



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 12/18/18

Amended* Post Date: 12/20/18

The following documents are included in the packet for the Finance Committee on December 26, 2018:

- 1) Agenda
- 2) Minutes from November 28, 2018 ***and December 18, 2018**
- 3) Treasurer's Monthly Report
- 4) Budget Adjustments
- 5) Line Item Transfers



GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

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

Finance Committee Meeting Notice

Date: December 26, 2018 Time: 5:30PM
The Green Lake County Government Center, County Board Room
571 County Road A, Green Lake WI

AGENDA

Committee Members

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

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 11/28/18 & 12/18/18
5. Public Comments (3 Min. Limit)
6. Correspondence
7. Credit Card Request Approvals
8. Treasurer's Monthly Report
9. Tax Deed Update
10. Budget Review
11. Budget Adjustments/Line Item Transfers
12. Supervisor's Monthly Claims
13. Committee Discussion
14. Future Meeting Dates: Regular Meeting 01/30/2019
15. Future Agenda items for action & discussion:
16. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office.
Sincerely,
Elizabeth Otto, County Clerk

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

FINANCE COMMITTEE
November 28, 2018

The meeting of the Finance Committee was called to order by Chair Harley Reabe at 5:30 PM on Wednesday, November 28, 2018, in the Green Lake County Board Room. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Harley Reabe
Larry Jenkins
Robert Lyon
Dennis Mulder

Absent: Brian Floeter

Also Present: Samantha Stobbe, Deputy County Clerk
Dawn Klockow, Corp Counsel
Sheriff Mark Podoll
Kayla Yonke, HHS Financial Manager

Lori Evans, SO Admin Asst
Jason Jerome, HHS Director
Andrew Christianson, DA

MINUTES

Motion/second (Mulder/Lyon) to approve the minutes of the October 24, 2018 meetings with no additions or corrections. All ayes. Motion carried.

PUBLIC COMMENTS - none

CORRESPONDENCE - none

CREDIT CARD REQUEST APPROVALS

Motion/second (Lyon/Jenkins) to approve a credit card for Matt Kirkman, Land Use Planning and Zoning. All ayes. Motion carried

TREASURER'S MONTHLY REPORT

Chairman Reabe informed the committee that sales tax for the month of November was \$154,928.51 and the County currently has \$7,660.69 worth of points on the credit card.

TAX DEED UPDATE

Chairman Reabe gave an update on the tax deeds. Attorney Klockow gave an update on a few other properties she is working on. There is a hearing scheduled for one of the properties in December. Another update will be given next month.

ORDINANCES

- **Ordinance Amending Chapter 80 Fund Balance Policy, Ordinance 80-3**

Motion/second (Mulder/Jenkins) to approve the ordinance and send to County Board for final approval. All ayes. Motion carried.

BUDGET REVIEW

Expenditures and revenues through October 2018 were reviewed and discussed.

BUDGET ADJUSTMENTS/LINE ITEM TRANSFERS

- IT – transfer \$86,847.00 from the 2019 budget into the Capital Outlay-IT budget for 2018 to purchase scheduled equipment prior to January 1, 2019 to avoid additional tariffs. This will result in a savings of \$21,712.
- Register of Deeds – request to increase the Laredo/Tap Fidler revenue account by \$3,420 due to a recently opened account.
- Sheriff’s Office – Inmate meals are higher than expected this year due to more than expected Safekeepers. Request for \$21,000 shown as an increase in Safekeeper revenues and that same amount increased in inmate meals.
- Emergency Management – request for \$5,615.85 to be transferred from the Contingency Fund to the 911 Project to upgrade the mapping for the E911 project.
- District Attorney – request for \$720 in donated lockout funds from 2016 and 2017 that were not initially carried over to the Computer Forensic Carry-over Account to be moved from the Contingency Fund to the Computer Forensic Carry-Over Account.

Motion/second (Jenkins/Lyon) to approve budget adjustments as presented. All ayes. Motion carried.

- County Clerk – line item transfer in the amount of \$8,200 to transfer funds from Ballots, Publications- Elections, and Retiree’s Insurance Premium to Programing due to unforeseen elections and additional voting machines.

Motion/second (Mulder/Jenkins) to approve line item transfers as presented. All ayes. Motion carried.

