

RESOLUTION NO.: 5—2024-25

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

2/3 MAJORITY – 24 VOTES

1 The Maintenance Department is requesting an intra-budget transfer of \$45,000 in the Capital
2 Project cost center for elevator modifications. The 2023 budget cost center 4640600 included
3 \$191,260 to modernize elevators 5 and 7 in the Justice Center. However, while posting two
4 separate Request for Bids, no contractor bids were received. The 2024 budget cost center
5 4661100 includes \$297,000 to modernize elevators 1 and 2 in the Justice Center. Bids were
6 received from two separate contractors to modernize all four elevators. The bids for elevators
7 5 and 7 (cost center 4640600) came in \$26,738 over budget and the bids for elevators 1 and
8 3 (cost center 4661100) came in \$84,742 under budget. Therefore, transferring \$45,000
9 from cost center 4661100 to cost center 4640600 will bring the modification of all four
10 elevators within budget and will also allow for contingency and owner related costs for all
11 four elevator modifications.

12
13 NOW THEREFORE, the undersigned members of the Property, Airport, Recreation and
14 Economic Development Committee recommend adoption of the following resolution.

15 BE IT RESOLVED, that the Outagamie County Board of Supervisors, does authorize and approve
16 transferring \$45,000 from the Various Capital Projects line item (cost center 4661100.6000) to the Various
17 Capital Projects line item (cost center 4640600.0000) in order to modernize elevators 1, 2, 5, and 7 in the
18 Justice Center as noted in the attached fiscal note, which by reference is made a part hereof, and

19 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy of
20 this resolution to the Outagamie County Facilities Director and the Outagamie County Finance Director.

21 Dated this ____ day of May 2024

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Respectfully submitted,

PROPERTY, AIRPORT, RECREATION &
ECONOMIC DEVELOPMENT COMMITTEE

Dean Culbertson

Lee W. Hammen

Ronald Klemp

Yvonne Monfils

Jayson Winterfeldt

Duly and officially adopted by the County Board on: _____

Signed: _____
Board Chairperson

County Clerk

Approved: _____

Vetoed: _____

Signed: _____
County Executive

OUTAGAMIE COUNTY FISCAL NOTE

INTRODUCTION: This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department initiating the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1675), Controller (1674) or Staff Accountant (1681) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

1. **Subject:** Approve Maintenance Department Capital Inter-Budget Transfer for Elevator Modifications

2. **Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

The Maintenance Department is requesting an Inter-budget transfer of \$45,000 from capital projects cost center 4661100 to cost center 4640600. Cost Center 4640600 included \$191,260 in the 2023 budget to modernize elevators 5 & 7 within the Justice Center; however, while posting two separate RFBs in 2023 we did not receive any contractor bids for this work. Cost Center 4661100 includes \$297,000 in the 2024 budget to modernize elevators 1 & 2 in the Justice Center. We recently received bids from 2 different contractors to modernize all 4 elevators, however the bids for elevators 5 & 7 under cost center 4640600 came in \$26,738 over budget and the bids for elevators 1 & 3 under cost center 4661100 came in \$84,742 under budget. Transferring \$45,000 from cost center 4661100 to cost center 4640600 will bring the modification for all 4 elevators within budget and will also allow for contingency and owner related costs for all 4 elevator modifications.

Current Year Budget Impact (Check one or more of the following boxes)

Revenues Expenses (Cost) None

- 3. Is the specific cost or revenue included in the current year's budget? yes (X) no () partially ()
- 4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item? yes (X) no () n/a ()
- 5. Is the proposal to accept additional revenues only? yes () no (X)
- 6. Does this request modify/adjust the current year budget? yes (X) no ()
If no, skip to question 8 below.
- 7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount. (Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding sources such as fund balance applied.)

COST CENTER NAME	LINE ITEM (i.e. Salaries, Supplies, Etc.)	ACCOUNT NUMBER INCLUDING	INCREASE
		COST CENTER (i.e. 1004100.5100, 1004100.5400, etc.)	(DECREASE) AMOUNT
Various	Capital Projects	4661100.6000	(\$45,000)
Various	Capital Projects	4640600.0000	\$45,000

Annual and Long-Term Impact

- 8. Is the above Increase/Decrease a nonrecurring one-time expense or revenue? yes (X) no () n/a ()
- 9. What is the anticipated annual and/or long-term cost or revenue impact? Annual Cost 0
Annual Revenue 0

Fiscal Note Prepared by: Paul Farrell

For Financial Services purposes only	
Reviewed By: <i>Michelle Witenbrock</i>	If expenditures are recorded in the financial system at a level of detail lower than the level 6 as shown above, indicate the specific account numbers and amounts below: Detail Expenditures Account Number Amount _____ _____
Date <i>April 12, 2024</i>	
Comments:	