
	<input checked="" type="checkbox"/>	5/23/2023	\$97.16	4-H Summer Camp supplies (soap, towels, foil, npkins, utensils, pizza sauce, & oil)
	<input checked="" type="checkbox"/>	5/29/2023	\$66.99	4-H Summer Camp backpacks
	<input checked="" type="checkbox"/>	5/31/2023	\$6.29	4-H Summer Camp paint for mural

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
	<input checked="" type="checkbox"/>	6/19/2023	\$54.07	4-H Summer Camp art supplies
	<input checked="" type="checkbox"/>	6/22/2023	\$9.99	4-H Summer Camp mural varnish
	<input checked="" type="checkbox"/>	6/28/2023	(\$0.30)	4-H Summer Camp paint for mural SALES TAX REIMBURSEMENT
	<input checked="" type="checkbox"/>	7/11/2023	\$6.99	4-H Summer Camp mural fasteners
	<input checked="" type="checkbox"/>	7/24/2023	\$860.92	4-H Summer Camp t-shirts
	<input checked="" type="checkbox"/>	1/29/2024	\$1.99	Dana Berger - 4-H Summer Camp Counselor Training supplies reimbursement (December)
		<i>Sum</i>	\$1,593.40	
Office				
	<input checked="" type="checkbox"/>	6/29/2023	\$860.17	Outdoor Classroom (4-H, Hort, FoodWise) chicken coop building supplies
	<input checked="" type="checkbox"/>	8/2/2023	(\$0.06)	Outdoor Classroom (4-H, Hort, FoodWise) chicken coop building supplies (price adjustment)
	<input checked="" type="checkbox"/>	8/2/2023	(\$0.09)	Outdoor Classroom (4-H, Hort, FoodWise) chicken coop building supplies (price adjustment)
	<input checked="" type="checkbox"/>	9/12/2023	\$81.12	Outdoor Classroom (4-H, Hort, FoodWise) building supplies - screen doors
	<input checked="" type="checkbox"/>	9/14/2023	\$119.96	Outdoor Classroom (4-H, Hort, FoodWise) building supplies - cattle fence panels
	<input checked="" type="checkbox"/>	9/14/2023	\$11.58	Outdoor Classroom (4-H, Hort, FoodWise) building supplies - lumber
	<input checked="" type="checkbox"/>	9/21/2023	\$65.89	Outdoor Classroom (4-H, Hort, FoodWise) building supplies - locks & clips
	<input checked="" type="checkbox"/>	9/21/2023	\$600.00	Outdoor Classroom (4-H, Hort, FoodWise) chicken coop building supplies
	<input checked="" type="checkbox"/>	10/17/2023	\$15.00	Outdoor Classroom (4-H, Hort, FoodWise) building permit fee
	<input checked="" type="checkbox"/>	10/17/2023	\$1.32	Outdoor Classroom (4-H, Hort, FoodWise) building permit service fee
	<input checked="" type="checkbox"/>	11/29/2023	\$14.00	Outdoor Classroom (4-H, Hort, FoodWise) - Chicken feed supplies
	<input checked="" type="checkbox"/>	12/14/2023	\$75.89	Outdoor Classroom (4-H, Hort, FoodWise) - Chicken run wood mulch and sand
		<i>Sum</i>	\$1,844.78	
Y&S				
	<input checked="" type="checkbox"/>	9/13/2023	\$20.40	Batteries & LED bulbs for Youth & Science programming
		<i>Sum</i>	\$20.40	
		Account Total	\$5,109.56	

53548 - Motor Fuel

Account/Object # Account Specifier	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
4-H				
	<input checked="" type="checkbox"/>	8/8/2023	\$50.00	4-H State Fair gift card for volunteer driving projects to state fair
		Sum	\$50.00	
Account Total			\$50.00	

53552 - Rentals & Leases				
4-H Program Registrations				
	<input checked="" type="checkbox"/>	2/9/2023	\$148.50	4-H Fun Day facility rental
	<input checked="" type="checkbox"/>	3/28/2023	\$290.00	4-H Cloverbud Camp facility rental
		Sum	\$438.50	
4-H Summer Camp				
	<input checked="" type="checkbox"/>	6/27/2023	\$320.65	4-H Summer Camp Uhaul Rental
		Sum	\$320.65	
Account Total			\$759.15	

56000 - Insurance				
4-H Member Dues				
	<input checked="" type="checkbox"/>	3/31/2023	\$719.00	4-H Member liability insurance renewal
		Sum	\$719.00	
4-H Program Registrations				
	<input checked="" type="checkbox"/>	8/22/2023	\$12.90	4-H Cloverbud Camp liability insurance
	<input checked="" type="checkbox"/>	8/22/2023	\$9.60	4-H Mt. Olympus liability insurance
		Sum	\$22.50	

Account/Object #	MUNIS Cleared	Date of Transaction	Amount of Transaction	Description
4-H Summer Camp				
	<input checked="" type="checkbox"/>	7/11/2023	\$134.40	4-H Summer Camp liability insurance
		<i>Sum</i>	\$134.40	
		Account Total	\$875.90	
Grand Total			(\$2,499.21)	

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Parks Department

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT
TOTAL TYPE 1					<u><u>-</u></u>

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
1069	55014		Netzer Home Removal. Need funds for water hook up for Community Garden	2023	12,000.00
1069	55008		Expo Office Wall and Main Expo Bathroom Wall	2023	3,000.00
TOTAL TYPE 2					<u><u>15,000.00</u></u>

Type 2 Carryovers are purchased planned in the previous year that were not able to be completed. Include justification for all Type 2 Carryovers.

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: SHERIFF

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT

TOTAL TYPE 1

-

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
1113	58004		SQUAD CHANGE OVER	2023	2,500.00
1111	58004		COMBINED PATROL AND DETECTIVES	"	"
			** ASSOCIATED WITH PO 20230343		
			SUPPLY CHAIN ISSUES WITH SQUAD PURCHASE		
1117	58001	9058	BOATHOUSE PROJECT	2021/2023	38,015.00
1120	42018	0202	MAT GRANT REVENUE	2022	(1,496.00)
1120	55000	0202	MAT GRANT MEDICAL EXP	2022	425.00
1120	55030	0202	MAT GRANT OTHER CONTRACTUAL	2022	400.00
1120	53001	0202	MAT GRANT TUITION	2022	671.00
			** WE RECEIVED AND EXTENTION ON THIS GRANT UNTIL SEPTEMBER OF 2024**		

TOTAL TYPE 2

40,515.00

Type 2 Carryovers are purchased planned in the previous year that were not able to be completed. Include justification for all Type 2 Carryovers.

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Clerk of Courts/Courts

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT

TOTAL TYPE 1 -

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
1149	52001		FCS requesting carryover for training which was paid for in 2023 but would not be until 2024.	2023	235.00
1142	58003		FCC video conferencing equipment - work to be completed in 2024. Had to request additional funds to complete project. Additional funds provided in the 2024 budget.	2023	30,000.00
1136	58003		Branch 6 video conferencing equipment - installation not yet fully completed. It is currently scheduled to be completed by end of Feb 2024. We were awaiting additional parts which were not available in 2023.	2023	20,277.00
1135	53580		Move to 58003 - In 2023 Branch 5 received a quote to add one speaker. Our provider found all speakers were outdated and not projecting the quality of sound we need in the courtroom. We received an updated quote in 2023 to replace all speakers and received money in the 2024 budget for a speaker replacement. We are short 2000.00 because we thought this would rollover into 2024.	2023	1,932.00
1130	55030		Requesting rollover to cover an addition to our AVI Systems Retail Agreement. Branch 4 was not included in the original quote. AVI systems supplied an amended quote in Jan of 2024 to include adding support for Branch 4 in Nov and Dec of 2024.	2023	3,000.00

TOTAL TYPE 2 -

Type 2 Carryovers are purchased planned in the previous year that were not able to be completed. Include justification for all Type 2 Carryovers.

**2024 BUDGET AMENDMENT
PARK VIEW HEALTH CENTER - TYPE 2 CARRYOVERS**

Finance Dept Reviewer: _____	Date _____	Personnel & Finance Committee Vote: _____	Date _____
Budget Adjustment impact: \$79,683 from PY appropriations			

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
53559	58002	Improvements		TYPE 2 CARRYOVER	I=Incr	28,000
53559	58010	Close to Assets		TYPE 2 CARRYOVER	D=Decr	28,000
53540	53522	Small Equipment		TYPE 2 CARRYOVER	I=Incr	23,615
53544	53522	Small Equipment		TYPE 2 CARRYOVER	I=Incr	2,368
53545	53522	Small Equipment		TYPE 2 CARRYOVER	I=Incr	11,250
53546	53522	Small Equipment		TYPE 2 CARRYOVER	I=Incr	23,450
53548	53522	Small Equipment		TYPE 2 CARRYOVER	I=Incr	10,000
53541	53580	Equipment Technology		TYPE 2 CARRYOVER	I=Incr	2,400
53548	53580	Equipment Technology		TYPE 2 CARRYOVER	I=Incr	6,600

*full dollars only (no pennies)

Description (Must be completed - Attach extra pages if needed):

Park View Health Center has requested to carryover funds for the Screen Porches from capital outlay \$28,000 and other amounts from small equipment and small equipment technology \$79,683. The Capital Outlay has a reduction in the budget to close the capital expense as the proprietary funds budget expense and close the cost of the asset on the income statement to zero.

ENTRY NUMBER _____

BUDGET CARRYOVERS FROM 2023 TO 2024 - TYPE 2 (PARK VIEW HEALTH CENTER FUND)

Dept.	Type	Amount	Fund	Org	Obj	Proj	Title	Description
PVHC	Type 2	28,000.00	530	53559	58002		Capital - Improvements	Carryover needed for the Screen Porches project originally budgeted in 2022, carried over to 2023.
PVHC	Type 2	(28,000.00)	530	53559	58010		Close to Assets	Close to Assets adjustment for line item above.
PVHC	Type 2	17,215.00	530	53540	53522		Small Equipment	Carryover needed to purchase five (5) resident lifts.
PVHC	Type 2	6,400.00	530	53540	53522		Small Equipment	Carryover needed to purchase twenty (20) assorted slings.
PVHC	Type 2	920.00	530	53544	53522		Small Equipment	Carryover needed to purchase two (2) commercial toasters.
PVHC	Type 2	1,448.00	530	53544	53522		Small Equipment	Carryover needed to purchase one (1) commercial blender.
PVHC	Type 2	6,000.00	530	53545	53522		Small Equipment	Carryover needed to purchase two (2) Maytag stackable Washer/Dryer sets.
PVHC	Type 2	5,250.00	530	53545	53522		Small Equipment	Carryover needed to purchase seven (7) Bosch dishwashers.
PVHC	Type 2	12,000.00	530	53546	53522		Small Equipment	Carryover needed to purchase six (6) adjustable electric beds.
PVHC	Type 2	7,200.00	530	53546	53522		Small Equipment	Carryover needed to purchase six (6) resident room recliners with moisture barrier.
PVHC	Type 2	2,500.00	530	53546	53522		Small Equipment	Carryover needed to purchase ten (10) office chairs.
PVHC	Type 2	1,750.00	530	53546	53522		Small Equipment	Carryover needed to purchase five (5) bedside lamps.
PVHC	Type 2	10,000.00	530	53548	53522		Small Equipment	Carryover needed to purchase Ascom phones with protector and charger.
PVHC	Type 2	2,400.00	530	53541	53580		Small Equipment Technology	Carryover needed to purchase five (5) iPads.
PVHC	Type 2	6,600.00	530	53548	53580		Small Equipment Technology	Carryover needed to purchase six (6) laptops.
		79,683.00						Revenue and Close to Assets are shown in red as they reduce the amount of carryover requested.

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Park View Health Center

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT

TOTAL TYPE 1

 -

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
53559	58002		Screen Porches	2022	28,000.00
53540	53522		5 Resident Lifts	2023	17,215.00
53540	53522		20 Assorted Slings	2023	6,400.00
53544	53522		2 Commercial Toaster	2023	920.00
53544	53522		1 Commerical Blender	2023	1,448.00
53545	53522		2 Maytag stckable Washer/Dryer	2023	6,000.00
53545	53522		7 Bosch Dishwashers	2023	5,250.00
53546	53522		6 Adjustable Electric Beds	2023	12,000.00
53546	53522		6 Resident Room Recliner w/ moisture barrier	2023	7,200.00
53546	53522		10 Office Chairs	2023	2,500.00
53546	53522		5 Bedside Lamps	2023	1,750.00
53548	53522		Ascom phones with protector and charger	2023	10,000.00
53541	53580		5 lpads	2023	2,400.00
53548	53580		6 Laptops	2023	6,600.00

TOTAL TYPE 2

 107,683.00

Type 2 Carryovers are purchased planned in the previous year that were not able to be completed. Include justification for all Type 2 Carryovers.

Justification for Type 2 carryovers

53559-58002 Screen Porch Project

The budget for this project was \$28,000. We are asking for \$28,000 carryover because we have been unable to find a contractor that will put the screens on the building.

53540-53522 5 Resident Lifts

We had budgeted \$17215 for 5 lifts in 2023, we are in the process of changing lifts. We are asking to carryover the money for the lifts in the amount \$17215 to 2024. These were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year.

