

8. Property Insurance Fund
 - a. Termination of Local Government Property Insurance fund effective 01/01/16
Resolution 42-2015
 - b. Authorization to approve and purchase Property Insurance effective 01/01/16 from Municipal Property Insurance Company (MPIC)
9. Authorization to use the Wisconsin Department of Revenue State Debt Collection Services effective immediately for any unpaid outstanding payments due to the City of Onalaska
10. Modifications to the 2016 Humane Society Contract between the City of Onalaska and the Coulee Region Humane Society, Inc Animal Control Department
11. City Hall repairs and funding sources regarding Heating Ventilation Air Conditioning and water heater and authorization to approve vendors

PERSONNEL

1. Review and consideration of Finance and Personnel Sub-Committee recommendation to change to a full-time City Administrator, part-time Mayor and Common Council form of government.
2. Review and consideration of changes to job descriptions:
 - a. Unified Development Code (UDC)/Building Inspector
 - b. Commercial Building Inspector
 - c. Plumbing/Heating Inspector
 - d. Electrical Inspector
3. Review and consideration of authorization to replace, post, and advertise for UDC/Building Inspector.
4. Review and consideration of a contract with Jim Webb for as-needed UDC Building Inspection Services through February 2016.
5. Review and consideration of options related to the Municipal Services Agreement between the Town of Campbell and the City of Onalaska Providing City Building Inspection Services to the Town.
6. Review and consideration of an extension of unpaid leave per 7.01 Leave of Absence Policy.
7. Review and consideration of letter of understanding with Onalaska Professional Police Association.
8. **Closed Session:** To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session:

- IAFF, International Association of Firefighters, Local 4169

To consider a motion to convene in closed session under Section 19.85(1)(g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which is or is likely to become involved:

- Claim arising from water damage at 1134 Aspen Valley Drive

To consider a motion to convene in closed session pursuant to Wis. Stat. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:

- Discussion of City Administrator and Department Reorganizations

If any action is required in Open Session, as the result of the Closed Session, the Committee will reconvene in Open Session to take the necessary action and/or continue on with the printed agenda

Adjournment



City of Onalaska

Balance Sheet Report

Account Summary

As Of 08/31/2015

F-4
100
9-4-15

| Account | Name | Balance |
|--------------------------------|---------------------------------------|-------------------|
| Fund: 640 - OMNI CENTER | | |
| Assets | | |
| 640-11100 | CASH | 105,472.21 |
| 640-11104 | TEMPORARY CASH | 0.00 |
| 640-11300 | INVESTMENTS | 0.00 |
| 640-11302 | INVESTMENTS 95 & 96 | 0.00 |
| 640-11304 | C.D.A. - INVESTMENT-RINK EXPANSION | 0.00 |
| 640-11370 | INVESTMENTS (BOND ACCT) | 0.00 |
| 640-11501 | RESERVE FUND 1992 | 0.00 |
| 640-11505 | SPEC TRUST (ADOPT-A-PRO) | 0.00 |
| 640-11800 | PETTY CASH | 8,040.00 |
| 640-12100 | TAXES RECEIVABLE | 0.00 |
| 640-13000 | ACCOUNTS RECEIVABLE | 10,277.76 |
| 640-16202 | PREPAID INSURANCE | 7,794.82 |
| 640-16500 | INVENTORY | 3,912.88 |
| 640-18100 | LAND | 0.00 |
| 640-18104 | LAND IMPROVEMENT | 0.00 |
| 640-18150 | CONSTRUCTION WORK IN PROGRESS | 0.00 |
| 640-18152 | C.W.I.P. - CAMPAIGN FUNDING | 0.00 |
| 640-18153 | C.W.I.P. CAMP FUND CDA | 0.00 |
| 640-18201 | BUILDING #1 | 0.00 |
| 640-18202 | BUILDING #2 | 0.00 |
| 640-18203 | BUILDING #3 | 0.00 |
| 640-18500 | EQUIPMENT | 0.00 |
| 640-18502 | OFFICE EQUIPMENT | 0.00 |
| 640-18504 | C.D.A. - TRANSPORTATION EQUIP | 0.00 |
| 640-18595 | LEASE EQUIPMENT | 0.00 |
| 640-18931 | PROVISION FOR DEPRECIATION | 0.00 |
| 640-18980 | UNAMORTIZED BOND COSTS | 0.00 |
| | Total Assets: | -75,446.75 |
| | | -75,446.75 |
| Liability | | |
| 640-21100 | ACCOUNTS PAYABLE | 0.00 |
| 640-21110 | AP PENDING (DUE TO POOL) | 0.00 |
| 640-21111 | PAYROLL CORRECTIONS | 0.00 |
| 640-21112 | SALES TAX PAYABLE | 15,961.86 |
| 640-21511 | FICA W/H | 0.00 |
| 640-21512 | FEDERAL W/H | 0.00 |
| 640-21513 | STATE W/H - WI | 0.00 |
| 640-21515 | FICA W/H - MEDICARE | 0.00 |
| 640-21520 | RETIREMENT W/H | 0.00 |
| 640-21528 | BC/BS HEALTH INS | 0.00 |
| 640-21529 | HEALTH INS W/H (EMPL. HEAL. INS. CO.) | 0.00 |
| 640-21530 | HEALTH INS | 0.00 |
| 640-21531 | CANCER INS | 0.00 |
| 640-21532 | LIFE INSURANCE W/H | 0.00 |
| 640-21533 | HEALTH/DENTAL/LIFE INS PREMIUMS | 0.00 |
| 640-21534 | MEDICAL & DEP CARE - SECT. 125 | 0.00 |
| 640-21535 | WI-RETIREMENT SYSTEM (P.T. EE) | 0.00 |
| 640-21540 | UNITED WAY | 0.00 |
| 640-21560 | COMMUNITY CREDIT UNION W/H | 0.00 |
| 640-21570 | UNION DUES | 0.00 |
| 640-21571 | LOCAL 150 UNION DUES W/H | 0.00 |
| 640-21572 | 1ST FINANCIAL SVGS. | 0.00 |
| 640-21573 | DEFERRED COMPENSATION | 0.00 |

Balance Sheet Report

As Of 08/31/2015

| Account | Name | Balance |
|-----------|--------------------------------------|------------------|
| 640-21581 | SUPPORT PAYMENTS | 0.00 |
| 640-21700 | ACCRUED WAGES | 0.00 |
| 640-21800 | ACCUMULATED EMPLOYEE BENEFIT (VAC) | 5,393.63 |
| 640-21820 | ACCUMULATED EMPLOYEE BENEFIT (SICK) | 2,092.24 |
| 640-21900 | LIQUOR SALES | 508.52 |
| 640-22403 | INTEREST ACCRUED - RESTRICTED ASSETS | 0.00 |
| 640-22408 | INTEREST ACCRUED - G.O. | 0.00 |
| 640-22409 | INTEREST ACCRUED - CITY | 0.00 |
| 640-22901 | CURRENT PORTION REDEV. | 0.00 |
| 640-22903 | CURRENT PORTION G.O. ISSUE | 0.00 |
| 640-22905 | CURRENT PORTION CITY LOAN | 0.00 |
| 640-22906 | CURRENT PORT - CITY LOAN RLC | 0.00 |
| 640-22907 | CURRENT PORTION OF LEASE PAYABLE | 0.00 |
| 640-23415 | SECURITY DEPOSITS | 4,325.00 |
| 640-23421 | SECURITY DEPOSITS - SPRING | 2,700.00 |
| 640-23422 | SECURITY DEPOSITS - FALL | 3,225.00 |
| 640-23423 | SECURITY DEPOSIT - FISHING | 0.00 |
| 640-23424 | SECURITY DEPOSIT - WEDDING EXPO | 1,635.00 |
| 640-25100 | DUE TO GENERAL FUND | 0.00 |
| 640-26101 | DEFERRED REVENUE | 0.00 |
| 640-29000 | LOAN PAYABLE TO TOURISM | 0.00 |
| 640-29001 | LOAN PAYABLE TO CITY | 0.00 |
| 640-29002 | LEASE PAYABLE | 0.00 |
| 640-29204 | BONDS PAYABLE 1993 | 0.00 |
| 640-29207 | BONDS PAYABLE 1994 | 0.00 |
| 640-29210 | BONDS PAYABLE 1995 | 0.00 |
| 640-29213 | BONDS PAYABLE 1996 | 0.00 |
| 640-29216 | BONDS PAYABLE 1997 | 0.00 |
| 640-29219 | BONDS PAYABLE 1998 | 0.00 |
| 640-29221 | DEE LOSS ON EARLY RET. | 0.00 |
| 640-29222 | 1998 REFUNDING L.R.B.I. | 0.00 |
| 640-29224 | BONDS PAYABLE - 2002 | 0.00 |
| 640-29225 | BONDS PAYABLE - 2006 | 0.00 |
| 640-29226 | S.T.F.L. LOAN - 2007 | 0.00 |
| 640-29227 | C.D.A. G.O. BONDS PAYABLE-2010 | 0.00 |
| | Total Liability: | 40,841.25 |

SEX
 - 225 - = 4/00 - OK
 OK
 OK
 w/b OK

| Equity | | |
|-----------|--------------------------------|--------------------|
| 640-31202 | CONTRIBUTIONS FROM OTHERS | 0.00 |
| 640-31203 | DEPR./CHARGEBACK | 0.00 |
| 640-31204 | CONTRIBUTIONS FROM MUNIC. | 0.00 |
| 640-32000 | INVESTMENT IN CAPITAL ASSETS | 0.00 |
| 640-34100 | FUND BALANCE | -101,726.11 |
| 640-34141 | SURPLUS/DEFICIT | 0.00 |
| 640-34148 | RESERVED/RETAINED EARNINGS | 0.00 |
| | Total Beginning Equity: | -101,726.11 |

| | |
|--|--------------------|
| Total Revenue | 362,617.88 |
| Total Expense | 377,179.77 |
| Revenues Over/Under Expenses | -14,561.89 |
| Total Equity and Current Surplus (Deficit): | -116,288.00 |

Total Liabilities, Equity and Current Surplus (Deficit): **-75,446.75**



City of Onalaska

Budget Report

Account Summary

For Fiscal: 2015 Period Ending: 08/31/2015

| | | Original | Current | Period | Fiscal | Variance | Percent |
|--------------------------------|----------------------------------|-------------------|-------------------|------------------|-------------------|----------------------------|----------------|
| | | Total Budget | Total Budget | Activity | Activity | Favorable (Unfavorable) | Remaining |
| Fund: 640 - OMNI CENTER | | | | | | | |
| Revenue | | | | | | | |
| 640-00000-41110 | GENERAL PROPERTY TAXES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-41210 | ROOM TAX REVENUE | 106,250.00 | 106,250.00 | 9,614.09 | 66,653.07 | -39,596.93 | 37.27 % |
| 640-00000-46716 | REG. FEES - PAGE 18 | 0.00 | 0.00 | 389.59 | 2,528.48 | 2,528.48 | 0.00 % |
| 640-00000-46741 | ICE RENTAL INCOME (NONTAXABLE) | 114,346.00 | 114,346.00 | 1,187.50 | 80,675.35 | -33,670.65 | 29.45 % |
| 640-00000-46742 | ICE RENTAL INCOME (TAXABLE) | 119,180.00 | 119,180.00 | 3,779.17 | 50,809.14 | -68,370.86 | 57.37 % |
| 640-00000-46744 | CONCESSION REV. (TAXABLE) | 60,000.00 | 60,000.00 | 466.69 | 32,791.34 | -27,208.66 | 45.35 % |
| 640-00000-46745 | CATERING REVENUE (TAXABLE) | 8,000.00 | 8,000.00 | 215.64 | 6,539.00 | -1,461.00 | 18.26 % |
| 640-00000-46746 | CONCESSION REVENUE (VENDING) | 3,500.00 | 3,500.00 | 0.00 | 1,459.74 | -2,040.26 | 58.29 % |
| 640-00000-46747 | CONCESSION REVENUE (EVENTS) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-46748 | CONCESSION REVENUE - NON-ALC | 1,500.00 | 1,500.00 | 0.00 | 15.16 | -1,484.84 | 98.99 % |
| 640-00000-46749 | VENDING INCOME (NONTAXABLE) | 0.00 | 0.00 | 0.00 | 226.19 | 226.19 | 0.00 % |
| 640-00000-46751 | PRO SHOP REVENUE | 6,500.00 | 6,500.00 | 160.34 | -1,040.66 | -7,540.66 | 116.01 % |
| 640-00000-46752 | RENTALS INC. (ARENA) TAXAB | 6,000.00 | 6,000.00 | 678.82 | 5,604.05 | -395.95 | 6.60 % |
| 640-00000-46754 | RENTAL INC. (ARENA NON-TAX.) | 13,000.00 | 13,000.00 | 0.00 | 10,668.00 | -2,332.00 | 17.94 % |
| 640-00000-46755 | RENTAL INC. (SHELTER - TAXABLE) | 800.00 | 800.00 | 0.00 | 775.00 | -25.00 | 3.13 % |
| 640-00000-46756 | RENTAL INC. (MEETING NON-TAX.) | 4,500.00 | 4,500.00 | 685.00 | 2,000.00 | -2,500.00 | 55.56 % |
| 640-00000-46757 | RENTAL INC. (SPACE/SITE TAX.) | 30,000.00 | 30,000.00 | 0.00 | 15,370.00 | -14,630.00 | 48.77 % |
| 640-00000-46758 | RENTAL INC. (SUPPLIES - TAXABLE) | 1,500.00 | 1,500.00 | 0.00 | 1,027.38 | -472.62 | 31.51 % |
| 640-00000-46759 | LABOR INC. (HOUSEPERSON NON-T | 2,500.00 | 2,500.00 | 0.00 | 1,762.50 | -737.50 | 29.50 % |
| 640-00000-46760 | RENTAL INC. (SHELTER NON-TAXAB | 750.00 | 750.00 | 0.00 | 955.00 | 205.00 | 127.33 % |
| 640-00000-46761 | ADVERTISING INCOME | 0.00 | 0.00 | 2,000.00 | 3,000.00 | 3,000.00 | 0.00 % |
| 640-00000-46763 | ADMISSION SALES - TAXABLE | 10,000.00 | 10,000.00 | 83.60 | 347.30 | -9,652.70 | 96.53 % |
| 640-00000-46765 | ADMISSION SALES - NONTAXABLE | 2,000.00 | 2,000.00 | 0.00 | 7,131.40 | 5,131.40 | 356.57 % |
| 640-00000-46766 | RENTAL INC. (MTG. ROOM - TAX) | 2,500.00 | 2,500.00 | 402.84 | 3,240.13 | 740.13 | 129.61 % |
| 640-00000-46767 | RENTAL INC. SUPPLIES - NONTAX | 4,000.00 | 4,000.00 | 0.00 | 529.70 | -3,470.30 | 86.76 % |
| 640-00000-46768 | LABOR INC. - HOUSEPERSON TAX | 2,500.00 | 2,500.00 | 30.00 | 690.00 | -1,810.00 | 72.40 % |
| 640-00000-46769 | CATERING REVENUE (NON-TAX) | 3,500.00 | 3,500.00 | 0.00 | 1,958.00 | -1,542.00 | 44.06 % |
| 640-00000-48001 | MISC. INCOME (NONTAXABLE) | 5,000.00 | 5,000.00 | 0.00 | 2,182.02 | -2,817.98 | 56.36 % |
| 640-00000-48002 | MISC INCOME (TAXABLE) | 5,000.00 | 5,000.00 | 0.00 | 1,402.13 | -3,597.87 | 71.95 % |
| 640-00000-48100 | INTEREST INCOME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-48102 | INTEREST INC./RECEIVABLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-48103 | GAIN ON REFUNDING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-48203 | RENTAL LEASE | 25,000.00 | 25,000.00 | 1,685.20 | 13,481.60 | -11,518.40 | 46.07 % |
| 640-00000-48205 | RENTAL INCOME (CITY) | 24,000.00 | 24,000.00 | 1,446.00 | 31,636.86 | 7,636.86 | 131.82 % |
| 640-00000-48401 | INS. RE. IMBURSEMENT CLAIMS - O | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-48500 | DONATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-48513 | DONATIONS (O.P.C. HQ AGR) | 11,000.00 | 11,000.00 | 0.00 | 0.00 | -11,000.00 | 100.00 % |
| 640-00000-48515 | DONATIONS (SPONSORSHIPS) | 10,000.00 | 10,000.00 | 0.00 | 700.00 | -9,300.00 | 93.00 % |
| 640-00000-49201 | OPERATING TRANSFER IN | 35,000.00 | 35,000.00 | 0.00 | 17,500.00 | -17,500.00 | 50.00 % |
| 640-00000-49221 | TRANSFER FROM CITY (TOURI) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-49406 | SALE OF CITY PROPERTY - OMNI | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-00000-49900 | DEPRECIATION/CHARGEBACK | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | Revenue Total: | 617,826.00 | 617,826.00 | 22,824.48 | 362,617.88 | -255,208.12 | 41.31 % |
| Expense | | | | | | | |
| 640-55450-110 | SALARIES - REGULAR | 118,564.00 | 118,564.00 | 9,182.80 | 73,589.99 | -44,974.01 | 37.93 % |
| 640-55450-120 | WAGES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-121 | OVERTIME - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-124 | WAGES - PERM PT | 14,700.00 | 14,700.00 | 0.00 | 0.00 | 14,700.00 | 100.00 % |
| 640-55450-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-126 | WAGES - TEMP/SEAS | 63,450.00 | 63,450.00 | 4,802.47 | 44,481.30 | -18,968.70 | 29.90 % |

Budget Report

For Fiscal: 2015 Period Ending: 08/31/2015

| | | Original | Current | Period | Fiscal | Variance | |
|---------------|--------------------------------|--------------|--------------|-----------|------------|---------------|-------------------|
| | | Total Budget | Total Budget | Activity | Activity | (Unfavorable) | Percent Remaining |
| 6- | 450-127 | | | 0.00 | 0.00 | 0.00 | 0.00 % |
| | | | | | | | |
| 640-55450-150 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-151 | FICA | 15,048.00 | 15,048.00 | 983.21 | 8,373.90 | 6,674.10 | 44.35 % |
| 640-55450-152 | RETIREMENT (WRS) | 8,062.00 | 8,062.00 | 624.44 | 5,004.14 | 3,057.86 | 37.93 % |
| 640-55450-153 | HEALTH INSURANCE | 43,214.00 | 43,214.00 | 3,601.18 | 28,809.44 | 14,404.56 | 33.33 % |
| 640-55450-154 | DENTAL INSURANCE | 2,377.00 | 2,377.00 | 198.10 | 1,584.80 | 792.20 | 33.33 % |
| 640-55450-211 | LIFE INSURANCE | 14.00 | 14.00 | 1.18 | 9.24 | 4.76 | 34.00 % |
| 640-55450-213 | BOILER CONTRACTUAL | 750.00 | 750.00 | 150.00 | 150.00 | 600.00 | 80.00 % |
| 640-55450-214 | HVAC CONTRACTUAL | 10,000.00 | 10,000.00 | 759.40 | 5,578.82 | 4,421.18 | 44.21 % |
| 640-55450-220 | FIRE CONTRACTUAL | 1,200.00 | 1,200.00 | 400.00 | 1,245.18 | 45.18 | 3.77 % |
| 640-55450-222 | WATER/SEWER/STORM WATER | 6,200.00 | 6,200.00 | -35.00 | 5,065.92 | 1,134.08 | 18.29 % |
| 640-55450-225 | ELECTRIC & GAS | 175,000.00 | 175,000.00 | 15,820.37 | 105,658.27 | 69,341.73 | 39.62 % |
| 640-55450-240 | PHONE/INTERNET/CABLE | 8,800.00 | 8,800.00 | 504.65 | 5,503.01 | 3,296.99 | 37.47 % |
| 640-55450-241 | SOFTWARE MAINTENANCE CONTR | 2,000.00 | 2,000.00 | 256.32 | 6,943.32 | 4,943.32 | 247.17 % |
| 640-55450-242 | EQUIPMENT MAINTENANCE CONT | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 100.00 % |
| 640-55450-243 | EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-244 | LEASES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-290 | WEBSITE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-291 | OTHER CONTRACTUAL SERVICES | 19,726.00 | 19,726.00 | 154.81 | 4,805.69 | 14,920.31 | 75.64 % |
| 640-55450-292 | TRANSCRIPTION CONTRACTUAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-293 | ELECTRICAL CONTRACTUAL | 250.00 | 250.00 | 2,005.42 | 2,005.42 | -1,755.42 | -702.17 % |
| 640-55450-301 | PLUMBING CONTRACTUAL | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 100.00 % |
| 640-55450-310 | SALES TAX | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-311 | OFFICE SUPPLIES | 500.00 | 500.00 | 0.00 | 58.43 | 441.57 | 88.31 % |
| 640-55450-312 | POSTAGE | 25.00 | 25.00 | 18.39 | 46.59 | -21.59 | -86.36 % |
| 640-55450-320 | COPY USAGE & PAPER | 1,440.00 | 1,440.00 | 87.48 | 832.11 | 607.89 | 42.21 % |
| 640-55450-321 | SUBSCRIPTIONS & DUES | 250.00 | 250.00 | 225.00 | 730.00 | -480.00 | -192.00 % |
| 640-55450-322 | GENERAL ADVERTISING | 16,000.00 | 16,000.00 | 179.00 | 6,373.22 | 9,626.78 | 60.17 % |
| 640-55450-323 | RECRUITMENT | 100.00 | 100.00 | 0.00 | 55.00 | 45.00 | 45.00 % |
| 640-55450-324 | SEMINARS, CONF & TRAVEL | 1,000.00 | 1,000.00 | 0.00 | 898.73 | 101.27 | 10.13 % |
| 640-55450-340 | OPERATING SUPPLIES | 17,225.00 | 17,225.00 | 776.91 | 14,571.31 | 2,653.69 | 15.41 % |
| 640-55450-341 | PRINTING & FORMS | 0.00 | 0.00 | 0.00 | 97.85 | -97.85 | 0.00 % |
| 640-55450-342 | CLEANING & SANITARY SUPPLIES | 4,500.00 | 4,500.00 | 99.76 | 4,823.91 | -323.91 | -7.20 % |
| 640-55450-343 | CONCESSIONS SUPPLIES | 40,000.00 | 40,000.00 | 290.17 | 17,704.96 | 22,295.04 | 55.74 % |
| 640-55450-344 | VENDING SUPPLIES | 3,800.00 | 3,800.00 | 0.00 | 1,814.09 | 1,985.91 | 52.26 % |
| 640-55450-345 | BAR SUPPLIES | 0.00 | 0.00 | 0.00 | 92.41 | -92.41 | 0.00 % |
| 640-55450-346 | CATERING SUPPLIES | 5,000.00 | 5,000.00 | 15.59 | 4,112.77 | 887.23 | 17.74 % |
| 640-55450-347 | PRO SHOP | 1,500.00 | 1,500.00 | 0.00 | 544.87 | 955.13 | 63.68 % |
| 640-55450-350 | BLDG & GRDS MAINT & REPAIRS | 16,600.00 | 16,600.00 | 1,281.05 | 7,513.24 | 9,086.76 | 54.74 % |
| 640-55450-360 | VEHICLE MAINT & REPAIRS | 125.00 | 125.00 | 0.00 | 538.68 | -413.68 | -330.94 % |
| 640-55450-361 | REGULAR FUEL | 1,275.00 | 1,275.00 | 0.00 | 290.58 | 984.42 | 77.21 % |
| 640-55450-362 | OFF ROAD FUEL | 75.00 | 75.00 | 19.40 | 62.14 | 12.86 | 17.15 % |
| 640-55450-363 | EQUIPMENT MAINT & REPAIRS | 7,250.00 | 7,250.00 | 698.09 | 1,566.94 | 5,683.06 | 78.39 % |
| 640-55450-510 | INS - WORKERS COMP | 6,500.00 | 6,500.00 | 0.00 | 4,957.50 | 1,542.50 | 23.73 % |
| 640-55450-511 | INS - FIRE, COMP/COLL, BOILER | 8,682.00 | 8,682.00 | 0.00 | 7,384.00 | 1,298.00 | 14.95 % |
| 640-55450-512 | INS - VEHICLES | 84.00 | 84.00 | 0.00 | 83.00 | 1.00 | 1.19 % |
| 640-55450-513 | INS - CVMIC, LIABILITY, PROF | 5,840.00 | 5,840.00 | 0.00 | 2,114.00 | 3,726.00 | 63.80 % |
| 640-55450-514 | SIR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-515 | INS - MONIES & SECURITIES | 225.00 | 225.00 | 0.00 | 0.00 | 225.00 | 100.00 % |
| 640-55450-516 | EMPLOYEE BENEFITS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-517 | UNEMPLOYMENT | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 100.00 % |
| 640-55450-540 | DEPR - GENERAL EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-541 | DEPR - VEHICLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-542 | DEPR - OFFICE EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-543 | DEPR - BLDG, STRUCTURE, BLDG I | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-544 | DEPR - IMPROV OTHER THAN LAND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 640-55450-620 | INTEREST | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 6- | 450-690 | | | 0.00 | 0.00 | 120.00 | 100.00 % |
| | | | | | | | |
| 6- | 450-692 | | | 0.00 | 0.00 | 0.00 | 0.00 % |
| | | | | | | | |
| 6- | 450-692 | | | 0.00 | 0.00 | 0.00 | 0.00 % |
| | | | | | | | |
| 6- | 450-692 | | | 0.00 | 0.00 | 0.00 | 0.00 % |
| | | | | | | | |