SUPERVISOR’S MONTHLY CLAIMS

Supervisor’s claims: \$4,423.71

Lay people: \$1,556.34

Motion/second (Lyon/Jenkins) to approve supervisor’s and lay people monthly claims. All ayes. Motion carried.

COMMITTEE DISCUSSION

- **Future meeting dates: Regular meeting – December 26, 2018 at 5:30 PM**
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chairman Reabe adjourned the meeting at 5:54pm.

Submitted by,

Samantha Stobbe
Deputy County Clerk

FINANCE COMMITTEE
December 18, 2018

The special meeting of the Finance Committee was called to order by Chair Harley Reabe at 5:15 PM on Tuesday, December 18, 2018, in the Green Lake County Board Room. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

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

Other County Employees Present: Liz Otto, County Clerk; Cathy Schmit, County Administrator; Dawn Klockow, Corporation Counsel; Mark Podoll, Sheriff

RESOLUTIONS

- **Relating to Government Center Security Systems and Building Upgrades**

Motion/second (Mulder/Jenkins) to approve the resolution and send to County Board for final approval. Discussion held. All ayes. Motion carried.

COMMITTEE DISCUSSION

- **Future meeting dates:** Regular meeting – December 26, 2018 at 5:30 PM
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chairman Reabe adjourned the meeting at 5:19 PM.

Submitted by,



Liz Otto
County Clerk



GREEN LAKE COUNTY
OFFICE OF THE COUNTY TREASURER

Amanda R. Toney
Treasurer and Real Property Lister

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

12-18-2018

Memo to Finance Committee:

The November sales tax figure was \$154,928.51. The current year to date total for sales tax is \$1,342,936.07. We had a great year in terms of sales tax amounts.

TAX COLLECTION UPDATE:

All of the 2018 tax bills were calculated, printed and picked up by the municipal treasurers by Thursday, December 13th and were mailed by Tuesday, December 18th.

The process of entering and computing the mill rates is much smoother in this new system. We feel that it helped to have the municipal clerks enter the levy amounts right into the system for two reasons. The first reason is that it helped give them a better understanding of how all of the numbers fit together. Secondly, while we still like to do a lot of rechecking of their work, this process has also been streamlined.

We continue to hear quite a bit of positive feedback from taxpayers on the ability to come directly to the courthouse to pay their taxes, as well as the new layout of the tax bills. The new bills have also allowed us use of a barcode scanner, so when owners with multiple parcels come in to pay, simply scanning the bar codes saved us a tremendous amount of data entry time.

We have currently collected \$1,682,502.90 for the ten municipalities that we have contracts with.

TAX DEED UPDATE:

As of today, we still have seven parcels, six owners, with unpaid 2014 property taxes. We can discuss these in further detail at the meeting if you would like.

Respectfully submitted,

Amanda R. Toney

GREEN LAKE COUNTY TREASURER'S REPORT

NOVEMBER 2018

CASH BALANCE: 10-31-2018 **1,116,349.68**

RECEIPTS:

General:	770,004.66
Redemption Tax - Principle:	43,304.80
Redemption Tax - Interest	6,050.09
Redemption Tax - Penalty	3,049.32
Postponed & Delinquent Tax - Principle:	0.00
Postponed & Delinquent Tax - Interest:	0.00
Postponed & Delinquent Tax - Penalty	0.00
Sales Tax Deposit from State	154,928.51
Wire from LGIP	1,000,000.00

TOTAL RECEIPTS: 1,977,337.38 **3,093,687.06**

DISBURSEMENTS:

General Maintenance:	1,394,055.00
Direct Deposit Payroll	528,969.87
DHHS Deposit to LGIP	59,741.75
Payroll deductions and taxes	347,458.71
Sales Tax Money Transfer to LGIP	144,616.82
Bank fees (Security Token)	8.00
Real Estate Transfer Fees	32,537.52
Transfer to Flex/HRA account	7,571.83
Voided Checks from a Previous Month	-95.00

TOTAL DISBURSEMENTS: 2,514,864.50

TREASURER'S CASH BALANCE: **578,822.56**

BANK RECONCILIATION

Green Lake Horicon Bank-Checking:	690195	275,178.74
Green Lake Horicon Bank - Money Market:	690224	<u>578,869.16</u>

