



M E M O

TO: Cass County Commission

FROM: Jim Prochniak, Cass County Emergency Manager

DATE: 9/6/2023

SUBJECT: Budget Adjustment

Commissioners, as discussed in the 2024 budget hearings, the Emergency Management Performance Grant – EMPG, no longer supports the Assistant Emergency Manager position, resulting in a revenue reduction for 2023. This grant runs during a fiscal year cycle. The state allowed an extension of three months (July-September) of funding for that position.

I'm requesting a budget adjustment for the revenue side of the Emergency Management budget account # 101-3701-3315503 in the amount of \$12,270.74 for October-December 2023.

Suggested motion: Move to accept the reduction in revenue of \$12,270.74 for account # 101-3701-3315503.