City of Onalaska

Balance Sheet Report

Account Summary

As Of 09/14/2015

F-5a

| Account | Name | Balance |
|---------------------------------|-----------------------------------|---------------------|
| Fund: 100 - GENERAL FUND | | |
| Assets | | |
| 100-11100 | CASH | 1833,735.76 |
| 100-11103 | CASH-CAFE PLAN | 10,869.55 |
| 100-11305 | TEMPORARY INVESTMENTS | 10,820,425.05 |
| 100-11400 | ONAL FIRE DEPT. (CARINS IRIS) | 0.00 |
| 100-11510 | DONATIONS SAVINGS ACCT | 4,617.23 |
| 100-11511 | NON-CITY INVESTMENTS | 141.50 |
| 100-11800 | DELTACASH | 2,460.00 |
| 100-12101 | R/E & P/P TAXES REC. | 0.00 |
| 100-12110 | DELO. S/A FROM COUNTY-2008 | 0.00 |
| 100-12111 | DELO. S/A FROM COUNTY-2009 | 0.00 |
| 100-12112 | DELO. S/A FROM CO.-2010 | 1,326.48 |
| 100-12113 | DELO. S/A FROM CO.-2011 | 1,196.52 |
| 100-12114 | DELO. S/A FROM CO.-2012 | 1,350.12 |
| 100-12115 | DELO. S/A FROM CO.-2013 | 3,732.70 |
| 100-12332 | 2010 DELINQ. COMMITTED P/P TAXES | 0.00 |
| 100-12333 | 2005 DELO. P/P TAXES | 0.00 |
| 100-12334 | 2006/07 DELO. P/P TAXES | 0.00 |
| 100-12335 | 2007/08 DELO. P/P TAXES | 0.00 |
| 100-12336 | 2008/09 DELO. P/P TAXES | 0.00 |
| 100-12337 | 2009-10 DELO. P/P TAXES | 0.00 |
| 100-12338 | 2010-11 DELO. P/P TAXES | 0.00 |
| 100-12339 | 2011-12 DELO. P/P TAXES | 2,868.15 |
| 100-12340 | 2012-13 DELO. P/P TAXES | 0.00 |
| 100-12341 | 2013-14 DELO. P/P TAXES | 1,574.32 |
| 100-12342 | 2014-15 DELO. P/P TAXES | 2,582.74 |
| 100-12343 | 2002 DELO. P/P TAXES | 0.00 |
| 100-12344 | 2003 DELO. P/P TAXES | 0.00 |
| 100-12609 | S/A STORM SEWER | 0.00 |
| 100-12611 | S/A STREET CONSTRUCTION | 177,001.00 |
| 100-12613 | S/A CURB & GUTTER | 59,225.28 |
| 100-12626 | S/A SIDEWALK | 9,175.37 |
| 100-12632 | S/A ALLEY PAVING | 18,237.75 |
| 100-13100 | OTHER ACCOUNTS RECEIVABLE | 0.00 |
| 100-13102 | A/REC. - CDA/OMNI NOTE | 0.00 |
| 100-13113 | A/REC. - OMNI | 0.00 |
| 100-13115 | ACCOUNTS RECEIVABLE - G. LUTH | 0.00 |
| 100-13122 | ALLOWANCE FOR UNCOLLECTIBLE ACCT | 0.00 |
| 100-13125 | ACCOUNTS RECEIVABLE - C.D.A. MGMT | 92.21 |
| 100-13300 | INTEREST RECEIVABLE | 0.00 |
| 100-14000 | DUE FROM OTHER GOVERNMENTS | 0.00 |
| 100-14207 | DUE FROM SEWER | 0.00 |
| 100-14209 | DUE FROM CEMETERY | 0.00 |
| 100-14210 | DUE FROM OMNI CENTER | 0.00 |
| 100-14213 | DUE FROM TAX AGENCY FUND | 0.00 |
| 100-14215 | DUE FROM S/P O/S/B | 0.00 |
| 100-14216 | DUE FROM DEBT SERVICE | 0.00 |
| 100-15200 | PRE-PAID INSURANCE | 15,627.40 |
| Total Assets: | | 9,382,326.91 |

| Liability | | |
|------------------|--------------------------|------------|
| 100-21100 | ACCOUNTS PAYABLE | 190,543.19 |
| 100-21110 | AP PENDING (DUE TO POOL) | 14,099.21 |
| 100-21111 | CORRECTIONS PAYABLE | 0.00 |

Balance Sheet Report

As Of 09/14/2015

| Account | Name | Balance |
|-------------------------|--------------------------------------|-------------------|
| 100-21112 | G.F. SALES TAX PAYABLE | 952.26 |
| 100-21405 | DOT-PARKING TICKETS | 5,310.00 |
| 100-21511 | FICA W/H | 0.00 |
| 100-21512 | FEDERAL W/H | 0.00 |
| 100-21513 | STATE W/H - WI | 0.00 |
| 100-21515 | FICA W/H - MEDICARE | 0.00 |
| 100-21520 | RETIREMENT W/H | 0.00 |
| 100-21528 | BC/BS HEALTH INS | 0.00 |
| 100-21529 | HEALTH INS W/H (EMPL HEAL. INS. CO.) | 0.00 |
| 100-21530 | HEALTH INS | 0.00 |
| 100-21531 | CANCER INS | 0.00 |
| 100-21532 | LIFE INSURANCE W/H | 245 |
| 100-21533 | HEALTH/DENTAL/LIFE INS PREMIUMS | 0.00 |
| 100-21534 | MEDICAL & DEP CARE SECT 125 | 0.00 |
| 100-21535 | WI-RETIREMENT SYSTEM (P.T.EE) | 0.00 |
| 100-21540 | UNITED WAY | 0.00 |
| 100-21560 | COMMUNITY CREDIT UNION W/H | 0.00 |
| 100-21570 | UNION DUES | 0.00 |
| 100-21571 | LOCAL 150 UNION DUES W/H | 0.00 |
| 100-21572 | 1ST FINANCIAL SVGS | 0.00 |
| 100-21573 | DEFERRED COMPENSATION | 0.00 |
| 100-21574 | DUE TO EMPLOYEES CARE PLAN | 10,288.14 |
| 100-21581 | SUPPORT PAYMENTS | 0.00 |
| 100-21580 | ACCRUED WAGES | 0.00 |
| 100-21901 | PAYABLE TO SHARED RIDE | 0.00 |
| 100-24220 | ANTI-ANNEXATION FEES | 2,406.93 |
| 100-24220 | BAIL BOND DEPOSITS | 0.00 |
| 100-24220 | PARTIAL PMT - POLICE CITATIONS | 0.00 |
| 100-24330 | DOG LICENSES DUE CO | -62.00 |
| 100-24500 | MOBILE HOME TAX DUE - OSD | 1,045.85 |
| 100-25600 | DUE TO WATER | 0.00 |
| 100-26000 | DEFERRED REVENUE | 0.00 |
| 100-26151 | DEFERRED REVENUE- C.D.A. MGMT. | 7,733.28 |
| 100-26208 | POSTPONED S/A - STORM SEWER | 0.00 |
| 100-26210 | POSTPONED S/A-STREET | 177,001.00 |
| 100-26220 | POSTPONED S/A-CURB/GUTTER | 59,225.28 |
| 100-26230 | POSTPONED S/A-SIDEWALK | 52,786.46 |
| 100-26260 | POSTPONED S/A-ALLEY PAVING | 18,321.05 |
| 100-28000 | NON-CITY FUNDS | 141.47 |
| Total Liability: | | 487,582.84 |

Equity

| | | |
|-----------|-----------------------------------|--------------|
| 100-32000 | INVESTMENT IN CAPITAL ASSETS | 0.00 |
| 100-34100 | FUND BALANCE | 6,586,617.78 |
| 100-34142 | RESERVED FUND BALANCE | 0.00 |
| 100-34207 | STREET DEPT-STREET DEPT EQUIPMENT | 36,236.00 |
| 100-34208 | STORM SWR EQUIPMENTS | 0.00 |
| 100-34209 | LIBRARY CONTRACTUAL | 0.00 |
| 100-34210 | ENG. STATION WAGON | 0.00 |
| 100-34211 | LACROSSE CO. HWY. STR. MAINT. | 0.00 |
| 100-34212 | F. DEPT TURN OUT GEAR/VEH EQUIP | 0.00 |
| 100-34213 | S.I.R INS. DEDUCTIBLE | 146,990.00 |
| 100-34214 | DOWNTOWN REDEVELOPMENT | 18,500.00 |
| 100-34215 | COMPUTER HDWR./SOFTWARE UPDATE | 15,000.00 |
| 100-34216 | HEA/DENTAL/VAC FORMER EMPLOYEE | 4,000.00 |
| 100-34217 | ILLEGAL ASSESSMENTS | 0.00 |
| 100-34218 | TREE BRUSH | 4,500.00 |
| 100-34219 | ENGINEERING EQUIPMENT | 0.00 |
| 100-34220 | PROP/COLLISION | 0.00 |
| 100-34221 | DIRECT PAYROLL SOFTWARE | 0.00 |
| 100-34222 | CARIN IRIS EQUIP | 0.00 |

Balance Sheet Report

As Of 09/14/2015

| Account | Name | Balance |
|------------------------------|---|----------------------------|
| 100-34223 | CITY LIBRARY REPAIRS | 0.00 |
| 100-34224 | STREET SEALING | 0.00 |
| 100-34225 | STREET (MAINT. SHOP) | 29,000.00 |
| 100-34226 | STREET SNOW & ICE | 142,000.00 |
| 100-34227 | STREET LIGHTS | 10,000.00 |
| 100-34228 | REGR/PARKS/C/GIR/POOL | 9,000.00 |
| 100-34229 | CITY STUDY | 45,270.00 |
| 100-34230 | CITY ATTORNEY | 0.00 |
| 100-34231 | CITY HALL EQUIPMENT | 0.00 |
| 100-34232 | FIRE DEPT REPAIRS | 0.00 |
| 100-34233 | CITY HALL VEHICLE | 3,000.00 |
| 100-34234 | FIRE DEPT TRAINING EQUIP | 0.00 |
| 100-34235 | FIRE DEPT ATV | 0.00 |
| | Total Beginning Equity: | 7,050,113.78 |
| Total Revenue | | 7,433,107.20 |
| Total Expense | | 5,588,476.91 |
| Revenues Over/Under Expenses | | 1,844,630.29 |
| | Total Equity and Current Surplus (Deficit): | 8,894,744.07 |
| | Total Liabilities, Equity and Current Surplus (Deficit): | <u>9,382,326.91</u> |



City of Onalaska

Budget Report

Account Summary

For Fiscal: 2015 Period Ending: 09/30/2015

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|--------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| Fund: 100 - GENERAL FUND | | | | | | | |
| Revenue | | | | | | | |
| Department: 00000 - NON DEPARTMENTAL | | | | | | | |
| 100-00000-41100 | GENERAL PROPERTY TAXES | 5,436,838.00 | 5,436,838.00 | 0.00 | 5,436,838.00 | 0.00 | 0.00% |
| 100-00000-41111 | OMITTED TAXES (R/E & P/P) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-00000-41140 | MOBILE HOME TAXES | 66,000.00 | 66,000.00 | 0.00 | 66,000.00 | 0.00 | 0.00% |
| 100-00000-41141 | P/P CHARGEBACK TAXES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-00000-41210 | ROOM TAX REVENUE | 35,064.00 | 35,064.00 | 0.00 | 21,995.54 | -13,068.49 | 62.72% |
| 100-00000-41300 | PAYMENTS IN LIEU OF TAXES | 108,000.00 | 108,000.00 | 0.00 | 120,449.89 | 12,449.89 | 111.53% |
| 100-00000-41320 | TAXES ON MUNICIPAL OWNED UTIL | 408,000.00 | 408,000.00 | 0.00 | 0.00 | -408,000.00 | 100.00% |
| 100-00000-41800 | INTEREST ON TAXES | 1,800.00 | 1,800.00 | 0.00 | 3,655.95 | 1,855.95 | 203.11% |
| 100-00000-42010 | S/A STREET | 3,056.00 | 3,056.00 | 0.00 | 3,066.07 | 10.07 | 100.00% |
| 100-00000-42020 | S/A CURB & GUTTER | 1,576.00 | 1,576.00 | 0.00 | 2,594.36 | 1,018.36 | 164.62% |
| 100-00000-42030 | S/A SIDEWALK | 1,000.00 | 1,000.00 | 0.00 | 2,436.93 | 1,436.93 | 243.69% |
| 100-00000-42050 | S/A ALLEY | 1,458.00 | 1,458.00 | 0.00 | 1,734.33 | 276.33 | 118.95% |
| 100-00000-42060 | S/A STORM SEWER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-00000-43211 | FEDERAL LAW ENFORCEMENT GRA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-00000-43221 | FEDERAL GRANT - HIGHWAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-00000-43300 | FED GOV'T REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-00000-43307 | FEMA MON | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-00000-43309 | SHARED REVENUE FROM STATE | 670,000.00 | 670,000.00 | 0.00 | 229,200.25 | -440,799.75 | 65.79% |
| 100-00000-43400 | STATE AID COMPUTERS | 40,000.00 | 40,000.00 | 0.00 | 63,500.00 | 23,500.00 | 158.75% |
| 100-00000-43420 | FIRE INSURANCE FOR STATE | 65,000.00 | 65,000.00 | 0.00 | 67,250.67 | 2,250.67 | 103.46% |
| 100-00000-43501 | LAW ENFORCEMENT TRAINING AID | 4,000.00 | 4,000.00 | 0.00 | 4,160.00 | 160.00 | 104.00% |
| 100-00000-43530 | STATE AID ROAD ALLOTMENT | 630,400.00 | 630,400.00 | 0.00 | 471,923.91 | -158,476.09 | 74.86% |
| 100-00000-43541 | STATE AID FOR CONNECTING SIDE | 30,400.00 | 30,400.00 | 0.00 | 29,574.00 | -826.00 | 97.28% |
| 100-00000-43610 | PAYMENT FOR MUNICIPAL SERVICE | 3,850.00 | 3,850.00 | 0.00 | 3,778.17 | -71.83 | 1.87% |
| 100-00000-43620 | STATE AID IN LIEU OF TAXES | 137.00 | 137.00 | 0.00 | 135.33 | -1.67 | 99.51% |
| 100-00000-43690 | STATE AID OTHER PAYMENTS | 0.00 | 0.00 | 0.00 | 5,365.27 | 5,365.27 | 0.00% |
| 100-00000-44110 | LIQUOR & MALTBEVERAGE LICENSES | 2,900.00 | 2,900.00 | 0.00 | 2,340.00 | -560.00 | 80.69% |
| 100-00000-44120 | OPERATOR LICENSE | 5,400.00 | 5,400.00 | 28.00 | 4,370.00 | -1,030.00 | 19.07% |
| 100-00000-44160 | CIGARETTE LICENSE | 1,000.00 | 1,000.00 | 0.00 | 1,000.00 | 0.00 | 100.00% |
| 100-00000-44170 | CABLE TV LICENSE | 170,000.00 | 170,000.00 | 0.00 | 86,781.70 | -83,218.30 | 48.95% |
| 100-00000-44171 | CELL TOWER FEES | 12,300.00 | 12,300.00 | 0.00 | 593.44 | -11,706.56 | 38.75% |
| 100-00000-44175 | MOBILE HOME LICENSE | 375.00 | 375.00 | 0.00 | 375.00 | 0.00 | 0.00% |
| 100-00000-44180 | TAXI CAB LICENSE | 750.00 | 750.00 | 0.00 | 740.00 | -10.00 | 98.67% |
| 100-00000-44190 | SOLICITERS LICENSE | 150.00 | 150.00 | 0.00 | 280.00 | 130.00 | 186.67% |
| 100-00000-44193 | ELECTRICAL LICENSE | 2,000.00 | 2,000.00 | 0.00 | 450.00 | -1,550.00 | 22.50% |
| 100-00000-44194 | HTG/GAS PIPING LICENSES | 1,300.00 | 1,300.00 | 0.00 | 750.00 | -550.00 | 42.31% |
| 100-00000-44195 | OTHER LICENSES | 12,000.00 | 12,000.00 | 0.00 | 12,704.13 | 704.13 | 105.84% |
| 100-00000-44196 | MOTEL/HOTEL PERMITS | 150.00 | 150.00 | 0.00 | 210.00 | 60.00 | 140.00% |
| 100-00000-44210 | BICYCLE LICENSE | 65.00 | 65.00 | 0.00 | 52.00 | -13.00 | 20.00% |
| 100-00000-44215 | DOG LICENSE | 32,000.00 | 32,000.00 | 0.00 | 4,347.00 | -27,653.00 | 86.42% |
| 100-00000-44220 | CAT LICENSE | 20,000.00 | 20,000.00 | 0.00 | 20,703.00 | 703.00 | 103.52% |
| 100-00000-44300 | INSPECTION FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-00000-44310 | BUILDING PERMITS | 85,000.00 | 85,000.00 | 0.00 | 175,678.35 | 90,678.35 | 206.68% |
| 100-00000-44311 | PLAN REVIEW | 1,000.00 | 1,000.00 | 0.00 | 1,040.00 | 40.00 | 104.00% |
| 100-00000-44315 | ELECTRICAL PERMITS | 15,500.00 | 15,500.00 | 0.00 | 1,232.21 | -14,267.79 | 43.49% |
| 100-00000-44320 | HEATING & A/C PERMITS | 15,000.00 | 15,000.00 | 0.00 | 18,196.00 | 3,196.00 | 121.31% |
| 100-00000-44323 | PLUMBING PERMIT FEES | 15,000.00 | 15,000.00 | 0.00 | 23,754.75 | 8,754.75 | 158.37% |
| 100-00000-44325 | STREET OPENING PERMITS | 1,000.00 | 1,000.00 | 0.00 | 925.00 | -75.00 | 7.50% |
| 100-00000-44350 | SIDEWALK PERMIT | 1,000.00 | 1,000.00 | 20.00 | 2,130.00 | 1,130.00 | 213.00% |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|-----------------|---------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 1 | 000-44335 | 150.00 | 150.00 | 0.00 | 159.81 | 9.81 | 106.54 % |
| 100-00000-44336 | RAILROAD PERMIT | 9,000.00 | 9,000.00 | 0.00 | 10,320.00 | -1,320.00 | 114.67 % |
| 100-00000-44340 | RECREATIONAL BURNING PERMIT | 200.00 | 200.00 | 0.00 | 125.00 | -75.00 | 37.50 % |
| 100-00000-44345 | OTHER PERMITS | 0.00 | 0.00 | 0.00 | 1,400.00 | -1,400.00 | 0.00 % |
| 100-00000-44347 | R.U.D. PERMIT | 1,000.00 | 1,000.00 | 0.00 | 1,050.00 | 50.00 | 105.00 % |
| 100-00000-44410 | SITE PLANS | 6,000.00 | 6,000.00 | 0.00 | 8,905.54 | -2,905.54 | 148.43 % |
| 100-00000-45110 | ZONING | 90,000.00 | 90,000.00 | 0.00 | 63,457.13 | -26,542.87 | 29.49 % |
| 100-00000-45112 | COURT PENALTIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-45115 | 1/2 COURT COSTS DUE CITY | 34,000.00 | 34,000.00 | 0.00 | 24,854.00 | -9,146.00 | 26.90 % |
| 100-00000-46100 | PARKING VIOLATIONS | 2,600.00 | 2,600.00 | 0.00 | 0.00 | -2,600.00 | 100.00 % |
| 100-00000-46105 | GEN'L GOV'T REVENUE (SHARED RI) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-46110 | GENERAL GOVERNMENT FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-46115 | PLAT FILING FEES | 460.00 | 460.00 | 0.00 | 510.00 | 50.00 | 110.87 % |
| 100-00000-46120 | LICENSE PUBLICATION FEES | 9,500.00 | 9,500.00 | 0.00 | 10,125.00 | 625.00 | 106.53 % |
| 100-00000-46121 | SALES MATERIAL & SUPLS | 0.00 | 0.00 | 0.00 | -40.00 | -40.00 | 0.00 % |
| 100-00000-46210 | TOPO FEES | 68,000.00 | 68,000.00 | 0.00 | 60,509.22 | -7,490.78 | 111.02 % |
| 100-00000-46220 | FIRE PROTECTION SERVICE | 1,700.00 | 1,700.00 | 0.00 | 824.75 | -875.25 | 51.49 % |
| 100-00000-46221 | POLICE REPORTS | 2,300.00 | 2,300.00 | 0.00 | 4,030.00 | -1,730.00 | 175.22 % |
| 100-00000-46222 | FALSE POLICE ALARMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-46300 | POLICE SECURITY FEES | 1,000.00 | 1,000.00 | 0.00 | 395.85 | -604.15 | 160.42 % |
| 100-00000-46427 | HIGHWAY MAINT & SNOWPLOW | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-46440 | DEVELOPER CONTRIBUTIONS | 500.00 | 500.00 | 0.00 | 475.96 | -24.04 | 148.11 % |
| 100-00000-46490 | WEED CUTTING/MOWING REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-46710 | ENGINEERING SERVICES | 1,200.00 | 1,200.00 | 0.00 | 629.31 | -570.69 | 147.56 % |
| 100-00000-46711 | NON-PROFIT SHELTER/VENDING RE | 11,000.00 | 11,000.00 | 0.00 | 10,591.24 | -408.76 | 3.72 % |
| 100-00000-46716 | PARK FACILITY RENTAL | 61,378.00 | 61,378.00 | 0.00 | 60,732.25 | -645.75 | 1.05 % |
| 100-00000-46725 | RECREATION FEES | 13,395.00 | 13,395.00 | 0.00 | 6,497.00 | -6,898.00 | 51.50 % |
| 100-00000-46726 | RECR. FEES > AGE 18 | 62,345.00 | 62,345.00 | 0.00 | 66,545.58 | -4,200.58 | 106.74 % |
| 100-00000-46727 | SWIMMING POOL REVENUE | 7,680.00 | 7,680.00 | 0.00 | 7,551.65 | -128.35 | 1.67 % |
| 100-00000-46728 | SWIMMING POOL LESSONS | 2,500.00 | 2,500.00 | 0.00 | 5,353.53 | -2,853.53 | 214.14 % |
| 100-00000-46729 | SWIMMING POOL MISC | 26,920.00 | 26,920.00 | 0.00 | 28,382.78 | -1,462.78 | 105.43 % |
| 100-00000-46840 | SWIMMING POOL CONCESSIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-47310 | SWIMMING POOL ADVERT. INCOM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-47320 | URBAN DEVELOPMENT SERVICES | 10,500.00 | 10,500.00 | 0.00 | 12,609.99 | -2,109.99 | 120.10 % |
| 100-00000-47320 | INTERGOV'T - GEN'L GOV'T | 33,000.00 | 33,000.00 | 0.00 | 17,948.69 | -15,051.31 | 45.61 % |
| 100-00000-47320 | OTHER LOCAL GOV'T/LAW ENFORC | 6,000.00 | 6,000.00 | 0.00 | 0.00 | -6,000.00 | 100.00 % |
| 100-00000-48000 | INTERGOV'T CHARGES FOR STREET | 9,000.00 | 9,000.00 | -93.50 | 9,674.90 | 674.90 | 107.50 % |
| 100-00000-48100 | MISCELLANEOUS INCOME | 50,000.00 | 50,000.00 | 0.00 | 27,899.12 | -22,100.88 | 144.20 % |
| 100-00000-48130 | INTEREST INCOME | 0.00 | 0.00 | 0.00 | 2.28 | 2.28 | 0.00 % |
| 100-00000-48130 | INTEREST DONATION ACCT. | 0.00 | 0.00 | 0.00 | 0.03 | 0.03 | 0.00 % |
| 100-00000-48150 | INTEREST - NON CITY | 4,100.00 | 4,100.00 | 0.00 | 4,145.97 | 45.97 | 101.12 % |
| 100-00000-48155 | INTEREST - STREET ASSMT. | 570.00 | 570.00 | 0.00 | 1,200.77 | -630.77 | 210.66 % |
| 100-00000-48160 | INTEREST - CURB & GUTTER ASSMT | 1,000.00 | 1,000.00 | 0.00 | 706.70 | -293.30 | 29.33 % |
| 100-00000-48170 | INTEREST - SIDEWALK ASSMT. | 430.00 | 430.00 | 0.00 | 829.89 | -399.89 | 193.00 % |
| 100-00000-48180 | INTEREST - ALLEY ASSMT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48180 | INTEREST - STORM SEWER ASSMT. | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48190 | INVESTMENT INCOME (CVMIC) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48200 | RENTAL INCOME & CDA SUBLEASE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48210 | RENT FINLEY PROP (JAYCEES) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48211 | RENT LIBRARY FACILITIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48302 | SALE OF FIRE EQUIP | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48403 | INSURANCE REIMB - POLICE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48404 | INSURANCE REIMB - HWY | 0.00 | 0.00 | 0.00 | 3,014.15 | 1,014.15 | 0.00 % |
| 100-00000-48405 | INSURANCE REIMB - GENERAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48406 | INSURANCE DIVIDENDS | 10,000.00 | 10,000.00 | 0.00 | 16,764.00 | -6,764.00 | 167.64 % |
| 100-00000-48408 | INSURANCE WAIVER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48500 | DONATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-00000-48510 | CONTRIBUTION FROM SCHOOL DIS | 21,000.00 | 21,000.00 | 0.00 | 10,252.38 | -10,747.62 | 51.18 % |
| 100-00000-48530 | CAPITAL CONTRIBUTIONS PARK | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |

| | | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|--|-----------------|--------------------------------|--------------------------|-------------------------|--------------------|---------------------|--|----------------------|
| 1 | 000-49000 | GAIN ON SALE OF CITY PROPERTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-00000-49200 | OPERATING TRANSFERS IN | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-00000-49224 | TRANSIT IN/5% SALES/COMP. PLAN | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-00000-49400 | SALE OF CITY PROPERTY - OTHER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-00000-49403 | SALE OF CITY PROPERTY - POLICE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-00000-49997 | SURPLUS FUNDS APPLIED | 50,000.00 | 50,000.00 | 0.00 | 0.00 | 50,000.00 | 100.00 % |
| Department: 00000 - NON DEPARTMENTAL Total: | | | 8,601,307.00 | 8,601,307.00 | -45.50 | 7,433,107.20 | -1,168,199.80 | 13.58 % |
| Revenue Total: | | | 8,601,307.00 | 8,601,307.00 | -45.50 | 7,433,107.20 | -1,168,199.80 | 13.58 % |
| Expense | | | | | | | | |
| Department: 51100 - COMMON COUNCIL | | | | | | | | |
| | 100-51100-110 | SALARIES - REGULAR | 29,600.00 | 29,600.00 | 0.00 | 20,000.00 | 9,600.00 | 32.43 % |
| | 100-51100-215 | FICA | 2,264.00 | 2,264.00 | 0.00 | 1,530.00 | 734.00 | 32.42 % |
| | 100-51100-291 | TRANSCRIPTION CONTRACTUAL | 8,000.00 | 8,000.00 | 217.36 | 1,596.18 | 6,403.82 | 80.05 % |
| | 100-51100-310 | OFFICE SUPPLIES | 250.00 | 250.00 | 0.00 | 486.73 | -236.73 | 94.69 % |
| | 100-51100-311 | POSTAGE | 250.00 | 250.00 | 0.00 | 64.05 | 185.95 | 74.38 % |
| | 100-51100-312 | COPY USAGE & PAPER | 300.00 | 300.00 | 45.97 | 582.39 | -282.39 | 77.20 % |
| | 100-51100-320 | SUBSCRIPTIONS & DUES | 5,392.00 | 5,392.00 | 0.00 | 5,304.94 | 87.06 | 1.61 % |
| | 100-51100-322 | LEGAL NOTICES | 12,154.00 | 12,154.00 | 430.66 | 3,444.63 | 8,709.37 | 71.63 % |
| | 100-51100-341 | PRINTING & FORMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 51100 - COMMON COUNCIL Total: | | | 58,710.00 | 58,710.00 | 693.99 | 32,975.92 | 25,734.08 | 43.83 % |
| Department: 51110 - POLICE & FIRE COMMISSION | | | | | | | | |
| | 100-51110-290 | OTHER CONTRACTUAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-51110-291 | TRANSCRIPTION CONTRACTUAL | 0.00 | 0.00 | 0.00 | 15.00 | -15.00 | 0.00 % |
| | 100-51110-310 | OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-51110-311 | POSTAGE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-51110-312 | COPY USAGE & PAPER | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 100.00 % |
| Department: 51110 - POLICE & FIRE COMMISSION Total: | | | 100.00 | 100.00 | 0.00 | 15.00 | 85.00 | 85.00 % |
| Department: 51200 - MUNICIPAL COURT | | | | | | | | |
| | 100-51200-290 | OTHER CONTRACTUAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-51200-310 | OPERATING SUPPLIES | 325.00 | 325.00 | 0.00 | 15.95 | 309.05 | 95.09 % |
| Department: 51200 - MUNICIPAL COURT Total: | | | 325.00 | 325.00 | 0.00 | 15.95 | 309.05 | 95.09 % |
| Department: 51300 - LEGAL | | | | | | | | |
| | 100-51300-290 | OTHER CONTRACTUAL SERVICES | 117,000.00 | 117,000.00 | 8,637.30 | 73,470.65 | 43,529.35 | 37.20 % |
| | 100-51300-310 | OFFICE SUPPLIES | 5.00 | 5.00 | 0.00 | 0.00 | 5.00 | 100.00 % |
| | 100-51300-320 | SUBSCRIPTIONS & DUES | 495.00 | 495.00 | 0.00 | 0.00 | 495.00 | 100.00 % |
| Department: 51300 - LEGAL Total: | | | 117,500.00 | 117,500.00 | 8,637.30 | 73,470.65 | 44,029.35 | 37.47 % |
| Department: 51410 - MAYOR | | | | | | | | |
| | 100-51410-110 | SALARIES - REGULAR | 60,000.00 | 60,000.00 | 2,077.69 | 39,692.27 | 20,307.73 | 33.85 % |
| | 100-51410-150 | FICA | 4,590.00 | 4,590.00 | 176.54 | 3,036.49 | 1,553.51 | 33.85 % |
| | 100-51410-151 | RETIREMENT (WRS) | 4,620.00 | 4,620.00 | 177.69 | 1,056.27 | 3,563.73 | 33.85 % |
| | 100-51410-152 | HEALTH INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-51410-153 | DENTAL INSURANCE | 359.00 | 359.00 | 79.88 | 118.92 | 240.08 | 25.09 % |
| | 100-51410-154 | LIFE INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-51410-290 | PHONE/INTERNET/CABLE | 50.00 | 150.00 | 9.29 | 564.94 | -114.94 | 276.83 % |
| | 100-51410-290 | OTHER CONTRACTUAL SERVICES | 500.00 | 500.00 | 0.00 | 500.00 | 0.00 | 0.00 % |
| | 100-51410-310 | OFFICE SUPPLIES | 468.00 | 468.00 | 35.38 | 168.74 | 299.26 | 63.94 % |
| | 100-51410-311 | POSTAGE | 40.00 | 40.00 | 5.05 | 41.42 | -1.42 | -3.55 % |
| | 100-51410-312 | COPY USAGE & PAPER | 100.00 | 100.00 | 0.00 | 28.75 | 71.25 | 71.25 % |
| | 100-51410-320 | SUBSCRIPTIONS & DUES | 250.00 | 250.00 | 0.00 | 175.00 | 75.00 | 30.00 % |
| | 100-51410-330 | SEMINARS, CONF. & TRAVEL | 400.00 | 400.00 | 0.00 | 135.32 | 264.68 | 8.83 % |
| | 100-51410-340 | OPERATING SUPPLIES | 4,000.00 | 4,000.00 | 0.00 | 2,099.64 | 1,900.36 | 47.51 % |
| | 100-51410-341 | PRINTING & FORMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 51410 - MAYOR Total: | | | 76,077.00 | 76,077.00 | 2,792.52 | 50,517.76 | 25,559.24 | 33.60 % |
| Department: 51411 - FINANCE | | | | | | | | |
| 1 | 51411-110 | SALARIES - REGULAR | 80,601.00 | 80,601.00 | 3,339.23 | 57,434.75 | 23,166.25 | 28.74 % |
| | 51411-124 | WAGES - PERM PT | 17,340.00 | 17,340.00 | 242.04 | 9,444.13 | 7,895.87 | 45.54 % |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|----------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 411-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51411-150 | FICA | 7,495.00 | 7,495.00 | 260.48 | 4,895.95 | 2,599.05 | 34.68 % |
| 100-51411-151 | RETIREMENT (WRS) | 6,662.00 | 6,662.00 | 243.52 | 4,515.86 | 2,146.14 | 32.21 % |
| 100-51411-152 | HEALTH INSURANCE | 10,402.00 | 10,402.00 | 944.64 | 8,501.76 | 1,900.24 | 18.27 % |
| 100-51411-153 | DENTAL INSURANCE | 1,200.00 | 1,200.00 | 103.84 | 934.56 | 265.44 | 22.12 % |
| 100-51411-154 | LIFE INSURANCE | 60.00 | 60.00 | 5.46 | 47.04 | 12.96 | 21.60 % |
| 100-51411-225 | PHONE/INTERNET/CABLE | 570.00 | 570.00 | 37.15 | 381.75 | 188.25 | 33.03 % |
| 100-51411-241 | EQUIPMENT MAINTENANCE CONT | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 100.00 % |
| 100-51411-290 | OTHER CONTRACTUAL SERVICES | 4,000.00 | 4,000.00 | 0.00 | 5,420.82 | -1,420.82 | -35.52 % |
| 100-51411-310 | OFFICE SUPPLIES | 1,200.00 | 1,200.00 | 79.99 | 1,049.52 | 150.48 | 12.54 % |
| 100-51411-311 | POSTAGE | 1,500.00 | 1,500.00 | 110.80 | 1,326.53 | 173.47 | 11.56 % |
| 100-51411-312 | COPY USAGE & PAPER | 1,000.00 | 1,000.00 | 65.45 | 637.21 | 362.79 | 32.28 % |
| 100-51411-320 | SUBSCRIPTIONS & DUES | 250.00 | 250.00 | 0.00 | 100.00 | 150.00 | 60.00 % |
| 100-51411-322 | LEGAL NOTICES | 0.00 | 0.00 | 0.00 | 45.00 | 45.00 | 0.00 % |
| 100-51411-330 | SEMINARS, CONF & TRAVEL | 1,325.00 | 1,325.00 | 0.00 | 1,369.26 | -44.26 | -3.34 % |
| 100-51411-340 | OPERATING SUPPLIES | 3,050.00 | 3,050.00 | 0.00 | 139.14 | 2,910.86 | 95.63 % |
| 100-51411-341 | PRINTING & FORMS | 500.00 | 500.00 | 0.00 | 133.81 | 366.19 | 73.24 % |
| Department: 51411 - FINANCE Total: | | 137,655.00 | 137,655.00 | 5,430.60 | 96,421.09 | 41,233.91 | 29.95 % |

Department: 51420 - CITY CLERK

| | | | | | | | |
|--|----------------------------|-------------------|-------------------|-----------------|-------------------|------------------|----------------|
| 100-51420-110 | SALARIES - REGULAR | 103,591.00 | 103,591.00 | 4,212.69 | 74,569.35 | 27,021.65 | 34.09 % |
| 100-51420-120 | WAGES - REGULAR | 24,632.00 | 24,632.00 | 960.36 | 16,201.60 | 8,430.40 | 34.23 % |
| 100-51420-121 | OVERTIME - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51420-124 | WAGES - PERM PT | 8,670.00 | 8,670.00 | 173.40 | 2,387.87 | 6,282.13 | 72.46 % |
| 100-51420-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51420-126 | WAGES - TEMP/SEAS | 6,270.00 | 6,270.00 | 38.60 | 1,792.51 | 4,477.49 | 71.41 % |
| 100-51420-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51420-150 | FICA | 11,335.00 | 11,335.00 | 376.08 | 6,451.64 | 4,883.36 | 43.08 % |
| 100-51420-151 | RETIREMENT (WRS) | 9,059.00 | 9,059.00 | 211.77 | 5,968.50 | 3,090.50 | 34.12 % |
| 420-152 | HEALTH INSURANCE | 33,707.00 | 33,707.00 | 3,166.49 | 28,856.02 | 4,850.98 | 14.39 % |
| 100-51420-153 | DENTAL INSURANCE | 2,540.00 | 2,540.00 | 241.68 | 1,905.12 | 634.88 | 25.00 % |
| 100-51420-154 | LIFE INSURANCE | 69.00 | 69.00 | 6.02 | 52.68 | 16.32 | 23.65 % |
| 100-51420-225 | PHONE/INTERNET/CABLE | 1,200.00 | 1,200.00 | 74.33 | 144.16 | 1,055.84 | 40.49 % |
| 100-51420-241 | EQUIPMENT MAINTENANCE CONT | 435.00 | 435.00 | 0.00 | 0.00 | 435.00 | 100.00 % |
| 100-51420-290 | OTHER CONTRACTUAL | 300.00 | 300.00 | 0.00 | 0.00 | 300.00 | 100.00 % |
| 100-51420-310 | OFFICE SUPPLIES | 1,230.00 | 1,230.00 | 54.26 | 416.42 | 813.58 | 66.14 % |
| 100-51420-311 | POSTAGE | 2,000.00 | 2,000.00 | 157.32 | 1,694.44 | 305.56 | 16.84 % |
| 100-51420-312 | COPY USAGE & PAPER | 1,000.00 | 1,000.00 | 7.11 | 373.24 | 626.76 | 62.68 % |
| 100-51420-320 | SUBSCRIPTIONS & DUES | 388.00 | 388.00 | 30.00 | 368.00 | 20.00 | 5.22 % |
| 100-51420-321 | CERTIFICATIONS & LICENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51420-322 | LEGAL NOTICES | 210.00 | 210.00 | 0.00 | 215.05 | -5.05 | -2.40 % |
| 100-51420-324 | RECRUITMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51420-330 | SEMINARS, CONF & TRAVEL | 2,370.00 | 2,370.00 | 0.00 | 149.52 | 2,220.48 | 51.50 % |
| 100-51420-340 | OPERATING SUPPLIES | 505.00 | 505.00 | 20.00 | 119.02 | 385.98 | 76.43 % |
| 100-51420-341 | PRINTING & FORMS | 700.00 | 700.00 | 10.00 | 10.00 | 690.00 | 98.57 % |
| 100-51420-381 | EMPLOYMENT TESTING | 80.00 | 80.00 | 0.00 | 49.00 | 31.00 | 38.75 % |
| Department: 51420 - CITY CLERK Total: | | 215,486.00 | 215,486.00 | 9,850.11 | 139,764.14 | 75,721.86 | 35.14 % |

Department: 51440 - ELECTIONS

| | | | | | | | |
|---------------|----------------------------|----------|----------|------|----------|----------|----------|
| 100-51440-126 | WAGES - TEMP/SEAS | 5,626.00 | 5,626.00 | 0.00 | 4,209.83 | 1,416.17 | 25.07 % |
| 100-51440-150 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51440-241 | EQUIPMENT MAINTENANCE CONT | 1,400.00 | 1,400.00 | 0.00 | 600.00 | 800.00 | 57.14 % |
| 100-51440-310 | OFFICE SUPPLIES | 700.00 | 700.00 | 0.00 | 148.88 | 551.12 | 78.73 % |
| 100-51440-311 | POSTAGE | 450.00 | 450.00 | 0.00 | 549.47 | -99.47 | -22.10 % |
| 100-51440-312 | COPY USAGE & PAPER | 350.00 | 350.00 | 0.00 | 139.34 | 210.66 | 60.19 % |
| 100-51440-322 | LEGAL NOTICES | 1,100.00 | 1,100.00 | 0.00 | 245.89 | 854.11 | 64.56 % |
| 100-51440-324 | RECRUITMENT | 100.00 | 100.00 | 0.00 | 7.00 | 93.00 | 93.00 % |
| 100-51440-380 | SEMINARS, CONF & TRAVEL | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 100.00 % |
| 440-340 | OPERATING SUPPLIES | 480.00 | 480.00 | 0.00 | 149.85 | 330.15 | 68.78 % |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|----------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 100-5140-341 | PRINTING & FORMS | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 100.00 % |
| Department: 51440 - ELECTIONS Total: | | 11,306.00 | 11,306.00 | 0.00 | 6,150.26 | 5,155.74 | 45.60 % |
| Department: 51500 - AUDIT | | | | | | | |
| 100-51500-290 | OTHER CONTRACTUAL SERVICES | 16,870.00 | 16,870.00 | 0.00 | 17,030.00 | -160.00 | -0.95 % |
| Department: 51500 - AUDIT Total: | | 16,870.00 | 16,870.00 | 0.00 | 17,030.00 | -160.00 | -0.95 % |
| Department: 51510 - HUMAN RESOURCES | | | | | | | |
| 100-51510-110 | SALARIES - REGULAR | 39,429.00 | 39,429.00 | 1,507.05 | 25,921.26 | 13,507.74 | 34.26 % |
| 100-51510-150 | FICA | 3,016.00 | 3,016.00 | 102.19 | 1,770.45 | 1,245.55 | 41.30 % |
| 100-51510-151 | RETIREMENT (WRS) | 2,681.00 | 2,681.00 | 102.48 | 1,762.66 | 918.34 | 34.25 % |
| 100-51510-152 | HEALTH INSURANCE | 14,293.00 | 14,293.00 | 1,190.96 | 10,718.64 | 3,574.36 | 25.01 % |
| 100-51510-153 | DENTAL INSURANCE | 710.00 | 710.00 | 59.12 | 532.07 | 177.93 | 25.06 % |
| 100-51510-154 | LIFE INSURANCE | 7.00 | 7.00 | 0.60 | 6.30 | 0.70 | 10.00 % |
| 100-51510-225 | PHONE/INTERNET/CABLE | 450.00 | 450.00 | 9.29 | 85.92 | 364.08 | 19.11 % |
| 100-51510-241 | EQUIPMENT MAINTENANCE CONT | 185.00 | 185.00 | 0.00 | 0.00 | 185.00 | 100.00 % |
| 100-51510-290 | OTHER CONTRACTUAL SERVICES | 3,655.00 | 3,655.00 | 0.00 | 2,020.80 | 1,634.20 | 44.33 % |
| 100-51510-310 | OFFICE SUPPLIES | 445.00 | 445.00 | 0.00 | 249.13 | 195.87 | 44.02 % |
| 100-51510-311 | POSTAGE | 200.00 | 200.00 | 4.32 | 66.73 | 133.27 | 66.64 % |
| 100-51510-312 | COPY USAGE & PAPER | 300.00 | 300.00 | 18.25 | 102.34 | 197.66 | 65.89 % |
| 100-51510-320 | SUBSCRIPTIONS & DUES | 510.00 | 510.00 | 0.00 | 515.00 | -5.00 | -0.98 % |
| 100-51510-321 | CERTIFICATIONS & LICENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51510-330 | SEMINARS, CONFER, TRAVEL | 729.00 | 729.00 | 0.00 | 684.06 | 44.94 | 6.04 % |
| 100-51510-340 | OPERATING SUPPLIES | 650.00 | 650.00 | 0.00 | 241.61 | 408.39 | 62.83 % |
| 100-51510-341 | PRINTING & FORMS | 300.00 | 300.00 | 0.00 | 0.00 | 300.00 | 100.00 % |
| Department: 51510 - HUMAN RESOURCES Total: | | 67,260.00 | 67,260.00 | 2,994.26 | 44,677.87 | 22,582.13 | 33.57 % |
| Department: 51530 - ASSESSOR | | | | | | | |
| 100-51530-120 | WAGES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51530-121 | OVERTIME - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51530-122 | WAGES - BOR | 300.00 | 300.00 | 0.00 | 300.00 | 0.00 | 0.00 % |
| 100-51530-150 | FICA | 23.00 | 23.00 | 0.00 | 22.95 | 0.05 | 0.22 % |
| 100-51530-151 | RETIREMENT (WRS) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51530-152 | HEALTH INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51530-153 | DENTAL INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51530-154 | LIFE INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51530-225 | PHONE/INTERNET/CABLE | 450.00 | 450.00 | 27.88 | 271.09 | 178.91 | 39.76 % |
| 100-51530-240 | SOFTWARE MAINTENANCE CONTR | 0.00 | 0.00 | 0.00 | 3,406.20 | -3,406.20 | 0.00 % |
| 100-51530-290 | OTHER CONTRACTUAL SERVICES | 225,446.00 | 225,446.00 | 26,534.57 | 148,482.29 | 76,963.71 | 34.14 % |
| 100-51530-291 | TRANSCRIPTION CONTRACTUAL | 200.00 | 200.00 | 0.00 | 258.57 | -58.57 | -29.29 % |
| 100-51530-310 | OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51530-311 | POSTAGE | 1,000.00 | 1,000.00 | 114.46 | 1,225.41 | -225.41 | -22.54 % |
| 100-51530-312 | COPY USAGE & PAPER | 250.00 | 250.00 | 4.47 | 78.43 | 171.57 | 68.63 % |
| 100-51530-313 | OPERATING SUPPLIES | 250.00 | 250.00 | 0.00 | 76.13 | 173.87 | 69.56 % |
| 100-51530-341 | PRINTING & FORMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 51530 - ASSESSOR Total: | | 227,919.00 | 227,919.00 | 26,681.38 | 154,121.04 | 73,797.96 | 32.38 % |
| Department: 51540 - IT | | | | | | | |
| 100-51540-110 | SALARIES - REGULAR | 31,464.00 | 31,464.00 | 1,228.54 | 20,680.87 | 10,783.13 | 34.27 % |
| 100-51540-126 | WAGES TEMP./SEAS. | 4,185.00 | 4,185.00 | 0.00 | 0.00 | 4,185.00 | 100.00 % |
| 100-51540-150 | FICA | 2,727.00 | 2,727.00 | 39.83 | 1,515.20 | 1,211.80 | 44.24 % |
| 100-51540-151 | RETIREMENT (WRS) | 2,140.00 | 2,140.00 | 83.54 | 1,406.26 | 733.74 | 34.29 % |
| 100-51540-152 | HEALTH INSURANCE | 4,703.00 | 4,703.00 | 391.94 | 3,527.46 | 1,175.54 | 25.00 % |
| 100-51540-153 | DENTAL INSURANCE | 594.00 | 594.00 | 49.52 | 445.68 | 148.32 | 24.97 % |
| 100-51540-154 | LIFE INSURANCE | 4.00 | 4.00 | 0.36 | 3.02 | 0.98 | 24.00 % |
| 100-51540-225 | PHONE/INTERNET/CABLE | 1,504.00 | 1,504.00 | 0.00 | 1,113.23 | 390.77 | 25.98 % |
| 100-51540-240 | SOFTWARE MAINTENANCE CONTR | 24,037.00 | 24,037.00 | 9,364.43 | 23,734.02 | 302.98 | 1.26 % |
| 100-51540-241 | EQUIPMENT MAINTENANCE CONT | 4,800.00 | 4,800.00 | 0.00 | 0.00 | 4,800.00 | 100.00 % |
| 100-51540-244 | WEBSITE | 0.00 | 0.00 | 0.00 | 2,025.00 | -2,025.00 | 0.00 % |
| 100-51540-290 | OTHER CONTRACTUAL SERVICES | 8,208.00 | 8,208.00 | 0.00 | 2,160.81 | 6,047.19 | 73.67 % |
| 100-51540-310 | OFFICE SUPPLIES | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 100.00 % |