TOTAL 854,047.90

Less Outstanding Checks 275,165.34

R.O.D Federal Lien 60.00

Available Bank Balance 578,822.56

Cash in Office 11/30/18 0.00

CASH BALANCE	578,822.56
TREASURER'S CASH	578,822.56
DIFFERENCE	0.00

GREEN LAKE COUNTY TREASURER'S REPORT

NOVEMBER 2018

RECONCILIATION OF RECEIPTS & DEPOSITS

Cash in Office	October 31, 2018	0.00
Total Receipts	NOVEMBER 2018	<u>1,977,337.38</u>
SUB TOTAL		1,977,337.38
Less Deposits for Month:		<u>1,977,337.38</u>
Cash in Office	11/30/2018	0.00

PROOF OF OUTSTANDING CHECKS

Outstanding Checks	October 31, 2018	73,626.08
Total Disbursements	NOVEMBER 2018	2,514,864.50
SUB TOTAL		<u>2,588,490.58</u>
Less Checks Cashd by Bank		1,996,392.01
DHHS Deposit to LGIP		59,741.75
Payroll deductions and taxes		104,994.83
Sales Tax transfer to LGIP		144,616.82
Bank fees (Security Token)		8.00
Transfer to Flex/HRA account		7,571.83

Outstanding Checks **11/30/2018** **275,165.34**

2018 INTEREST REVENUE

(PROJECTED BUDGET: \$70,000.00)

1/31/18 Money Markets	January Interest	\$5,358.91
1/31/18 Certificate of Deposits	January Interest	\$3,205.48
2/28/18 Money Markets	February Interest	\$5,789.97
2/28/18 Certificate of Deposits	February Interest	\$0.00
3/31/18 Money Markets	March Interest	\$10,162.86
3/31/18 Certificate of Deposits	March Interest	\$0.00
4/30/18 Money Markets	April Interest	\$10,956.02
4/30/18 Certificate of Deposits	April Interest	\$3,145.68
5/31/18 Money Markets	May Interest	\$10,683.44
5/31/18 Certificate of Deposits	May Interest	\$9,325.22
6/30/18 Money Markets	June Interest	\$10,031.36
6/30/18 Certificate of Deposits	June Interest	\$0.00
7/31/18 Money Markets	July Interest	\$12,110.76
7/31/18 Certificate of Deposits	July Interest	\$4,988.90
8/31/18 Money Markets	August Interest	\$19,793.86
8/31/18 Certificate of Deposits	August Interest	\$6,321.14
9/30/18 Money Markets	September Interest	\$17,970.12
9/30/18 Certificate of Deposits	September Interest	\$13,870.91
10/31/18 Money Markets	October Interest	\$15,981.44
10/31/18 Certificate of Deposits	October Interest	\$5,066.25
11/30/18 Money Markets	November Interest	\$15,485.60
11/30/18 Certificate of Deposits	November Interest	\$0.00
Money Markets	December Interest	
Certificate of Deposits	December Interest	

TOTAL **\$180,247.92**

HORICON BANK ACCOUNTS

Balance as of 11/30/18

Flex/HRA Checking Account #2395	\$5,185.50
Flex/HRA Money Market Account #2366	\$414,413.01
Gelhar Escrow Account #8674	\$34,749.04

GREEN LAKE COUNTY TREASURER'S REPORT

INVESTMENTS SEPTEMBER 2018

LOCAL GOVERNMENT INVESTMENT POOL

#824000

Date		Account #01
10/31/18	Balance L.G.I.P.	3,119,195.82
11/05/18	DCF Spare Pmt	18,853.94
11/05/18	HFS Comm Aids	16,030.00
11/09/18	DCF Spare Pmt	11,786.81
11/21/18	Transfer to General Checking	-1,000,000.00
11/30/18	DCF Spare Pmt	13,071.00
11/30/18	Interest	5,274.98
11/30/18	Balance L.G.I.P.	\$2,184,212.55

