

10/2/13

From: Steve Grabow, Jefferson County CRD, ICC Treasurer  
To: Jeff Hoffman, Dodge County CRD, recorder for October ICC meeting

At the October 21, 2013 ICC Meeting, I gave a verbal Treasurer's Report to the Committee. I indicated that our County Clerk reported a balance of about \$257 as of October 2, 2013. Included below is the email from Jefferson County Clerk Barb Frank showing the balance of \$256.96 as of October 2<sup>nd</sup>. We also discussed that the payment request letters typically are sent when the balance is getting low. We are now at that point. Per the discussion with the ICC, I will have Linda send out requests for payment to all ICC counties before year end with the exception of Green Lake County which submitted a check for \$100 already. The due date for payment will be February 1, 2014. The payment request for each county is \$100. This was also reported to and discussed by the Committee. You may attach this memo with your minutes to have an official record.

**From:** Barb Frank  
**Sent:** Wednesday, October 02, 2013 5:09 PM  
**To:** Linda Woolridge  
**Subject:** RE: ICC fund balance

\$256.96

c/f \$401; spent \$144.

Remember I still have the check from Green Lake County and do not know what to do with it or if we need to bill the other counties??

Thanks Barb