Budget Report

For Fiscal: 2015 Period Ending: 09/30/2015

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 1 | 540-311 | 36.00 | 36.00 | 0.00 | 0.00 | 36.00 | 100.00 % |
| 100-51540-312 | COPY USAGE & PAPER | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 100.00 % |
| 100-51540-320 | SUBSCRIPTIONS & DUES | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 100.00 % |
| 100-51540-321 | CERTIFICATIONS & LICENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51540-330 | SEMINARS, CONF & TRAVEL | 800.00 | 800.00 | 0.00 | 0.00 | 800.00 | 100.00 % |
| 100-51540-340 | OPERATING SUPPLIES | 2,000.00 | 2,000.00 | 0.00 | 1,429.16 | 578.84 | 28.94 % |
| 100-51540-341 | PRINTING & FORMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51540-363 | EQUIPMENT MAINT & REPAIRS | 400.00 | 400.00 | 0.00 | 0.00 | 400.00 | 100.00 % |
| 100-51540-399 | ADD'L SOFTWARE & UPGRADES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 51540 - IT Total: | | 88,302.00 | 88,302.00 | 11,208.16 | 58,032.23 | 30,269.77 | 34.28 % |
| Department: 51600 - CITY HALL | | | | | | | |
| 100-51600-110 | SALARIES - REGULAR | 8,611.00 | 8,611.00 | 1,638.06 | 23,753.97 | 14,852.03 | 34.06 % |
| 100-51600-124 | WAGES - PERM PT | 8,829.00 | 8,829.00 | 343.50 | 5,783.25 | 3,045.75 | 34.50 % |
| 100-51600-125 | OVERTIME - PERMPT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51600-126 | WAGES - TEMP/SEAS | 4,152.00 | 4,152.00 | 605.50 | 4,030.90 | 121.10 | 2.92 % |
| 100-51600-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51600-150 | FICA | 4,329.00 | 4,329.00 | 193.31 | 2,816.65 | 1,512.35 | 34.94 % |
| 100-51600-151 | RETIREMENT (VRS) | 2,966.00 | 2,966.00 | 114.69 | 1,955.55 | 1,010.45 | 34.07 % |
| 100-51600-152 | HEALTH INSURANCE | 8,900.00 | 8,900.00 | 741.67 | 6,675.03 | 2,224.97 | 25.00 % |
| 100-51600-153 | DENTAL INSURANCE | 254.00 | 254.00 | 37.37 | 240.85 | 113.17 | 24.95 % |
| 100-51600-154 | LIFE INSURANCE | 15.00 | 15.00 | 1.30 | 11.50 | 3.50 | 23.33 % |
| 100-51600-211 | BOILER CONTRACTUAL | 670.00 | 670.00 | 0.00 | 1,179.15 | 509.15 | 75.99 % |
| 100-51600-212 | ELEVATORS | 5,048.00 | 5,048.00 | 0.00 | 4,817.19 | 230.81 | 4.57 % |
| 100-51600-213 | HVAC CONTRACTUAL | 6,832.00 | 6,832.00 | 68.25 | 499.75 | 5,532.25 | 91.72 % |
| 100-51600-214 | FIRE CONTRACTUAL | 2,944.00 | 2,944.00 | 0.00 | 695.66 | 2,248.34 | 76.37 % |
| 100-51600-220 | WATER/SEWER/STORM WATER | 7,025.00 | 7,025.00 | 0.00 | 3,287.05 | 3,696.94 | 52.63 % |
| 100-51600-221 | ELECTRIC & GAS | 42,000.00 | 42,000.00 | 2,272.40 | 27,230.12 | 14,769.88 | 35.17 % |
| 100-51600-225 | PHONE/INTERNET/CABLE | 63.00 | 63.00 | 37.41 | 155.84 | 225.76 | 53.38 % |
| 100-51600-240 | SOFTWARE MAINT. CONTRACTUAL | 600.00 | 600.00 | 0.00 | 710.00 | -110.00 | -18.33 % |
| 100-51600-241 | EQUIPMENT MAINTENANCE CONT | 800.00 | 800.00 | 0.00 | 549.00 | 251.00 | 31.38 % |
| 100-51600-242 | EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51600-245 | LEASES | 5,160.00 | 5,160.00 | 13.50 | 1,122.00 | 3,825.00 | 102.78 % |
| 100-51600-290 | OTHER CONTRACTUAL SERVICES | 4,323.00 | 4,323.00 | 0.00 | 1,086.23 | 3,236.77 | 74.87 % |
| 100-51600-292 | ELECTRICAL CONTRACTUAL | 300.00 | 300.00 | 0.00 | 300.00 | 0.00 | 100.00 % |
| 100-51600-293 | PLUMBING CONTRACTUAL | 400.00 | 400.00 | 0.00 | 0.00 | 400.00 | 100.00 % |
| 100-51600-310 | OFFICE SUPPLIES | 25.00 | 25.00 | 0.00 | 0.00 | 25.00 | 100.00 % |
| 100-51600-311 | POSTAGE | 190.00 | 190.00 | 0.00 | 225.00 | -35.00 | -18.42 % |
| 100-51600-312 | COPY USAGE & PAPER | 60.00 | 60.00 | 0.00 | 37.80 | 22.20 | 37.00 % |
| 100-51600-320 | SUBSCRIPTIONS & DUES | 60.00 | 60.00 | 0.00 | 0.00 | 60.00 | 100.00 % |
| 100-51600-324 | RECRUITMENT | 50.00 | 50.00 | 0.00 | 0.00 | 50.00 | 100.00 % |
| 100-51600-330 | SEMINARS, CONF & TRAVEL | 100.00 | 100.00 | 0.00 | 99.00 | 1.00 | 1.00 % |
| 100-51600-340 | OPERATING SUPPLIES | 6,995.00 | 6,995.00 | 82.01 | 3,059.85 | 3,935.15 | 56.26 % |
| 100-51600-341 | PRINTING & FORMS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-51600-342 | CLEANING & SANITARY SUPPLIES | 3,500.00 | 3,500.00 | 0.00 | 2,088.19 | 1,411.81 | 40.34 % |
| 100-51600-350 | BLDG & GRDS MAINT & REPAIRS | 4,075.00 | 4,075.00 | 52.83 | 4,064.64 | 10.36 | 0.25 % |
| 100-51600-360 | VEHICLE MAINT & REPAIRS | 500.00 | 500.00 | 0.00 | 153.85 | 346.15 | 69.23 % |
| 100-51600-361 | REGULAR FUEL | 1,350.00 | 1,350.00 | 87.04 | 491.68 | 858.32 | 63.58 % |
| 100-51600-362 | OFF ROAD FUEL | 250.00 | 250.00 | 26.63 | 172.70 | 77.30 | 30.92 % |
| 100-51600-363 | EQUIPMENT MAINT & REPAIRS | 1,028.00 | 1,028.00 | 31.09 | 736.38 | 291.62 | 28.37 % |
| 100-51600-381 | EMPLOYMENT TESTING | 50.00 | 50.00 | 0.00 | 17.00 | 33.00 | 66.00 % |
| Department: 51600 - CITY HALL Total: | | 166,132.00 | 166,132.00 | 6,630.71 | 104,541.77 | 61,590.23 | 37.07 % |
| Department: 51900 - OTHER GOVERNMENT | | | | | | | |
| 100-51900-397 | MISCELLANEOUS EXPENSE | 0.00 | 0.00 | 514.37 | -147.32 | 147.32 | 0.00 % |
| Department: 51900 - OTHER GOVERNMENT Total: | | 0.00 | 0.00 | 514.37 | -147.32 | 147.32 | 0.00 % |
| Department: 51938 - SICK LEAVE PAYOUT | | | | | | | |
| 100-51938-516 | EMPLOYEE BENEFITS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 51938 - SICK LEAVE PAYOUT Total: | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|--|-------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| Department: 51939 - WORKER'S COMPENSATION | | | | | | | |
| 100-51939-510 | INS - WORKERS COMP | 93,832.00 | 93,832.00 | 23,708.25 | 96,444.00 | -2,612.00 | -2.78 % |
| Department: 51939 - WORKER'S COMPENSATION Total: | | 93,832.00 | 93,832.00 | 23,708.25 | 96,444.00 | -2,612.00 | -2.78 % |
| Department: 51940 - UNEMPLOYMENT COMPENSATION | | | | | | | |
| 100-51940-517 | UNEMPLOYMENT | 4,126.00 | 4,126.00 | 0.00 | 1,074.94 | 3,051.06 | 73.95 % |
| Department: 51940 - UNEMPLOYMENT COMPENSATION Total: | | 4,126.00 | 4,126.00 | 0.00 | 1,074.94 | 3,051.06 | 73.95 % |
| Department: 51941 - SALES TAX | | | | | | | |
| 100-51941-301 | SALES TAX | 9,700.00 | 9,700.00 | 1,592.23 | 4,775.48 | 4,924.52 | 50.77 % |
| Department: 51941 - SALES TAX Total: | | 9,700.00 | 9,700.00 | 1,592.23 | 4,775.48 | 4,924.52 | 50.77 % |
| Department: 51942 - ILLEGAL ASSESSMENTS | | | | | | | |
| 100-51942-897 | MISCELLANEOUS EXPENSE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 51942 - ILLEGAL ASSESSMENTS Total: | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 51943 - INS - FIRE, COMP / COLL, BOILER | | | | | | | |
| 100-51943-511 | INS - FIRE, COMP/COLL, BOILER | 41,204.00 | 41,204.00 | 0.00 | 36,425.00 | 4,779.00 | 11.60 % |
| Department: 51943 - INS - FIRE, COMP / COLL, BOILER Total: | | 41,204.00 | 41,204.00 | 0.00 | 36,425.00 | 4,779.00 | 11.60 % |
| Department: 51944 - INS - VEHICLES | | | | | | | |
| 100-51944-512 | INS - VEHICLES | 19,000.00 | 19,000.00 | 0.00 | 19,749.00 | -749.00 | -3.94 % |
| Department: 51944 - INS - VEHICLES Total: | | 19,000.00 | 19,000.00 | 0.00 | 19,749.00 | -749.00 | -3.94 % |
| Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE | | | | | | | |
| 100-51945-513 | INS - CVMIC, LIABILITY, PROF | 30,064.00 | 30,064.00 | 0.00 | 29,664.00 | 400.00 | 1.33 % |
| Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE | | 30,064.00 | 30,064.00 | 0.00 | 29,664.00 | 400.00 | 1.33 % |
| Department: 51946 - SIR | | | | | | | |
| 100-51946-514 | SIR | 2,000.00 | 2,000.00 | 0.00 | 1,564.70 | 435.30 | 21.77 % |
| Department: 51946 - SIR Total: | | 2,000.00 | 2,000.00 | 0.00 | 1,564.70 | 435.30 | 21.77 % |
| Department: 51947 - MONIES & SECURITIES INSURANCE MISC | | | | | | | |
| 100-51947-515 | INS - MONIES & SECURITIES | 2,600.00 | 2,600.00 | 0.00 | 2,775.00 | -175.00 | -6.73 % |
| Department: 51947 - MONIES & SECURITIES INSURANCE MISC Total: | | 2,600.00 | 2,600.00 | 0.00 | 2,775.00 | -175.00 | -6.73 % |
| Department: 51980 - UNCOLLECTABLE ACCOUNTS | | | | | | | |
| 100-51980-519 | UNCOLLECTABLE ACCOUNTS | 0.00 | 0.00 | 0.00 | 568.80 | -568.80 | 0.00 % |
| Department: 51980 - UNCOLLECTABLE ACCOUNTS Total: | | 0.00 | 0.00 | 0.00 | 568.80 | -568.80 | 0.00 % |
| Department: 52100 - POLICE | | | | | | | |
| 100-52100-110 | SALARIES - REGULAR | 201,465.00 | 201,465.00 | 7,695.13 | 131,133.53 | 70,331.47 | 34.91 % |
| 100-52100-112 | WAGE - REGULAR | 7,120.00 | 7,120.00 | 0.00 | 0.00 | 7,120.00 | 0.00 % |
| 100-52100-121 | OVERTIME - REGULAR | 70,120.00 | 70,120.00 | 2,761.10 | 47,317.85 | 22,802.15 | 32.52 % |
| 100-52100-122 | OVERTIME - SPECIAL PROJECTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-52100-124 | WAGES - PERM PT | 8,057.00 | 8,057.00 | 279.09 | 5,204.53 | 2,852.47 | 35.40 % |
| 100-52100-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-52100-126 | WAGES - TEMP/SEAS | 27,186.00 | 27,186.00 | 124.75 | 12,419.44 | 14,766.56 | 54.32 % |
| 100-52100-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-52100-140 | SHIFT DIFFERENTIAL | 4,000.00 | 4,000.00 | 196.45 | 3,672.11 | 327.89 | 8.20 % |
| 100-52100-141 | ON-CALL | 5,200.00 | 5,200.00 | 100.00 | 2,400.00 | 2,800.00 | 53.85 % |
| 100-52100-150 | FICA | 133,179.00 | 133,179.00 | 4,568.58 | 81,616.39 | 51,562.61 | 38.72 % |
| 100-52100-151 | RETIREMENT (WVRS) | 23,358.00 | 23,358.00 | 385.58 | 13,410.50 | 9,947.50 | 39.06 % |
| 100-52100-152 | HEALTH INSURANCE | 530,608.00 | 530,608.00 | 40,608.35 | 386,493.69 | 144,114.31 | 27.16 % |
| 100-52100-153 | DENTAL INSURANCE | 25,317.00 | 25,317.00 | 931.74 | 18,340.82 | 7,476.16 | 28.96 % |
| 100-52100-154 | LIFE INSURANCE | 465.00 | 465.00 | 34.24 | 336.10 | 128.90 | 27.72 % |
| 100-52100-221 | ELECTRIC & GAS | 16,000.00 | 16,000.00 | 826.38 | 9,901.88 | 6,098.12 | 38.11 % |
| 100-52100-225 | PHONE/INTERNET/CABLE | 5,940.00 | 5,940.00 | 365.82 | 4,617.59 | 1,322.41 | 22.26 % |
| 100-52100-226 | MOBILE DATA/AIR CARDS | 6,000.00 | 6,000.00 | 0.00 | 0.00 | 6,000.00 | 0.00 % |
| 100-52100-240 | SOFTWARE MAINTENANCE CONTR | 11,133.00 | 11,133.00 | 327.42 | 13,815.36 | -2,682.36 | -24.09 % |
| 100-52100-241 | EQUIPMENT MAINTENANCE CONTR | 4,352.00 | 4,352.00 | 117.70 | 9,810.83 | -5,458.83 | -124.32 % |
| 100-52100-242 | EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-52100-246 | OTHER CONTRACTUAL SERVICES | 3,602.00 | 3,602.00 | 0.00 | 1,585.38 | 2,016.62 | 55.99 % |
| 100-310 | OFFICE SUPPLIES | 2,183.00 | 2,183.00 | 0.00 | 567.86 | 1,615.14 | 73.99 % |
| 100-311 | POSTAGE | 2,000.00 | 2,000.00 | 175.92 | 1,233.61 | 766.39 | 38.32 % |

| | | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|---------------|--|--------------------------|-------------------------|--------------------|---------------------|--|----------------------|
| 1 | 100-312 | COPY USAGE & PAPER | 1,600.00 | 1,600.00 | 157.10 | 467.98 | 1,132.02 | 70.75 % |
| | 100-52100-320 | SUBSCRIPTIONS & DUES | 1,517.00 | 1,517.00 | 0.00 | 2,132.50 | 615.50 | 40.57 % |
| | 100-52100-321 | CERTIFICATIONS & LICENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-52100-324 | RECRUITMENT | 500.00 | 500.00 | 752.00 | 752.00 | 252.00 | 50.40 % |
| | 100-52100-330 | SEMINARS, CONF & TRAVEL | 14,700.00 | 14,700.00 | 447.75 | 10,105.91 | 4,594.09 | 31.25 % |
| | 100-52100-340 | OPERATING SUPPLIES | 12,000.00 | 12,000.00 | 636.62 | 8,634.08 | 3,365.92 | 28.05 % |
| | 100-52100-341 | PRINTING & FORMS | 1,800.00 | 1,800.00 | 0.00 | 1,385.59 | 414.41 | 23.02 % |
| | 100-52100-342 | CLEANING & SANITARY SUPPLIES | 150.00 | 150.00 | 0.00 | 105.90 | 44.10 | 29.40 % |
| | 100-52100-350 | BLDG & GRDS MAINT & REPAIRS | 1,300.00 | 1,300.00 | 0.00 | 694.24 | 605.76 | 46.60 % |
| | 100-52100-360 | VEHICLE MAINT & REPAIRS | 12,000.00 | 12,000.00 | 661.53 | 5,500.17 | 6,499.83 | 54.12 % |
| | 100-52100-361 | REGULAR FUEL | 61,657.00 | 61,657.00 | 2,904.91 | 23,181.29 | 38,475.71 | 62.40 % |
| | 100-52100-363 | EQUIPMENT MAINT & REPAIRS | 3,500.00 | 3,500.00 | 0.00 | 436.90 | 3,063.10 | 87.52 % |
| | 100-52100-380 | PUBLIC EDUCATION | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 | 100.00 % |
| | 100-52100-381 | EMPLOYMENT TESTING | 2,000.00 | 2,000.00 | 7.00 | 1,808.65 | 191.35 | 9.57 % |
| | 100-52100-382 | UNIFORMS & SAFETY ATTIRE | 9,000.00 | 9,000.00 | 0.00 | 8,758.64 | 241.36 | 2.68 % |
| | 100-52100-390 | AMMUNITION | 2,800.00 | 2,800.00 | 404.83 | 3,429.79 | 629.79 | 22.49 % |
| | 100-52100-391 | ERT SUPPLIES | 500.00 | 500.00 | 0.00 | 285.99 | 214.01 | 42.80 % |
| | 100-52100-392 | NON-LETHAL SUPPLIES | 1,000.00 | 1,000.00 | 0.00 | 893.32 | 106.68 | 10.67 % |
| | 100-52100-399 | ADD'L SOFTWARE & UPGRADES | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 100.00 % |
| | | Department: 52100 - POLICE Total: | 2,843,567.00 | 2,843,567.00 | 128,771.97 | 1,901,106.21 | 942,460.79 | 33.14 % |
| | | Department: 52200 - FIRE | | | | | | |
| | 100-52200-110 | SALARIES - REGULAR | 539,951.00 | 539,951.00 | 5,945.29 | 101,755.00 | 52,496.00 | 33.90 % |
| | 100-52200-120 | WAGES - REGULAR | 539,056.00 | 539,056.00 | 20,789.18 | 356,871.02 | 182,184.98 | 33.80 % |
| | 100-52200-121 | OVERTIME - REGULAR | 46,000.00 | 46,000.00 | 626.56 | 27,358.28 | 18,641.72 | 59.44 % |
| | 100-52200-123 | OVERTIME - DOUBLE TIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-52200-124 | WAGES - PERM PT | 68,925.00 | 68,925.00 | 2,982.53 | 31,696.57 | 37,228.43 | 54.01 % |
| | 100-52200-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-52200-160 | ICA | 15,989.00 | 15,989.00 | 533.70 | 3,900.35 | 17,088.64 | 44.90 % |
| 1 | 200-151 | RETIREMENT (WRS) | 139,487.00 | 139,487.00 | 5,135.24 | 91,280.48 | 48,206.52 | 34.56 % |
| | 100-52200-152 | HEALTH INSURANCE | 220,339.00 | 220,339.00 | 19,308.00 | 174,887.52 | 48,501.48 | 22.01 % |
| | 100-52200-153 | DENTAL INSURANCE | 11,217.00 | 11,217.00 | 934.74 | 8,412.66 | 2,804.34 | 25.00 % |
| | 100-52200-154 | LIFE INSURANCE | 201.00 | 201.00 | 16.14 | 149.01 | 51.99 | 28.85 % |
| | 100-52200-212 | ELEVATORS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-52200-221 | ELECTRIC & GAS | 17,256.00 | 17,256.00 | 1,032.91 | 12,377.33 | 4,878.67 | 28.27 % |
| | 100-52200-225 | PHONE/INTERNET/CABLE | 2,000.00 | 2,000.00 | 184.34 | 2,036.99 | -36.99 | -1.85 % |
| | 100-52200-226 | MOBILE DATA/AIR CARDS | 1,272.00 | 1,272.00 | 0.00 | 1,771.67 | 500.38 | 0.00 % |
| | 100-52200-240 | SOFTWARE MAINTENANCE CONTR | 4,122.50 | 4,122.50 | 0.00 | 4,410.00 | -287.50 | -6.97 % |
| | 100-52200-241 | EQUIPMENT MAINTENANCE CONTR | 3,538.00 | 3,538.00 | 0.00 | 2,303.66 | 1,234.34 | 20.76 % |
| | 100-52200-242 | EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | 100-52200-290 | OTHER CONTRACTUAL SERVICES | 7,784.00 | 7,784.00 | 0.00 | 2,275.69 | 5,508.31 | 70.76 % |
| | 100-52200-310 | OFFICE SUPPLIES | 500.00 | 500.00 | 7.88 | 557.66 | -57.66 | -11.53 % |
| | 100-52200-311 | POSTAGE | 200.00 | 200.00 | 1.89 | 149.26 | 50.74 | 7.53 % |
| | 100-52200-312 | COPY USAGE & PAPER | 180.00 | 180.00 | 0.19 | 16.73 | 163.27 | 90.71 % |
| | 100-52200-320 | SUBSCRIPTIONS & DUES | 2,226.00 | 2,226.00 | 0.00 | 1,750.00 | 476.00 | 21.38 % |
| | 100-52200-321 | CERTIFICATIONS & LICENSES | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 100.00 % |
| | 100-52200-324 | RECRUITMENT | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 100.00 % |
| | 100-52200-330 | SEMINARS, CONF & TRAVEL | 6,300.00 | 6,300.00 | 0.00 | 663.45 | 5,636.55 | 89.47 % |
| | 100-52200-340 | OPERATING SUPPLIES | 8,366.50 | 8,366.50 | 256.89 | 2,388.43 | 1,078.07 | 12.89 % |
| | 100-52200-341 | PRINTING & FORMS | 200.00 | 200.00 | 0.00 | 149.78 | 50.22 | 25.11 % |
| | 100-52200-342 | CLEANING & SANITARY SUPPLIES | 2,000.00 | 2,000.00 | 0.00 | 714.77 | 1,285.23 | 64.43 % |
| | 100-52200-350 | BLDG & GRDS MAINT & REPAIRS | 1,000.00 | 1,000.00 | 0.00 | 656.59 | 343.41 | 34.34 % |
| | 100-52200-360 | VEHICLE MAINT & REPAIRS | 6,000.00 | 6,000.00 | 1,319.98 | 634.65 | 5,365.35 | 22.76 % |
| | 100-52200-361 | REGULAR FUEL | 7,000.00 | 7,000.00 | 589.68 | 4,867.02 | 2,132.98 | 30.47 % |
| | 100-52200-362 | OFF ROAD FUEL | 500.00 | 500.00 | 51.36 | 95.24 | 404.76 | 80.95 % |
| | 100-52200-363 | EQUIPMENT MAINT & REPAIRS | 2,000.00 | 2,000.00 | 0.00 | 961.40 | 1,038.60 | 51.93 % |
| | 100-52200-380 | PUBLIC EDUCATION | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 100.00 % |
| J | 200-381 | EMPLOYMENT TESTING | 3,500.00 | 3,500.00 | 14.00 | 2,166.05 | 1,333.95 | 38.11 % |
| K | 200-382 | UNIFORMS & SAFETY ATTIRE | 3,000.00 | 3,000.00 | 0.00 | 2,461.15 | 538.85 | 17.96 % |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---------------|---------|--|-------------------------|---------------------|--------------------|--|----------------------------|
| 1 | 200-394 | EMS - SUPPLIES | 3,000.00 | 3,000.00 | 598.07 | 2,419.11 | 580.89 19.36 % |
| 100-52400-399 | | ADDL SOFTWARE & UPGRADES | 0.00 | 0.00 | 0.00 | 150.00 | 150.00 0.00 % |
| | | Department: 52200 - FIRE Total: | 1,279,410.00 | 1,279,410.00 | 60,362.87 | 853,584.18 | 425,825.82 33.28 % |
| | | Department: 52210 - HYDRANTS | | | | | |
| 100-52210-290 | | OTHER CONTRACTUAL SERVICES | 380,901.00 | 380,901.00 | 0.00 | 0.00 | 380,901.00 100.00 % |
| | | Department: 52210 - HYDRANTS Total: | 380,901.00 | 380,901.00 | 0.00 | 0.00 | 380,901.00 100.00 % |
| | | Department: 52400 - INSPECTIONS | | | | | |
| 100-52400-110 | | SALARIES - REGULAR | 34,570.00 | 34,570.00 | 1,342.09 | 22,762.22 | 11,807.78 34.16 % |
| 100-52400-120 | | WAGES - REGULAR | 244,820.00 | 244,820.00 | 9,476.77 | 161,293.21 | 83,526.79 34.12 % |
| 100-52400-121 | | OVERTIME - REGULAR | 0.00 | 0.00 | 0.00 | 105.37 | 105.37 0.00 % |
| 100-52400-150 | | FICA | 21,373.00 | 21,373.00 | 764.08 | 13,061.79 | 8,311.21 38.89 % |
| 100-52400-151 | | RETIREMENT (WRS) | 18,999.00 | 18,999.00 | 735.70 | 12,523.05 | 6,475.95 34.09 % |
| 100-52400-152 | | HEALTH INSURANCE | 74,619.00 | 74,619.00 | 6,218.26 | 58,123.03 | 16,495.97 22.11 % |
| 100-52400-153 | | DENTAL INSURANCE | 3,846.00 | 3,846.00 | 320.51 | 2,884.58 | 961.42 25.00 % |
| 100-52400-154 | | LIFE INSURANCE | 140.00 | 140.00 | 13.42 | 108.89 | 31.11 22.22 % |
| 100-52400-225 | | PHONE/INTERNET/CABLE | 2,000.00 | 2,000.00 | 84.88 | 1,811.90 | 188.10 9.41 % |
| 100-52400-241 | | EQUIPMENT MAINTENANCE CONT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 0.00 % |
| 100-52400-290 | | OTHER CONTRACTUAL SERVICES | 500.00 | 500.00 | 0.00 | 0.00 | 500.00 100.00 % |
| 100-52400-294 | | WEIGHTS & MEASURES | 8,800.00 | 8,800.00 | 0.00 | 8,800.00 | 0.00 0.00 % |
| 100-52400-310 | | OFFICE SUPPLIES | 860.00 | 860.00 | 0.00 | 179.25 | 680.75 79.16 % |
| 100-52400-311 | | POSTAGE | 900.00 | 900.00 | 39.54 | 446.93 | 453.07 50.34 % |
| 100-52400-312 | | COPY USAGE & PAPER | 500.00 | 500.00 | 0.00 | 414.47 | 85.53 17.11 % |
| 100-52400-320 | | SUBSCRIPTIONS & DUES | 545.00 | 545.00 | 0.00 | 325.00 | 220.00 40.37 % |
| 100-52400-321 | | CERTIFICATIONS & LICENSES | 40.00 | 40.00 | 0.00 | 0.00 | 40.00 100.00 % |
| 100-52400-324 | | RECRUITMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 0.00 % |
| 100-52400-330 | | SEMINARS CONF & TRAVEL | 3,600.00 | 3,600.00 | 156.01 | 2,176.88 | 1,423.18 39.53 % |
| 100-52400-340 | | OPERATING SUPPLIES | 150.00 | 150.00 | 0.00 | 455.50 | -305.50 -203.67 % |
| 100-52400-341 | | PRINTING & FORMS | 1,130.00 | 1,130.00 | 0.00 | 1,335.87 | -205.87 -18.22 % |
| 1 | 400-360 | VEHICLE MAINT. & REPAIRS | 300.00 | 300.00 | 0.00 | 46.03 | 253.97 84.66 % |
| 100-52400-361 | | REGULAR FUEL | 3,100.00 | 3,100.00 | 214.06 | 4,599.76 | -1,499.76 -48.38 % |
| 100-52400-381 | | EMPLOYMENT TESTING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 0.00 % |
| | | Department: 52400 - INSPECTIONS Total: | 421,792.00 | 421,792.00 | 19,365.32 | 287,497.53 | 134,294.47 31.84 % |
| | | Department: 52601 - EMERGENCY GOVERNMENT | | | | | |
| 100-52601-290 | | OTHER CONTRACTUAL SERVICES | 7,000.00 | 7,000.00 | 0.00 | 7,000.00 | 0.00 0.00 % |
| 100-52601-340 | | OPERATING SUPPLIES | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 100.00 % |
| | | Department: 52601 - EMERGENCY GOVERNMENT Total: | 8,000.00 | 8,000.00 | 0.00 | 7,000.00 | 1,000.00 12.50 % |
| | | Department: 52700 - JAIL | | | | | |
| 100-52700-290 | | OTHER CONTRACTUAL SERVICES | 3,000.00 | 3,000.00 | 45.00 | 45.00 | 2,955.00 98.50 % |
| | | Department: 52700 - JAIL Total: | 3,000.00 | 3,000.00 | 45.00 | 45.00 | 2,955.00 98.50 % |
| | | Department: 53100 - ENGINEERING | | | | | |
| 100-53100-110 | | SALARIES - REGULAR | 69,005.00 | 69,005.00 | 2,679.51 | 45,418.75 | 23,586.25 34.18 % |
| 100-53100-120 | | WAGES - REGULAR | 11,644.00 | 11,644.00 | 455.23 | 7,734.64 | 3,909.36 33.60 % |
| 100-53100-121 | | OVERTIME - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 0.00 % |
| 100-53100-150 | | FICA | 6,170.00 | 6,170.00 | 210.57 | 3,737.49 | 2,432.51 39.43 % |
| 100-53100-151 | | RETIREMENT (WRS) | 5,484.00 | 5,484.00 | 213.16 | 3,614.31 | 1,869.69 34.09 % |
| 100-53100-152 | | HEALTH INSURANCE | 18,347.00 | 18,347.00 | 2,130.69 | 17,899.28 | 447.72 2.44 % |
| 100-53100-153 | | DENTAL INSURANCE | 1,107.00 | 1,107.00 | 92.27 | 830.43 | 276.57 24.98 % |
| 100-53100-154 | | LIFE INSURANCE | 21.00 | 21.00 | 2.09 | 17.26 | 3.74 17.81 % |
| 100-53100-225 | | PHONE/INTERNET/CABLE | 2,326.00 | 2,326.00 | 65.03 | 1,375.36 | 950.64 40.87 % |
| 100-53100-240 | | SOFTWARE MAINTENANCE CONT | 400.00 | 400.00 | 0.00 | 400.00 | 0.00 0.00 % |
| 100-53100-241 | | EQUIPMENT MAINTENANCE CONT | 400.00 | 400.00 | 0.00 | 329.25 | 70.75 17.69 % |
| 100-53100-310 | | OFFICE SUPPLIES | 1,300.00 | 1,300.00 | 0.00 | 206.92 | 1,093.08 84.03 % |
| 100-53100-311 | | POSTAGE | 500.00 | 500.00 | 4.37 | 139.58 | 360.42 72.08 % |
| 100-53100-312 | | COPY USAGE & PAPER | 1,200.00 | 1,200.00 | 0.15 | 649.95 | 550.05 45.84 % |
| 100-53100-320 | | SUBSCRIPTIONS & DUES | 250.00 | 250.00 | 0.00 | 194.00 | 56.00 22.40 % |
| 100-321 | | CERTIFICATIONS & LICENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 0.00 % |
| 100-53100-322 | | LEGAL NOTICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 0.00 % |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 100-333 | GENERAL ADVERTISING | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-53100-330 | SEMINARS, CONF & TRAVEL | 700.00 | 700.00 | 0.00 | 527.07 | 172.93 | 24.70% |
| 100-53100-340 | OPERATING SUPPLIES | 1,000.00 | 1,000.00 | 0.00 | 702.29 | 297.71 | 29.77% |
| 100-53100-341 | PRINTING & FORMS | 125.00 | 125.00 | 0.00 | 0.00 | 125.00 | 100.00% |
| 100-53100-360 | VEHICLE MAINT. & REPAIRS | 500.00 | 500.00 | 0.00 | 384.13 | 115.87 | 23.17% |
| 100-53100-361 | REGULAR FUEL | 700.00 | 700.00 | 123.51 | 693.07 | 6.93 | 0.99% |
| 100-53100-399 | ADDL SOFTWARE & UPGRADES | 0.00 | 0.00 | 0.00 | 537.80 | 537.80 | 100.00% |
| Department: 53100 - ENGINEERING Total: | | 121,179.00 | 121,179.00 | 6,013.38 | 85,368.59 | 35,810.41 | 29.55% |
| Department: 53310 - BOARD OF PUBLIC WORKS | | | | | | | |
| 100-53310-291 | TRANSCRIPTION CONTRACTUAL | 1,200.00 | 1,200.00 | 108.68 | 552.37 | 647.63 | 53.97% |
| 100-53310-311 | POSTAGE | 50.00 | 50.00 | 0.00 | 0.00 | 50.00 | 100.00% |
| 100-53310-312 | COPY USAGE & PAPER | 750.00 | 750.00 | 0.00 | 111.56 | 638.44 | 85.13% |
| 100-53310-322 | LEGAL NOTICES | 400.00 | 400.00 | 0.00 | 0.00 | 400.00 | 100.00% |
| Department: 53310 - BOARD OF PUBLIC WORKS Total: | | 2,400.00 | 2,400.00 | 108.68 | 663.93 | 1,736.07 | 72.34% |
| Department: 53311 - STREET | | | | | | | |
| 100-53311-110 | SALARIES - REGULAR | 56,819.00 | 56,819.00 | 2,190.32 | 37,541.66 | 19,277.34 | 33.93% |
| 100-53311-120 | WAGES - REGULAR | 27,312.00 | 27,312.00 | 10,637.91 | 18,940.44 | 8,687.56 | 31.96% |
| 100-53311-121 | OVERTIME - REGULAR | 14,000.00 | 14,000.00 | 0.00 | 2,081.29 | 11,918.71 | 85.13% |
| 100-53311-124 | WAGES - PERM PT | 294.00 | 294.00 | 10.02 | 169.84 | 124.16 | 42.22% |
| 100-53311-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-53311-126 | WAGES - TEMP/SEAS | 5,070.00 | 5,070.00 | 436.50 | 5,087.58 | 17.58 | 0.35% |
| 100-53311-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-53311-150 | FIGA | 26,621.00 | 26,621.00 | 937.40 | 16,816.82 | 9,804.18 | 39.83% |
| 100-53311-151 | RETIREMENT (WRS) | 23,299.00 | 23,299.00 | 875.72 | 15,207.61 | 8,091.39 | 34.73% |
| 100-53311-152 | HEALTH INSURANCE | 121,885.00 | 121,885.00 | 10,582.78 | 95,402.78 | 26,482.22 | 21.73% |
| 100-53311-153 | DENTAL INSURANCE | 6,109.00 | 6,109.00 | 522.42 | 4,701.78 | 1,407.22 | 23.04% |
| 100-53311-154 | LIFE INSURANCE | 185.00 | 185.00 | 217.51 | 141.69 | 43.31 | 23.41% |
| 100-53311-211 | BOILER CONTRACTUAL | 100.00 | 100.00 | 0.00 | 46.25 | 53.75 | 53.75% |
| 100-53311-213 | HVAC CONTRACTUAL | 450.00 | 450.00 | 0.00 | 193.36 | 256.64 | 76.92% |
| 100-53311-214 | FIRE CONTRACTUAL | 650.00 | 650.00 | 78.14 | 177.55 | 472.45 | 72.68% |
| 100-53311-220 | WATER/SEWER/STORM WATER | 1,665.00 | 1,665.00 | 0.00 | 315.00 | 1,350.00 | 55.12% |
| 100-53311-221 | ELECTRIC & GAS | 9,400.00 | 9,400.00 | 15.86 | 6,918.27 | 2,481.73 | 26.40% |
| 100-53311-223 | PHONE/INTERNET/CABLE | 2,104.00 | 2,104.00 | 221.71 | 1,953.47 | 150.53 | 15.92% |
| 100-53311-230 | COUNTY HWY DEPT SERVICES | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 100.00% |
| 100-53311-240 | SOFTWARE MAINTENANCE CONTR | 210.00 | 210.00 | 0.00 | 20.00 | 190.00 | 21.43% |
| 100-53311-241 | EQUIPMENT MAINTENANCE CONT | 100.00 | 100.00 | 0.00 | 76.25 | 23.75 | 23.75% |
| 100-53311-242 | EQUIPMENT RENTAL | 10,000.00 | 10,000.00 | 0.00 | 8,400.00 | 1,600.00 | 16.00% |
| 100-53311-243 | LEASES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-53311-290 | OTHER CONTRACTUAL SERVICES | 2,000.00 | 2,000.00 | 0.00 | 10,550.07 | 6,449.93 | 37.94% |
| 100-53311-310 | OFFICE SUPPLIES | 200.00 | 200.00 | 0.00 | 0.00 | 200.00 | 100.00% |
| 100-53311-311 | POSTAGE | 100.00 | 100.00 | 17.50 | 23.13 | 76.87 | 97.20% |
| 100-53311-312 | COPY USAGE & PAPER | 50.00 | 50.00 | 0.00 | 3.03 | 46.97 | 93.94% |
| 100-53311-320 | SUBSCRIPTIONS & DUES | 0.00 | 0.00 | 0.00 | 474.31 | 474.31 | 100.00% |
| 100-53311-322 | LEGAL NOTICES | 100.00 | 100.00 | 0.00 | 11.15 | 88.85 | 88.85% |
| 100-53311-324 | RECRUITMENT | 50.00 | 50.00 | 0.00 | 0.00 | 50.00 | 100.00% |
| 100-53311-330 | SEMINARS, CONF & TRAVEL | 500.00 | 500.00 | 0.00 | 130.00 | 370.00 | 74.00% |
| 100-53311-340 | OPERATING SUPPLIES | 4,350.00 | 4,350.00 | 131.60 | 2,419.33 | 2,430.67 | 50.12% |
| 100-53311-341 | PRINTING & FORMS | 100.00 | 100.00 | 0.00 | 0.00 | 100.00 | 100.00% |
| 100-53311-342 | CLEANING & SANITARY SUPPLIES | 600.00 | 600.00 | 0.00 | 477.22 | 122.78 | 28.80% |
| 100-53311-350 | BLDG & GRDS MAINT & REPAIRS | 1,500.00 | 1,500.00 | 596.90 | 2,446.78 | -946.78 | -63.12% |
| 100-53311-360 | VEHICLE MAINT. & REPAIRS | 500.00 | 500.00 | 16.32 | 4,255.21 | 1,244.79 | 22.63% |
| 100-53311-361 | REGULAR FUEL | 20,800.00 | 20,800.00 | 494.34 | 7,960.94 | 12,839.06 | 61.73% |
| 100-53311-362 | OFF ROAD FUEL | 5,000.00 | 5,000.00 | 337.14 | 2,566.83 | 2,433.17 | 48.66% |
| 100-53311-363 | EQUIPMENT MAINT & REPAIRS | 12,000.00 | 12,000.00 | 572.08 | 2,862.47 | 9,137.53 | 76.15% |
| 100-53311-370 | SALT & SAND | 77,200.00 | 77,200.00 | 0.00 | 51,825.58 | 25,374.42 | 32.87% |
| 100-53311-371 | TREE & BRUSH MAINTENANCE | 2,500.00 | 2,500.00 | 0.00 | 2,256.92 | 243.08 | 9.72% |
| 100-53311-375 | STREET MAINT & REPAIRS | 5,000.00 | 5,000.00 | 0.00 | 3,618.67 | 1,381.33 | 27.63% |
| 100-53311-381 | EMPLOYMENT TESTING | 500.00 | 500.00 | 0.00 | 241.22 | 258.78 | 51.76% |