Date Started **INSTITUTIONS**

			PRINCIPLE	YIELD RATE	DUE DATE	
12/09/17	Farmers & Merchants Bank CD**	12 month	#703152	1,000,000.00	1.35%	12/09/18
04/14/18	Fortifi Bank** (f/k/a First National Bank)	12 month	#8631292	1,010,055.15	2.00%	04/14/19
09/27/18	Farmers & Merchants Bank CD** (CDARS)	12 month	#708494/#1021831219	1,000,000.00	2.22514%	10/20/19
12/01/17	Farmers & Merchants Bank CD**	25 month	#704462	2,034,641.53	1.75%	01/01/20
10/30/13	Citizens Community Federal	Money Market	20033645	163,434.13	0.25%	
04/20/11	Farmers & Merchants Bank**	Money Market	310818	1,038,369.60	1.75%	
09/26/18	Farmers & Merchants Bank (ICS)	Money Market	310818	4,420,037.92	2.28%	
03/18/15	First Business Bank	Money Market	7017-03210	2,743.98	0.45%	
11/01/15	Horicon Retirement	Money Market	1424497	14.75	0.50%	
08/05/13	Ripon Horicon Bank	Money Market	831744	5,212.85	0.15%	
TOTAL				\$10,674,509.91		

SALES TAX

	2018 PRINCIPLE	2018 INTEREST	TOTAL SALES TAX	Retailer Collection Period
BALANCE 12/31/17			1,611,670.78	
01/01/18	113,333.47	1,587.62	114,921.09	October, 2017
02/01/18	89,933.78	1,531.20	91,464.98	November, 2017
03/01/18	126,251.39	802.09	127,053.48	December, 2017
04/01/18	75,898.03	974.52	76,872.55	January, 2018
05/01/18	72,655.36	1,165.20	73,820.56	February, 2018
06/01/18	125,227.50	1,367.30	126,594.80	March, 2018
07/01/18	126,711.01	1,671.52	128,382.53	April, 2018
08/01/18	116,127.56	1,902.08	118,029.64	May, 2018
09/01/18	184,463.92	1,929.90	186,393.82	June, 2018
10/01/18	126,122.19	2,406.35	128,528.54	July, 2018
11/01/18	144,616.82	2,684.58	147,301.40	August, 2018
TOTAL COLLECTED IN 2018	1,301,341.03	18,022.36	\$2,931,034.17	
TOTAL 2018 LOAN PAYMENTS			990,540.00	
BALANCE OF SALES TAX FUNDS			\$1,940,494.17	

SALES TAX INVESTMENTS

Institution	C.D. #	Term	Principle Invested	Int. Rate	Due Date
11/30/2018 LGIP Sales Tax Account #09			1,440,494.17		
Bank Mutual	7072041052	12 months	500,000.00	1.92%	1/11/2019
Total Funds Held in Trust			\$1,940,494.17		

2018 LOAN PAYMENT HISTORY					
PAYMENT DATE	LOAN PAYMENT AMOUNT		TOTAL		
03/01/18	834,907.50	Paid on 03/01/18	834,907.50	Justice Center Loan Payment-DTC	
09/01/18	155,632.50	Paid on 08/31/18	155,632.50	Justice Center Loan Payment-DTC	
			\$990,540.00	Total Paid on Loan in 2018	

** Collateralized Investment

NOVEMBER 2018

EFFECTIVE INTEREST RATES - OVERALL

<u>INSTITUTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>RATE</u>
L.G.I.P.	3,630,036.42		2.27%
Farmers & Merchants Bank CD**	1,000,000.00	#703152	1.35%
Fortifi Bank** (f/k/a First National Bank)	1,010,055.15	#8631292	2.00%
Farmers & Merchants Bank CD**(CDARS)	1,000,000.00	#708494/#1021831219	2.23%
Farmers & Merchants Bank CD**	2,034,641.53	#704462	1.75%
Citizens Community Federal	163,434.13	20033645	0.25%
Farmers & Merchants Bank	1,038,369.60	310818	1.75%
Farmers & Merchants Bank (ICS)	4,420,037.92	310818	2.28%
First Business Bank	2,743.98	7017-03210	0.45%
GL Cty Retirement-Horicon	14.75	1424497	0.50%
Ripon Horicon Bank	5,212.85	831744	0.15%
Horicon Bank	<u>578,869.16</u>	690224	<u>0.05%</u>
	14,883,415.49	Average APY	1.25%
 <u>TOTAL INVESTED</u>	14,299,318.73	Average Investment APY	1.59%

<u>MONTHLY</u>	<u>AVERAGE</u>
January 2018	0.82%
February 2018	0.95%
March 2018	1.00%
April 2018	1.05%
May 2018	1.07%
June 2018	1.08%
July 2018	1.08%
August 2018	1.05%
September 2018	1.45%
October 2018	1.23%
November 2018	1.25%
December 2018	