53540-53522 Assorted Sized Lift Slings

We had budgeted \$6400 for 20 slings in 2023, we are in the process of changing lifts so we want to make sure slings ordered will fit on the new lifts. We are asking to carryover the money for the slings in the amount \$6400 to 2024. These were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year.

53544-53522 2 Commercial Toasters

We had budgeted \$920 in 2023 to purchase 2 commercial toaster. This is for the neighborhoods that will be going to person centered dining. These were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year. We are asking that the \$920 be carried over to 2024.

53544-53522 1 Commercial Blender

We had budgeted \$1448 in 2023 to purchase 1 commercial blender. This item is used extensively to puree food for the residents. This was not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year. We are asking that the \$1448 be carried over to 2024.

53545-53522 2 Stackable Washer/Dryer

We had budgeted \$6,000 in 2023 to purchase two stackable washer/dryers. The washer/dryers were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year. We are asking for the \$6000 be carried forward into 2024.

53545-53522 7 Bosch Dishwashers

We had budgeted \$5,250 in 2023 to purchase seven dishwashers. The dishwashers were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year. We are asking for the \$5250 be carried forward into 2024.

53546-53522 6 Adjustable Electric Beds

We had budgeted \$12000 in 2023 to purchase six adjustable electric beds. The electric beds were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year. We are asking for the \$12000 be carried forward into 2024.

53546-53522 6 Resident Room Recliners

We had budgeted \$7,200 in 2023 to purchase six resident room recliners. The recliners were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year. We are asking for the \$7200 be carried forward into 2024.

53546-53522 10 Office Chairs

We had budgeted \$2,500 in 2023 to purchase ten office chairs. The chairs were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year. We are asking for the \$2500 be carried forward into 2024.

53546-53522 5 Bed Side Lamps

We had budgeted \$1,750 in 2023 to purchase bedside lamps. The lamps were not able to be purchased in 2023 due to our purchasing agent out on medical leave for a significant part of the year. We are asking for the \$1750 be carried forward into 2024.

53548-53522 Ascom phone project

We had \$13,900 budgeted in 2023 for a mobile phone replacement project. We are asking for the \$10,000 amount be carried over so that we can replace our old internet phones. The IT department is working on a suitable alternative.

53541-53580 5 iPad

We had budgeted \$2,400 in 2023 to purchase five iPad. The iPad were not able to be purchased in 2023 because for most of the year we thought we had enough, then found out 4 of them could not be updated, so we are asking that the \$2,400 be carried over to 2024.

53548-53580 6 Laptop Computers

We had budgeted \$6,600 in 2023 to purchase six laptops. The laptops were not able to be purchased in 2023 because of supply chain issues, so we are asking that the \$6,600 be carried over to 2024.

**2024 BUDGET AMENDMENT
SOLID WASTE - TYPE 2 CARRYOVERS**

Finance Dept Reviewer: _____	Date _____	Personnel & Finance Committee Vote: _____	Date _____
Budget Adjustment impact: \$0 from PY appropriations			

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
52811	58002	Capital - Improvements		TYPE 2 CARRYOVER	I=Incr	10,000
52811	58010	Close to Assets		TYPE 2 CARRYOVER	D=Decr	10,000
52813	58002	Capital - Improvements		TYPE 2 CARRYOVER	I=Incr	10,000
52813	58010	Close to Assets		TYPE 2 CARRYOVER	D=Decr	10,000
52803	58001	Capital - Buildings		TYPE 2 CARRYOVER	I=Incr	200,000
52803	58010	Close to Assets		TYPE 2 CARRYOVER	D=Decr	200,000

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

Solid Waste has requested to carryover funds for concrete ramp repairs at the recycling pit \$10,000 and north MSW pit \$10,000, the bid process could not be completed in 2023 and the project was started in 2024 and the Snell Road lift station rehabilitation \$200,000, project planning & consultant visit completed in 2023 and the project will go out for bid in 2024.

ENTRY NUMBER

BUDGET CARRYOVERS FROM 2023 TO 2024 - TYPE 2 (SOLID WASTE FUND)

Dept.	Type	Amount	Fund	Org	Obj	Proj	Title	Description
Solid Waste	Type 2	10,000.00	520	52811	58002		Capital - Improvements	Carryover needed for concrete ramp repairs at the recycling pit, the bid process could not be completed in 2023 and the project was started in 2024.
Solid Waste	Type 2	(10,000.00)	520	52811	58010		Close to Assets	Close to Assets adjustment for line item above.
Solid Waste	Type 2	10,000.00	520	52813	58002		Capital - Improvements	Carryover needed for concrete ramp repairs at the north MSW pit, the bid process could not be completed in 2023 and the project was started in 2024.
Solid Waste	Type 2	(10,000.00)	520	52813	58010		Close to Assets	Close to Assets adjustment for line item above.
Solid Waste	Type 2	200,000.00	520	52803	58001		Capital - Buildings	Carryover needed for Snell Road lift station rehabilitation, project planning & consultant visit completed in 2023 and the project will go out for bid in 2024.
Solid Waste	Type 2	(200,000.00)	520	52803	58010		Close to Assets	Close to Assets adjustment for line item above.
		-						
								Revenue and Close to Assets are shown in red as they reduce the amount of carryover requested.

CARRYOVER REQUESTS 2023 TO 2024

EXPLANATIONS

TYPE 1 CARRYOVERS - Contracts or purchase orders have been approved prior to the end of the year.

52817-58004	Sunnyview Landfill Gas System Upgrades	999,742.50	Parts on order (PO #20230505 & #20230506) LFG Compressor/Blower/Flare System. Approved by SWMB 9/20/23. Commissioning in 2024.
	Total	999,742.50	

TYPE 2 CARRYOVERS - No contract or purchase order at year end; department wishes to expend unused budget funds in succeeding year.

52811-58002	Concrete Ramp Repairs Recycling Pit	\$ 10,000.00	Project was combined with TS Concrete Replacement Project and the bid process could not be completed in 2023. Project was started in 2024.
52813-58002	Concrete Ramp Repairs North MSW Pit	\$ 10,000.00	Project was combined with TS Concrete Replacement Project and the bid process could not be completed in 2023. Project was started in 2024.
52803-58001	Snell Road Lift Station Rehabilitation	\$ 200,000.00	Project planning and consultant site visit completed in 2023. Project will be out for bid in 2024.
	Total	\$ 220,000.00	

KH
DRAFT 02.19.24

**2024 BUDGET AMENDMENT
HIGHWAY - TYPE 2 CARRYOVERS**

Finance Dept Reviewer: _____	Date _____	Personnel & Finance Committee Vote: _____	Date _____
Budget Adjustment impact: \$0 from PY appropriations			

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
54415	58004	Capital - Equipment		TYPE 2 CARRYOVER	I=Incr	340,000
54415	58010	Close to Assets		TYPE 2 CARRYOVER	D=Decr	340,000
54415	58004	Capital - Equipment		TYPE 2 CARRYOVER	I=Incr	107,307
54415	58010	Close to Assets		TYPE 2 CARRYOVER	D=Decr	107,307
54415	58004	Capital - Equipment		TYPE 2 CARRYOVER	I=Incr	304,630
54415	58010	Close to Assets		TYPE 2 CARRYOVER	D=Decr	304,630

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

Highway has requested to carryover funds for capital equipment that was not able to be delivered in 2023. Two (2) Tri-Axle Dump Truck \$340,000, Dump body and back pack for patrol truck \$107,307, and Winter equipment for two (2) Tri-Axle Dump Trucks \$304,630.

ENTRY NUMBER

BUDGET CARRYOVERS FROM 2023 TO 2024 - TYPE 2 (HIGHWAY FUND)

Dept.	Type	Amount	Fund	Org	Obj	Proj	Title	Description
Highway	Type 2	340,000.00	540	54415	58004		Capital - Equipment	Two (2) Tri-Axle Dump Trucks - ordered in 2022 (to be delivered in 2024). No Purchase Order.
Highway	Type 2	(340,000.00)	540	54415	58010		Close to Assets	Close to Assets adjustment for three (3) line items above.
Highway	Type 2	107,307.00	540	54415	58004		Capital - Equipment	Dump body and back pack for patrol truck. The truck was received in 2023, but these items will be received in 2024. No Purchase Order.
Highway	Type 2	(107,307.00)	540	54415	58010		Close to Assets	Close to Assets adjustment for three (3) line items above.
Highway	Type 2	304,630.00	540	54415	58004		Capital - Equipment	Winter equipment for two (2) Tri-Axle Dump Trucks - ordered in 2023 (to be delivered in 2024). No Purchase Order.
Highway	Type 2	(304,630.00)	540	54415	58010		Close to Assets	Close to Assets adjustment for three (3) line items above.
		-						Revenue and Close to Assets are shown in red as they reduce the amount of carryover requested.

CARRYOVER REQUESTS - 2023 TO 2024

Department Name: Highway

TYPE 1 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION	YEAR BUDGETED	AMOUNT

TOTAL TYPE 1

-

Type 1 Carryovers should include contracts not secured by a Purchase Order.

TYPE 2 CARRYOVERS

ORG	OBJECT	PROJECT	DESCRIPTION / SHORT JUSTIFICATION	YEAR BUDGETED	AMOUNT
54415	58004		2 Tri Axle Dump Trucks - ordered in 2022; to be delivered in 2024	2022	340,000.00
			See attached budget transfer		
54415	58004		Dump body and back pack for patrol truck. Truck received in 2023 but the dump body and back pack will be received in 2024	2022	107,307.00
			No PO was issued until 2024.		
54415	58004		Winter equipment for 2 tri axle trucks ordered in 2023 to be delivered in 2024. No PO was issued until 2024.	2023	304,630.00

TOTAL TYPE 2

751,937.00

Type 2 Carryovers are purchased planned in the previous year that were not able to be completed. Include justification for all Type 2 Carryovers.

**2024 BUDGET AMENDMENT
AIRPORT - TYPE 2 CARRYOVERS**

Finance Dept Reviewer: _____	Date _____	Personnel & Finance Committee Vote: _____	Date _____
Budget Adjustment impact: \$9,800 from PY appropriations			

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
51717	58002	Improvements		TYPE 2 CARRYOVER	I=Incr	52,000
51717	58010	Close to Assets		TYPE 2 CARRYOVER	D=Decr	52,000
51701	53505	Promotions Airport		TYPE 2 CARRYOVER	I=Incr	9,800

***full dollars only
(no pennies)**

Description (Must be completed - Attach extra pages if needed):

Airport has requested to carryover funds for the Air Traffic Control Tower chiller system construction \$52,000 and the airport website rebuild project \$9,800. The Capital Outlay has a reduction in the budget to close the capital expense as the proprietary funds budget expense and close the cost of the asset on the income statement to zero.

ENTRY NUMBER _____

BUDGET CARRYOVERS FROM 2023 TO 2024 - TYPE 2 (AIRPORT FUND)

Dept.	Type	Amount	Fund	Org	Obj	Proj	Title	Description
Airport	Type 2	52,000.00	510	51717	58002		Capital - Improvements	Carryover needed for the Air Traffic Control Tower chiller system construction, the design work was completed in 2023.
Airport	Type 2	(52,000.00)	510	51717	58010		Close to Assets	Close to Assets adjustment for line item above.
Airport	Type 2	9,800.00	510	51701	53505		Promotions - Airport	Carryover needed for airport website rebuild. Quotes were received in late 2023, but the department ran out of time to get a contract executed for the work in 2023.
		9,800.00						
								Revenue and Close to Assets are shown in red as they reduce the amount of carryover requested.

Opinion of Probabaly Cost Budget Detail
Wittman Control Tower Chiller Replacement

Budget Categories	35% Design	Phase 1	Phase 2
Construction			
<u>Demolition</u>			
Demolition of Existing Building			
Demolition of Existing Systems		6,000	1,500
<u>Building and Building Systems</u>			
General Conditions		16,000	4,000
General Building Construction		4,000	1,500
Fire Suppression			
Plumbing			
HVAC		107,000	30,000
Chiller purchase		60,000	60,000
Controls		17,000	6,000
Electrical		15,000	5,000
Communications			
Electronic Safety & Security			
<i>Other:</i>			
<u>Site and Infrastructure</u>			
<u>Earthwork</u>			
County-Owned Utility Upgrades/Extensions			
Water Distribution			
<u>Work By User/Agency - Construction</u>			
BAS Controls			
Hazardous Materials Abatement			
Contaminated Soil Abatement			
<i>Other:</i>			
<u>Allowances</u>			
Construction Testing			
Private/Municipal Utility Costs			
Construction Total	\$ -	\$ 225,000	\$ 108,000
Contingency	10% \$ -	\$ 22,500	\$ 10,800
A/E Fees			
Prime AE Team Basic Services Contract		18,000	TBD
<i>Other:</i>			
AE Fees	\$ -	\$ 18,000	TBD
Equipment			
Movable Equipment			
Special Equipment			
Systems Furniture			
<i>Other:</i>			
<u>Work By Agency - Equipment</u>			
List work			
List work			
Equipment Total	\$ -	\$ -	\$ -
Other Fees			
Pre-design Consultant Services			
Hydronic or Air Flow Testing (HVAC)			
Plan Review Fees		1,000	1,000
Lead Registration & Certification Fee			
<i>Other:</i>			
Other Fees	\$ -	\$ 1,000	\$ 1,000
TOTAL ESTIMATED PROJECT COST	\$ -	\$ 266,500	\$ 119,800

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: February 27, 2024
FROM: Paul Kaiser, Director of Finance
RE: Highway Road Maintenance

General Description:

Highway Road Maintenance Department went over budget for road maintenance. Per the Director of Highway, the overage is due to should repairs on narrow county roads with gravel shoulders. Continuous use by large farm equipment is causing erosion of the shoulder due to the equipment extending beyond the road and onto the shoulder. This erosion causes large drop offs where the shoulder is creating a driving hazard.