Budget Report

For Fiscal: 2015 Period Ending: 09/30/2015

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|--|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 100-53311-399 | UNIFORMS & SAFETY ATTIRE | 1,000.00 | 1,000.00 | 0.00 | 142.56 | 857.44 | 85.74% |
| | ADD'L SOFTWARE & UPGRADES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | Department: 53311 - STREET Total: | 706,473.00 | 706,473.00 | 28,739.23 | 470,986.44 | 235,486.56 | 33.33% |
| Department: 53312 - STREET SIGNS & SIGNALS | | | | | | | |
| 100-53312-290 | ELECTRIC & GAS | 7,800.00 | 7,800.00 | 644.49 | 5,449.06 | 2,350.94 | 30.14% |
| | OTHER CONTRACTUAL SERVICES | 0.00 | 0.00 | 0.00 | 426.75 | -426.75 | 0.00% |
| 100-53312-372 | ELECTRICAL CONTRACTUAL | 11,000.00 | 11,000.00 | 0.00 | 1,400.00 | 9,600.00 | 99.90% |
| | STREET SIGN MAINT & REPAIRS | 9,000.00 | 9,000.00 | 0.00 | 2,244.00 | 6,756.00 | 75.07% |
| | STREET SIGNAL MAINT & REPAIRS | 1,500.00 | 1,500.00 | 0.00 | 187.50 | 1,312.50 | 87.50% |
| | Department: 53312 - STREET SIGNS & SIGNALS Total: | 19,300.00 | 19,300.00 | 644.49 | 8,308.31 | 10,991.69 | 56.95% |
| Department: 53315 - STREET LIGHTS | | | | | | | |
| 100-53315-221 | ELECTRIC & GAS | 231,430.00 | 231,430.00 | 15,404.11 | 147,971.43 | 83,458.57 | 36.06% |
| | OTHER CONTRACTUAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-53315-292 | ELECTRICAL CONTRACTUAL | 5,000.00 | 5,000.00 | 0.00 | 4,015.00 | 985.00 | 19.70% |
| | STREET LIGHT MAINT & REPAIRS | 1,500.00 | 1,500.00 | 49.88 | 454.92 | 1,045.08 | 69.67% |
| | Department: 53315 - STREET LIGHTS Total: | 237,930.00 | 237,930.00 | 15,453.99 | 152,441.35 | 85,488.65 | 35.93% |
| Department: 53440 - STORM WATER | | | | | | | |
| 100-53440-200 | GF STORM WATER ERU | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | Department: 53440 - STORM WATER Total: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| Department: 54110 - ANIMAL CONTROL | | | | | | | |
| 100-54110-790 | OTHER CONTRACTUAL SERVICES | 50,765.00 | 50,765.00 | 4,961.70 | 24,177.60 | 16,587.40 | 32.67% |
| | Department: 54110 - ANIMAL CONTROL Total: | 50,765.00 | 50,765.00 | 4,961.70 | 34,177.60 | 16,587.40 | 32.67% |
| Department: 55110 - LIBRARY | | | | | | | |
| 100-55110-110 | SALARIES - REGULAR | 25,652.00 | 25,652.00 | 992.14 | 16,916.26 | 8,735.74 | 34.05% |
| | WAGES - PERM PT | 10,122.00 | 10,122.00 | 340.64 | 5,074.10 | 4,347.89 | 42.95% |
| 100-55110-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | WAGE - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 100-55110-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | HCA | 2,736.00 | 2,736.00 | 97.02 | 1,656.22 | 1,079.78 | 39.47% |
| 100-55110-151 | RETIREMENT (WRS) | 1,744.00 | 1,744.00 | 67.47 | 1,150.40 | 593.60 | 34.04% |
| | HEALTH INSURANCE | 284.00 | 284.00 | 140.87 | 163.93 | 120.07 | 24.93% |
| 100-55110-153 | DENTAL INSURANCE | 271.00 | 271.00 | 22.59 | 203.31 | 67.69 | 24.98% |
| | LIFE INSURANCE | 9.00 | 9.00 | 0.77 | 6.83 | 2.17 | 24.11% |
| 100-55110-211 | BOILER CONTRACTUAL | 635.00 | 635.00 | 0.00 | 350.03 | 284.97 | 44.88% |
| | HVAC CONTRACTUAL | 1,132.00 | 1,132.00 | 0.00 | 559.20 | 572.80 | 93.75% |
| 100-55110-214 | FIRE CONTRACTUAL | 1,534.00 | 1,534.00 | 0.00 | 279.98 | 1,254.02 | 81.75% |
| | WATER/SEWER/STORM WATER | 2,911.00 | 2,911.00 | 0.00 | 1,323.05 | 1,587.95 | 54.55% |
| 100-55110-221 | ELECTRIC & GAS | 24,376.00 | 24,376.00 | 2,246.12 | 16,672.56 | 7,703.44 | 31.60% |
| | PHONE/INTERNET/CABLE | 750.00 | 750.00 | 49.55 | 577.50 | 172.50 | 22.99% |
| 100-55110-240 | SOFTWARE MAINTENANCE CONTR | 750.00 | 750.00 | 0.00 | 600.00 | 150.00 | 20.00% |
| | EQUIPMENT RENTAL | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 100.00% |
| 100-55110-290 | OTHER CONTRACTUAL SERVICES | 2,230.00 | 2,230.00 | 0.00 | 380.00 | 1,850.00 | 82.96% |
| | TRANSCRIPTION CONTRACTUAL | 0.00 | 0.00 | 0.00 | 128.57 | -128.57 | 0.00% |
| 100-55110-292 | ELECTRICAL CONTRACTUAL | 333.00 | 333.00 | 0.00 | 0.00 | 333.00 | 100.00% |
| | PLUMBING CONTRACTUAL | 300.00 | 300.00 | 0.00 | 216.68 | 83.32 | 29.77% |
| 100-55110-310 | OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | POSTAGE | 25.00 | 25.00 | 0.00 | 0.49 | 24.51 | 98.04% |
| 100-55110-312 | COPY USAGE & PAPER | 0.00 | 0.00 | 0.00 | 214.40 | -214.40 | 0.00% |
| | OPERATING SUPPLIES | 2,475.00 | 2,475.00 | 0.00 | 1,768.87 | 706.13 | 28.53% |
| 100-55110-342 | CLEANING & SANITARY SUPPLIES | 2,100.00 | 2,100.00 | 0.00 | 955.34 | 1,144.66 | 54.51% |
| | BLDG & GRDS MAINT & REPAIRS | 1,775.00 | 1,775.00 | 0.00 | 748.94 | 1,026.06 | 59.53% |
| 100-55110-360 | VEHICLE MAINT. & REPAIRS | 150.00 | 150.00 | 0.00 | 31.87 | 118.13 | 78.75% |
| | EQUIPMENT MAINT & REPAIRS | 350.00 | 350.00 | 31.09 | 31.09 | 318.91 | 91.12% |
| | Department: 55110 - LIBRARY Total: | 90,894.00 | 90,894.00 | 4,287.76 | 54,172.57 | 36,721.43 | 40.40% |
| Department: 55200 - PARKS | | | | | | | |
| 100-55200-110 | SALARIES - REGULAR | 51,924.00 | 51,924.00 | 1,987.01 | 34,176.57 | 17,747.43 | 34.18% |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 100-55200-120 | WAGES - REGULAR | 73,547.00 | 73,547.00 | 2,827.52 | 45,730.36 | 27,816.64 | 37.82 % |
| 100-55200-121 | OVERTIME - REGULAR | 1,000.00 | 1,000.00 | 0.00 | 395.01 | 604.99 | 60.50 % |
| 100-55200-124 | WAGES - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55200-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55200-126 | WAGES - TEMP/SEAS | 34,312.00 | 34,312.00 | 756.38 | 23,027.03 | 10,834.27 | 31.72 % |
| 100-55200-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 55.69 | -55.69 | 0.00 % |
| 100-55200-150 | FICA | 12,300.00 | 12,300.00 | 4,445.8 | 7,741.00 | 4,559.00 | 37.07 % |
| 100-55200-151 | RETIREMENT (WRS) | 9,325.00 | 9,325.00 | 327.39 | 6,089.15 | 3,235.85 | 34.70 % |
| 100-55200-152 | HEALTH INSURANCE | 17,748.00 | 17,748.00 | 1,476.47 | 16,288.23 | 1,429.77 | 25.00 % |
| 100-55200-153 | DENTAL INSURANCE | 1,853.00 | 1,853.00 | 154.44 | 1,389.96 | 463.04 | 24.99 % |
| 100-55200-154 | LIFE INSURANCE | 30.00 | 30.00 | 2.68 | 25.42 | 6.58 | 21.93 % |
| 100-55200-214 | FIRE CONTRACTUAL | 0.00 | 0.00 | 0.00 | 159.63 | -159.63 | 0.00 % |
| 100-55200-220 | WATER/SEWER/STORM WATER | 15,027.00 | 15,027.00 | 0.00 | 8,450.28 | 6,876.72 | 45.76 % |
| 100-55200-221 | ELECTRIC & GAS | 22,500.00 | 22,500.00 | 914.30 | 12,786.38 | 9,713.62 | 43.17 % |
| 100-55200-225 | PHONE/INTERNET/CABLE | 2,700.00 | 2,700.00 | 224.97 | 1,972.53 | 727.47 | 26.94 % |
| 100-55200-240 | SOFTWARE MAINTENANCE CONTR | 600.00 | 600.00 | 0.00 | 600.00 | 0.00 | 0.00 % |
| 100-55200-242 | EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55200-290 | OTHER CONTRACTUAL SERVICES | 378.00 | 378.00 | 0.00 | 0.00 | 378.00 | 100.00 % |
| 100-55200-291 | TRANSCRIPTION CONTRACTUAL | 600.00 | 600.00 | 98.56 | 452.40 | 147.60 | 24.60 % |
| 100-55200-292 | ELECTRICAL CONTRACTUAL | 450.00 | 450.00 | 0.00 | 0.00 | 450.00 | 100.00 % |
| 100-55200-293 | PLUMBING CONTRACTUAL | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 100.00 % |
| 100-55200-310 | OFFICE SUPPLIES | 0.00 | 0.00 | 0.00 | 15.95 | -15.95 | 0.00 % |
| 100-55200-311 | POSTAGE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55200-312 | COPY USAGE & PAPER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55200-320 | SUBSCRIPTIONS & DUES | 100.00 | 100.00 | 0.00 | 45.00 | 55.00 | 55.00 % |
| 100-55200-321 | CERTIFICATIONS & LICENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55200-330 | SEMINARS, CONF & TRAVEL | 550.00 | 550.00 | 0.00 | 293.02 | 256.98 | 46.36 % |
| 100-55200-340 | OPERATING SUPPLIES | 10,625.00 | 10,625.00 | 63.64 | 11,445.00 | -820.00 | -7.72 % |
| 100-55200-342 | CLEANING & SANITARY SUPPLIES | 2,500.00 | 2,500.00 | 246.39 | 3,144.69 | -644.69 | -25.79 % |
| 100-55200-350 | BLDG & GRDS MAINT & REPAIRS | 10,550.00 | 10,550.00 | 2,321.49 | 12,331.99 | -1,781.99 | -16.89 % |
| 100-55200-360 | VEHICLE MAINT & REPAIRS | 3,000.00 | 3,000.00 | 24.97 | 4,608.58 | -1,608.58 | -53.62 % |
| 100-55200-361 | REGULAR FUEL | 8,250.00 | 8,250.00 | 460.10 | 3,531.67 | 4,718.33 | 57.19 % |
| 100-55200-362 | OFF ROAD FUEL | 3,500.00 | 3,500.00 | 428.89 | 3,587.64 | -87.64 | -2.50 % |
| 100-55200-363 | EQUIPMENT MAINT & REPAIRS | 4,500.00 | 4,500.00 | 548.53 | 6,039.37 | -1,539.37 | -34.21 % |
| 100-55200-371 | TREE & BRUSH MAINTENANCE | 3,500.00 | 3,500.00 | 0.00 | 1,979.34 | 1,520.66 | 60.59 % |
| 100-55200-381 | EMPLOYMENT TESTING | 90.00 | 90.00 | 0.00 | 58.00 | 32.00 | 35.56 % |
| 100-55200-382 | UNIFORMS & SAFETY ATTIRE | 250.00 | 250.00 | 0.00 | 78.95 | 171.05 | 29.58 % |
| Department: 55200 - PARKS Total: | | 291,929.00 | 291,929.00 | 13,432.31 | 203,719.54 | 88,209.46 | 30.22 % |
| Department: 55300 - RECREATION | | | | | | | |
| 100-55300-110 | SALARIES - REGULAR | 168,737.00 | 168,737.00 | 6,539.21 | 111,054.69 | 57,682.31 | 34.18 % |
| 100-55300-120 | WAGES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55300-121 | OVERTIME - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55300-124 | WAGES - PERM PT | 34,063.00 | 34,063.00 | 404.80 | 12,461.53 | 21,601.47 | 63.42 % |
| 100-55300-125 | OVERTIME - PERM PT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55300-126 | WAGES - TEMP/SEAS | 57,507.00 | 57,507.00 | 1,622.44 | 45,142.63 | 12,364.37 | 21.50 % |
| 100-55300-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55300-150 | FICA | 19,913.00 | 19,913.00 | 615.52 | 19,259.36 | 7,653.64 | 38.44 % |
| 100-55300-151 | RETIREMENT (WRS) | 12,764.00 | 12,764.00 | 472.19 | 8,399.00 | 4,365.00 | 34.20 % |
| 100-55300-152 | HEALTH INSURANCE | 46,712.00 | 46,712.00 | 3,850.96 | 34,658.64 | 11,553.36 | 25.00 % |
| 100-55300-153 | DENTAL INSURANCE | 2,253.00 | 2,253.00 | 187.79 | 1,690.11 | 562.89 | 24.98 % |
| 100-55300-154 | LIFE INSURANCE | 49.00 | 49.00 | 4.01 | 36.29 | 12.71 | 25.94 % |
| 100-55300-225 | PHONE/INTERNET/CABLE | 2,640.00 | 2,640.00 | 132.79 | 2,420.85 | 219.15 | 8.30 % |
| 100-55300-240 | SOFTWARE MAINTENANCE CONTR | 250.00 | 250.00 | 0.00 | 0.00 | 250.00 | 100.00 % |
| 100-55300-241 | EQUIPMENT MAINTENANCE CONT | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 100.00 % |
| 100-55300-290 | OTHER CONTRACTUAL SERVICES | 1,000.00 | 1,000.00 | 0.00 | 500.00 | 500.00 | 50.00 % |
| 100-55300-310 | OFFICE SUPPLIES | 1,350.00 | 1,350.00 | 0.00 | 504.71 | 845.29 | 62.61 % |
| 100-55300-311 | POSTAGE | 4,500.00 | 4,500.00 | 86.40 | 2,844.91 | 1,655.09 | 36.78 % |
| 100-55300-312 | COPY USAGE & PAPER | 3,000.00 | 3,000.00 | 276.04 | 2,396.60 | 603.40 | 20.11 % |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|--|------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 100-5300-320 | SUBSCRIPTIONS & DUES | 775.00 | 775.00 | 0.00 | 930.00 | -155.00 | 20.00 % |
| 100-5300-321 | CERTIFICATIONS & LICENSES | 0.00 | 0.00 | 0.00 | 70.00 | -70.00 | 0.00 % |
| 100-5300-330 | SEMINARS, CONF & TRAVEL | 1,800.00 | 1,800.00 | 360.00 | 643.00 | 1,157.00 | 64.28 % |
| 100-5300-340 | OPERATING SUPPLIES | 26,900.00 | 26,900.00 | 2,154.78 | 18,510.69 | 8,389.31 | 31.19 % |
| 100-5300-344 | PRINTING & FORMS | 5,000.00 | 5,000.00 | 0.00 | 2,951.37 | 2,048.63 | 40.97 % |
| 100-5300-381 | EMPLOYMENT TESTING | 450.00 | 450.00 | 0.00 | 0.00 | 450.00 | 100.00 % |
| Department: 5300 - RECREATION Total: | | 390,163.00 | 390,163.00 | 16,706.93 | 257,474.38 | 132,688.62 | 34.01 % |
| Department: 55420 - AQUATIC CENTER | | | | | | | |
| 100-55420-120 | WAGES - REGULAR | 18,683.00 | 18,683.00 | -722.38 | 17,328.58 | 6,354.42 | 34.01 % |
| 100-55420-121 | OVERTIME - REGULAR | 0.00 | 0.00 | 0.00 | 263.35 | -263.35 | 0.00 % |
| 100-55420-126 | WAGES - TEMP/SEAS | 80,326.00 | 80,326.00 | 4,296.89 | 70,672.80 | 9,653.20 | 12.02 % |
| 100-55420-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-55420-150 | FICA | 7,574.00 | 7,574.00 | 379.34 | 6,294.64 | 1,279.36 | 16.89 % |
| 100-55420-151 | RETIREMENT (WRS) | 1,270.00 | 1,270.00 | 49.16 | 856.24 | 413.76 | 32.58 % |
| 100-55420-152 | HEALTH INSURANCE | 6,741.00 | 6,741.00 | 561.78 | 5,056.02 | 1,684.98 | 25.00 % |
| 100-55420-153 | DENTAL INSURANCE | 383.00 | 383.00 | 31.95 | 287.55 | 95.45 | 24.92 % |
| 100-55420-154 | LIFE INSURANCE | 4.00 | 4.00 | 0.34 | 2.69 | 1.31 | 32.75 % |
| 100-55420-220 | WATER/SEWER/STORM WATER | 6,759.00 | 6,759.00 | 0.00 | 4,583.74 | 2,175.26 | 32.18 % |
| 100-55420-221 | ELECTRIC & GAS | 13,779.00 | 13,779.00 | 308.27 | 10,749.16 | 3,029.84 | 21.99 % |
| 100-55420-225 | PHONE/INTERNET/CABLE | 400.00 | 400.00 | 27.87 | 250.30 | 149.70 | 37.43 % |
| 100-55420-290 | OTHER CONTRACTUAL SERVICES | 14,359.00 | 14,359.00 | 0.00 | 10,633.10 | 3,725.90 | 6.39 % |
| 100-55420-321 | CERTIFICATIONS & LICENSES | 250.00 | 250.00 | 0.00 | 475.00 | -225.00 | -90.00 % |
| 100-55420-330 | SEMINARS, CONF & TRAVEL | 250.00 | 250.00 | 0.00 | 183.99 | 66.01 | 26.40 % |
| 100-55420-340 | OPERATING SUPPLIES | 4,650.00 | 4,650.00 | 20.53 | 6,961.73 | -2,311.73 | -49.71 % |
| 100-55420-342 | CLEANING & SANITARY SUPPLIES | 450.00 | 450.00 | 0.00 | 126.14 | 323.86 | 74.38 % |
| 100-55420-343 | CONCESSIONS SUPPLIES | 17,800.00 | 17,800.00 | 831.92 | 12,957.22 | 4,842.78 | 27.21 % |
| 100-55420-350 | BLDG & GRDS MAINT & REPAIRS | 1,600.00 | 1,600.00 | 1,899.72 | 10,601.55 | -9,001.55 | -30.09 % |
| 100-55420-363 | EQUIPMENT MAINT & REPAIRS | 500.00 | 500.00 | 0.00 | 306.82 | 193.18 | 38.64 % |
| Department: 55420 - AQUATIC CENTER Total: | | 175,778.00 | 175,778.00 | 9,230.12 | 153,600.51 | 22,177.49 | 12.62 % |
| Department: 56600 - URBAN PLANNING | | | | | | | |
| 100-56600-290 | OTHER CONTRACTUAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-56600-320 | SUBSCRIPTIONS & DUES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 56600 - URBAN PLANNING Total: | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 56610 - CITY STUDY | | | | | | | |
| 100-56610-290 | CITY STUDY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 56610 - CITY STUDY Total: | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 56700 - ECONOMIC DEVELOPMENT | | | | | | | |
| 100-56700-290 | OTHER CONTRACTUAL SERVICES | 14,387.00 | 14,387.00 | 14,387.10 | 14,387.10 | -0.10 | 0.00 % |
| Department: 56700 - ECONOMIC DEVELOPMENT Total: | | 14,387.00 | 14,387.00 | 14,387.10 | 14,387.10 | -0.10 | 0.00 % |
| Department: 56900 - PLANNING & ZONING | | | | | | | |
| 100-56900-110 | SALARIES - REGULAR | 112,439.00 | 112,439.00 | 4,358.01 | 74,071.43 | 38,367.57 | 34.12 % |
| 100-56900-120 | WAGES - REGULAR | 17,466.00 | 17,466.00 | 682.84 | 11,597.50 | 5,868.50 | 33.60 % |
| 100-56900-121 | OVERTIME - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-56900-150 | FICA | 9,938.00 | 9,938.00 | 338.45 | 5,794.74 | 4,143.26 | 41.69 % |
| 100-56900-151 | RETIREMENT (WRS) | 8,834.00 | 8,834.00 | 342.31 | 5,325.34 | 3,508.66 | 34.03 % |
| 100-56900-152 | HEALTH INSURANCE | 32,288.00 | 32,288.00 | 2,690.63 | 24,215.67 | 8,072.33 | 25.00 % |
| 100-56900-153 | DENTAL INSURANCE | 1,470.00 | 1,470.00 | 122.49 | 1,102.41 | 367.59 | 25.01 % |
| 100-56900-154 | LIFE INSURANCE | 31.00 | 31.00 | 2.99 | 24.71 | 6.29 | 20.29 % |
| 100-56900-225 | PHONE/INTERNET/CABLE | 1,800.00 | 1,800.00 | 65.03 | 1,130.14 | 669.86 | 37.21 % |
| 100-56900-240 | SOFTWARE MAINTENANCE CONTR | 320.00 | 320.00 | 0.00 | 0.00 | 320.00 | 100.00 % |
| 100-56900-241 | EQUIPMENT MAINTENANCE CONTR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-56900-290 | OTHER CONTRACTUAL SERVICES | -23,200.00 | -23,200.00 | 0.00 | 500.00 | -23,700.00 | 102.16 % |
| 100-56900-291 | TRANSCRIPTION CONTRACTUAL | 2,900.00 | 2,900.00 | 245.34 | 2,208.13 | 691.87 | 23.86 % |
| 100-56900-310 | OFFICE SUPPLIES | 760.00 | 760.00 | 0.00 | 259.61 | 500.39 | 65.84 % |
| 100-56900-311 | POSTAGE | 880.00 | 880.00 | 55.96 | 1,074.05 | -194.05 | -22.05 % |
| 100-56900-312 | COPY USAGE & PAPER | 2,745.00 | 2,745.00 | 27.89 | 1,605.16 | 1,139.84 | 41.52 % |
| 100-56900-320 | SUBSCRIPTIONS & DUES | 900.00 | 900.00 | 0.00 | 0.00 | 900.00 | 100.00 % |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|---------|--------------------------|-------------------------|--------------------|---------------------|--|----------------------|
| 1 | 900-322 | LEGAL NOTICES | 3,300.00 | 3,300.00 | 183.89 | 1,838.09 | 1,461.91 44.30 % |
| 100-56900-324 | | RECRUITMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 100-56900-330 | | SEMINARS, CONF & TRAVEL | 2,100.00 | 2,100.00 | 0.00 | 1,182.00 | 918.00 43.71 % |
| 100-56900-340 | | OPERATING SUPPLIES | 700.00 | 700.00 | 0.00 | 418.60 | 281.40 40.20 % |
| 100-56900-360 | | VEHICLE MAINT. & REPAIRS | 300.00 | 300.00 | 0.00 | 0.00 | 300.00 100.00 % |
| 100-56900-361 | | REGULAR FUEL | 0.00 | 0.00 | 66.99 | 469.06 | 430.99 89.99 % |
| Department: 56900 - PLANNING & ZONING Total: | | 177,271.00 | 177,271.00 | 9,183.89 | 133,316.39 | 43,954.61 | 24.80 % |
| Department: 59200 - TRANSFERS | | | | | | | |
| 100-59200-590 | | TRANSFERS OUT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Department: 59200 - TRANSFERS Total: | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| Expense Total: | | 8,601,307.00 | 8,601,307.00 | 432,428.62 | 5,588,476.91 | 3,012,830.09 | 35.03 % |
| Fund: 100 - GENERAL FUND Surplus (Deficit): | | 0.00 | 0.00 | -432,474.12 | 1,844,630.29 | 1,844,630.29 | 0.00 % |
| Report Surplus (Deficit): | | 0.00 | 0.00 | -432,474.12 | 1,844,630.29 | 1,844,630.29 | 0.00 % |



City of Onalaska

Balance Sheet Report

Account Summary

As Of 09/14/2015

F-56

| Account | Name | Balance |
|----------------------------------|------------------------------------|--------------|
| Fund: 610 - WATER UTILITY | | |
| Assets | | |
| 610-11000 | CASH | 349,225 |
| 610-11300 | INVESTMENTS | 607,291.73 |
| 610-11501 | SPECIAL DEPRECIATION FUND | 7,900.00 |
| 610-11508 | SPECIAL REDEMPT. FUND 2005-2006 | 31,500.00 |
| 610-11514 | RESERVE FUND 2007-2008 | 57,097.37 |
| 610-12601 | A/R S/A 1983 & PRIOR | 13,024.03 |
| 610-12610 | A/R S/A 1983 (DEFERRED) | 0.00 |
| 610-12615 | A/R S/A 1992 (DEFERRED) | 30,616.77 |
| 610-12616 | A/R S/A 1993 | 0.00 |
| 610-12617 | A/R S/A 1995 | 0.00 |
| 610-12618 | A/R S/A 1998 | 18,972.18 |
| 610-12619 | A/R S/A 1999 - WATER | 0.00 |
| 610-12620 | A/R S/A 2001 - WATER | 864.28 |
| 610-12621 | A/R S/A 2004 WATER | 1,929.60 |
| 610-12622 | A/R S/A 2005 | 2,610.23 |
| 610-12623 | A/R S/A 2007 | 4,621.92 |
| 610-12627 | A/R S/A 2009 WATER | 626.61 |
| 610-12627 | A/R S/A 1989 & (DEFERRED) | 65,101.92 |
| 610-12629 | A/R S/A 1990 (DEFERRED) | 110.34 |
| 610-12630 | A/R S/A 1988 (DEFERRED) | 8,825.85 |
| 610-12633 | A/R S/A 1991 | 2,638.20 |
| 610-13100 | OTHER ACCOUNTS RECEIVABLE | 201.45 |
| 610-13108 | PRIVATE FIRE PROTECTION | 69.16 |
| 610-13153 | RECEIVABLE FROM DEPT. OF COMMERCE | 0.00 |
| 610-13300 | INTEREST RECEIVABLE | 0.00 |
| 610-14207 | DUE FROM SEWER | 556,680.00 |
| 610-14208 | DUE FROM GENERAL FUND | 0.00 |
| 610-14211 | DUE FROM CIVIL PROTECT | 4,024,662.21 |
| 610-14216 | DUE FROM DEBT SERVICE | 791.38 |
| 610-18101 | MATERIALS SUPPLIES | 36,987.53 |
| 610-18102 | SOURCE OF SUPPLY PLANT - LAND | 791.00 |
| 610-18105 | TRANS. & DIST. PLANT - LAND | 1,035.53 |
| 610-18150 | CONSTRUCTION WORK IN PROGRESS | 189,043.00 |
| 610-18501 | TOOLS SHOP & GARAGE EQUIP | 18,791.66 |
| 610-18520 | COMPUTER EQUIPMENT | 268,362.45 |
| 610-18521 | LAMP & LIGHTING EQUIPMENT | 15,600.00 |
| 610-18522 | OTHER POWER PRODUCTION EQUIPMEN | 45,529.00 |
| 610-18523 | ELECTRIC PUMPING EQUIPMENT | 977,248.63 |
| 610-18524 | WELLS & SPRINGS | 1,674,975.61 |
| 610-18525 | DISTRIBUTION RESERVOIR - STANDPIP | 2,834,098.69 |
| 610-18526 | TRANSMISSION & DISTRIBUTION - MAI | 3,126,080.31 |
| 610-18527 | MAINS CONTRIBUTED | 77,581.36 |
| 610-18528 | HYDRANTS | 334,642.25 |
| 610-18529 | OTHER TRANS/DIST. FOUNTAINS & C | 3,979.77 |
| 610-18530 | POWER EQUIPMENT | 50,481.53 |
| 610-18532 | COMMUNICATION EQUIPMENT | 10,981.36 |
| 610-18533 | COMMUNICATION EQUIP - SCADA SYSTEM | 342,537.27 |
| 610-18534 | ELECTRIC PUMPING EQUIPMENT | 96,781.60 |
| 610-18535 | OTHER PUMPING EQUIPMENT | 3,438.90 |
| 610-18536 | WATER TREATMENT EQUIP | 114,443.67 |
| 610-18537 | METERS | 2,675,545.05 |
| 610-18538 | TRANSPORTATION EQUIPMENT | 286,915.46 |

Balance Sheet Report

As Of 09/14/2015

| Account | Name | Balance |
|-----------|-------------------------------------|----------------------|
| 610-18539 | LAB EQUIPMENT | 8,958.58 |
| 610-18540 | ACCUM DEPR-TOOLS,SHOP & GARAGE | -105,860.16 |
| 610-18541 | STRUCTURES & IMPROVEMENTS (PUMP I | 932,147.62 |
| 610-18542 | RESERVOIRS & STANDPIPES CONTRIBUTED | -505,503.00 |
| 610-18558 | ACCUM DEPR - TANS & DIST MAI | -315,444.22 |
| 610-18560 | A/D-MAINS CONTRIBUTED | -1,633,837.00 |
| 610-18561 | ACCUM DEPR - HYDRANTS | -53,200.18 |
| 610-18599 | ACCUM DEPR-STRUCTURES & IMPRO | -319,938.70 |
| 610-18601 | A/D-STRUCTURES CONTRIBUTED | -175,747.00 |
| 610-18602 | STRUCTURES & IMPROV CONTRIBUTED | -267,209.00 |
| 610-18603 | ACCUM DEPR-OTHER POWER PROD | -29,044.00 |
| 610-18604 | ACCUM DEPR-ELECTRIC PUMPING EQUIP | -624,585.88 |
| 610-18605 | ACCUM DEPR - WELLS & SPRINGS | -460,757.89 |
| 610-18606 | ACCUM DEPR-DIST RES & STAND | -585,547.16 |
| 610-18607 | A/D-RESERVOIRS CONTRIBUTED | -213,645.00 |
| 610-18850 | SERVICES | -66,826.00 |
| 610-18851 | SERVICES-CONTRIBUTED | 2,265,721.91 |
| 610-18890 | ACCUM DEPR - SERVICES | -58,727.08 |
| 610-18891 | A/D -SERVICES CONTRIBUTED | -961,776.00 |
| 610-18901 | A/D -HYDRANTS CONTRIBUTED | -416,074.50 |
| 610-18902 | HYDRANTS-CONTRIBUTED | 1,194,914.19 |
| 610-18909 | ACCUM DEPR-OTHER TRAINS COND ST | -924,338.00 |
| 610-18904 | ACCUM DEPR - POWER EQUIP | -50,481.20 |
| 610-18905 | ACCUM DEPR - COMMUNICATION EQUIP | -10,981.00 |
| 610-18906 | ACCUM DEPR - COM EQUIP SCADA. | -258,406.60 |
| 610-18907 | A/D-ELECTRIC PUMPING EQUIPMENT | -65,107.00 |
| 610-18908 | ACCUM DEPR - OTHER PUMBING EQUIP | -3,376.90 |
| 610-18909 | ACCUM DEPR - WATER TREATMENT EQUIP | -70,194.96 |
| 610-18910 | ACCUM DEPR - METERS | -1,414,912.45 |
| 610-18911 | ACCUM DEPR - COMPUTER EQUIP | -157,017.48 |
| 610-18912 | OFFICE FURNITURE & EQUIP | 17,810.13 |
| 610-18913 | ACCUM DEPR OFFICE FURNITURE & EQ | -7,291.88 |
| 610-18914 | ACCUM DEPR - TRANSPORTAION EQUIP | -270,900.12 |
| 610-18915 | ACCUM DEPR - IAB EQUIP | -8,958.58 |
| 610-18980 | UNAMORTIZED BOND COSTS | 144,208.37 |
| 610-18981 | UNAMORTIZED DEBT DISCOUNT | 0.00 |
| 610-18982 | UNAMORTIZED PREMIUM ON DEBT | -49,138.95 |
| | Total Assets: | 23,138,565.27 |
| | | 23,138,565.27 |

Liability

| | | |
|-----------|---------------------------------------|----------|
| 610-21100 | ACCOUNTS PAYABLE | 0.00 |
| 610-21101 | PAYABLE TO CITY OF LA CROSSE | 0.00 |
| 610-21110 | PENDING DUE TO POOLS | 1,478.06 |
| 610-21511 | FICA W/H | 0.00 |
| 610-21512 | FEDERAL W/H | 0.00 |
| 610-21513 | STATE W/H - WI | 0.00 |
| 610-21514 | FICA W/H - MEDICARE | 0.00 |
| 610-21520 | RETIREMENT W/H | 0.00 |
| 610-21521 | BC/BS HEALTH INS | 0.00 |
| 610-21529 | HEALTH INS W/H (EMPL. HEAL. INS. CO.) | 0.00 |
| 610-21530 | HEALTH INS | 0.00 |
| 610-21531 | CANCER INS | 0.00 |
| 610-21532 | HEALTH/DENTAL/HEALTH INS PREMIUMS | 0.00 |
| 610-21534 | MEDICAL & DEP CARE - SECT. 125 | 0.00 |
| 610-21535 | WI RETIREMENT SYSTEM (D. U. EMP) | 0.00 |
| 610-21540 | UNITED WAY | 0.00 |
| 610-21560 | COMMUNITY CREDIT UNION W/H | 0.00 |
| 610-21570 | UNION DUES | 0.00 |
| 610-21571 | LOCAL 150 UNION DUES W/H | 0.00 |
| 610-21572 | 1ST FINANCIAL SVGS. | 0.00 |
| 610-21573 | DEFERRED COMPENSATION | 0.00 |

