



GREEN LAKE COUNTY
571 County Road A, Green Lake, WI 54941

Original Post Date: 06/12/19

Amended* Post Date:

The following documents are included in the packet for the Finance Committee on June 18, 2019:

- 1) Agenda
- 2) Budget Adjustment Information



**GREEN LAKE COUNTY
OFFICE OF THE COUNTY CLERK**

*Elizabeth Otto
County Clerk*

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

***Special Finance Committee
Meeting Notice***

Date: June 18, 2019 Time: 5:30PM

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

AGENDA

**Committee
Members**

*Harley Reabe, Chairman
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. Budget Adjustment
5. Committee Discussion
 - Future Meeting Dates: Regular Meeting June 26, 2019 at 5:30PM
 - Future Agenda items for action & discussion:
6. 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.

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: June 12, 2019
 Department: Sheriff
 Amount: \$17,582.32
 Budget Year Amended: 2019

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

We are upgrading and installing new equipment in the Drone/Crime Scene Trailer.

Revenue Budget Lines Amended:

| <u>Account #</u> | <u>Account Name</u> | <u>Current Budget</u> | <u>Budget Adjustment</u> | <u>Final Budget</u> |
|------------------|---------------------|-----------------------|--------------------------|---------------------|
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| Total Adjustment | | | \$ - | |

Expenditure Budget Lines Amended:

| <u>Account #</u> | <u>Account Name</u> | <u>Current Budget</u> | <u>Budget Adjustment</u> | <u>Final Budget</u> |
|-------------------------|--------------------------|-----------------------|--------------------------|---------------------|
| 19-400-00-57100-009-000 | Sheriff - Capital Outlay | \$ 923,074.66 | \$ (17,582.32) | \$ 905,492.34 |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| Total Adjustment | | | \$ (17,582.32) | |

Department Head Approval: Sheriff Mark A. Podoll June 12, 2019

Date Approved by Committee of Jurisdiction: _____ 12-Jun-19

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: _____

Budget Adjustment

Purpose

To comply with State Statute 65.90 (5)

Policy

A budget adjustment should be made when increasing /(decreasing) both your revenue budget and expenditure budget. These changes come from new grants or changes in grant monies, transfers from sources in the county outside a department's original budget, etc. No budget line item should exceed the adopted budget at any time during a fiscal year.

Procedure

To initiate a budget adjustment, the department head shall notice the review, discussion & action of this completed & signed form on the next monthly meeting agenda of their committee of jurisdiction. If the Budgetary Adjustment is approved by the committee of jurisdiction the signed copy of this form along with a copy of the meeting minutes shall be forward to the County Clerk to be noticed on the Finance Committee agenda for review, discussion & action.

Upon Finance Committee approval the signed Budgetary Adjustment form shall be forwarded to the County Clerk to be notice on the County Board agenda for review, discussion and action.

Per WI Stats 65.90(5)(a) the Budgetary Adjustment must be authorized by a vote of two-thirds of the entire membership of the County Board.

A department representative must be available at each meeting to address any questions or concerns that may arise during review and discussion.



REQUEST FOR PURCHASE APPROVAL

Item To Be Purchased:

Cabinetry, AC /Heat Unit, Dome, lighting, wiring, tack boards, white boards, flooring

Department: Sheriff's Office

Account Number: 19-400-00-57100-009-000

Governing Committee: Judicial Law Enforcement

Governing Committee Approval Date: June 12, 2014

P&I Approval Date:

Reason for Purchase:

Remodel and install new equipment in the Drone/Crime Scene Trailer

06/11 19 4:54:29 PM



Quote

QUOTE #
Q39262

7501 Commerce Drive

Weston, WI 54476

Tel: (715) 355-8842
Fax: (715) 355-8932

| BILL TO | |
|---|---------------------|
| GREEN LAKE COUNTY SHERIFF'S OFFICE | |
| 571 COUNTY ROAD A | |
| PO BOX 586 | |
| GREEN LAKE, WI 54941 | |
| Phone: (920) 294-4000 | Fax: (920) 294-3850 |

| SHIP TO | |
|---|-----------|
| GREEN LAKE COUNTY SHERIFF'S OFFICE | |
| 571 COUNTY ROAD A | |
| PO BOX 586 | |
| GREEN LAKE | WI, 54941 |

