

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 1/10/25 Weekly Agenda Date: 1/14/25

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Auditor Michelle Skaff

WORDING FOR AGENDA ITEM:

Discussion and approval of updates to the Auditor's Office Conference Room and office renovation

ACTION REQUIRED:

- Approve Ordinance Approve Resolution Approve Motion
Public Hearing Other: Informational Attachments

EXECUTIVE SUMMARY:

The Auditor's Office Conference Room remodel was approved in FY24, but work has not started. On assessing the needs, there are more costs that have been identified.

BACKGROUND:

On 11-28-23 \$6,000.00 was approved from gaming to remodel the Auditor's Conference Room. The approved reconfiguration included adding two large monitors (Smart TVs), a wireless keypad and mouse, and a more effective phone that can be placed on the conference table.

FINANCIAL IMPACT:

\$14,000.00 additional is requested to pay for painting and repairs, blinds, and carpet for the Auditor's Office Conference Room and Auditor's Office. It is recommended to use FY25 CIP and move the \$6,000.00 originally budgeted from gaming to CIP for a total of \$20,000.00.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Approve motion

ACTION REQUIRED / PROPOSED MOTION:

Approve use \$20,000.00 from FY25 CIP for the Auditor's Conference Room and Office remodel and to remove the \$6,000.00 that was allocated out of gaming for the project.