Action Requested:

Approve budget transfer in the amount of \$266,400 from the Unassigned General Fund

Procedural Steps:

(Show each level of committee and board approval needed, with meeting dates.)

Committee of Jurisdiction: P&F **Meeting date: 3/7/2024**

- Highway Road Maintenance) \$266,400

Vote: APPROVED _____ Abstain _____ Absent _____ No _____ Total _____

Committee of Jurisdiction: County Board **Meeting date: 3/19/2024**

- Highway Road Maintenance \$266,400

Vote: APPROVED _____ Abstain _____ Absent _____ No _____ Total _____

Policy Discussion:

Highway Road Maintenance Budget Transfer

Attachments:

Budget Transfer Form Highway Road Maintenance

BUDGET TRANSFER

Department Requesting: _____ Finance Dept Reviewer: <i>Carol Ann Smensven</i>	Date _____ _____ 2/27/24	Personnel & Finance Committee Vote: _____ County Board Vote: _____ Budget Transfer impact: \$266,400 from unassigned general fund balance	Date _____ _____
---	---	--	----------------------------

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1040	75806	Repair Maint Streets		UNASSIGNED GEN FUND USE	I=Incr	266,400

***full dollars only
(no pennies)**

Description (Must be completed - Attach extra pages if needed):

Shoulder repairs were mainly completed in March, May, and December of 2023. The damage is caused by the continual use of the County Roads by large farm equipment. This equipment is extremely large and these particular roads are narrow and have narrow gravel shoulders. After continual heavy hauling on the roads/gravel shoulders it leaves a large drop off from the asphalt pavement to the gravel shoulder creating a driving hazard. The hazard is when the vehicle hits the asphalt drop off and the driver tends to over correct and then losing control. Typically we find these drop off areas on curves, crest of hills or on narrow roadways in general. These large farms are running hundreds of loads a day, not just 5-7 loads per day like smaller farms.

ENTRY NUMBER _____

1 - 2024

2

3

RESOLUTION: Approve a Budget Transfer from the Unassigned General Fund in the Amount of \$266,400 for the Highway Department

4

5

TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:

6

7 **WHEREAS**, Winnebago County takes pride in ensuring a safe county highway system; and

8 **WHEREAS**, from time to time, Winnebago County's roadways are damaged due to weather, accidents,
9 heavy and farm equipment use, and other factors; and

10 **WHEREAS**, in 2023, the county highways system saw higher than average agricultural use damage which
11 resulted in shoulder damage and erosion, and

12 **WHEREAS**, to ensure roadway safety by the traveling public, the county highway department repaired the
13 damage caused on several county highways; and

14 **WHEREAS**, the additional, unexpected repairs caused the county highway road maintenance budget to be
15 overbudget by \$266,400 and it is necessary for this body to transfer funds from the unassigned general fund.

16

17 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board Supervisors that approves a
18 Budget Transfer from the Unassigned General Fund in the Amount of \$266,400 for the Highway Department.

19

20 Respectfully submitted by:

21 **PERSONNEL & FINANCE COMMITTEE**

22

23 Vote Required for Passage:

24

25 Approved by the Winnebago County Executive this ____ day of _____, 2024.

26

27

28

29

30

Jonathan D. Doemel
Winnebago County Executive

Agenda Item Report



DATE: March 7, 2024
FROM: Mike Elder, Director of Facilities
AGENDA ITEM: Approval of Additional Funding for a Capital Improvement Project in the Amount of \$205,000 for the Highway Office Reconfiguration and Mold Remediation (Project 5075)

General Description:

The project was put out for bid at the end of 2023. Several bids were received. All bids exceed the amount of funding approved. An additional \$205,000 is required to move the project forward.

Action Requested:

Motion to recommend the county board approve the resolution.

Procedural Steps:

Committee of Jurisdiction:	Facilities	Meeting Date:	3/1/2024
	P&F		3/7/2024
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

Resolution 194.022023 was passed 31-3-1 for Capital Project's. Project 5075 to remediate mold and to reconfigure the Highway Department administrative offices was part of this resolution. Design and bidding documents were developed.

The Highway Office Reconfiguration and Mold Remediation project was approved in 2022 as a project to remediate the mold issue in the Highway administration offices. As the project was being designed the scope increased into reconfiguring the offices to accommodate the changes in department operations. The project now includes exterior wall modifications to eliminate moisture infiltration into the building and a complete reconfiguration of the office space.

Capital Improvement Projects are initiated with the best data about the scope of the project and industry conditions to provide the best Opinion of Probable Cost (OPC). The OPC is used to provide the County Board and Administration the best information to determine whether the project is approved or not.

Once approved the project goes into detailed design. As the design proceeds, the scope of work becomes better defined. As the scope becomes better defined, items that were overlooked in the preliminary design are incorporated into the project. Once the design and bidding documents are completed the project is put out for bid.

As the project design proceeds, market forces are in play affecting material, equipment, and labor costs. When the project is out for bid, all those external forces affect the bid prices. In 2023 lumber prices were volatile due to Canadian wildfires. The cost of steel has seen a steady increase in prices. Copper and Insulation have also increased. Labor costs have also increased over the time span.

This project was bid out at the end of 2023. There were four construction firms that responded to the bid offering. The lowest responsible bidder price was \$205,000 over the available funding.

Policy Discussion:

The County Board is the body that approves bonding and capital project funding. These requests go through the committees of jurisdiction, Personnel and Finance Committee and the County Board.

Attachments:

1. Draft Resolution

1 - 2024

2

3 **RESOLUTION:** Approval of Additional Funding for a Capital Improvement Project in the Amount of
4 \$205,000 for the Highway Office Reconfiguration and Mold Remediation (Project 5075) will
5 receive a transfer from the unassigned general fund balance in the amount stated and
6 project funding will either reduce the unassigned general fund balance or will be later
7 reimbursed by a subsequent bond issue.

8

9 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

10 **WHEREAS**, the original capital project (5075) was the remediation of mold in the Highway Department
11 offices; and

12 **WHEREAS**, the scope of the project was increased to incorporate the reconfiguration of the offices to meet
13 current department needs; and

14 **WHEREAS**, detailed design of the project was completed in 2023; and

15 **WHEREAS**, the project was put out for bid at the end of 2023; and

16 **WHEREAS**, market forces have increased costs; and

17 **WHEREAS**, the bids received exceed the prior authorized funding; and

18

19 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
20 authorizes additional funding in the amount of \$205,000 for the mold remediation and office reconfiguration of the
21 Highway Department Administrative Offices, will receive a transfer from the unassigned general fund balance in the
22 amount stated and project funding will either reduce the unassigned general fund balance or will be later reimbursed
23 by a subsequent bond issue.

24 .

25

26 Fiscal Note: *The project expense of \$205,000 will receive a transfer from the unassigned general fund balance in the*
27 *amount stated and project funding will either reduce the unassigned general fund balance or will be later reimbursed*
28 *by a subsequent bond issue.*

29

Respectfully submitted by:

30

COMMITTEE

31 Committee Vote: _____

32

33 Vote Required for Passage: **Majority of Members Present**

34

35 Approved by the Winnebago County Executive this _____ day of _____, 2024.

36

37

38

Jonathan D. Doemel

39

Winnebago County Executive

Agenda Item Report



DATE: March 7, 2024
FROM: Office of the County Executive
AGENDA ITEM: Resolution: Authorization for Winnebago County to Enter into Fleet Equity Lease Agreements

General Description:

Approve leasing vehicles in the County fleet be replaced via lease agreement with Enterprise Fleet Management

Action Requested:

Motion to recommend the county board authorize the county enter into equity lease agreements as a pilot.

Procedural Steps:

Committee of Jurisdiction:	Personnel & Finance	Meeting Date:	03/07/2024
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

Winnebago County's vehicle fleet, excluding Sheriff, Solid Waster, and Highway, consists of 76 vehicles that are purchased, used until the end of useful life, and then sold to off-set the cost of the next vehicle purchase. Over the past few years, the county has experienced increased difficulty in replacing vehicles as supply has been extremely limited and price per vehicle has climbed rapidly.

Current fleet allotment is: Medical Examiner 2 vehicles, County Executive 1 vehicle, DA 3 vehicles, Emergency Management 1 vehicle, Facilities 24 vehicles (requesting an additional 2 supervisor vehicles), Human Services 26 vehicles, Information Systems 2 vehicles, Land & Water Conservation 4 vehicles (with a grant to replace one with a leased vehicle), Parks 12 vehicles, Park View Health Center 3 vehicles, Planning and Zoning 2 vehicles, Public Health 4 vehicles, UW Extension 1 vehicle

When vehicles in the county fleet reach the end of their useful life, each department would separately need to budget the full cost of the vehicle to be replaced and connect with the approved car or truck dealership to negotiate the purchase of a new vehicle and trade-in the old vehicle. The dealership was often selling the county "used but

within warranty" vehicles coming off of Enterprise lease contracts.

By piloting a fleet lease program, the county will be able to test if cost savings from leasing (with lower up-front costs and lower or no major repair costs) will make County employees safer, more efficient, and better able to provide services across the county.

Policy Discussion:

The county has been reviewing leasing as an option for many months. It is prudent to pilot lease agreements due to the increased cost of vehicles and the lead time to get vehicles. By partnering with the country's largest vehicle purchaser, we are improving our buying power.

By adopting a pilot we can analyze the financial impact. The goal is to save county money through maintenance and other costs. A pilot would give time to review actual results.

Attachments:

1. DRAFT RESOLUTION
2. Fleet Lease Example

1 - 2024

2
3 **RESOLUTION: Authorization for Winnebago County to Enter into Fleet Equity**
4 **Lease Agreements**

5
6 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

7 **WHEREAS**, the Winnebago County vehicle fleet in select departments consists of 74 vehicles that must be
8 replaced at end of useful life; and

9 **WHEREAS**, the current process of replacing fleet vehicles requires significant capital up front and
10 increasing repair costs as each vehicle approaches the end of useful life; and

11 **WHEREAS**, the vehicles replaced via purchase from the dealership are often Enterprise Fleet vehicles
12 coming off of a lease program; and

13 **WHEREAS**, the lease process maintains a newer, more state-of-the-art fleet with the latest safety and
14 comfort features in each vehicle; and

15 **WHEREAS**, the lease process requires a large portion of the county fleet to be replaced each year by
16 shifting the cost off of the initial purchase and by reducing or eliminating major vehicle repair time and expense; and

17 **WHEREAS**, Enterprise Fleet Management has a wider selection of vehicles readily available, making it
18 quicker to bring replacement or additional vehicles into the rotation to meet each department's needs; and

19 **WHEREAS**, existing vehicles at the end of useful life can be sold through Enterprise Fleet Management to
20 offset a portion of the new lease cost; and

21 **WHEREAS**, all of the necessary alterations and upgrades to vehicles, such as tool and ladder racks are
22 able to be done with fleet lease vehicles; and

23 **WHEREAS**, a pilot program to explore the feasibility and ease of a lease process will allow Winnebago
24 County Departments a helpful budget management tool to responsibly carry out our mission in a fiscally
25 responsible manner.

26 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board Supervisors that Winnebago
27 County is authorized to enroll in a pilot equity lease agreement for vehicles which have a need to be replaced at this
28 time.

29
30 Respectfully submitted by:

31 **PERSONNEL & FINANCE COMMITTEE**

32
33 Vote Required for Passage:

34 Approved by the Winnebago County Executive this ____ day of _____, 2024.

35
36
37
38 _____
39 Jonathan D. Doemel
40 Winnebago County Executive

Winnebago County - 2024 Budget



FLEET MANAGEMENT

Equity Lease Rates

Year	Make	Model	Trim Level
2024	Ford	F-150	XL Super Cab 4x4
2024	Ford	Transit	Base Low Roof 148" WB
2024	Nissan	Pathfinder	S 4x4
2024	Chrysler	Pacifica	Touring L FWD

Term (Years)	Estimated Annual Mileage
3	10,000
5	10,000
5	10,000
5	15,000

Monthly Cost (Lease Rate) w/ Maintenance	Annual Lease Cost	Estimated Equity @ Lease Term
\$753.53	\$9,042.36	\$6,687.00
\$775.08	\$9,300.96	\$20,584.00
\$583.38	\$7,000.56	\$13,211.00
\$787.01	\$9,444.12	\$14,708.00

Quantity	Lease Budget By Quantity	Estimated Lease Equity at Term By Quantity
1	\$9,042.36	\$6,687.00
4	\$37,203.84	\$82,336.00
2	\$14,001.12	\$26,422.00
4	\$37,776.48	\$58,832.00
11	\$98,023.80	\$174,277.00

*Lease Rate Quotes Based on Estimated Pricing with \$8,000 Down Each

**Pro-Rated Costs Projects June 24' Deliveries

Pro-Rated Actual Lease Charges	\$49,011.90
---------------------------------------	--------------------

Replace 4 Ford Transit Connects in Facilities with 4 Ford Transit 250's
 1 Ford F-150 for LWCD
 2 Nissan Pathfinders for Public Health
 4 Chrysler Pacifica Minivans for Human Services

Agenda Item Report



DATE: March 7, 2024
FROM: Purchasing Division
AGENDA ITEM: Contingency Fund Use: Subscription and Implementation Costs of Software to Improve Procurement Processes for \$38,500

General Description:

The purchasing division of the county is looking to purchase contract and procurement software to more easily track, circulate, and execute contracts and a more efficient way to collect bids, proposals, and quotes for large purchases.