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

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$3,205.48

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

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

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

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$3,145.68

5/31/2018	MM Horicon	1000002366	64.46
5/31/2018	MM LGIP	Account #1	3,108.26
5/31/2018	MM Citizens Community	20033645	34.65
5/31/2018	MM Farmers & Merchants	310818	7,443.28
5/31/2018	MM First Business Bank	7017-03210	0.40
5/31/2018	MM Horicon Retirement	1424497	0.30
5/31/2018	MM Ripon Horicon Bank	831744	0.66
5/31/2018	MM Horicon	690195	12.30
5/31/2018	MM Horicon	690224	19.13
TOTAL MONEY MARKET INTEREST			\$10,683.44
5/31/2018	CD Horicon Bank	77035	3,229.33
5/31/2018	CD Fortifi Bank	9676645	6,095.89

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$9,325.22

6/30/2018	MM Horicon	1000002366	60.68
6/30/2018	MM LGIP	Account #1	3,220.55
6/30/2018	MM Citizens Community	20033645	32.42
6/30/2018	MM Farmers & Merchants	310818	6,694.46
6/30/2018	MM First Business Bank	7017-03210	0.38
6/30/2018	MM Horicon Retirement	1424497	0.15
6/30/2018	MM Ripon Horicon Bank	831744	0.64
6/30/2018	MM Horicon	690195	9.88
6/30/2018	MM Horicon	690224	12.20
TOTAL MONEY MARKET INTEREST			\$10,031.36

Date	Institution	Account #	Amount
7/31/2018	MM Horicon	1000002366	60.57
7/31/2018	MM LGIP	Account #1	4,255.17
7/31/2018	MM Citizens Community	20033645	35.78
7/31/2018	MM Farmers & Merchants	310818	7,653.91
7/31/2018	MM First Business Bank	7017-03210	0.53
7/31/2018	MM Horicon Retirement	1424497	0.14
7/31/2018	MM Ripon Horicon Bank	831744	0.67
7/31/2018	MM Horicon	690195	10.77
7/31/2018	MM Horicon	690224	93.22
TOTAL MONEY MARKET INTEREST			\$12,110.76
7/31/2018	CD Fortifi	8631292-1	4,988.90

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$4,988.90

8/31/2018	MM Horicon	1000002366	59.08
8/31/2018	MM LGIP	Account #1	4,636.33
8/31/2018	MM Citizens Community	20033645	34.67
8/31/2018	MM Farmers & Merchants	310818	14,958.97
8/31/2018	MM First Business Bank	7017-03210	0.51
8/31/2018	MM Horicon Retirement	1424497	0.14
8/31/2018	MM Ripon Horicon Bank	831744	0.66
8/31/2018	MM Horicon	690195	9.16
8/31/2018	MM Horicon	690224	94.34
TOTAL MONEY MARKET INTEREST			\$19,793.86
8/31/2018	CD Fortifi Bank	9676645	6,320.58
8/31/2018	Correcting Temp. Inv. Acct.		0.56

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$6,321.14

9/30/2018	MM Horicon	1000002366	55.13
9/30/2018	MM LGIP	Account #1	5,036.23
9/30/2018	MM Citizens Community	20033645	31.32
9/30/2018	MM Farmers & Merchants	310818	9,110.38
9/30/2018	MM Farmers & Merchants (ICS)	310818	3,677.29
9/30/2018	MM First Business Bank	7017-03210	0.87
9/30/2018	MM Horicon Retirement	1424497	0.22
9/30/2018	MM Ripon Horicon Bank	831744	0.64
9/30/2018	MM Horicon	690195	10.48
9/30/2018	MM Horicon	690224	47.56
TOTAL MONEY MARKET INTEREST			\$17,970.12
9/30/2018	CD Farmers & Merchants	708494	\$13,870.91

