

**Kenosha County
Administrative Proposal Form**

1. Proposal Overview

Division: County Clerk

Department: Finance & Administration

Proposal Summary (attach explanation and required documents):

The proposal requests to modify County Clerk budget for additional revenue and expenditure budget for equipment and services through the 2020 Help America Vote Act 2002 (HAVA) Grant.

Dept./Division Head Signature: _____

Leif Backschie

Date: _____

9/4/20

2. Department Head Review

Comments:

Recommendation: Approval ☒

Non-Approval ☐

Department Head Signature: _____

Leif Backschie

Date: _____

9/4/20

3. Finance Division Review

Comments:

Recommendation: Approval ☒

Non-Approval ☐

Finance Signature: _____

D.M. T

Date: _____

9/4/20

4. County Executive Review

Comments:

Action: Approval ☒

Non-Approval ☐

Executive Signature: _____

Tim Rensen

Date: _____

9/4/20

**KENOSHA COUNTY
BOARD OF SUPERVISORS**

RESOLUTION NO. _____

Subject: 2020 County Clerk Resolution to recognize additional revenue and modify expenditure budgets for equipment and services through the 2020 Help America Vote Act 2002 (HAVA) Grant.

Original <input checked="" type="checkbox"/>	Corrected <input type="checkbox"/>	2 nd Correction <input type="checkbox"/>	Resubmitted <input type="checkbox"/>
Date Submitted: September 10, 2020		Date Resubmitted	
Submitted By: Finance/ Admin Committee			
Fiscal Note Attached: X		Legal Note Attached <input type="checkbox"/>	
Prepared By: Regi Bachochin, County Clerk		Signature: <i>Regi Bachochin</i>	

WHEREAS, Kenosha County Clerk is responsible for the administration of elections for Kenosha County; and

WHEREAS, Kenosha County Clerk is requesting to recognize additional revenue and expenditure for the 2020 budget received from the Federal Help America Vote Act (HAVA) 2002, dispersed by the Wisconsin Election Commission and;

WHEREAS, the additional Seventy-Three Thousand Three Hundred Ninety-Seven and 30/100 dollars (\$73,397.30) will be allocated to Kenosha County Clerk Special Election Fund. These funds are to be used to make payments for activities that enhance election technology and make election security improvements, which include but are not limited to IT support services, staff security training, hardware and software upgrades, intrusion detection systems, data back-up systems, training costs associated with cyber vulnerabilities, physical security improvements and communications.

WHEREAS, the County shall report its use of the subgrant funds in compliance with the terms of the Subgrant, a completed compliance form is to be submitted to the Wisconsin Election Commission by February 1, 2021.

NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors approves Kenosha County Clerk 2020 budget adjustments as shown in the attached budget modification form, which is incorporated herein by reference and that all related expenditures related to election security must be incurred through December 31, 2020. If all of the subgrant funds allocated to Kenosha County has not been spent, the County must return any unused funds to the Wisconsin Election Commission by February 15, 2021.

Note: This resolution requires NO additional funds from the general fund. It increases revenues and expenditures by Seventy-Three Thousand Three Hundred Ninety-Seven and 30/100 dollars (\$73,397.30) for Kenosha County Clerk Special Election Fund.

Respectfully Submitted:

FINANCE/ADMINISTRATIVE COMMITTEE

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Excused</u>
<hr/> Supervisor Terry Rose, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Jeffrey Gentz, Vice Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor John Franco	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Ron Frederick	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Edward Kubicki	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Jeff Wamboldt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/> Supervisor Monica Yuhas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM

DOCUMENT # _____ G/L DATE _____
 BATCH # _____ ENTRY DATE _____

DEPT/DIVISION: _____ COUNTY CLERK _____ 2020

PURPOSE OF BUDGET MODIFICATION (REQUIRED): _____

Establish a Revenue and Expense budget to account for receipt of new Help America Vote Act (HAVA) Subgrant Award through the State of WI Elections Commission

(1) MAIN ACCOUNT DESCRIPTION EXPENSES	(2)			BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER	
	FUND	DIVISION	SUB DIVISION	MAIN ACCOUNT	(3) EXPENSE INCREASE (+) 73,739.30	(4) EXPENSE DECREASE (-)			(8) REVISED BUDGET	(9) EXPENSE BAL AVAIL
Election Supplies	100	150	1520	531500	73,739.30				73,739.30	73,739.30
EXPENSE TOTALS					73,739.30				73,739.30	73,739.30

REVENUES				MAIN ACCOUNT	REVENUE DECREASE (+)	REVENUE INCREASE (-)	ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
	FUND	DIVISION	SUB DIVISION						
Election Supplies	100	150	1520	442756		73,739.30			73,739.30
REVENUE TOTALS						73,739.30			73,739.30

COLUMN TOTALS (EXP TOTAL + REV TOTAL)

73,739.30	73,739.30
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PREPARED BY: Regi Bachochin
 DIVISION HEAD: Regi Bachochin
 DEPARTMENT HEAD: Regi Bachochin
 FINANCE DIRECTOR: Dan H
 COUNTY EXECUTIVE: Jim Hansen

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).

DATE: 9/3/20
 DATE: 9/3/20
 DATE: 9/3/20
 DATE: 9/3/20

Regi Bachochin