Action Requested:

Motion to authorize the contingency fund use for \$38,500 for procurement and contract software.

Procedural Steps:

Committee of Jurisdiction:	P&F	Meeting Date:	3/7/2024
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

For decades, Winnebago County has handled contracts with a paper process. Currently staff from departments have to work with purchasing, corporation counsel, county clerk, county executive, and finance to execute a contract. These contracts are circulated in paper. The circulation of the paper contract is tracked through an imperfect Excel spreadsheet, which needs to be updated by numerous staff, sometimes simultaneously. This process makes it difficult for departments to figure out where their contract is located.

It is desirable for a software package to have online templates for our contracts and procurement process to better track department compliance and ensure all departments are using the same process and templates.

Additionally, a request for proposal, bid, or quote is typically created in Microsoft Word. Each time, this is reviewed for completeness and becomes a cumbersome process. Having software which creates a standard countywide will increase efficiencies.

When an RFP is concluded and awarded, the paper process begins again with the creation of the contract. The manual review and implementation increases.

Electronic signing has become increasingly more popular. It is required for most state grant contracts via DocuSign. The software will seamlessly allow the county to increase our use of electronic contracts and electronic signatures as desired by our vendors.

Providing process clarity and efficiency will allow purchasing to spend more time on procurement best practices and improvements, while department staff can spend more time working on the missions and goals of their respective departments.

Policy Discussion:

Getting budget authority is the first step. The county has reviewed a few software offerings. Under county code and the county purchasing policy, a competitive process must occur, which is either an RFP or a minimum of three quotes. Should this budget from the contingency fund be approved, the county will begin the purchasing process and would implement by the end of the year. Through the purchasing process and scoping of the project, it is possible that the costs are not as high as this budgeted request. Based on first discussions, this request is more than sufficient to implement in 2024.

The alternative to purchasing software could be adding staff. A part-time administrative assistant is more costly than the annual subscription costs. Winnebago County is working to alleviate the need for more administrative staff through technology.

While this software will be managed by the purchasing division, each department will see improved process understanding and efficiencies.

Attachments:

1. Purchasing Budget Amendment

BUDGET AMENDMENT

Department Requesting: <u>Admin - Purchasing Division</u>	Date <u>2/27/2024</u>	Committee Approvals required by: Facilities & Property Management Committee Vote: _____	Date _____ N/A
Finance Dept Reviewer: <u>Mike Collard</u>	Date <u>2/28/2024</u>	Personnel & Finance Committee Vote: _____	_____
Committee of Jurisdiction - <u>Personnel & Finance</u>	Date <u>3/7/2024</u>	Information Technology Committee Vote: _____	_____ N/A
Committee Vote: _____	_____	Budget Adjustment impact:	\$38,500 from contingency
Passed County Board (Two-thirds of board present): _____			

ACCOUNT NUMBER

Org	Object	Object Description	Project	Budget Explanation	I=Incr D=Decr	Amount*
1011	53006	Computer Software		Software Subscription and Implementatio	I=Incr	38,500
1039	59502	Res Contingencies		Software Subscription and Implementatio	D=Decr	38,500

*full dollars only
(no pennies)

Description (Must be completed - Attach extra pages if needed):

The Winnebago County Purchasing Division is looking to purchase contract and procurement software to more easily track, circulate, and execute contracts and a more efficient way to collect bids, proposals, and quotes for large purchases.

ENTRY NUMBER _____

Agenda Item Report



DATE: March 7, 2024
FROM: Paul Kaiser, Director of Finance
AGENDA ITEM: Resolution: Approval of the Winnebago County Fund Reserve Policy

General Description:

Approval of an updated Fund Reserve Policy.

Action Requested:

Motion to recommend county board pass the resolution approving the updated Fund Reserve Policy.

Procedural Steps:

Committee of Jurisdiction:	P&F	Meeting Date:	03/07/2024
Action taken:	_____	Vote:	_____
County Board:	_____	Meeting Date:	_____

Background:

Over the past few months, this committee has been discussing updates to the Fund Reserve Policy. The policy concepts were reviewed at previous meetings. The committee chair reviewed this proposal with the director of finance prior to inclusion on this agenda.

Winnebago County's goal in establishing a fund balance policy is to provide both short term and long-term financial stability by ensuring sufficient funds are available to provide services and maintain infrastructure. A significant amount of the county's funds is held in fund balance accounts and this policy establishes guidance for the use of said fund balances. Fund balance is an important measure of economic stability and is a key indicator in determining the county's credit worthiness and essential in maintaining the county's bond rating of Aa1. This policy also addresses the County's requirements under Government Accounting Standards Board (GASB) 54 surrounding the composition of fund balance, including the establishment and use of the various components of fund balance.

Policy Discussion:

The policy provides definitions of the policy's components. Having an updated policy ensures compliance with the Government Accounting Standards Board (GASB) and

Government Financial Officers Association (GFOA) best practices and guidelines.

The Winnebago County Fund Reserve Policy has not been updated in several years.

This policy is written in an easy-to-understand format, which complies with government finance best practices, and lists the funds within the Winnebago County government.

Attachments:

- 1. Fund Reserve Policy
- 2. DRAFT RESOLUTION - Fund Reserve Policy

PURPOSE

Winnebago County's goal in establishing a fund balance policy is to provide both short term and long-term financial stability by ensuring sufficient funds are available to provide services and maintain infrastructure. A significant amount of the county's funds is held in fund balance accounts and this policy establishes guidance for the use of said fund balances. Fund balance is an important measure of economic stability and is a key indicator in determining the county's credit worthiness and essential in maintaining the county's bond rating of Aa1. This policy also addresses the County's requirements under Government Accounting Standards Board (GASB) 54 surrounding the composition of fund balance, including the establishment and use of the various components of fund balance.

DEFINITIONS

Fund Balance – A governmental fund's fund balance is the difference between its assets, deferred outflows and its liabilities and deferred inflows.

Fund Balance Components – An accounting distinction is made between the portions of fund equity that are spendable and nonspendable. Under GASB 54, these are broken up into five (5) categories:

1. **Nonspendable fund balance** - amounts that are not in a spendable form (such as inventory, prepaid items, long term advances and delinquent property taxes) or are required to be maintained intact (such as the corpus of an endowment fund)
2. **Restricted fund balance** - amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants and dedicated property tax.
3. **Committed fund balance** - amounts constrained to specific purposes by a government itself using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint. Committed amounts are typically established through formal board or finance committee resolutions.
4. **Assigned fund balance** - amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
5. **Unassigned fund balance** – the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

General Fund – A governmental fund that typically serves as the chief operating fund of a government. The General Fund is used to account for all financial resources not accounted for in some other fund. Accounts in the General Fund can be Unassigned, Assigned or Committed. Winnebago County currently has the following funds in the General Fund:

- Unassigned General Fund - Unassigned
- Jail Improvement Fund - Committed
- Public Health Fund - Assigned
- Property Lister Fund - Assigned
- Scholarship Fund - Committed
- Boat Launch Fund - Assigned
- Technology Fund – Assigned (to become Internal Service Fund with this policy).
- Land Records Fund - Assigned
- Industrial Development Board Fund - Committed

Unassigned General Fund – This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes in the General Fund. The Unassigned General Fund is the only fund that reports a positive unassigned fund balance amount. In addition, negative balances in other governmental funds are classified as unassigned. While Winnebago County has not announced a formal policy governing the priority of spending fund balances, in conformance with GASB 54 requirements, when an expenditure/expense is incurred for purposes for which both restricted and unrestricted resources are available, restricted resources are spent first, followed by committed resources, assigned resources and unassigned resources.

Proprietary Funds – Proprietary funds, or otherwise referred to as enterprise funds are used to report activity that for which a fee is charged to external users for goods or services. The principal source of revenue for these funds are from sources other than property taxes, grants and transfers. The County reports the following **Enterprise funds**:

- Airport Fund
- Solid Waste Management Fund
- Park View Health Center Fund
- Highway Fund

Internal Service Funds – Internal Services funds are set up to account for goods and services provided by certain entity departments on a cost-reimbursement fee basis.

- General Services Fund
- Workers Compensation Fund
- Property Liability Insurance Fund
- Health Insurance Fund
- Dental Insurance Fund
- Information Technology Fund

Special Revenue Funds – Special Revenue Fund is an account established by a government to collect money that must be used for a specific project. Special revenue funds provide an extra level of accountability and transparency to taxpayers that their tax dollars will go toward the intended purpose. Winnebago County currently has four separate special revenue funds:

- Opioid Abatement Fund
- Neighborhood Improvement Fund
- SPIRIT Fund
- Human Services Fund - Excess funds in the Human Services will be transferred to the Unassigned General Fund at the end of the calendar year prior to closing. Committed fund balance will represent State Supplemental Funds. Fund transfers to the Unassigned General Fund can't exceed the equity in cash value for the fund.

Debt Service Fund - Assigned fund balance would be designated funds for debt service. This would represent remaining monies budgeted for debt service but not expended and would be used to offset the amount of the levy needed in future years for debt service.

Capital Projects Fund - Assigned balance would be designated funds for specific approved capital projects. All surplus funds would be transferred to the Unassigned General Fund

POLICY

General Fund (Assigned & Unassigned) - Appropriate Range of Fund Balance

Winnebago County's General Fund (Assigned & Unassigned) has been accumulated to provide stability and flexibility to respond to unexpected adversity and/or opportunities. Winnebago County's basic goal is to limit expenditures to anticipated revenue to maintain a balanced budget when possible.

Winnebago County's goal is to achieve and maintain a fund balance in the general fund (Assigned & Unassigned) plus the Human Services Fund equal to a target range of 20% - 25% of related funds expenditures. The numerator for this calculation will include all Unassigned & Assigned balances for the general fund (100) and Human Services Fund (200). The denominator for this calculation will include all expenditures for the general fund (100) and Human Services Fund (200). The County will measure its compliance with this policy based on the future adopted budget and past years performance as soon as practical after final year-end audit becomes available.

Funding of the Unassigned General Fund balance will generally come from excess revenues over expenditures or one-time revenues. The use of fund balance may be appropriate for one-time expenditures but should be managed carefully to avoid creating a structural deficit.

In the event the calculation exceeds the upper limit of the target range at the end of each fiscal year, any excess will be used in the following ways:

1. An Amount will be appropriated to lower the amount of bonds or contributions needed to fund capital projects.
2. One-time expenditures that do not increase recurring operating costs that cannot be funded through current revenues. Emphasis will be placed on one-time uses that reduce future operating costs.
3. At least half will be used to establish a Budget Stabilization Fund

In the event the calculation falls below the targeted goal a plan will be developed and included in the annual budget process.

QUALITY CONTROL AND QUALITY ASSURANCE

Committed Fund Balance

The Board is the County's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Board at the board meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Assigned & Unassigned Fund Balance

The Board has authorized the Director of Finance as the official authorized to assign fund balance to a specific purpose, with Personnel & Finance committee oversight, in compliance with this fund balance policy.

It is the responsibility of the Director of Finance to ensure the presence of procedures that provide sufficient guidance to affected County personnel to fulfill the intent of this policy. These policies will be reviewed at least annually and updated on an as-needed basis.

FUND BALANCE AND NET POSITION ADDENDUM

Proprietary Funds – The intent of the Proprietary funds is to set rates for various charges for services that allows them to be self-sustaining. If charges for service do not allow these funds to be self-sustaining, the County will transfer resources into the fund or allocate tax levy to subsidize operations of the fund.

- Airport Fund
- Solid Waste Management Fund
- Park View Health Center Fund
- Highway Fund

The Airport, Park View Health Center and Highway funds are currently not self-sustaining funds and receive tax levy. These funds will be reviewed at end of year after completion of audit and prior to next year's budget.

Internal Service Funds –The intent of these funds is to account for the expenditures in a specified fund so that departmental charges can be easily determined and evaluated. The county reports the following internal service funds:

- General Services Fund
- Workers Compensation Fund
- Property Liability Insurance Fund
- Health Insurance Fund
- Dental Insurance Fund
- Information Technology Fund

The internal service funds should be reviewed at the end of the year after completion of the audit as well as prior to the creation of the budget for the next year.

The review of the Internal Service Funds should include but not limited to:

- Past, Current and Future claims
- Claims Handling and Risk Control Services
- Operating Cost
- Personnel Costs
- Change in inventory were applicable.

