

# ***RESOLUTION NO.: 95—2023-24***

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

***2/3 MAJORITY – 24 VOTES***

1           The Outagamie County Land Conservation Department (LCD) is requesting budget  
2           adjustments related to its operational budget and grants for calendar year 2023 in  
3           order to better allocate and best spend the funds available. The Land Conservation  
4           Department utilizes multiple grants to fund positions within the Department. The  
5           Department makes its best estimates to budget time towards the various grants.  
6           Various factors including weather, contractor availability, and type of projects may  
7           vary chargeable staff time, requiring minor budget adjustments at the end of the  
8           year annually.

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10          The total impact of these adjustments are budget neutral and require no additional  
11          County funding.

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13          NOW THEREFORE, the undersigned members of the Agriculture, Extension Education,  
14          Zoning, and Land Conservation Committee recommend adoption of the following resolution.

15          BE IT RESOLVED, that the Outagamie County Board of Supervisors, does authorize and  
16          approve of increasing the Land Conservation Salaries line item by \$9,850; increasing the Land  
17          Conservation Fringes line item by \$11,950; decreasing the Land Conservation Travel/Training line  
18          item by \$6,000; decreasing the Land Conservation Supplies line item by \$15,800; increasing the  
19          TMDL – New Water Supplies line item by \$3,100; and decreasing the TMDL - New Water  
20          Purchased Services line item by \$3,100, as noted on the attached fiscal note which by reference is  
21          made a part hereof, and

22          BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a  
23          copy of this resolution to the Outagamie County Land Conservation Department Director and the  
24          Outagamie County Finance Director.

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Dated this \_\_\_\_ day of January 2024

Respectfully Submitted,

AGRICULTURE, EXTENSION  
EDUCATION, ZONING AND LAND  
CONSERVATION COMMITTEE

\_\_\_\_\_  
Debbie Vander Heiden

\_\_\_\_\_  
Daniel Rettler

\_\_\_\_\_  
Rick Lautenschlager

\_\_\_\_\_  
Sarah Weinberg

\_\_\_\_\_  
Dustin Koury

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:** Fiscal Year 2023 Land Conservation Department Year End Budget Adjustments

2. **Description:** Finance Department sent out requests for Departments to review their budgets for current Fiscal Year 2023. The Land Conservation Department reviewed and returned the requested Budget adjustments for this fiscal to better allocate and best spend the funds available: Land Conservation utilizes multiple grants to fund positions within the Department. The Department makes its best estimates to budget time towards the various grants. Various factors including weather, contractor availability, and type of projects may vary chargeable staff time, requiring minor budget adjustments at the end of the year annually.

**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 (  )
4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item?      yes (  )    no (  )    n/a (  )
5. Is the proposal to accept additional revenues only?      yes (  )    no (  )
6. Does this request modify/adjust the current year budget?      yes (  )    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
Land Conservation	Salaries	1008200.5100	\$9,850
Land Conservation	Fringe	1008200.5200	\$11,950
Land Conservation	Travel/Training	1008200.5300	(\$6,000)
Land Conservation	Supplies	1008200.5400	(\$15,800)
TMDL - New Water	Supplies	2090600.5400	\$3,100
TMDL - New Water	Purchased Services	2090600.5500	(\$3,100)

**Annual and Long-Term Impact**

8. Is the above Increase/Decrease a nonrecurring one-time expense or revenue?      yes (  )    no (  )    n/a (  )
9. What is the anticipated annual and/or long-term cost or revenue impact?      Annual Cost      \$0.00  
Annual Revenue      \_\_\_\_\_

Fiscal Note Prepared by: Kay L Hamilton, Deputy Finance Director

For Financial Services purposes only	
Reviewed By:  <i>Kay L Hamilton</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: <u>1/3/24</u>	
Comments:	