Balance Sheet Report

As Of 09/14/2015

| Account | Name | Balance |
|------------------------------|---|-----------------------------|
| 610-21581 | SUPPORT PAYMENTS | 0.00 |
| 610-21769 | ACCRUED WAGES | 0.00 |
| 610-21800 | ACCUMULATED EMPLOYEE BENEFIT (VAC) | 19,696.73 |
| 610-21800 | ACCUMULATED EMPLOYEE BENEFIT (SIC) | 28,679.20 |
| 610-22402 | INTEREST ACCRUED - M.R.B. | 8,104.70 |
| 610-22402 | INTEREST ACCRUED - CURRENT ASSETS | 0.00 |
| 610-22406 | INTEREST ACCRUED - REVENUE BONDS | 0.00 |
| 610-22406 | INTEREST ACCRUED - G.O. | 0.00 |
| 610-22900 | CURRENT PORTION OF LONG-TERM DEBT | 53,917.85 |
| 610-22900 | CURRENT PORTION OF MORTGAGE | 0.00 |
| 610-25300 | FOWLER/HAMMER RESERVOIR DEPOSIT | 0.00 |
| 610-27000 | DISTRIBUTED REVENUE | 0.00 |
| 610-27100 | ADVANCE FROM MUNICIPALITY G.O. DEB. | 5,586,485.52 |
| 610-27100 | MORTGAGE REVENUE BOND 2001 | 0.00 |
| 610-29205 | MORTGAGE REVENUE BOND 1993 | 0.00 |
| 610-29205 | MORTGAGE REVENUE BOND 93 | 0.00 |
| 610-29211 | MORTGAGE REVENUE BOND 2001 | 0.00 |
| 610-29211 | MORTGAGE REVENUE BOND 2001 | 0.00 |
| 610-29217 | MORTGAGE REVENUE BOND 2006 | 131,490.00 |
| | Total Liability: | 7,706,556.89 |
| Equity | | |
| 610-31201 | CONTRIBUTION IN AID OF CONSTRUCTION | 8,084,335.92 |
| 610-34100 | FUND BALANCE | 3,829,740.43 |
| 610-34120 | RETAINED EARNINGS - CONTRIBUTED | 0.00 |
| 610-34140 | FUND BALANCE - RESERVED - OTHER | 0.00 |
| | Total Beginning Equity: | 15,618,280.43 |
| Total Revenue | | 644,893.16 |
| Total Expense | | 831,165.21 |
| Revenues Over/Under Expenses | | -186,272.05 |
| | Total Equity and Current Surplus (Deficit): | 15,432,008.38 |
| | Total Liabilities, Equity and Current Surplus (Deficit): | <u>23,138,565.27</u> |



City of Onalaska

Budget Report Account Summary

For Fiscal: 2015 Period Ending: 09/30/2015

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|----------------------------------|---------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| Fund: 610 - WATER UTILITY | | | | | | | |
| Revenue | | | | | | | |
| 610-0000-46450 | DEVELOPER CONTRIBUTIONS | 0.00 | 0.00 | 0.00 | 2,622.95 | 2,622.95 | 0.00% |
| 610-0000-46450 | METERED SALES - IRRIGATION | 0.00 | 0.00 | 0.00 | 9,729.45 | 9,729.45 | 0.00% |
| 610-0000-46452 | METERED SALES - RESIDENTIAL | 350,000.00 | 350,000.00 | 0.00 | 120,313.32 | -229,686.68 | 34.38% |
| 610-0000-46452 | METERED SALES - COMMERCIAL | 351,000.00 | 351,000.00 | 0.00 | 118,354.28 | -232,645.72 | 33.72% |
| 610-0000-46454 | METERED SALES - INDUSTRIAL | 8,000.00 | 8,000.00 | 0.00 | 3,416.22 | -4,583.78 | 42.70% |
| 610-0000-46454 | PRIVATE FIRE PROTECTION | 26,000.00 | 26,000.00 | 0.00 | 13,084.80 | -12,915.20 | 50.33% |
| 610-0000-46455 | PUBLIC FIRE PROTECTION | 56,510.00 | 56,510.00 | 0.00 | 0.00 | -56,510.00 | 0.00% |
| 610-0000-46456 | METERED SALES - GOV'T | 50,000.00 | 50,000.00 | 0.00 | 15,925.28 | -34,074.72 | 31.85% |
| 610-0000-46458 | METERED SALES - MULTIFAMILY | 95,000.00 | 95,000.00 | 0.00 | 50,726.66 | -44,273.34 | 53.39% |
| 610-0000-46458 | FORFEITED DISCOUNTS (PENALTIES) | 11,000.00 | 11,000.00 | 0.00 | 4,707.32 | -6,292.68 | 42.75% |
| 610-0000-46460 | MISC NON-OPERATING REVENUE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-0000-46466 | SALES FOR RESALE | 10,000.00 | 10,000.00 | 0.00 | 4,251.95 | -5,748.05 | 42.52% |
| 610-0000-46469 | CONTRIBUTED CAPITAL MUNICIPAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-0000-48112 | INTEREST INCOME S/A | 1,361.00 | 1,361.00 | 0.00 | 1,351.16 | -9.84 | 0.72% |
| 610-0000-49998 | FUNDS REC'D NBQ VS BQ | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| | Revenue Total: | 1,945,012.00 | 1,945,012.00 | 457.48 | 644,893.16 | -1,300,118.84 | 33.15% |
| Expense | | | | | | | |
| 610-57100-110 | SALARIES REGULAR | 82,846.00 | 82,846.00 | 3,202.16 | 54,662.74 | -28,183.26 | 34.02% |
| 610-57100-121 | WAGES OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57100-127 | WAGES TEMP/SEAS | 0.00 | 0.00 | 0.00 | 550.60 | 550.60 | 0.00% |
| 610-57100-127 | OVERTIME TEMP/SEAS | 0.00 | 0.00 | 0.00 | 79.14 | -79.14 | 0.00% |
| 610-57100-151 | RETIREMENT (WRS) | 5,634.00 | 5,634.00 | 217.75 | 3,717.14 | -1,916.86 | 34.02% |
| 610-57100-416 | MAINT OF SUPPLY MAINS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57100-417 | MAINT OF WATER SOURCE PLANT | 0.00 | 0.00 | 0.00 | 44,449.64 | 44,449.64 | 0.00% |
| 610-57200-110 | SALARIES REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57200-121 | WAGES REGULAR | 2,361.00 | 2,361.00 | 763.05 | 2,196.31 | -164.69 | 71.84% |
| 610-57200-121 | WAGES OVERTIME | 4,430.00 | 4,430.00 | 34.65 | 1,221.05 | -3,208.95 | 27.56% |
| 610-57200-127 | WAGES TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57200-127 | OVERTIME TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57200-150 | FICA | 2,210.00 | 2,210.00 | 55.44 | 1,062.10 | -1,147.90 | 25.85% |
| 610-57200-151 | RETIREMENT (WRS) | 1,992.00 | 1,992.00 | 54.25 | 1,592.35 | -399.65 | 20.06% |
| 610-57200-153 | DENTAL INSURANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57200-423 | FUEL & POWER FOR PUMPING | 152,750.00 | 152,750.00 | 15,382.91 | 94,706.71 | -58,043.29 | 38.00% |
| 610-57200-431 | MAINT OF STRUCTURES IMPROV | 0.00 | 0.00 | 0.00 | 2,009.31 | 2,009.31 | 0.00% |
| 610-57200-433 | MAINT OF PUMPING EQUIPMENT | 7,000.00 | 7,000.00 | 0.00 | 5,776.00 | -1,224.00 | 17.49% |
| 610-57300-110 | SALARIES REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57300-120 | WAGES REGULAR | 48,625.00 | 48,625.00 | 1,641.43 | 46,170.64 | -2,454.36 | 5.05% |
| 610-57300-121 | WAGES OVERTIME | 616.00 | 616.00 | 0.00 | 189.26 | -426.74 | 30.53% |
| 610-57300-126 | WAGES TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57300-127 | OVERTIME TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57300-150 | FICA | 3,767.00 | 3,767.00 | 114.34 | 3,205.12 | -561.88 | 14.92% |

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---------------|----------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 610-57300-441 | RETIREMENT (WRS) | 3,348.00 | 3,348.00 | 141.62 | 3,152.49 | 195.51 | 53.4% |
| 610-57300-441 | CHEMICALS | 25,000.00 | 25,000.00 | 1,794.11 | 10,181.13 | 14,818.87 | 59.28% |
| 610-57300-443 | MISC WATER TREATMENT | 27,000.00 | 27,000.00 | 0.00 | 27,307.20 | 24,692.80 | 91.45% |
| 610-57300-451 | MAINT OF STRUCTURES & IMPROV | 2,000.00 | 2,000.00 | 0.00 | 24.63 | 1,975.37 | 98.77% |
| 610-57400-452 | MAINT OF WATER TREATMENT EQ | 4,000.00 | 4,000.00 | 59.69 | 4,009.51 | 2,990.49 | 74.76% |
| 610-57400-110 | SALARIES REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57400-120 | WAGES REGULAR | 113,558.00 | 113,558.00 | 9,633.22 | 109,856.00 | 8,702.00 | 73.4% |
| 610-57400-121 | WAGES OVERTIME | 4,754.00 | 4,754.00 | 294.53 | 1,202.18 | 3,551.82 | 74.71% |
| 610-57400-126 | WAGES TEMP/SEAS | 223.00 | 223.00 | 10.02 | 169.84 | 53.16 | 23.84% |
| 610-57400-127 | OVERTIME TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57400-141 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57400-150 | FICA | 9,450.00 | 9,450.00 | 703.96 | 7,837.74 | 1,612.26 | 17.06% |
| 610-57400-211 | RETIREMENT (WRS) | 8,385.00 | 8,385.00 | 673.47 | 7,555.96 | 839.04 | 29.3% |
| 610-57400-211 | TRANS.DIST.-BOILER (PWF) | 2,000.00 | 2,000.00 | 0.00 | 46.25 | 1,953.75 | 97.69% |
| 610-57400-213 | TRANS.DIST.-HVAC SYSTEM (PWF) | 3,000.00 | 3,000.00 | 0.00 | 103.84 | 2,896.16 | 96.54% |
| 610-57400-221 | TRANS.DIST.-ELECTRIC & GAS (PWF) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57400-225 | TRANS.DIST.-PHONES/INTERNET | 3,000.00 | 3,000.00 | 244.64 | 2,635.63 | 364.37 | 21.49% |
| 610-57400-290 | TRANS.DIST.-OTHER CONTRACTUR | 10,000.00 | 10,000.00 | 582.10 | 2,961.33 | 7,038.67 | 70.39% |
| 610-57400-292 | TRANS.DIST.-ELECTRICAL | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 100.00% |
| 610-57400-321 | TRANS.DIST.LICENSE & CERT. | 3,000.00 | 3,000.00 | 0.00 | 300.50 | 2,699.50 | 89.98% |
| 610-57400-330 | TRANS.DIST.-SEMINARS-TRAINING | 7,000.00 | 7,000.00 | 0.00 | 2,491.33 | 4,508.67 | 27.57% |
| 610-57400-340 | TRANS.DIST.-OTHER OPERATING | 25,000.00 | 25,000.00 | 46.18 | 4,496.31 | 20,503.69 | 82.01% |
| 610-57400-342 | TRANS.DIST.-CLEANING SUPPLS | 7,000.00 | 7,000.00 | 0.00 | 95.25 | 6,904.75 | 98.78% |
| 610-57400-382 | TRANS.DIST.-UNIFORMS & SAFETY | 1,500.00 | 1,500.00 | 0.00 | 796.15 | 703.85 | 46.92% |
| 610-57400-465 | MISC TRANSMISSION & DISTRIBUTION | 2,500.00 | 2,500.00 | 703.37 | 2,143.44 | 10,642.44 | 45.29% |
| 610-57400-472 | MAINT OF RESERVOIRS & STANDPI | 4,500.00 | 4,500.00 | 0.00 | 1,930.45 | 2,569.55 | 57.10% |
| 610-57400-473 | MAINT OF MAIN | 17,000.00 | 17,000.00 | 105.39 | 2,470.00 | 14,529.99 | 73.71% |
| 610-57400-475 | MAINT OF SERVICES | 17,000.00 | 17,000.00 | 322.93 | 3,456.90 | 13,543.10 | 79.67% |
| 610-57400-476 | MAINT OF METERS | 5,000.00 | 5,000.00 | 0.00 | 143.93 | 4,856.07 | 97.12% |
| 610-57400-477 | MAINT OF HYDRANTS | 47,600.00 | 47,600.00 | 21,013.90 | 22,192.17 | 25,407.83 | 53.38% |
| 610-57400-478 | MAINT OF MISCELLANEOUS PLAN | 4,000.00 | 4,000.00 | 0.00 | 15.97 | 3,984.03 | 99.60% |
| 610-57500-110 | SALARIES REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57500-120 | WAGES REGULAR | 998.00 | 998.00 | 0.00 | 1,194.95 | 1,965.95 | 117.3% |
| 610-57500-121 | WAGES OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57500-126 | WAGES TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57500-127 | OVERTIME TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57500-150 | FICA | 7.00 | 7.00 | 0.00 | 20.63 | 13.63 | 37.2% |
| 610-57500-151 | RETIREMENT (WRS) | 68.00 | 68.00 | 0.00 | 81.26 | -13.26 | -19.50% |
| 610-57500-110 | SALARIES REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57550-120 | WAGES REGULAR | 26,797.00 | 26,797.00 | 1,033.65 | 17,705.71 | 9,091.29 | 33.93% |
| 610-57550-121 | WAGES OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57550-126 | WAGES TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57550-127 | OVERTIME TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57550-150 | FICA | 2,050.00 | 2,050.00 | 71.15 | 1,241.20 | 808.80 | 39.45% |
| 610-57550-151 | RETIREMENT (WRS) | 1,822.00 | 1,822.00 | 70.29 | 1,204.02 | 617.98 | 33.92% |
| 610-57550-495 | MISC CUSTOMER ACCOUNTS | 7,000.00 | 7,000.00 | 0.00 | 5,429.51 | 1,570.49 | 22.44% |
| 610-57600-110 | SALARIES REGULAR | 64,391.00 | 64,391.00 | 7,488.82 | 42,413.03 | 21,977.97 | 34.13% |
| 610-57600-120 | WAGES REGULAR | 4,091.00 | 4,091.00 | 0.00 | 0.00 | 4,091.00 | 100.00% |
| 610-57600-121 | WAGES OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57600-126 | WAGES TEMP/SEAS | 1,013.00 | 1,013.00 | 0.00 | 0.00 | 1,013.00 | 100.00% |
| 610-57600-127 | OVERTIME TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 610-57600-150 | FICA | 5,317.00 | 5,317.00 | 176.14 | 3,011.27 | 2,305.73 | 43.37% |
| 610-57600-151 | RETIREMENT (WRS) | 4,657.00 | 4,657.00 | 169.23 | 2,883.94 | 1,773.06 | 38.07% |
| 610-57600-152 | HEALTH INSURANCE | 103,446.00 | 103,446.00 | 8,134.50 | 73,529.18 | 29,916.82 | 28.92% |
| 610-57600-153 | DENTAL INSURANCE | 5,906.00 | 5,906.00 | 492.22 | 4,479.98 | 1,426.02 | 24.99% |
| 610-57600-154 | LIFE INSURANCE | 134.00 | 134.00 | 12.20 | 106.65 | 27.35 | 20.41% |
| 610-57600-240 | SOFTWARE MAINT CONTRACTUAL | 13,600.00 | 13,600.00 | 7,263.83 | 15,613.30 | 2,013.30 | 14.80% |
| 610-57600-241 | EQUIPMENT MAINT CONTRACTUAL | 1,000.00 | 1,000.00 | 0.00 | 3,043.27 | -2,043.27 | -204.33% |

Budget Report

For Fiscal: 2015 Period Ending: 09/30/2015

| | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 610-57600-302 | 356,000.00 | 356,000.00 | 0.00 | 0.00 | 356,000.00 | 100.00 % |
| 610-57600-311 | 1,200.00 | 1,200.00 | 0.00 | 13.06 | 1,186.94 | 98.91 % |
| 610-57600-361 | 17,000.00 | 17,000.00 | 866.96 | 6,845.10 | 10,154.90 | 59.73 % |
| 610-57600-363 | 6,000.00 | 6,000.00 | 452.40 | 6,541.92 | -541.92 | -9.03 % |
| 610-57600-510 | 22,000.00 | 22,000.00 | 3,750.00 | 16,005.00 | 5,995.00 | 27.25 % |
| 610-57600-512 | 2,700.00 | 2,700.00 | 0.00 | 2,366.00 | 334.00 | 12.37 % |
| 610-57600-516 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 610-57600-540 | 345,000.00 | 345,000.00 | 0.00 | 0.00 | 345,000.00 | 100.00 % |
| 610-57600-542 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 610-57600-544 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 610-57600-610 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 610-57600-621 | 95,349.00 | 95,349.00 | 0.00 | 6,405.93 | 88,943.07 | 93.28 % |
| 610-57600-691 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 610-57600-693 | 1,500.00 | 1,500.00 | 0.00 | 49,396.99 | -47,896.99 | -3,193.13 % |
| Expense Total: | 2,171,352.00 | 2,171,352.00 | 86,061.38 | 831,165.21 | 1,340,186.79 | 61.72 % |
| Fund: 610 - WATER UTILITY Surplus (Deficit): | -226,340.00 | -226,340.00 | -85,603.90 | -186,272.05 | 40,067.95 | 17.70 % |
| Report Surplus (Deficit): | -226,340.00 | -226,340.00 | -85,603.90 | -186,272.05 | 40,067.95 | 17.70 % |



City of Onalaska

Balance Sheet Report

Account Summary

As Of 09/14/2015

F-56

| Account | Name | Balance |
|----------------------------------|-----------------------------------|---------------|
| Fund: 620 - SEWER UTILITY | | |
| Assets | | |
| 620-11100 | CASH | 426,845.32 |
| 620-11300 | INVESTMENTS | 2,363,785.54 |
| 620-11506 | SPEC DEPR FUND | 400,000.00 |
| 620-11509 | SPECIAL REDEMP T FUND 2005-2006 | 16,841.00 |
| 620-11515 | RESERVE FUND 2005-2006 | 98,709.18 |
| 620-12601 | A/R S/A 1983 & PRIOR | 1,205.40 |
| 620-12603 | A/R S/A 1988 (FINES) | 3,700.00 |
| 620-12604 | A/R S/A 1989 (DEFERRED) | 33,129.84 |
| 620-12605 | A/R S/A 1990 (DEFERRED) | 1,641.72 |
| 620-12606 | A/R S/A 1991 | 20,422.96 |
| 620-12607 | A/R S/A 1993 (DEFERRED) | 2,364.77 |
| 620-12608 | A/R S/A 1993 | 0.00 |
| 620-12610 | A/R S/A 1995 | 70.00 |
| 620-12612 | A/R S/A 1998 | 21,992.83 |
| 620-12625 | A/R S/A 1999 SEWER | 0.00 |
| 620-12628 | A/R S/A 2004 SEWER | 1,428.57 |
| 620-12630 | A/R S/A 1988 (DEFERRED) | 9,152.74 |
| 620-12631 | A/R S/A 2005 | 26,924.70 |
| 620-12632 | A/R S/A 2009/2011/2012 SEWER | 29,721.75 |
| 620-13100 | OTHER ACCOUNTS RECEIVABLE | 0.00 |
| 620-13101 | CUSTOMER ACCOUNTS RECEIVABLE | 6,739.70 |
| 620-13300 | INTEREST RECEIVABLE | 0.00 |
| 620-14000 | DUE FROM OTHER GOVERNMENTS | 0.00 |
| 620-14211 | DUE FROM CAPITAL PROJECTS | 475,623.27 |
| 620-14216 | DUE FROM DEPR FUND | 11,752.25 |
| 620-14217 | TRANSFER B/T FUNDS | 0.00 |
| 620-18101 | LAND & LAND INTEREST | 2,001.32 |
| 620-18105 | CITY OF LACROSSE UTILITY PROPERTY | 1,099,301.37 |
| 620-18150 | CONSTRUCTION WORK IN PROGRESS | 0.00 |
| 620-18204 | SEWAGE DISPOSAL PLANT | 927.46 |
| 620-18205 | BLDG & LIFE STATIONS | 473,452.65 |
| 620-18206 | UTILITY BLDG | 757,414.78 |
| 620-18508 | TRANSPORTATION EQUIP | 30,000.19 |
| 620-18510 | EQUIPMENT - LIFT STATIONS | 519,055.46 |
| 620-18511 | SERV CONNECTIONS TRAPS & ACCESS | 760,866.47 |
| 620-18512 | EQUIPMENT FLOW METERS | 18,186.01 |
| 620-18513 | SEWAGE SYSTEM | 11,378,300.62 |
| 620-18514 | OFFICE FURNITURE | 21,022.03 |
| 620-18516 | OTHER PLANT EQUIP | 39,896.37 |
| 620-18517 | EQUIPMENT - MISC | 164,167.80 |
| 620-18518 | EQUIPMENT REMOVED SERVICES | 3,400.09 |
| 620-18519 | INTERCEPTORS | 524,936.12 |
| 620-18520 | COMPUTER EQUIPMENT | 458,746.46 |
| 620-18916 | PLANT PLANS | 925.00 |
| 620-18917 | RES-DEPR- LIFT STATIONS | 378,768.11 |
| 620-18918 | ACCUM-DEPR-SERVICE CONN | -409,092.06 |
| 620-18919 | RES-DEPR-INTERCEPTORS | 268,643.49 |
| 620-18920 | RES. DEPR-FLOW METERS | -6,360.77 |
| 620-18921 | RES-DEPR-SEWAGE SYSTEM | 435,004.36 |
| 620-18922 | RES. DEPR.-OFFICE FURNITURE | -380,424.61 |
| 620-18923 | RES-DEPR-TRANSPORTATION EQUIP | 416,893.46 |
| 620-18924 | RES. DEPR-OTHER PLANT | -34,739.40 |
| 620-18925 | RES-DEPR- EQUIP-MISC | 20,874.68 |

Balance Sheet Report

As Of 09/14/2015

| Account | Name | Balance |
|----------------------|------------------------------------|----------------------|
| 620-18926 | RES. DEPR.-UTILITY BLDG | -139,449.18 |
| 620-18980 | UNAMORTIZED BOND COSTS | 52,522.79 |
| 620-18982 | UNAMORTIZED BOND PREMIUM | -16,379.65 |
| 620-19302 | ACCUM AMORTIZATION - CITY OF OACRC | 1,079,496.39 |
| Total Assets: | | 14,345,971.82 |
| | | 14,345,971.82 |

Liability

| | | |
|-------------------------|-------------------------------------|---------------------|
| 620-21100 | ACCOUNTS PAYABLE | 0.00 |
| 620-21110 | AP PENDING (DUE TO POOL) | 760.31 |
| 620-21511 | FICA W/H | 0.00 |
| 620-21512 | FEDERAL W/H | 0.00 |
| 620-21513 | STATE W/H - WI | 0.00 |
| 620-21515 | FICA W/H - MEDICARE | 0.00 |
| 620-21520 | RETIREMENT W/H | 0.00 |
| 620-21528 | BC/BS HEALTH INS | 0.00 |
| 620-21529 | HEALTH INS W/H (EMPL HEALTH INS CO) | 0.00 |
| 620-21530 | HEALTH INS | 0.00 |
| 620-21531 | CANCER INS | 0.00 |
| 620-21533 | HEALTH/DENTAL/LIFE INS PREMIUMS | 0.00 |
| 620-21534 | MEDICAL & DEP CARE - SECT 125 | 0.00 |
| 620-21535 | WI-RETIREMENT SYSTEM (P.T.EE) | 0.00 |
| 620-21540 | UNITED WAY | 0.00 |
| 620-21560 | COMMUNITY CREDIT UNION W/H | 0.00 |
| 620-21570 | UNION DUES | 0.00 |
| 620-21571 | LOCAL 150 UNION DUES W/H | 0.00 |
| 620-21572 | 1ST FINANCIAL SVGS | 0.00 |
| 620-21573 | DEFERRED COMPENSATION | 0.00 |
| 620-21581 | SUPPORT PAYMENTS | 0.00 |
| 620-21700 | ACCRUED WAGES | 0.00 |
| 620-21800 | ACCUMULATED EMPLOYEE BENEFIT (VAC) | 16,619.14 |
| 620-21820 | ACCUMULATED EMPLOYEE BENEFIT (SICK) | 20,962.52 |
| 620-22100 | ACCRUED INTEREST - GO | 3,422.48 |
| 620-22402 | INTEREST ACCRUED - M.R.B. | 2,949.02 |
| 620-22406 | INTEREST ACCRUED - REVENUE BONDS | 0.00 |
| 620-22900 | CURRENT PORTION OF LONG-TERM DEBT | 57,460.95 |
| 620-22906 | CURRENT PORTION OF MORTGAGE REVE | 129,371.80 |
| 620-25100 | DUE TO GENERAL FUND | 0.00 |
| 620-25600 | DUE TO WATER | 550,686.00 |
| 620-26000 | DEFERRED REVENUE | 0.00 |
| 620-27800 | ADVANCE FROM MUNICIPAL GOV - DEB | 1,094,357.42 |
| 620-29203 | SEWER REVEUE BOND - 2015 | 557,500.00 |
| 620-29205 | SEWER REVENUE BOND - 1993 | 0.00 |
| 620-29209 | SEWER REVENUE BOND - 1996 | 0.00 |
| 620-29211 | SEWER REVENUE BOND - 2001 | 0.00 |
| 620-29215 | SEWER REVENUE BOND - 2005 | 0.00 |
| 620-29218 | SEWER REVENUE BOND 2006 | 43,510.00 |
| Total Liability: | | 2,481,099.61 |