1 - 2024

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3 **RESOLUTION: Adoption of the Winnebago County Fund Reserve Policy**

4

5 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

6 **WHEREAS**, the County's goal in establishing a fund balance policy is to provide both short term and long-
7 term financial stability by ensuring sufficient funds are available to provide services and maintain infrastructure; and

8 **WHEREAS**, the current policy, to be replaced by this resolution, has not been reviewed in many years; and

9 **WHEREAS**, since the last review, government finance and account best practices have been updated; and

10 **WHEREAS**, this policy ensures compliance with Government Accounting Standards Board (GASB) 54
11 surrounding the composition of fund balance, including the establishment and use of the various components of fund
12 balance; and

13 **WHEREAS**, this policy has been carefully crafted and your Personnel & Finance Committee has reviewed it
14 over several months and recommends passage by this body.

15
16 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board Supervisors that it adopts the
17 attached Fund Reserve Policy.

18

19 Respectfully submitted by:

20 **PERSONNEL & FINANCE COMMITTEE**

21

22 Vote Required for Passage:

23 Approved by the Winnebago County Executive this ____ day of _____, 2024.

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Jonathan D. Doemel
Winnebago County Executive

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RESOLUTION: Commendation for Vickie Edgell

TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:

WHEREAS, Vickie Edgell has been employed with the Winnebago County Facilities Department, for the past twenty years, and during that time has been a most conscientious and devoted County employee; and

WHEREAS, Vickie Edgell has now retired from those duties, and it is appropriate for the Winnebago County Board of Supervisors to acknowledge her years of service.

NOW, THEREFORE, BE IT RESOLVED, by the Winnebago County Board of Supervisors, that sincere appreciation and commendation is extended to Vickie Edgell for the fine services she has rendered to Winnebago County.

BE IT FURTHER RESOLVED, that the County Clerk send a copy of this Resolution to Vickie Edgell.

Respectfully submitted by:

PERSONNEL & FINANCE COMMITTEE

Committee Vote:

Vote Required for Passage: **Majority of Members Present**

Approved by the Winnebago County Executive this ____ day of _____, 2024.

Jonathan D. Doemel
Winnebago County Executive

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RESOLUTION: Commendation for Laura Stark

TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:

WHEREAS, Laura Stark has been employed with the Winnebago County Human Services Department, for the past twenty-eight years, and during that time has been a most conscientious and devoted County employee; and

WHEREAS, Laura Stark has now retired from those duties, and it is appropriate for the Winnebago County Board of Supervisors to acknowledge her years of service.

NOW, THEREFORE, BE IT RESOLVED, by the Winnebago County Board of Supervisors, that sincere appreciation and commendation is extended to Laura Stark for the fine services she has rendered to Winnebago County.

BE IT FURTHER RESOLVED, that the County Clerk send a copy of this Resolution to Laura Stark.

Respectfully submitted by:
PERSONNEL & FINANCE COMMITTEE

Committee Vote:

Vote Required for Passage: **Majority of Members Present**

Approved by the Winnebago County Executive this ____ day of _____, 2024.

Jonathan D. Doemel
Winnebago County Executive

1 xxx-032024

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3 **RESOLUTION: Disallow Claim of Lane Fritch**

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5 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

6

7 **WHEREAS**, your Personnel and Finance Committee has had the claim of Lane Fritch referred to it for
8 review; and

9 **WHEREAS**, your Committee has investigated the claim and recommends it be disallowed by Winnebago
10 County.

11

12 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that the claim
13 of Lane Fritch, filed with the County Clerk on January 24, 2024, is hereby disallowed since there is no basis for
14 liability on the part of Winnebago County.

15

16 Submitted by:

17 **PERSONNEL AND FINANCE COMMITTEE**

18 Committee Vote:

19 Vote Required for Passage: **Majority of Those Present**

20

21 Approved by the Winnebago County Executive this ____ day of _____, 2024.

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Jonathan D. Doemel
Winnebago County Executive



Winnebago County
Office of the County Clerk

The Wave of the Future

NOTICE OF CLAIM

DATE: January 24, 2024
TO: Joel Luepke and Melanie Boelter
FROM: Theresa Boettcher
RE: Claim from Lane Fritch

This claim will be forwarded to the Personnel & Finance Committee for action on March 7, 2024 and presented to the County Board at their March 19, 2024 meeting.

Barthels, Julie A

From: Sara Fritch <fritchse007@gmail.com>
Sent: Wednesday, January 24, 2024 12:27 PM
To: Barthels, Julie A
Subject: Claim
Attachments: Resized_20240110_043720.jpeg; 20240110_163821.jpg

To whom it may concern,

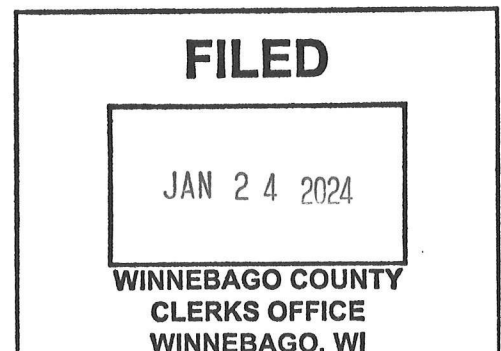
Hello, my name is Lane Fritch. I would like to file a claim for a snow plow that hit my car on Wednesday, January 10th. My mother spoke with Joel and he sent me your email and sent me an attachment with the instructions on how to file the claim. I have all the information, including photos, witnesses, and estimates. It may take me more than one email to get you all the information, so bare with me.

The incident happened the morning of Wednesday, January 10th approximately 4:20am. It happened near the address 6035 Kumbier rd in Pickett. I was driving home from work. I work in Ripon and I live at N9562 Townline Rd, in Van Dyne. It was during one of the snow storms. I took the back roads home, the way I normally take, however when I got to Kumbier road, I noticed the road was snow covered and had not been plowed. The road was impassable, and I ended up getting stuck. I was stuck at the top of a hill. The drifts were so high on the road, there was no way I was getting out without help. I called my mother to come help me, and she ended up getting her truck stuck as well. We had to call a couple of tow trucks to come pull us out. We called One Stop Service Center & Towing. (I am including a photo of the receipt, as two of their employees were witnesses to the incident, and the phone number and address are on the receipt). Once the tow trucks got there, they assessed the situation. One of the tow trucks even got stuck. The two truck drivers discussed it and let us know that they needed to call a snow plow to come and clear the road before they could even attempt to get us out. So they placed the call to have the snow plow come and clear the roadway. The snow plow arrived around 4:17am. He spoke briefly with the tow truck driver and immediately began plowing the road. I was sitting in my car waiting. He needed to plow around my vehicle to clear the road. He had to get close to my car to do so. Approximately 4:20am, as I was sitting in my vehicle waiting for him to plow the road, I felt and heard a loud crash, and I immediately realized he had hit my car. He paused briefly, but then decided to just keep plowing, and he scraped a little more of the side of my car. He hit me in the rear driver's side. He hit the tail light, back quarter panel, and side door (back seat) of the vehicle. There was nothing I could do at this point. He plowed enough that the tow truck driver's could pull our vehicles out. Then the snow plow driver proceeded to finish plowing the rest of the roadway. He never came back to speak with me, but my mother witnessed the incident, as did the two tow truck driver's. They told me to contact the county and they would direct me what to do from there on how to file a claim. My mother called the next day and spoke with Joel Luedke and he sent her the instructions.

Witnesses Include: Myself- Lane Fritch (#920-872-0757). My mother- Sara Fritch (#920-517-1873). And two of the driver's from One Stop Service Center & Towing (#920-233-6274). I will attach the photo of the receipt of the tow truck company with the name of at least one of the drivers. I will attach photos of the car. And I will attach two vehicle estimates I had done. (It may be multiple emails, I will include my name in the subject line as to make it easier to identify the email, that they are together).

Please let me know if you need anything else. Thank you.

Lane Fritch
fritchse007@gmail.com
(920) 872-0757







4411
OSING
Phone: (920) 233-6274
FAX: (920) 233-6274

REQUESTED BY
P.O. #

DATE: 7-10 TIME: PHONE:

NAME: Lane Finch

ADDRESS: LOCATION OF VEHICLE: COLOR: Blue

YEAR, MAKE, MODEL: Honda LIC. PLATE NO. 4LV-5953

- REASON FOR TOW**
- ACCIDENT
 - ABANDONED
 - ARREST
 - STOLEN CAR
 - UNREGISTERED
 - BREAK DOWN
 - TOW ZONE
 - LOCK OUT
 - SNOW REMOVAL
 - START
 - FLAT TIRE
 - OUT OF GAS
 - IMPOUNDED
 - SPECIAL EQUIPMENT
 - SINGLE LINE WINCHING
 - DUAL LINE WINCHING
 - SNATCH BLOCKS
 - SCOTCH BLOCKS
 - DOLLY

- TYPE OF TOW**
- SLING/HOIST TOW
 - FLAT BED/RAMP
 - WHEEL LIFT
- VEHICLE TOWED TO**
- FIRST TOW: SECOND TOW:

VIN #

PAID BY

CASH CHECK CREDIT CARD MC VISA DISC

DRIVERS: 796

LIC. NO. EXP. DATE: 07/26

CC NO.: 5510 7102 8139 5406

REMARKS

TOWING	150.00
MILEAGE	
EXTRA TRUCK	
SPECIAL EQUIP.	
LABOR CHARGE	
STORAGE	
Fuel	20.00
SUB-TOTAL	170.00
TAX	8.50
TOTAL	178.50

(OPERATOR'S SIGNATURE) *Vicich L...* (AUTHORIZED SIGNATURE) *X Love...*

Not responsible for loss or damage to vehicle if winched, unlocked, or left unattended, or any reason beyond our control.

