

**Kenosha County  
Administrative Proposal Form**

**1. Proposal Overview**

Division: Law Enforcement Department: Sheriff's Department

Proposal Summary (attach explanation and required documents):

2017 Resolution - request to modify the Sheriff's Department 2017 Patrol Division budgets for personnel costs incurred and to recognize expected revenue earned for extra patrol efforts requested of Amazon to control the Amazon Fulfillment Center employee parking entrances at shift changes during their busy period beginning November 13 through December 23, 2017.

Total overtime hours worked were 482.50 for a cost of \$29,071.53, invoiced to Amazon.

Dept./Division Head Signature: Capt. M. J. [Signature] Date: 2-13-18

**2. Department Head Review**

Comments:

Recommendation: Approval  Non-Approval

Department Head Signature: [Signature] Date: 2-15-18

**3. Finance Division Review**

Comments:

Recommendation: Approval  Non-Approval

Finance Signature: [Signature] Date: 2/28/18

**4. County Executive Review**

Comments:

Action: Approval  Non-Approval

Executive Signature: [Signature] Date: 2/28/18

**KENOSHA COUNTY  
BOARD OF SUPERVISORS**

RESOLUTION NO. \_\_\_\_\_

<b>Subject: 2017 Traffic Control for Amazon Fulfillment Center, recognize Revenue earned and modify expenditure budgets</b>			
Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 <sup>nd</sup> Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: March 20, 2018		Date Resubmitted	
Submitted By: <b>Judiciary &amp; Law Enf. Committee &amp; Finance/ Admin Committee</b>			
Fiscal Note Attached: X		Legal Note Attached <input type="checkbox"/>	
Prepared By: Robert Hallisy, Captain of Admin.		Signature <i>Capt. Robert Hallisy</i>	

WHEREAS, the Sheriff's Department entered into an agreement with Amazon to provide traffic control, on overtime, at the employee parking entrances of the Amazon Fulfillment Center to control congestion at shift changes during their busy season beginning November 13, 2017 and ending December 23, 2017, and

WHEREAS, the traffic control enforcement required two sessions per day at shift changes occurring in early morning hours and again in late afternoon, and

WHEREAS, the Sheriff's Department provided 5 to 7 Deputies per session totaling 482.50 hours of overtime at a cost of \$29,071.53 for wages and benefits, and

WHEREAS, the Sheriff would like to recognize this revenue source, billed to Amazon, to shore up the 2017 Overtime and Benefit budgets of the Patrol Division.

NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors accept the 2017 adjustments of \$29,071.53 to Revenue and Expenditure budgets for the Sheriff's Department as detailed in the attached budget modification form, which is incorporated herein by reference.

Note: This resolution requires NO additional funds from the general fund. It increases revenues by \$29,071.53 and increases expenditures by \$29,071.53.

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Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 <sup>nd</sup> Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: March 20, 2018		Date Resubmitted	
Submitted By: <b>Judiciary &amp; Law Enf. Committee &amp; Finance/Admin Committee</b>			

Respectfully Submitted,  
JUDICIARY AND LAW ENFORCEMENT COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
_____ Supervisor Leah Blough, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Boyd Frederick, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Michael Skalitzky	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jeff Wamboldt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FINANCE/ADMINISTRATIVE COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
_____ Supervisor Terry Rose, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Ron Frederick, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Daniel Esposito	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jeffrey Gentz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Edward Kubicki	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM**

DOCUMENT # _____	G/L DATE <u>12/30/2017</u>
BATCH # _____	ENTRY DATE _____

DEPT/DIVISION: **SHERIFF YR2017**

PURPOSE OF BUDGET MODIFICATION (REQUIRED): Recognize Revenue earned and modify expenditure budgets for labor costs incurred providing traffic control at employee entrances for Amazon at the Amazon Fulfillment Center from Nov 13 - Dec 23, 2017.

(1) ACCOUNT DESCRIPTION EXPENSES	(2)				BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER	
	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	EXPENSE INCREASE (+)	EXPENSE DECREASE (-)				(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Overtime	100	21130	511200		19,507		415,000	429,658	894,567	449,165	(445,402)
FICA	100	21130	515100		2,224		404,352	420,474	446,300	422,698	(23,602)
Retirement	100	21130	515200		7,340		816,867	892,973	890,547	900,313	9,766
EXPENSE TOTALS					29,071	0	1,636,219	1,743,105	2,231,413	1,772,176	(459,237)

REVENUES	FUND	BUSINESS UNIT	OBJECT	sub- sidiary	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
Sundry Revenue	100	21130	448520			(29,071)	(10,100)	(10,100)	(39,171)
REVENUE TOTALS					0	(29,071)	(10,100)	(10,100)	(39,171)

COLUMN TOTALS (EXP TOTAL + REV TOTAL)

29,071	(29,071)
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PREPARED BY: Andrea McKnight

DIVISION HEAD: Capt. M. J. [Signature]

DATE: 02/13/2018

DEPARTMENT HEAD: [Signature]

DATE: 2-15-18

FINANCE DIRECTOR: [Signature]  
(required)

DATE: 2/28/18

COUNTY EXECUTIVE: [Signature]

DATE: 2/28/18

Please fill in all columns:

- (1) & (2) Account information as required
- (3) & (4) Budget change requested
- (5) Original budget as adopted by the board
- (6) Current budget (original budget w/past mods.)
- (7) Actual expenses to date
- (8) Budget after requested modifications
- (9) Balance available after transfer (col 8 - col 7).