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$13,870.91

10/31/2018	MM Horicon	1000002366	55.95
10/31/2018	MM LGIP	Account #1	5,686.29
10/31/2018	MM Citizens Community	20033645	36.92
10/31/2018	MM Farmers & Merchants	310818	1,976.84
10/31/2018	MM Farmers & Merchants (ICS)	310818	8,194.53
10/31/2018	MM First Business Bank	7017-03210	1.12
10/31/2018	MM Horicon Retirement	1424497	0.28
10/31/2018	MM Ripon Horicon Bank	831744	0.67
10/31/2018	MM Horicon	690195	9.90
10/31/2018	MM Horicon	690224	18.94
TOTAL MONEY MARKET INTEREST			\$15,981.44
10/31/2018	CD Fortifi CD	8631292	5066.25

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$5,066.25

11/30/2018	MM Horicon	1000002366	52.01
11/30/2018	MM LGIP	Account #1	5,274.98
11/30/2018	MM Citizens Community	20033645	33.58
11/30/2018	MM Farmers & Merchants	310818	1,916.73
11/30/2018	MM Farmers & Merchants (ICS)	310818	8,166.10
11/30/2018	MM First Business Bank	7017-03210	1.01
11/30/2018	MM Horicon Retirement	1424497	0.15
11/30/2018	MM Ripon Horicon Bank	831744	0.64
11/30/2018	MM Horicon	690195	13.40
11/30/2018	MM Horicon	690224	27.00
TOTAL MONEY MARKET INTEREST			\$15,485.60

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: December 13, 2018
 Department: Land Conservation
 Amount: \$4,181.00
 Budget Year Amended: 2018


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

Revenue Budget Lines Amended:

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

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-14-56110-395-000	Lake & River Fund	\$ -	\$ 4,181.00	\$ 4,181.00
18-100-14-56110-397-002	Conservation Fund	\$ 5,000.00	\$ (4,181.00)	\$ 819.00
				\$ -
				\$ -
				\$ -
Total Adjustment				\$ -

Department Head Approval: 
 Date Approved by Committee of Jurisdiction: 12-13-2018

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

Date Approved by Finance Committee: _____

Date Approved by County Board: _____

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

Date of publication of Class 1 notice of budget amendment: _____

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ Sheriff's Office
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-100-09-52100-358-000	Sheriff's Fees	\$ 1,000.00	\$ 960.00		\$ 40.00
18-100-09-52100-405-000	Special Investigations	\$ 500.00	\$ 500.00		\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 1,460.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-100-09-52100-225-000	Telephone	\$ 9,960.00	\$ 1,460.00		\$ 11,420.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 1,460.00		

Explanation for Transfer:
 2018 was the first year that cell phones were paid for by our Department. Formerly they were paid for by the Clerk's Office. Four lines were added due to MDC's added to vehicles, and Sgt. Lines added. We did not need to use the Special Investigations fund this year and refunds for overpayment of Sheriff's fees was lower than expected this year. Therefore we are requesting the transfer as seen above.

Department Head Approval Mark A. Podoll, December 12, 2018

 Governing Committee Approval

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

If > \$500:
 Send to County Clerk's Office
 FINANCE COMMITTEE Approval given on : _____
Date _____

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ Sheriff's Office
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-100-09-52100-307-000	Staff Development	\$ 16,592.00	\$ 6,592.00		\$ 10,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 6,592.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-100-09-52100-346-000	Uniforms	\$ 9,968.00	\$ 6,592.00		\$ 16,560.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 6,592.00		

Explanation for Transfer:
 Initially we had to budget for every type of training we thought we would go to in 2018, we did not attend all of the training and thus have excess funds in the budget.
 In 2019 we listed all of our trainings plus our biannual CPR/FIT training of \$3,000. The County Administrator put a cap of \$10,000 on the budget
 That was a smart financial move, but because of the biannual CPR/FIT training it may not be enough for 2019. With the passing of former Sheriff Buchholz, we realized the need to upgrade our Honor Guard Uniforms. We also had more staff change-overs than anticipated in 2018 and therefore had more uniform orders.
 Therefore we would like to transfer funds from our Staff Development account to our Uniform Account.

Department Head Approval *Mark A. Podoll December 12, 2018*

 Governing Committee Approval

If < \$500:
 Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:
 Send to County Clerk's Office

FINANCE COMMITTEE Approval given on : _____
Date

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ DHHS/C&F
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

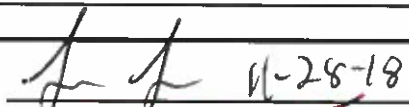

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-33-54504-277-356	Mentoring - C&F	\$ 80,000.00	\$ 4,000.00	\$ 33,392.82	\$ 76,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 4,000.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-33-54504-210-356	Professional Services - C&F	\$ 6,500.00	\$ 4,000.00	\$ 7,120.00	\$ 10,500.00
		\$ -			\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 4,000.00		

Explanation for Transfer:
 Unforeseen High Cost Evaluations.