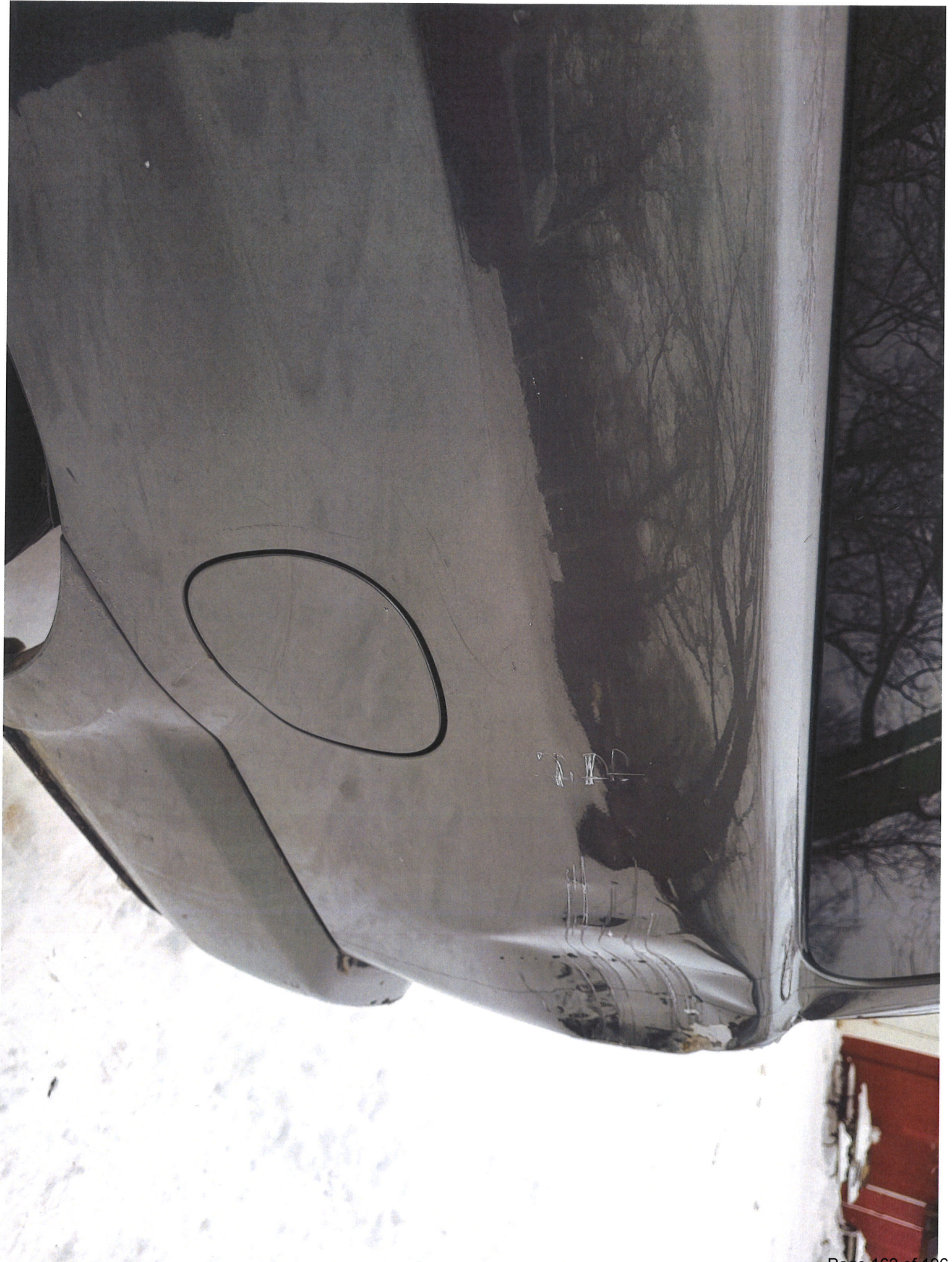




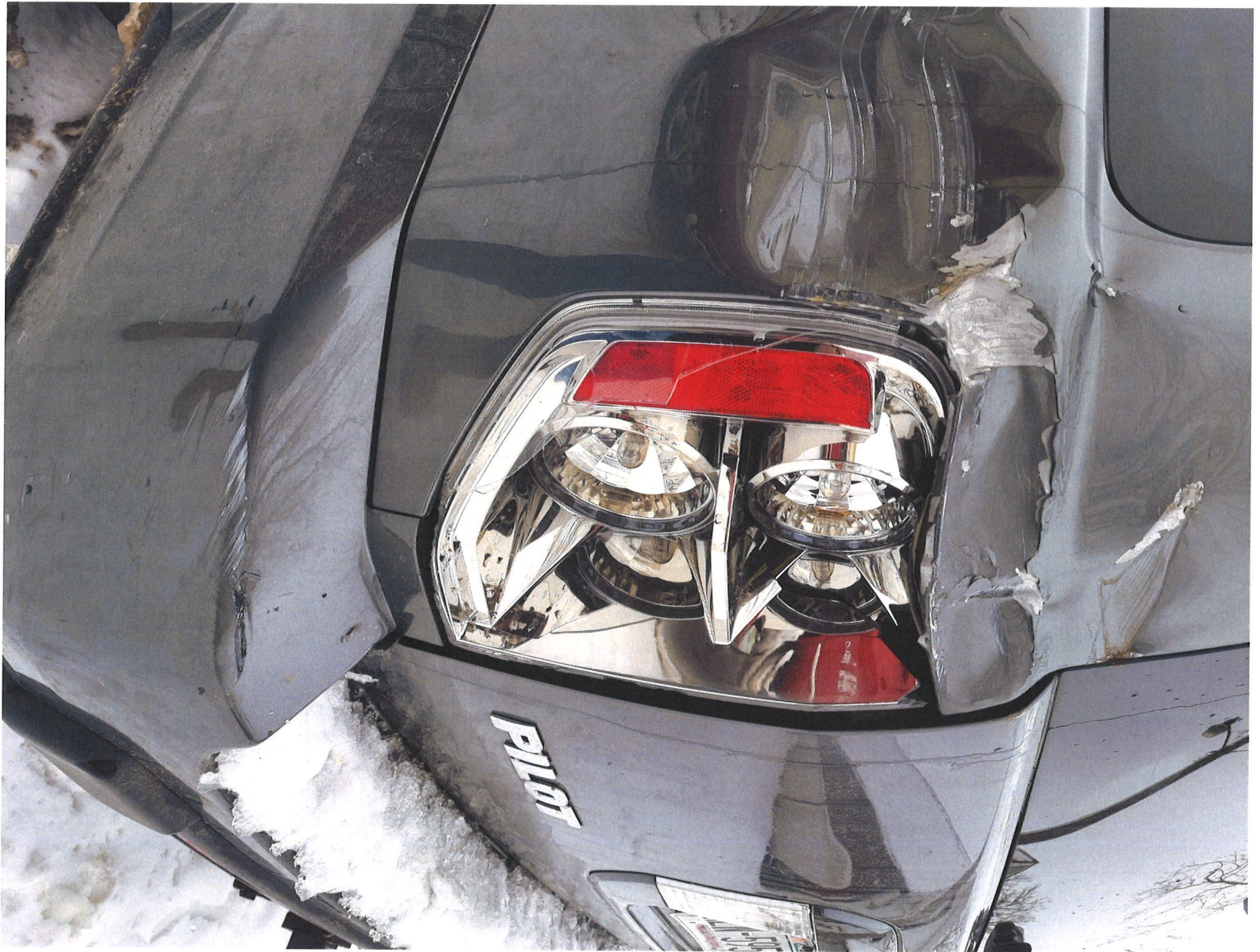
























Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide AEG4455, CCC Data Date 01/09/2024, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) Items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LQ, RCY, or USED. Reconditioned parts are described as Record. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) Items indicate manual entries.

Some 2023 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

...ech, Lane
... Pilot EX-L 4WD 4D UTV 6-3.5L Gasoline MPFI Silver

Preliminary Estimate

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
13	Platinum Auto Trends 5430 FAA Blvd. #170 Irving TX 75061 (972) 313-7373	#GEU39386-42005 Opt OEM LT Quarter panel Quote: 1742430130 Expires: 01/23/24	\$ 499.95
27	Schlossmann Honda City 3450 S 108th St Milwaukee WI 53227	#73211S9V305 Lift gate glass Honda privacy Quote: 1742439047 Expires: 01/23/24	\$ 813.77
36	LKQ Corp 2101 Beloit Avenue Janesville WI 53546 (800) 362-9451	#-349615826 LKQ LT Tail lamp assy +25% Tail Lamp EX-L,4DR L,S,#*Y0591 Quote: 2346462037 Expires: 03/01/24	\$ 65.00

Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1	ROOF					
2	R&L LT Rail Assy					
3	R&L LT Roof molding VP, EX, SE, EX-L #4				0.5	
4	R&L LT Roof molding VP, EX, SE, EX-L #3				0.2	
5	R&L LT Roof molding VP, EX, SE, EX-L #2				0.2	
6	REAR DOOR					
7	* Bind LT Door shell					
8	R&L LT Body side midg all billet silver				0.4	2.0
9	R&L LT Belt w/strip				0.3	
10	R&L LT Handle, outside EX, EX-L, VP, SE billet silver				0.3	
11	R&L LT Rail trim panel				0.4	
12	QUARTER PANEL					
13	** Repl Opt OEM LT Quarter panel	0464659VA81ZZ	1	499.95	16.5	3.0
14	Add for Clear Coat					1.2
15	R&L LT Wheelhouse liner				Incl.	
16	R&L LT Side molding all billet silver				0.2	
17	R&L LT Pillar molding billet silver				0.2	
18	R&L LT Quarter glass Honda privacy				Incl.	
19	R&L LT Pillar trim front, EX, EX-L, SE gray				Incl.	
20	R&L LT Side trim panel gray				Incl.	0.3
21	* Bind Fuel door					
22	LIFT GATE					
23	* Bind License pocket w/o navigation billet silver				1.0	
24	* Rpr Lift gate w/o navigation				1.5	2.2
25	Note: Left side due to quarter panel/Tail lamp					
26	Overlap Major Adj. Panel					-0.4
27	Add for Clear Coat					0.4
28	Repl Lift gate glass Honda privacy	73211S9V305	1	813.77	2.2	
29	Repl Wiper arm Assy	0473353V000	1	30.03	0.2	
30	R&L Spoiler all billet silver				0.7	
31	Repl Nameplate "PILOT"	7572259VA01	1	73.42	0.2	
32	R&L License pocket w/o navigation billet silver				0.3	
33	Repl Nameplate "4WD"	75719S9VA00	1	35.70	0.2	
34	R&L Handle				0.4	
35	REAR LAMPS					
36	* Repl LKQ LT Tail lamp Assy +25%	335S1S9VA11	1	81.25	0.4	

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Page 2

Preliminary Estimate

Model EX-1 4WD 4D UTV 6-3 SL Gasoline MPFI Silver

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			1,534.12
Body Labor	35.3 hrs @	\$ 82.00 /hr	2,894.60
Paint Labor	14.1 hrs @	\$ 82.00 /hr	1,156.20
Paint Supplies	14.1 hrs @	\$ 56.00 /hr	789.60
Miscellaneous			355.00
Subtotal			6,729.52
Sales Tax		5.5000 %	370.12
Grand Total			7,099.64
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			7,099.64

Caliber Collision is the industry leader in quality collision repair. Since day one, our highest purpose has been to get people just like you back on the road as quickly as possible and fully restored to the rhythm of your life. You can be sure we do everything possible to ensure your complete satisfaction including:

- Personalized, high quality service from the largest collision repair company in the U.S.
- Consistently ranked among the highest customer satisfaction scores in the industry.
- Approved by every major insurance company in the U.S.
- Expedited car rental and towing services to get you back on the road again in no time.
- Repair work backed by a written, lifetime warranty honored at every location.
- 24/7/365 customer service to answer questions and put your mind at ease.

This is a preliminary estimate based on visible damage. There may be additional repairs needed once the vehicle is taken apart by our I-CAR Gold Class technicians to identify any additional damage.

If an insurance company has written an estimate for you, please provide us with a copy. Properly endorsed insurance company checks are welcome as payment for the repair of your vehicle. Caliber Collision gladly accepts all major credit cards, debit cards, cashier's and traveler's checks. See your Caliber Collision center for details on acceptance of personal checks.

Before leaving your vehicle with us, please remove all important personal and valuable items from your vehicle. Caliber Collision is not responsible for belongings left in your vehicle.

Please let us know how we can be of further assistance, and when we can schedule an appointment for your vehicle to be repaired.

Caliber Collision - Restoring The Rhythm Of Your Life

MOTOR VEHICLE REPAIR PRACTICES ARE REGULATED BY CHAPTER ATCP 132, WIS. ADM. CODE, ADMINISTERED BY THE BUREAU OF CONSUMER PROTECTION, WISCONSIN DEPT. OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, P.O. BOX 8911, MADISON, WISCONSIN 53708-8911.

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CALIBER COLLISION

CALIBER - FOND DU LAC
 RESTORING THE RHYTHM OF YOUR LIFE
 356 N Peters Ave, Fond Du Lac, WI 54935
 Phone: (920) 933-1213
 FAX: (920) 933-1214

Workfile ID: de980074
 Federal ID: 33-0730794
 State ID: L0170336848
 Federal EPA: na
 State EPA: na

Preliminary Estimate

Customer: Fitch, Lane

Written By: Caleb Nachtrab

Insured: Fitch, Lane
 Type of Loss: Point of Impact: 07 Left Rear

Policy #: Date of Loss:

Claim #: Days to Repair: 0

Owner:

Fitch, Lane
 n9562 townline rd
 Van Dine, WI 54979
 (920) 872-0757 Cell

Inspection Location:

CALIBER - FOND DU LAC
 356 N Peters Ave
 Fond Du Lac, WI 54935
 Repair Facility
 (920) 933-1213 Business

Insurance Company:
 SELF PAY

VEHICLE

2007 HOND Pilot EX-L 4WD 4D UTV 6-3.5L Gasoline MPFI Silver
 VIN: 5FN9F185478003664
 License: ALN-5953
 State: WI

Interior Color: black
 Exterior Color: Silver
 Production Date: 10/2006

Mileage In: 193,484
 Mileage Out:
 Condition:

Vehicle Out:
 Job #:

TRANSMISSION

Automatic Transmission
 Overdrive
 4 Wheel Drive

POWER

Power Steering
 Power Brakes
 Power Windows
 Power Locks
 Power Mirrors
 Heated Mirrors
 Power Driver Seat
DECOR
 Dual Mirrors
 Body Side Moldings
 Privacy Glass

Console/Storage

CONVENIENCE

Air Conditioning
 Intermittent Wipers
 Tilt Wheel
 Cruise Control
 Rear Defogger
 Keyless Entry
 Alarm
 Steering Wheel Touch Controls
 Rear Window Wiper
 Climate Control
 Dual Air Condition
 Home Link
RADIO
 AM Radio

FM Radio

Stereo

Search/Seek

Satellite Radio

CD Changer/Stacker

SAFETY

Drivers Side Air Bag
 Passenger Air Bag
 Anti-Lock Brakes (4)
 4 Wheel Disc Brakes
 Traction Control
 Stability Control
 Front Side Impact Air Bags
 Head/Curtain Air Bags
ROOF
 Luggage/Roof Rack

Electric Glass Sunroof

SEATS

Bucket Seats

Leather Seats

Heated Seats

3rd Row Seat

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Fog Lamps

Rear Spoiler

Preliminary Estimate

ch, Lane
 OND Pilot EX-L 4WD 4D UTV 6-3.5L Gasoline MPFI Silver

37		R&I	RT Tail lamp assy						
38							0.4		
39	*	<>	Rpr	Bumper cover					
40				Overlap Major Non-Adj. Panel		3.0		2.8	
41				Add for Clear Coat				-0.2	
42				O/H bumper assy				0.5	
43				Deduct for Rear Bumper R&I		2.1			
44			R&I	Step pad		-1.0			
45			R&I	Lower cover			Incl.		
46			R&I	RT Reflector			Incl.		
47			R&I	LT Reflector			Incl.		
48			R&I	RT Trim molding			Incl.		
49			R&I	LT Trim molding			Incl.		
50				VEHICLE DIAGNOSTICS					
51	#			Pre-repair scan	1	40.00	T	0.5	
52	#			Post-repair scan	1	80.00	T	0.5	
53	#		Repl	Cavity Wax	1	18.00	T	0.5	
54	#			Clean and Retape	1	3.00	T	0.3	
				Note: For door trim					
55	#		Repl	Corrosion Protection / Primer	1	15.00	T	0.3	
56	#			Cover Car for Overspray	1	12.00	T	0.3	
57	#			Cover Interior for Protection	1	6.00	T	0.3	
58	#		Rpr	D&R Battery				0.5	
59	#			Flex Additive	1	12.00	T		
60	#		Subl	Hazardous Waste Disposal	1	6.00	T		
61	#		Refrn	Left Roof Rail Clear Only				0.8	
62	#			Mask for Primer	1	12.00	T	0.3	
63	#			Mask Interior for Welding	1	6.00	T	0.3	
64	#			Mask Jambs, Opening, Entry	1	12.00	T	0.3	
65	#		Repl	Seam Sealer				0.5	
66	#		Refrn	Weld Zone Refinish			T	0.5	
67	#		Repl	Urethane Kit - Stock/Aftermarket	2	72.00	T		
68	#		Repl	Weld-Through Primer	1	6.00	T	0.3	
69	#		Repl	Sound Deadener Pad	1	25.00	T	0.4	
SUBTOTALS						1,889.12		35.3	14.1

