

RESOLUTION NO.: 138—2024-25

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

2/3 MAJORITY – 24 VOTES

1 The Outagamie County Clerk’s Office is requesting to increase the 2024 Elections
2 Purchased Services line item by \$7,100 and decrease the 2024 County Clerk Fringe
3 Benefits line item by \$7,100. The monies are related to increased election costs
4 and staff changes. The department is able to absorb these adjustments internally,
5 therefore, no additional county funding is required.
6

7 NOW THEREFORE, the undersigned members of the Finance Committee recommend
8 adoption of the following resolution.

9 BE IT RESOLVED, that the Outagamie County Board of Supervisors does authorize and
10 approve increasing the 2024 Elections Purchased Services line item by \$7,100 and decreasing the
11 2024 County Clerk Fringe Benefits line item by \$7,100 as detailed on the attached fiscal note,
12 which by reference is made a part hereof, and

13 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a
14 copy of this resolution to the Outagamie County Finance Director and retain a copy for their
15 records.

16 Dated this _____ day of March 2025

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Respectfully Submitted,
FINANCE COMMITTEE

Chris Croatt

John Cuff

Karen Lawrence

Dana Johnson

Rick Lautenschlager

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:** 2024 Budget adjustment request for County Clerk

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)

Cost Center 1001900 - Elections

- Increase Purchased Services \$7,100 due to election costs

Cost Center 1001800 – County Clerk

- Decrease Fringe Benefits \$7,100 due to changes in staff to cover elections cost center.

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 () no () partially (x)
4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item? yes () no (x) 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 () 2024 Budget
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 COST CENTER (i.e. 1004100.5100, 1004100.5400, etc.)	INCREASE (DECREASE) AMOUNT
Elections	Purchased Services	1001900.5500	\$7,100
County Clerk	Fringe Benefits	1001800.5200	(\$7,100)

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 _____
Annual Revenue _____

Fiscal Note Prepared by: Kelly Gerrits/MLU

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: <u>Detail Expenditures Account Number</u> <u>Amount</u> _____ _____
Date: 2/10/2025	
Comments:	