



Laura M. Hicklin, Director
Jamie Kuhn, Dane County Executive

Administration • Land Conservation • Parks • Water Resource Engineering • Watersheds & Ecosystem Services

Date: October 29, 2024
To: Personnel & Finance Committee
From: Laura Hicklin
RE: Request for Chapter 20 Exception

On behalf of the Land & Water Resources Department, I request approval for the Department to purchase a meal for staff at a meal cost greater than \$10 per person. The Department will hold an all-staff meeting to be followed by a celebration lunch to thank staff for their service this year and to celebrate their accomplishments.

In researching various options, we find that a full meal is not available for \$10 or less. The Department budget has funds to cover the purchase.

I request an exception to Co. Ord. Ch. 20.14(3) so that a meal can be provided. Thank you for your consideration.