Department Head Approval

Governing Committee Approval

If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on : _____

Date

Revised 02/2017

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ DHHS/CHILD SUPPORT
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

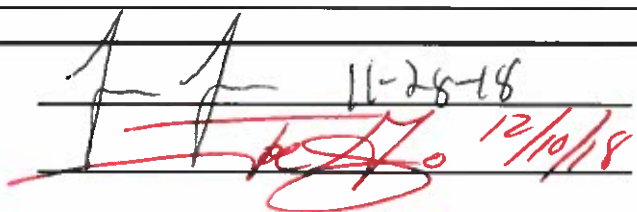
Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-38-51330-206-460	Maint Contracts - Copier	\$ 1,000.00	\$ 800.00	\$ 96.67	\$ 200.00
18-207-38-51330-251-461	Blood Tests	\$ 1,920.00	\$ 500.00	\$ 688.00	\$ 1,420.00
18-207-38-51330-330-461	Travel Child Support	\$ 1,411.00	\$ 600.00	\$ 300.03	\$ 811.00
18-207-38-51330-407-461	Special Prosecutor	\$ 1,000.00	\$ 600.00	\$ 16.00	\$ 400.00
18-207-38-51330-762-474	Sheriffs Office	\$ 3,504.00	\$ 2,000.00	\$ 1,240.95	\$ 1,504.00
18-207-38-51330-764-474	Clerk of Courts	\$ 3,458.00	\$ 1,400.00	\$ 1,737.10	\$ 2,058.00
Total Transfer			\$ 5,900.00		\$ -

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-38-51330-214-461	Laserfiche Annual Maintenance	\$ 2,895.00	\$ 2,213.00	\$ 5,107.50	\$ 5,108.00
18-207-38-51330-218-461	Service of Process	\$ 3,800.00	\$ 1,800.00	\$ 4,496.21	\$ 5,600.00
18-207-38-51330-310-460	Office Supplies	\$ 1,000.00	\$ 500.00	\$ 1,193.85	\$ 1,500.00
18-207-38-51330-311-460	Postage Child Support	\$ 5,500.00	\$ 1,337.00	\$ 5,585.85	\$ 6,837.00
18-207-38-51330-320-460	Publications Child Support	\$ 100.00	\$ 50.00	\$ 145.75	\$ 150.00
Total Transfer			\$ 5,900.00		\$ -

Explanation for Transfer:
 Redistribute Child Support Money.

Department Head Approval


 11-28-18
 8/10/21
 12/10/18

Governing Committee Approval

 If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

_____ Date Revised 02/2017

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ DHHS/HEALTH
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-31-54109-307-800	Training Communicable Disease	\$ 500.00	\$ 500.00	\$ -	\$ -
18-207-31-54109-340-800	Operating Supplies Communicable Disease	\$ 2,700.00	\$ 1,027.87	\$ 1,672.13	\$ 1,672.13
18-207-31-54102-330-000	Travel Public Health	\$ 6,805.00	\$ 676.00	\$ 5,015.29	\$ 6,129.00
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 2,203.87		

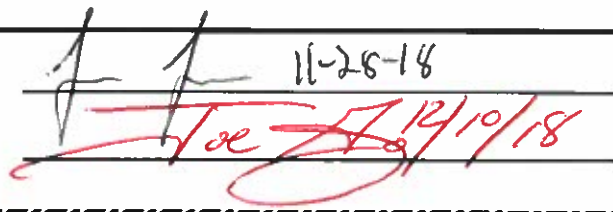
To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-31-54109-330-800	Mileage Communicable Disease	\$ 200.00	\$ 2,203.87	\$ 2,403.50	\$ 2,403.87
		\$ -			\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 2,203.87		

Explanation for Transfer:

Grant Money was spent different than what was anticipated in the 2018 budget.

Department Head Approval


 11-28-18
 Joe [Signature] 12/10/18

Governing Committee Approval

 If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

_____ Date _____ Revised 02/2017