SEE BACK OF FORM FOR REQUIRED LEVELS OF APPROVAL FOR BUDGET MODIFICATION.

USA

<b>PURCHASE ORDER:</b>	<b>VERSION:</b>
22-00803695	1

<b>SHIP TO:</b>
Amazon.com.dedc LLC 3501 120th Avenue Kenosha, WI 53144 Attn: Christopher Lehnert

<b>SUPPLIER:</b>
KENOSHA COUNTY 1000-55TH STREET KENOSHA, WI 53140-1144

<b>SEND INVOICES TO:</b>
By Payee Central: <a href="https://payeecentral.amazon.com">https://payeecentral.amazon.com</a> By Email: <a href="mailto:nonretail-invoices@amazon.com">nonretail-invoices@amazon.com</a> By Mail: Attn: Non-Inventory P.O. Box 80683 Seattle, WA 98108-0683 United States

<b>ORDER DATE:</b>	<b>PURCHASER CONTACT:</b>	<b>TERMS:</b>	<b>FOB/INCOTERMS:</b>
11/01/2017	Christopher Lehnert ( <a href="mailto:lehnerc@amazon.com">lehnerc@amazon.com</a> )	60 NET	
<b>REVISED DATE:</b>	<b>REVISED BY:</b>	<b>SHIP METHOD:</b>	<b>SHIP VIA:</b>
-	-	-	-

<b>SUPPLIER SITE ID:</b>	<b>SUPPLIER CONTACT:</b>	<b>FREIGHT:</b>	
	-	-	-

**PLEASE FOLLOW THE INVOICE DOCUMENTATION REQUIREMENTS BELOW  
FOR INQUIRIES EMAIL [AP-NONINVENTORY@AMAZON.COM](mailto:AP-NONINVENTORY@AMAZON.COM)**

Ln	Item Number & Description	Due Date	Qty Ordered	UOM	Unit Price	Total
1	Law Enforcement for Peak Traffic Control	2017-10-30	1.0	EACH	40,000.00	40,000.00

**INVOICE DOCUMENTATION REQUIREMENTS**

1. Exact <b>NAME AND ADDRESS OF PURCHASER</b> listed above 2. Address Where Goods/Services were Delivered 3. Full Supplier Name and Address 4. <b>Purchase Order Number</b> 5. <b>Purchaser Contact Name and Email Address</b> 6. Invoice Number, Date, and Payment Terms 7. Invoice Line Description Must Align with PO Line Description	This Purchase Order may be accepted only on the precise terms in the Purchase Order Terms & Conditions (a copy of which is attached hereto or may be obtained by contacting the purchaser)	<b>USD</b>	<b>40,000.00</b>
		<b>Purchase Order Total</b>	

**Terms and Conditions**

**1. Definitions.** Capitalized terms have the following meanings: (a) "Goods" means the goods, software, and other items supplied or obligated to be supplied under this Purchase Order (if any); (b) "Project" means all Goods and Services; (c) "Purchaser" means the entity Specified as the purchaser; (d) "Services" mean the services provided or obligated to be provided under this Purchase Order (if any); (e) "Specified" means as specified on the first page of this Purchase Order or in any accompanying Statement of Work; (f) "Statement of Work" means the document specifying, without limitation, the scope, objective, and time frame of Project that Supplier will perform for Purchaser; (g) "Supplier" means the individual or entity Specified as the supplier; (h) "Terms and Conditions" means Sections 1-29 hereof; (i) "Amazon Policies" means the Amazon Health and Safety Policies, Amazon's Code of Business Conduct and Ethics, Supplier Code of Standards and



# COUNTY OF KENOSHA

## OFFICE OF THE SHERIFF

David G. Beth  
Sheriff  
1000 55th Street  
Kenosha, WI 53140  
(262) 605-5100  
Fax: (262) 605-5130

# INVOICE

Invoice #12302017

January 3, 2018

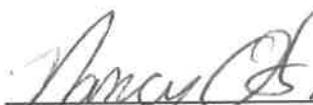
Amazon.com.dedc LLC  
1 Centerpoint Boulevard  
New Castle, DE 19702

DESCRIPTION	AMOUNT
Reimburse the Kenosha County Sheriff's Department for the costs of traffic control at the Kenosha Amazon Fulfillment Center.	
<b>November 2017</b>	
Total wages: \$7,226.99	\$7,226.99
Total benefits: \$1,801.53	\$1,801.53
<b>December 2017</b>	
Total wages: \$16,009.40	\$16,009.40
Total benefits: \$4,033.61	\$4,033.61
PO #22-00803695	
<b>TOTAL</b>	<b>\$29,071.53</b>

Net: 60 days

**Make Check Payable to & Send to:**

Kenosha Co Sheriff Dept  
1000 - 55th Street  
Kenosha, WI 53140  
Attn: Accountant

  
\_\_\_\_\_  
**Nancy Otis**  
**Fiscal Services Manager**