| DESCRIPTION | SALESMAN | FINISH | SHIP METHOD | QUOTE DATE | PLANNED SHIP |
|----------------------------|-------------|-------------------------|-------------|-----------------|--------------|
| CAB / Drone Trailer | RayH | To Be Determined | | 05/18/18 | |

| ITEM | QTY | DESCRIPTION | PRICE | AMOUNT |
|------|-----|-------------|-------|--------|
|------|-----|-------------|-------|--------|

| | | | | |
|--------------|-------------|--|---------|----------|
| CAB-A | 1.00 | Overall Cabinet Size: 24W x 72H x 24D Cabinet Frame Size: 24W x 72H x 24D | 2090.00 | 2,090.00 |
|--------------|-------------|--|---------|----------|



CABINET OPTIONS

- Clear Anodized Door and Drawer Handles
- Clear Anodized Frame
- Back Panel
- Bottom Rail
- Floor Panel
- Top Panel
- Left Side Internal Bracing
- Right Side Internal Bracing
- Painted Shelves

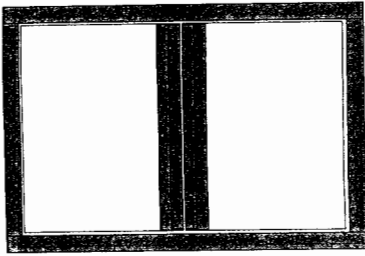
OPENING LIST

- Single Opening: 21W x 69H
 - * Adjustable Shelves : 2
 - * Roll Up Door
 - * Roll Up Door Header

| | | | | |
|---------------|-------------|--|--|--|
| NOTE-A | 1.00 | CUSTOM DIVIDERS ON CLOSET PER DRAWINGS: TO FIT; TRIPOD 38.00H X 6.00W POLE 42.00H X 3.50W BLANKET 39.00H X 3.50W | | |
|---------------|-------------|--|--|--|

Thank you for the opportunity to provide you with this quote! - Please refer to the Quote # when placing your order with C Tech. This quotation is valid for no longer than 45 days from the Quote Date noted above. Payment terms are 50% down, and balance due prior to shipment.

| ITEM | QTY | DESCRIPTION | PRICE | AMOUNT |
|-------|------|--|--------|--------|
| CAB-B | 1.00 | Overall Cabinet Size: 32W x 22H x 32D Cabinet Frame Size: 32W x 22H x 32D | 678.06 | 678.06 |



CABINET OPTIONS

- Clear Anodized Door and Drawer Handles
- Clear Anodized Frame
- Back Panel
- Bottom Rail
- Floor Panel
- Top Panel

OPENING LIST

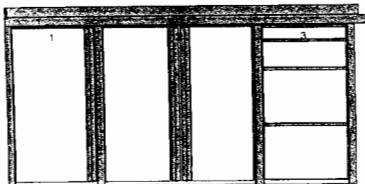
- Single Opening: 29W x 19H
- * Pair Swinging MotionLatch Door

CAB-C 1.00

Overall Cabinet Size: 72W x 36H x 24D
Cabinet Frame Size: 72W x 36H x 24D
Right Cabinet Depth: 1

3405.93

3,405.93



RIGHT - Adjoined Corner Cabinet

CABINET OPTIONS

- GasketLoc Countertop - Stainless Steel
- *Overall Cabinet Height does not include 2.25" Backsplash
- Clear Anodized Door and Drawer Handles
- Clear Anodized Frame
- Back Panel
- Left Side Internal Bracing
- Painted Shelves
- Shelf Liner

OPENING LIST

- Opening 1: 17.75W x 34H
- * Slide-Out Shelves : 3
- * Left Swinging MotionLatch Door
- Opening 2: 30.5W x 34H
- * Adjustable Shelves : 2
- * Pair Swinging MotionLatch Door
- Opening 3: 17.75W x 34H

Tabbed Drawer Covers

Drawers:

- 3in [Lnr]
- 6in [Lnr]
- 12in [Lnr]
- 12in [Lnr]

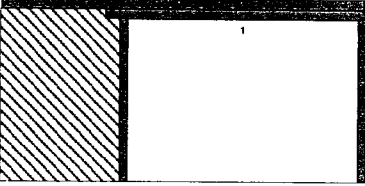
Bottom Space = .952

Slide Type:





Medium Duty 22 inch Slide (x6)