NOTES

Prior Damage Notes:
 Rust, dents, scratches normal wear



Koffman AutoWorks, LLC

420 S Fond du Lac Ave, Campbellsport, WI 53010
Phone: (920) 533-5930
FAX: (920) 533-8478

Workfile ID: 02768417
PartsShare: 7L6gDQ
Federal ID: 16-1750968

Preliminary Estimate

Customer: Fritch, Lane

Written By: Dave Zoesch

Insured: Fritch, Lane
Type of Loss:
Point of Impact: 07 Left Rear

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:

Fritch, Lane
n9562 townline rd
van dyne, WI 54979
(920) 872-0757 Cell

Inspection Location:

Koffman AutoWorks, LLC
420 S Fond du Lac Ave
Campbellsport, WI 53010
Repair Facility
(920) 533-5930 Business

Insurance Company:

VEHICLE

2007 HOND Pilot EX-L 4WD 4D UTV 6-3.5L Gasoline MPFI

VIN: 5FN9YF18547B003664
License: ALN5953
State: WI

Interior Color:
Exterior Color:
Production Date:

Mileage In: 193,484
Mileage Out:
Condition:

Vehicle Out:
Job #:

TRANSMISSION

Automatic Transmission
Overdrive
4 Wheel Drive

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors
Power Driver Seat

DECOR

Dual Mirrors
Body Side Moldings
Privacy Glass

Console/Storage

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Alarm
Steering Wheel Touch Controls
Rear Window Wiper
Climate Control
Dual Air Condition
Home Link

RADIO

AM Radio

FM Radio

Stereo

Search/Seek

Satellite Radio

CD Changer/Stacker

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags
Head/Curtain Air Bags
ROOF
Luggage/Roof Rack

Electric Glass Sunroof

SEATS

Bucket Seats
Leather Seats
Heated Seats
3rd Row Seat

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Fog Lamps
Rear Spoiler

Preliminary Estimate

Customer: Fritch, Lane

2007 HOND Pilot EX-L 4WD 4D UTV 6-3.5L Gasoline MPFI

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		ROOF					
2	*	R&I LT Side rail				<u>2.8</u>	
3		REAR DOOR					
4	*	Blnd LT Door shell					<u>2.0</u>
5		R&I LT Door w'strip				0.2	
6		R&I LT Upper w'strip				0.2	
7		R&I LT Body side mldg all billet silver				0.4	
8		R&I LT Front molding				0.3	
9		Repl LT Black out tape	67866S9VA00ZA	1	27.78	0.3	
10		R&I LT Handle, outside EX, EX-L, VP, SE billet silver				0.3	
11		R&I LT R&I trim panel				0.4	
12		QUARTER PANEL					
13		Repl LT Quarter panel	04646S9VA81ZZ	1	1,068.13	16.5	3.0
14		Add for Clear Coat					1.2
15	*	Blnd Fuel door					<u>0.2</u>
16		LIFT GATE					
17	*	Blnd Lift gate w/o navigation					<u>1.1</u>
18		R&I License pocket w/o navigation billet silver				0.3	
19		Repl Dam	04733S3V000	1	30.03		
20		R&I Lift gate glass Honda green				2.2	
21	*	R&I Wiper motor				m 0.4	
22		R&I Wiper arm assy				0.2	
23		R&I Spoiler all billet silver				0.7	
24		R&I R&I trim panel				0.4	
25		Repl Add for trnsfr glass		1		0.7	
26		Repl Lift gate glass NAGS, w/hardware privacy	FB21716YPY	1	318.35	2.2	
27		Repl Nameplate "4WD"	75719S9VA00	1	35.70	0.2	
28		Repl Nameplate "PILOT"	75722S9VA01	1	73.42	0.2	
29		REAR LAMPS					
30	**	Repl A/M CAPA LT Tail lamp assy	33551S9VA11	1	150.00	Incl.	
31		REAR BUMPER					
32	*	Rpr Bumper cover				<u>2.0</u>	2.8
33		Add for Clear Coat					1.1
34		Deduct for Rear Bumper R&I				-1.0	
35	#	Subl Hazardous waste removal		1	5.00 T		
36	#	Repl Cover Car		1	5.00 T	0.2	
37	#	Refn Color tint / color match					1.0
38	#	Repl Corrosion protection primer		1	T		
39	#	Rpr Color sand and buff					0.5
40	#	Repl Flex additive		1	8.00 T		

Preliminary Estimate

Customer: Fritch, Lane

2007 HOND Pilot EX-L 4WD 4D UTV 6-3.5L Gasoline MPFI

41	#	Repl	Panel bond adhesive		1	65.00	T		
42	#	Repl	Seam sealer/caulking		1	10.00	T	1.0	
43	#	Repl	Cavity wax		1	10.00	T	0.5	
44	#	Repl	Weld-through primer		1	4.00	T	0.2	
45	#		Cover interior		1	2.00	T	0.5	
46	#		Pre scan		1	70.50			
47	#		Post scan		1	141.00			
48			O/H bumper assy					2.1	
49		Repl	Lower cover clip	91503SZ3003	6	29.82		Incl.	
SUBTOTALS						2,053.73		34.4	12.9

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			1,944.73
Body Labor	34.4 hrs @	\$ 72.00 /hr	2,476.80
Paint Labor	12.9 hrs @	\$ 72.00 /hr	928.80
Paint Supplies	12.9 hrs @	\$ 52.00 /hr	670.80
Miscellaneous			109.00
Subtotal			6,130.13
Sales Tax	\$ 6,130.13 @	5.5000 %	337.16
Grand Total			6,467.29
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			6,467.29

MOTOR VEHICLE REPAIR PRACTICES ARE REGULATED BY CHAPTER ATCP 132, WIS. ADM. CODE, ADMINISTERED BY THE BUREAU OF CONSUMER PROTECTION, WISCONSIN DEPT. OF AGRICULTURE, TRADE AND CONSUMER PROTECTION, P.O. BOX 8911, MADISON, WISCONSIN 53708-8911.

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF ONE OR MORE REPLACEMENT PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR MOTOR VEHICLE. WARRANTIES APPLICABLE TO THESE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER OR DISTRIBUTOR OF THE REPLACEMENT PARTS RATHER THAN BY THE MANUFACTURER OF YOUR MOTOR VEHICLE.

Preliminary Estimate

Customer: Fritch, Lane

2007 HOND Pilot EX-L 4WD 4D UTV 6-3.5L Gasoline MPFI

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide AEG4455, CCC Data Date 01/09/2024, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2023 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Services Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Preliminary Estimate

Customer: Fritch, Lane

2007 HOND Pilot EX-L 4WD 4D UTV 6-3.5L Gasoline MPFI

PARTS SUPPLIER LIST

Line	Supplier	Description	Price
30	Keystone, Inc 4410 N. 132ND STREET, SUITE A BUTLER WI 53007 (414) 463-1019	#HO2800162C A/M CAPA LT Tail lamp assy Quote: 2346680914 Expires: 03/01/24	\$ 150.00

1 xxx-032024

2

3 **RESOLUTION: Disallow Claim of Dan & Paula Rabideau**

4

5 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

6

7 **WHEREAS**, your Personnel and Finance Committee has had the claim of Dan & Paula Rabideau referred
8 to it for review; and

9 **WHEREAS**, your Committee has investigated the claim and recommends it be disallowed by Winnebago
10 County.

11

12 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that the claim
13 of Dan & Paula Rabideau, filed with the County Clerk on February 20, 2024, is hereby disallowed since there is no
14 basis for liability on the part of Winnebago County.

15

16 Submitted by:

17 **PERSONNEL AND FINANCE COMMITTEE**

18 Committee Vote:

19 Vote Required for Passage: **Majority of Those Present**

20

21 Approved by the Winnebago County Executive this ____ day of _____, 2024.

22

23

24

25

Jonathan D. Doemel
Winnebago County Executive



Winnebago County
Office of the County Clerk

The Wave of the Future

OSHKOSH (920) 232-3430
FAX (920) 232-3435
E-mail: countyclerk@winnebagocountywi.gov

NOTICE OF CLAIM

DATE: February 20, 2024
TO: Joel Luepke and Melanie Boelter
FROM: Cassie Smith-Gregor
RE: Claim from Dan & Paula Rabideau

This claim will be forwarded to the Personnel & Finance Committee for action on March 7, 2024, and presented to the County Board at their February 27, 2024 meeting.

WE WERE AT FRIARTUCKS EATING SUPER
WE WERE NOT IN THE CAR WHEN IT WAS
HIT BY THE COUNTY WIECKE.

HIT IN THE BACK BUMPER CRACKED
BEYOND REPAIR.

WE WON'T KNOW OF OTHER DAMAGE TELL
THE BUMPER COMES OFF.

DAN RABIDEAU

576 RIFORD RD.

NEENAWI. 54956

☎ 920 486 3300

GEIGER AUTO BODY

josh@geigerauto.com
7285 state 76, neenah, WI 54986
Phone: (920) 725-3267
FAX: (920) 725-3597

Workfile ID: 5792fea2
PartsShare: 7JW9HJ
Federal ID: 39-1856112

Preliminary Estimate

Customer: Rabideau, Paula

Job Number:

Written By: Josh Levitas

Insured: Rabideau, Paula
Type of Loss:
Point of Impact:

Policy #:
Date of Loss:

Claim #:
Days to Repair: 0

Owner:
Rabideau, Paula
(920) 486-3300 Cell

Inspection Location:
GEIGER AUTO BODY
7285 state 76
neenah, WI 54986
Repair Facility
(920) 725-3267 Business

Insurance Company:

VEHICLE

2013 HOND Accord Sedan EX-L w/Continuously Variable Transmission/Navigation PZEV 4D SED 4-2.4L Gasoline Direct Injection

VIN: 1HGCR2F85DA272511
License:
State: WI

Interior Color:
Exterior Color:
Production Date:

Mileage In:
Mileage Out:
Condition:

Vehicle Out:
Job #:

TRANSMISSION

Automatic Transmission

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors
Power Driver Seat
Power Passenger Seat
Memory Package

DECOR

Dual Mirrors
Console/Storage

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Alarm
Message Center
Steering Wheel Touch Controls
Telescopic Wheel
Climate Control
Navigation System
Backup Camera

RADIO

AM Radio
FM Radio

Stereo

Search/Seek
CD Player
Auxiliary Audio Connection
Satellite Radio

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Front Side Impact Air Bags
Head/Curtain Air Bags
Hands Free Device
Lane Departure Warning

ROOF

Electric Glass Sunroof

SEATS

Bucket Seats
Leather Seats
Heated Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Fog Lamps
Traction Control
Stability Control
Signal Integrated Mirrors
Power Trunk/Liftgate

Preliminary Estimate

Customer: Rabideau, Paula

Job Number:

2013 HOND Accord Sedan EX-L w/Continuously Variable Transmission/Navigation PZEV 4D SED 4-2.4L Gasoline Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		REAR BUMPER					
2		O/H rear bumper				1.1	
3	Repl	Bumper cover	04715T2AA90ZZ	1	507.41	Incl.	2.8
4		Add for Clear Coat					1.1
open	Repl	Impact bar (HSS)	71530T2AA00	1	187.00	0.4	
6	#	Subl Hazardous waste removal		1	4.50 T		
7	#	not the picture possible damage to rear body panel		1			
8	#	Repl Flex additive		1	5.00 T		
SUBTOTALS					703.91	1.5	3.9

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			694.41
Body Labor	1.5 hrs @	\$ 72.00 /hr	108.00
Paint Labor	3.9 hrs @	\$ 72.00 /hr	280.80
Paint Supplies	3.9 hrs @	\$ 50.00 /hr	195.00
Miscellaneous			9.50
Subtotal			1,287.71
Sales Tax	\$ 1,287.71 @	5.0000 %	64.39
Grand Total			1,352.10
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			1,352.10

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Preliminary Estimate

Customer: Rabideau, Paula

Job Number:

2013 HOND Accord Sedan EX-L w/Continuously Variable Transmission/Navigation PZEV 4D SED 4-2.4L Gasoline Direct Injection

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BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Geiger
auto body

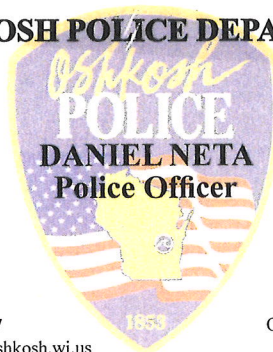
7285 STATE ROAD 76
NEENAH, WI 54956

920-725-3267
FAX 920-725-3597

JOSH GEIGER
SHOP MANAGER
Josh@GeigerAuto.com

WWW.GEIGERAUTOBODY.COM

OSHKOSH POLICE DEPARTMENT



P: (920) 236-5700
Fax: (920) 236-5087
Email: DNeta@ci.oshkosh.wi.us

420 Jackson Street
Oshkosh, Wisconsin 54901
www.oshkoshpd.com



SCAN FOR MORE INFORMATION

Oshkosh Police Department is committed to enhance the quality of life in our community through innovative policing and community partnerships

We value Professionalism, Pride, Integrity and Teamwork

COMPLAINT# 23-047445

5NL17X84S6
23-047445

WISCONSIN MOTOR VEHICLE
CRASH REPORT

OSHKOSH POLICE DEPARTMENT
420 JACKSON STREET
OSHKOSH, WI 54903
(920) 236-5700

5NL17X84S6

Document Number Override		Primary Crash Document #	Agency Crash Number 23-047445	Investigating Officer/Deputy D. NETA	
Crash Date 12/28/2023		Crash Time 05:10 PM	Date Arrived 12/28/2023	Time Arrived 05:33 PM	
Date Notified 12/28/2023		Time Notified 05:12 PM	Total Units 02	Total Injured 00	Total Killed 00
<input type="checkbox"/> On Emergency	<input type="checkbox"/> Hit and Run	<input type="checkbox"/> Lane Closure	<input type="checkbox"/> Work Zone	<input type="checkbox"/> Trailer or Towed	<input type="checkbox"/> Reporting Threshold
<input type="checkbox"/> Government Property	<input type="checkbox"/> Active School Zone	School Bus Related NO		Tags	
<input checked="" type="checkbox"/> Reportable		Crash Type DT4000 (STANDARD CRASH)		<input type="checkbox"/> Amended	<input type="checkbox"/> Secondary Crash

Description

Diagram	Reconstruction By
	Photos By
	Additional Information NONE

I, a sworn law enforcement officer, agree that I have not added any CJIS data in this report.

