

RESOLUTION 2024-45

Amending the 2023 Approved Budget for the Use of American Rescue Plan Act for Funds for the Scanning Service for Plan Commission Files Project

Whereas, the planning department has approximately 14 file cabinets (55 full drawers) of paper files dating back to the 1950s; and

Whereas, many of the planning documents are beginning to fade, taking up space in Conference Room A, and are inefficient to work with due to different sizes, stapling, and need of a file naming system; and

Whereas, the City of Middleton budgeted \$18,875 in the 2023 Capital Projects Budget for a scanning service for Plan Commission Files; and

Whereas, the City has received a quote for a scanning service to digitize and index the paper files at a cost of \$27,793 based on an estimated 176,000 pages, 6,875 drawings, and 2,400 files; and

Whereas, the City currently has \$20,916 in projected available unbudgeted and unallocated American Rescue Plan Act (ARPA) funds; and

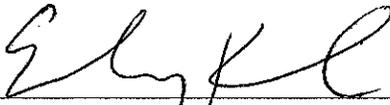
Whereas, staff recommends amending the 2023 ARPA fund budget to include an additional \$10,000 for the Scanning Service for Plan Commission Files project to allow to project to proceed in 2023.

NOW THEREFORE BE IT RESOLVED AS FOLLOWS: that the City of Middleton Common Council hereby adjusts the 2023 approved budget as follows:

Expenditures

Account	Current Budget	Adjustment	Amended Budget
ARPA: Scanning of Plan Commission Files	\$0	\$10,000	\$10,000
Capital Projects: Scanning of Planning Files	\$18,875	\$0	\$18,875
PROJECT TOTAL	\$18,875	\$10,000	\$28,875

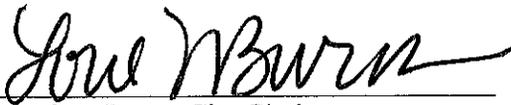
This resolution was adopted at a regular meeting of the Middleton Common Council on the 15th day of August 2023.



Emily Kuhn, Mayor



ATTEST:



Lorie J. Burns, City Clerk