Inside Dwr Dim: 13.28 W x 21.671 D

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| ITEM | QTY | DESCRIPTION | PRICE | AMOUNT |
|----------|------|--|---------|----------|
| CAB-C2 | 1.00 | <p>***CUSTOM CABINET*** Overall Cabinet Size: 72W x 36H x 24D Cabinet Frame Size: 48W x 36H x 24D Left Cabinet Depth: 24</p>  <p>LEFT - Extended Corner Cabinet</p> <p>CABINET OPTIONS</p> <p>-----</p> <ul style="list-style-type: none"> -GasketLoc Countertop - Stainless Steel *Overall Cabinet Height does not include 2.25" Backsplash -Clear Anodized Door and Drawer Handles -Clear Anodized Frame <p>OPENING LIST</p> <p>-----</p> <ul style="list-style-type: none"> -Single Opening: 45W x 34H**EMPTY** <p>ADDITIONAL OPTIONS</p> <p>-----</p> <p>CUT TO FIT V-NOSE</p> | 733.62 | 733.62 |
| FLD-BNCH | 1.00 | <p>FOLD DOWN DRY ERASE BOARD 60.00 X 36.00 X 1.50 THICK 4.00 SPLIT ACROSS BOTTOM WITH HEAVY DUTY HINGE; INTERNAL HAT CHANNELS FOR SUPPORT CABLE HOLDS ON EACH SIDE.</p> | 1582.76 | 1,582.76 |
| DOME | 1.00 | <p>CLEAR DOME FOR ROOF IN TRAILER - INSTALLED 28.00 DIAMETER X 14.00 HIGH (INCLUDED IN INSTALL BELOW)</p> | 0 | 0.00 |

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| ITEM | QTY | DESCRIPTION | PRICE | AMOUNT |
|--|-------------|--|--------|--------|
| GEN | 1.00 | SERIES: Standard CHASSIS: None OVERALL DIMENSIONS: 15.500W x 22.5H x 23.500L | 571.00 | 571.00 |
|  Right  Back  Left  Front | | CART BODY OPTIONS - Door and Drawer Handles: Clear Anodized - Trigger Latch Color: Silver TOP OPTIONS - Top Type: Fixed - Finish: Painted BACK FRAME -Single Opening: 19.5W x 18.5H * Filler Panel FRONT FRAME -Single Opening: 19.5W x 18.5H * Filler Panel RIGHT FRAME -Single Opening: 11.5W x 18.5H * Right Swinging Trigger Latch Door * Locking LEFT FRAME -Single Opening: 11.5W x 18.5H * Left Swinging Trigger Latch Door * Locking | | |
| HEAT/AC | 1.00 | ROOFTOP HEATER AC UNIT MOUNTED ON ROOF TOWARDS REAR OF TRAILER (INCLUDED IN INSTALL) | | |
| MISC | 1.00 | INSULATE WALLS AND CEILING; ADD SHELF AT FRONT RIGHT FOR CHARGING STATION WITH POWER STRIP; USB CHARGING OUTLET BY MONITOR AND BENCH; SHORE POWER KUSMAUL AUTO EJECT PLUG; INTERNAL 12V BATTERY AND INVERTOR; INTERIOR LIGHTING (RED/WHITE); INSTALL CUSTOMER PROVIDED SCENE LIGHTS, TWO ON EACH SIDE AND TWO ON THE BACK; FRONT PASSENGER SIDE MOUNT FOR SPOT LIGHT POLE; INSTALL RED.BLUE LIGHTING PACKAGE ALL SIDES; HDMI OUTLETS ON OUSIDE OF TRAILER FOR FLIGHT CORD; COMPLETE BREAKER BOX AND POWER DISTRIBUTION PANEL; | | |
| WT BOARD | 1.00 | INSTALL DRY ERASE AND CORK BOARD TO PASSENGER SIDE 40.00H X 90.00L SPLIT IN HALF | 225.00 | 225.00 |

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| ITEM | QTY | DESCRIPTION | PRICE | AMOUNT |
|----------|------|---------------------------|----------|-----------|
| FLOORING | 1.00 | EPOXY FLOORING | | |
| | | Sub Total | | 9,286.37 |
| | | Discount % | 40.00 | -3,714.55 |
| Labor | 1.00 | INSTALL AND INSTALL PARTS | 12010.50 | 12,010.50 |
| Ship | 1.00 | TBD - F.O.B. Weston, WI | | |

Quote Total: \$17,582.32

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