U1 WAS DRIVING THROUGH THE PARKING LOT OF FRIAR TUCKS AT 1651 SOUTH PARK AV IN THE CITY OF OSHKOSH, WI, WINNEBAGO COUNTY. WHILE DOING SO HE WENT TO NAVIGATE AROUND AN UNOCCUPIED PARKED VEHICLE BUT STRUCK THE REAR END OF U2 WITH THE FRONT OF HIS DUE TO THE HEAVY RAIN.

5NL17X84S6
23-047445

WISCONSIN MOTOR VEHICLE
CRASH REPORT

OSHKOSH POLICE DEPARTMENT
420 JACKSON STREET
OSHKOSH, WI 54903
(920) 236-5700

Location

ON 1651 STH44 NB 269 FT S OF RIPON LN (HOUSE/BUILDING 1651) IN THE CITY OF OSHKOSH IN WINNEBAGO COUNTY	Latitude 43.994393417	Longitude -88.576108057
	X Coordinate 373624.46875	Y Coordinate 4872457.5
	Structure Type HOUSE/BUILDING	

Crash Scene

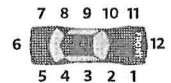
First Harmful Event MOTOR VEH IN TRANSPORT		First Harmful Event Location OFF ROADWAY, LOCATION UNKNOWN	
Manner of Collision 03 - FRONT TO REAR		Light Condition DARK/LIGHTED	
Road Surface Condition(s) WET		Roadway Factor(s) NONE	
Environment Factor(s) WEATHER CONDITIONS			
Weather Condition(s) RAIN			
Animal Type		Relation To Trafficway NON TRAFFICWAY - PARKING LOT	
Crash Classification - Location PRIVATE PROPERTY		Crash Classification - Jurisdiction PRIVATE PROPERTY	
Tribal Land		Access Control NO CONTROL	Special Study
Within Interchange Area NO	Junction Location NON-JUNCTION	Intersection Type NOT AN INTERSECTION	

Unit Summary

UNIT 01	Unit Status IN TRANSIT		Vehicle Operating As Classification D CLASS		Unit Type AUTOMOBILE	
	Vehicle Type (SPORT) UTILITY VEHICLE				Operating As Endorsements	
	Total Occs 1	Train/Bus # Recorded	Total # Citations Issued 0	Total Trailers 0	Total HazMat Types 0	
	Insurance? YES	Direction Of Travel NOT ON ROADWAY	<input type="checkbox"/> Pre Crash Tire Mark	Speed Limit N/A	Total Lanes 0	
	Most Harmful Event: Collision With MOTOR VEH IN TRANSPORT		Special Function NO SPECIAL FUNCTION		Emergency Motor Vehicle Use NOT APPLICABLE	
	Traffic Way PARKING LOT OR PRIVATE PROPERTY		Traffic Control OTHER		Traffic Control Inoperative/Missing NO	
	Surface Type BLACKTOP (BITUMINOUS)		Road Curvature CURVE LEFT		Road Grade LEVEL	
	Truck Bus or HazMat NO					

Vehicle

UNIT 01 VEHICLE 01	License Plate Number AEU9817		Plate Type AUT - AUTOMOBILE	St WI	Country of Issuance UNITED STATES	
	Vehicle Identification Number 1C4RJFAG9KC714939		Make JEEP	Year 2019	Model GRAND CHER	
	Color BLK - BLACK		Body Style SP - SPECIAL DESIGN VEHICLE		Bus Use	
	Initial Contact Point 11 - LEFT FRONT CORNER		Vehicle Damage 11 - LEFT FRONT CORNER, 12 - FRONT			
	Extent Of Damage MINOR DAMAGE					



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OSHKOSH, WI 54903
(920) 236-5700

UNIT VEHICLE	Towed Due To Damage NOT TOWED		Vehicle Removed By OPERATOR	
	What Driver Was Doing OTHER		Vehicle Factors	
	Driver Prior Action Other TURNING		NOT APPLICABLE	
	Driver Actions LOOKED BUT DID NOT SEE			
01 01	Owner Name COUNTY DISTRICT ATTORN WINNEBAGO		Owner Address 481 SUNNYBROOK DR OSHKOSH, WI 54904 , US	
	Sequence Of Events			
01 02 03 04	Event MOTOR VEH IN TRANSPORT			
	Event PARKED MOTOR VEHICLE			
	Event			
	Event			
UNIT	Policy Holder			
	Insurance Company WISCONSIN-COUNTY-MUTUAL-INS-CORP		Government WINNEBAGO COUNTY <i>920 236 5700</i>	
UNIT INDIVIDUAL	Driver JAMES L GOGGINS		Citations Issued 0	Sex MALE
			Date of Birth 01/20/1948	Race WHITE
	Address 481 SUNNYBROOK DR OSHKOSH, WI 54904 , US		Driver License Number G2524524802008 STATE: WISCONSIN COUNTRY: UNITED STATES	
01 001	Safety Equipment		On Duty Crash	
			Safety Equipment	
	Row 01 - FRONT ROW	Seat Position 07 - LEFT	SHOULDER & LAP BELT	
	Helmet Use		Helmet Compliance	
	Eye Protection		Tint Compliance	
	Injury		Injury Severity NO APPARENT INJURY	Airbag NON DEPLOYED
Ejected NOT EJECTED		Ejection Path NOT EJECTED/NOT APPLICABLE		Trapped/Extricated NOT TRAPPED
Medical Transport NOT TRANSPORTED		EMS Agency Identifier		EMS Run #
Hospital		Date of Death		Time of Death
Distracted By		Distracted By Source NOT APPLICABLE (NOT DISTRACTED)		
Distracted By Action NOT DISTRACTED				

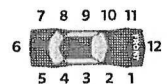
WISCONSIN MOTOR VEHICLE
CRASH REPORT

UNIT INDIVIDUAL 01 001	Non Motorist		Striking Unit #	Location	
	Prior Action				
	Action				
	Action Other				To/From School
	Drug & Alcohol		Suspected Alcohol Use NO	Suspected Drug Use NO	
	Alcohol Test Given TEST NOT GIVEN		Alcohol Test Type		Alcohol Test Results
	Drug Test Given TEST NOT GIVEN		Drug Test Type	Drug Test Results	
	Drug Type				
	Individual Condition APPEARED NORMAL				

Unit Summary

UNIT 02	Unit Status LEGALLY PARKED		Vehicle Operating As Classification D CLASS		Unit Type AUTOMOBILE
	Vehicle Type PASSENGER CAR				Operating As Endorsements
	Total Occs 0	Train/Bus # Recorded	Total # Citations Issued 0	Total Trailers 0	Total HazMat Types 0
	Insurance? YES	Direction Of Travel NOT ON ROADWAY	<input type="checkbox"/> Pre CrashTire Mark	Speed Limit N/A	Total Lanes 0
	Most Harmful Event: Collision With MOTOR VEH IN TRANSPORT		Special Function NO SPECIAL FUNCTION		Emergency Motor Vehicle Use NOT APPLICABLE
	Traffic Way PARKING LOT OR PRIVATE PROPERTY		Traffic Control NO CONTROL		Traffic Control Inoperative/Missing NO
	Surface Type BLACKTOP (BITUMINOUS)		Road Curvature STRAIGHT		Road Grade LEVEL
	Truck Bus or HazMat NO				

UNIT VEHICLE 02 02	Vehicle				
	License Plate Number 121PDK		Plate Type AUT - AUTOMOBILE	St WI	Country of Issuance UNITED STATES
	Vehicle Identification Number 1HGCR2F85DA272511		Make HONDA	Year 2013	Model ACCORD EX-
	Color BLK - BLACK		Body Style 4D - 4DR		Bus Use
	Initial Contact Point 06 - REAR		Vehicle Damage		
	Extent Of Damage MINOR DAMAGE		06 - REAR		
Towed Due To Damage NOT TOWED		Vehicle Removed By OPERATOR			



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WISCONSIN MOTOR VEHICLE CRASH REPORT

OSHKOSH POLICE DEPARTMENT
420 JACKSON STREET
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UNIT VEHICLE	02	What Driver Was Doing LEGALLY PARKED	Vehicle Factors
	02	Driver Prior Action Other	NOT APPLICABLE
	02	Driver Actions NO CONTRIBUTING ACTION	
	02	Owner Name PAULA LEE RABIDEAU	Owner Address 576 RIFORD RD NEENAH, WI 54956 , US
UNIT	Sequence Of Events		
	01	Event MOTOR VEH IN TRANSPORT	
	02	Event PARKED MOTOR VEHICLE	
	03	Event	
	04	Event	
UNIT	Policy Holder		
		Insurance Company AMERICAN-FAMILY-INS-CO	Individual PAULA RABIDEAU
Property Owner			
PROP OWNER	01	Government WINNEBAGO COUNTY (920) 236-5700	Address 240 ALGOMA BLVD OSHKOSH, WI 54903 , US
	Fixed Objects Struck		
	01	Striking Unit 01	Struck Object OTHER OBJECT - NOT FIXED
			Structure Number
			Damage Tag Number 0000000

1800 236 6885

Am. Family 800 692 6326

6000 AMERICAN PARKWAY
 MADISON, WI 53783-0001

000707FC6500M01040021712 Q03A 001



DAN RABIDEAU
 576 RIFORD RD
 NEENAH, WI 54956-4204

Claim Number: 01-007-077452
 Date Of Loss: 12/28/2023
 Policy Number: 410372972885
 Policyholder: Dan Rabideau And Paula Rabideau

January 2, 2024

Dear Dan Rabideau,

This correspondence contains important information regarding your claim. Please review and respond accordingly.

Thank you for insuring your automobile through American Family Insurance Company.

We acknowledge receipt of your claim and will begin our investigation. Every claim is important to us and your adjuster will typically contact you within one business day upon receiving first notice of your claim. Please note that during periods of high volume, such as a severe weather event that disrupts power or delays travel, you may be contacted in excess of one business day.

By providing this listing of coverages, this is not a confirmation that coverage will be afforded for the above referenced loss at this time. We must complete our coverage investigation to determine how coverage may be afforded.

Type	Per Person Limit	Incident Limit	Daily Limit
Liability - Bodily Injury	\$500,000	\$500,000	
Medical Expense	\$10,000		
Property Damage Liability		\$100,000	
Underinsured Motorist - Bodily Injury (UIMBI)	\$500,000	\$500,000	
Uninsured Motorist - Bodily Injury (UMBI)	\$500,000	\$500,000	

Type	Deductible
Collision	\$500
Comprehensive	\$250

During the first call, we will discuss with you the nature of the claim and the available coverage. If, for some reason, we have not been able to reach you, or you have questions or concerns which have not yet been addressed, please call us at 1-800-MY AMFAM (1-800-692-6326).

When speaking with us, it is helpful to use the claim number which is referenced at the top of the letter. Please retain this letter as a record of your claim and the Claim Department's contact information. We look forward to working with you to resolve your claim.

In the event there was a child seat or booster in the vehicle, there may be coverage under your policy for the replacement cost of this item. Please prepare to inform your adjuster of this information, along with any pictures or documentation you have on the year, make model and cost so that we can consider this in our investigation.

C000 00010001 000707 0000



We are committed to providing excellent customer service and are here to assist you. Please contact us with any questions you may have.

Sincerely,

Claims Department
AFICS on behalf of American Family Insurance Company

You can check the status of your claim online via the AMFAM mobile app, or online at MyAccount by visiting amfam.com and logging in or creating an account, or by scanning the QR code below with your smart device.