Equity

| | | |
|-----------|-------------------------------------|--------------|
| 620-31100 | COST OF CONSTRUCTION - WPA | 219,141.48 |
| 620-31103 | CITY OF ONALA CAPITAL - PAID-IN | 560,406.09 |
| 620-31201 | CONTRIBUTION IN AID OF CONSTRUCTION | 6,416,312.77 |
| 620-32000 | INVESTMENT IN CAPITAL ASSETS | 0.00 |
| 620-34100 | FUND BALANCE | 1,277,380.93 |
| 620-34101 | FUND BALANCE (SURPLUS/DEF) | 267,709.00 |
| 620-34130 | FUND BALANCE - RESERVED | 605,650.00 |
| 620-34140 | FUND BALANCE - RESERVED - OTHER | 0.00 |
| 620-34146 | SAN SEWER HOOK-UP FEE - BUNES/OAK | 460,610.16 |
| 620-34152 | SAN. SEW HOOK-UP FEE-GREENS COU | 109,458.96 |
| 620-34154 | SAN SEWER HOOK-UP FEE-RALE ADD | 24,533.37 |

Balance Sheet Report

As Of 09/14/2015

| Account | Name | Balance |
|------------------------------|---|-----------------------------|
| <u>620-34156</u> | SAN SWR. HOOK-UP FEE-USH16 | <u>29,370.75</u> |
| | Total Beginning Equity: | 11,970,573.46 |
| Total Revenue | | 956,678.27 |
| Total Expense | | <u>1,062,379.52</u> |
| Revenues Over/Under Expenses | | -105,701.25 |
| | Total Equity and Current Surplus (Deficit): | 11,864,872.21 |
| | Total Liabilities, Equity and Current Surplus (Deficit): | <u>14,345,971.82</u> |



City of Onalaska

Budget Report

Account Summary

For Fiscal: 2015 Period Ending: 09/30/2015

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|----------------------------------|--------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| Fund: 620 - SEWER UTILITY | | | | | | | |
| Revenue | | | | | | | |
| 620-00000-46414 | SEWER REFUNDS - 2001 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-00000-46415 | PERMITS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-00000-46419 | OTHER INCOME | 350,000.00 | 350,000.00 | 0.00 | 288,725.00 | 61,275.00 | 99.48 % |
| 620-00000-46420 | SAN. SWR. HOOK-UP FEE-PINES/AO | 1,000.00 | 1,000.00 | 0.00 | 0.00 | -1,000.00 | 100.00 % |
| 620-00000-46421 | SAN. SEWER FEE-GREENS GOV FEE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-00000-46422 | SAN. SEWER -PRALLE ANNEX. AREA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-00000-46423 | SANITARY SEWER FEE-USH16 | 0.00 | 0.00 | 0.00 | 1,650.00 | 1,650.00 | 0.00 % |
| 620-00000-46425 | MIS REVENUE-CONTRIBUTIONS | 0.00 | 0.00 | 0.00 | -1,994.93 | -1,994.93 | 0.00 % |
| 620-00000-46427 | DEVELOPER CONTRIBUTIONS | 0.00 | 0.00 | 0.00 | 44,980.80 | 44,980.80 | 100.00 % |
| 620-00000-46451 | METERED SALES - RESIDENTIAL | 1,151,000.00 | 1,151,000.00 | 315.95 | 559,588.07 | -591,411.93 | 51.38 % |
| 620-00000-46452 | METERED SALES - COMMERCIAL | 672,000.00 | 672,000.00 | 0.00 | 271,928.35 | 400,071.65 | 50.55 % |
| 620-00000-46453 | METERED SALES - INDUSTRIAL | 24,200.00 | 24,200.00 | 0.00 | 10,149.71 | -14,050.29 | 58.06 % |
| 620-00000-46456 | METERED SALES - GOV'T | 29,100.00 | 29,100.00 | 0.00 | 15,293.30 | 13,806.70 | 73.22 % |
| 620-00000-46457 | METERED SALES - MULTI FAMILY | 0.00 | 0.00 | 0.00 | 45,717.00 | 45,717.00 | 0.00 % |
| 620-00000-46458 | PORTFOLIO DISCOUNTS/REPAIRS | 14,500.00 | 14,500.00 | 0.00 | 6,899.52 | 7,600.48 | 52.42 % |
| 620-00000-48100 | INTEREST INCOME | 7,000.00 | 7,000.00 | 0.00 | 2,573.82 | -4,426.18 | 63.23 % |
| 620-00000-48112 | INTEREST INCOME S/A | 1,707.00 | 1,707.00 | 0.00 | 1,603.87 | 103.13 | 60.04 % |
| 620-00000-49201 | OPERATING TRANSFERS IN | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-00000-49998 | FUNDS REC'D INBO VS BO | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-00000-49999 | CONTRIBUTIONS - S/A | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| | Revenue Total: | 1,935,507.00 | 1,935,507.00 | 315.95 | 956,678.27 | -978,828.73 | 50.57 % |
| Expense | | | | | | | |
| 620-58100-110 | SALARIES - REGULAR | 82,846.00 | 82,846.00 | 202.14 | 54,662.40 | 28,183.60 | 94.02 % |
| 620-58100-120 | WAGES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58100-121 | WAGES - OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58100-126 | WAGES - TEMP/SEAS | 0.00 | 0.00 | 1,600.56 | 3,504.81 | -3,504.81 | 0.00 % |
| 620-58100-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58100-150 | FICA | 6,337.00 | 6,337.00 | 353.21 | 4,210.29 | 2,126.71 | 33.56 % |
| 620-58100-151 | RETIREMENT (WRS) | 233.00 | 233.00 | 217.57 | 3,716.90 | 3,483.90 | 34.02 % |
| 620-58100-211 | CONTRACTUAL - BOILER | 1,000.00 | 1,000.00 | 0.00 | 46.25 | 953.75 | 95.38 % |
| 620-58100-225 | CONTRACTUAL - PHONE INTERNE | 750.00 | 750.00 | 0.00 | 0.00 | 750.00 | 100.00 % |
| 620-58100-290 | LARGESSE CONTRACTORS | 825,000.00 | 825,000.00 | 0.00 | 517,093.16 | 307,906.84 | 77.22 % |
| 620-58100-292 | CONTRACTUAL - ELECTRICAL | 6,000.00 | 6,000.00 | 0.00 | 0.00 | 6,000.00 | 100.00 % |
| 620-58100-321 | LICENSES CERT. MEMBERSHIP | 1,000.00 | 1,000.00 | 0.00 | 119.00 | 881.00 | 88.10 % |
| 620-58100-330 | SEMINARS-CONFERENCES | 1,000.00 | 1,000.00 | 0.00 | 1,212.74 | -212.74 | -21.27 % |
| 620-58100-340 | OPERATIONS-OTHER OPERATING SU | 10,500.00 | 10,500.00 | 109.06 | 4,483.86 | 6,016.14 | 57.30 % |
| 620-58100-342 | CLEANING/SANITARY SUPLS. | 7,000.00 | 7,000.00 | 0.00 | 457.67 | 6,542.33 | 93.46 % |
| 620-58100-350 | BLDG & GRDS MAINT & REPAIRS | 3,000.00 | 3,000.00 | 523.21 | 2,424.43 | 575.57 | 49.15 % |
| 620-58100-360 | VEH. & MAINT. REPAIR | 22,000.00 | 22,000.00 | 54.11 | 4,294.48 | 17,705.52 | 80.48 % |
| 620-58100-362 | REGULAR FUEL | 16,000.00 | 16,000.00 | 866.95 | 6,345.92 | 9,654.08 | 67.22 % |
| 620-58100-362 | OFF ROAD FUEL | 3,000.00 | 3,000.00 | 247.44 | 2,136.70 | 863.30 | 28.78 % |
| 620-58100-363 | EQUIPMENT MAINT & REPAIRS | 4,500.00 | 4,500.00 | 503.85 | 13,148.85 | 8,648.85 | 192.20 % |
| 620-58100-382 | UNIFORMS-SAFETY ATIRE | 1,500.00 | 1,500.00 | 0.00 | 858.62 | 641.38 | 42.76 % |
| 620-58100-422 | FUEL & POWER FOR PUMPING | 21,000.00 | 21,000.00 | 1,150.23 | 5,788.14 | 15,211.86 | 34.34 % |
| 620-58100-487 | OTHER OPERATING SUPPLIES | 0.00 | 0.00 | 1,196.42 | 9,731.97 | -9,731.97 | 0.00 % |
| 620-58200-110 | SALARIES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58200-120 | WAGES - REGULAR | 160,275.00 | 160,275.00 | 2,588.30 | 66,795.78 | 93,479.22 | 58.32 % |
| 620-58200-121 | WAGES - OVERTIME | 4,000.00 | 4,000.00 | 51.98 | 1,281.02 | 2,718.98 | 67.97 % |
| 620-58200-126 | WAGES - TEMP/SEAS | 5,604.00 | 5,604.00 | 10.02 | 169.84 | 5,434.16 | 96.97 % |

Budget Report

| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---------------|-------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| 620-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58200-150 | FICA | 12,996.00 | 12,996.00 | 177.60 | 4,754.66 | 8,241.34 | 63.41 % |
| 620-58200-151 | RETIREMENT (WRS) | 11,171.00 | 11,171.00 | 179.54 | 4,629.21 | 6,541.79 | 58.56 % |
| 620-58200-481 | MAINT OF SEWAGE COLLECTION SY | 15,000.00 | 15,000.00 | 873.76 | 15,473.87 | -473.87 | -3.16 % |
| 620-58250-110 | SALARIES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58250-120 | WAGES - REGULAR | 34,879.00 | 34,879.00 | 464.80 | 12,219.85 | 22,659.15 | 64.97 % |
| 620-58250-121 | WAGES - OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58250-126 | WAGES - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58250-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58250-150 | FICA | 2,745.00 | 2,745.00 | 35.46 | 922.57 | 1,822.43 | 66.39 % |
| 620-58250-151 | RETIREMENT (WRS) | 2,440.00 | 2,440.00 | 33.96 | 890.97 | 1,549.03 | 53.48 % |
| 620-58300-482 | MAINT OF COLLECTION SYSTEM PU | 20,000.00 | 20,000.00 | 0.00 | 1,449.01 | 18,550.99 | 92.75 % |
| 620-58300-110 | SALARIES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58300-120 | WAGES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58300-121 | WAGES - OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58300-126 | WAGES - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58300-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58300-150 | FICA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58300-151 | RETIREMENT (WRS) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58350-110 | SALARIES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58350-120 | WAGES - REGULAR | 26,797.00 | 26,797.00 | 1,033.65 | 17,705.71 | 9,091.29 | 33.93 % |
| 620-58350-121 | WAGES - OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58350-126 | WAGES - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58350-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58350-150 | FICA | 2,050.00 | 2,050.00 | 71.15 | 1,241.20 | 808.80 | 39.45 % |
| 620-58350-151 | RETIREMENT (WRS) | 1,822.00 | 1,822.00 | 70.29 | 1,204.02 | 617.98 | 33.92 % |
| 620-58360-495 | MISC CUSTOMER ACCOUNTS | 2,000.00 | 2,000.00 | 0.00 | 4,105.91 | -2,105.91 | -105.30 % |
| 620-58400-110 | SALARIES - REGULAR | 64,391.00 | 64,391.00 | 2,488.81 | 42,412.85 | 21,978.15 | 34.13 % |
| 620-58400-120 | WAGES - REGULAR | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-121 | WAGES - OVERTIME | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-126 | WAGES - TEMP/SEAS | 1,013.00 | 1,013.00 | 0.00 | 0.00 | 1,013.00 | 100.00 % |
| 620-58400-127 | OVERTIME - TEMP/SEAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-150 | FICA | 5,004.00 | 5,004.00 | 176.13 | 3,011.20 | 1,992.80 | 39.82 % |
| 620-58400-151 | RETIREMENT (WRS) | 4,379.00 | 4,379.00 | 169.26 | 2,884.39 | 1,494.61 | 34.13 % |
| 620-58400-152 | HEALTH INSURANCE | 110,612.00 | 110,612.00 | 8,731.63 | 78,903.25 | 31,708.75 | 28.67 % |
| 620-58400-153 | DENTAL INSURANCE | 7,202.00 | 7,202.00 | 600.13 | 5,401.17 | 1,800.83 | 25.00 % |
| 620-58400-154 | LIFE INSURANCE | 117.00 | 117.00 | 10.93 | 89.32 | 27.68 | 29.15 % |
| 620-58400-221 | SHOP-ELECTRIC & GAS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-240 | SOFTWARE MAINT CONTRACTUAL | 7,000.00 | 7,000.00 | 7,263.82 | 11,691.06 | -4,691.06 | -67.02 % |
| 620-58400-241 | EQUIPMENT MAINT CONTRACTUAL | 1,000.00 | 1,000.00 | 0.00 | 605.50 | 394.50 | 39.45 % |
| 620-58400-290 | OTHER CONTRACTUAL SERVICES | 29,792.00 | 29,792.00 | 1,780.23 | 69,820.09 | -40,528.09 | -138.36 % |
| 620-58400-302 | TAXES | 25,000.00 | 25,000.00 | 0.00 | 0.00 | 25,000.00 | 100.00 % |
| 620-58400-310 | OFFICE SUPPLIES | 5,000.00 | 5,000.00 | 111.10 | 3,170.62 | 1,829.38 | 36.59 % |
| 620-58400-340 | OPERATING SUPPLIES | 12,000.00 | 12,000.00 | 213.12 | 11,514.38 | 485.62 | 4.05 % |
| 620-58400-398 | UNCOLLECTABLE ACCOUNTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-510 | INS - WORKERS COMP | 9,500.00 | 9,500.00 | 3,568.75 | 14,275.00 | -4,775.00 | -50.26 % |
| 620-58400-511 | INS - FIRE COMP/COLL BOILER | 13,200.00 | 13,200.00 | 0.00 | 10,375.00 | 2,825.00 | 21.40 % |
| 620-58400-512 | INS - VEHICLES | 1,600.00 | 1,600.00 | 0.00 | 3,197.00 | -1,597.00 | -99.81 % |
| 620-58400-514 | SIR | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 1,500.00 | 100.00 % |
| 620-58400-516 | EMPLOYEE BENEFITS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-517 | UNEMPLOYMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-540 | DEPR - GENERAL EQUIPMENT | 460,000.00 | 460,000.00 | 0.00 | 0.00 | 460,000.00 | 100.00 % |
| 620-58400-541 | DEPR - VEHICLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-542 | DEPR - OFFICE EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-543 | DEPR - BLDG STRUCTURE BLDG I | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-544 | DEPR - IMPROV OTHER THAN LAND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-545 | DEPR - CONTRIBUTED | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| 620-58400-610 | PRINCIPLE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |

| | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|---|--------------------------|-------------------------|--------------------|---------------------|--|----------------------|
| 620-58400-620 | 28,148.00 | 28,148.00 | 0.00 | 14,563.10 | 13,584.90 | 48.26% |
| 620-58400-621 | 34,694.00 | 34,694.00 | 0.00 | 3,590.95 | 31,103.05 | 89.65% |
| 620-58400-690 | 17,000.00 | 17,000.00 | 0.00 | 439.48 | 16,560.52 | 96.84% |
| 620-58400-691 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 620-58400-692 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| 620-58400-693 | 1,000.00 | 1,000.00 | 0.00 | 9,868.58 | -8,868.58 | -886.86% |
| 620-58400-694 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| Expense Total: | 2,155,747.00 | 2,155,747.00 | 40,777.15 | 1,062,379.52 | 1,093,367.48 | 50.72% |
| Fund: 620 - SEWER UTILITY Surplus (Deficit): | -220,240.00 | -220,240.00 | -40,461.20 | -105,701.25 | 114,538.75 | 52.01% |
| Report Surplus (Deficit): | -220,240.00 | -220,240.00 | -40,461.20 | -105,701.25 | 114,538.75 | 52.01% |

Funding Options for Construction Phase I of the Great River Landing Project

Updated: 09/22/2015

A) Estimated Cost of Phase I Construction

\$ 2,750,000 Cost of Phase I

(\$ 346,000) Less WDNR Stewardship Grant Funding (Preliminary indications are favorable of grant award; we'll know by the end of October.)

\$ 2,404,000 Amount Necessary for Funding Phase I Construction

B) Funding Options for Phase I

The following is a funding option recommended for discussion and consideration:

- Utilize a portion of the approximate \$1,595,234 million fund balance in the Special Projects Account. Suggestion to start discussion: utilize \$1 million from restricted fund balance.
- Utilize a general obligation bond for \$ 1.4 million. Annual debt service payments, approximated at \$100,000, would be made from annual Room Tax revenues.
- Utilize the WDNR Stewardship Grant to fund \$346,000. We'll know in late October about the grant award. If the grant is not awarded then the City would either have to:
 - Decrease the overall project budget by \$346,000.
 - Increase the amount from fund balance (from \$1 million to \$1,346,000) to maintain a \$2.75 million project total.
 - Increase the amount of the bond (from \$1.4 million to \$1,746,000) to maintain a \$2.75 million project total, which would increase the annual PMI to approximately \$122,000.

C) Estimated Cost of Phase I Design

\$ 160,000 Total Estimated Cost

(\$ 100,000) Less funding from 2015 Capital Improvements Budget

\$ 60,000 Amount Necessary to Complete Phase I Design

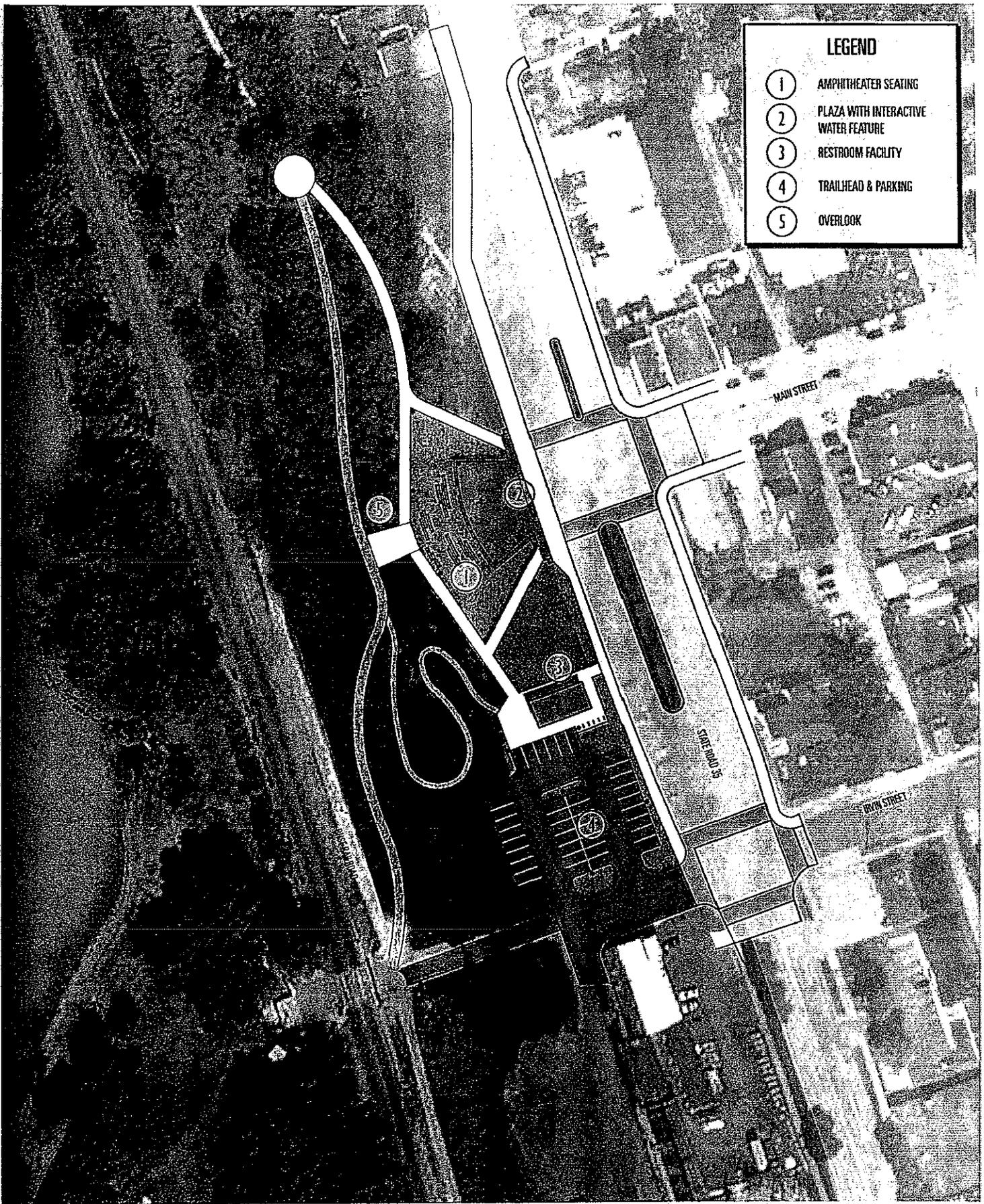
D) Overview of Phase I

The following components are planned to be part of Phase I:

- I) Grading of the Phase I project site – the block west of STH 35 including Irvin Street to Court Street, east of the railroad tracks, north of Irvin Street, to a bit north of Main Street. Retaining walls will be necessary in certain areas. An existing storm sewer will be moved to accommodate the project and stormwater treatment areas are planned to be created.
- II) A plaza off the terminus of Main Street with block/decorative concrete and a water feature is planned to be created, and the slope is planned to be seeded and terraced to accommodate grass & concrete benches. Concrete walkways are planned to connect the STH 35/ Main Street intersection with other areas of the project.

GREAT RIVER LANDING PROJECT

- III) A trailhead building and asphalt parking lot is planned to be constructed. This would fulfill the City's obligation to the WDNR to rebuild a parking lot and trailhead following the 2006 ROW reconfiguration of Oak Forest Drive.
 - IV) An asphalt trail (ADA compliant) is planned to connect the trailhead/ parking lot area with the Great River State Trail and the concrete walkways extending off Main Street. The trail is also planned to continue and connect back to the Irvin Street railroad crossing, with an ADA compliant grade.
 - V) Amenities throughout the site are planned to include: pedestrian-scale lighting, benches, bike racks, railings adjacent to retaining walls, and landscaping. Signage identifying the trailhead is planned to be installed along STH 35.
 - VI) An overlook to the Black River on a section of required retaining wall is planned to be developed with decorative railing.
 - VII) The eastern segment of Irvin Street is planned to be reconstructed.
- Phase I is planned to be bid out in a manner that allows individual project components to be bid out as alternates, allowing the City to fund a project that offers the most benefit in relation to cost.
 - Concerns raised at the Community meeting in August will be taken into consideration during the final design of Phase I.



LEGEND

- ① AMPHITHEATER SEATING
- ② PLAZA WITH INTERACTIVE WATER FEATURE
- ③ RESTROOM FACILITY
- ④ TRAILHEAD & PARKING
- ⑤ OVERLOOK

Building the Great River Landing





Date: 9/28/2015

SEH: ONALA - 129196

**PHASE I
BUILDING THE GREAT RIVER LANDING
ONALASKA, WISCONSIN**

PRELIMINARY ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

| Item | Unit | Total Quantity | Unit Cost | Total Cost |
|---|------|----------------|--------------|---------------------|
| 50% CITY OF ONALASKA / 50% WPNR GREAT RIVER LANDING IMPROVEMENTS | | | | |
| EROSION CONTROL | LS | 1 | \$50,000.00 | \$ 50,000.00 |
| EARTHWORK (EXCAVATION) | CYS | 825 | \$5.00 | \$ 4,125.00 |
| EARTHWORK (FILL) | CYS | 8500 | \$12.00 | \$ 102,000.00 |
| ASPHALT TRAIL CONNECTIONS (ADA) | SFT | 1000 | \$5.00 | \$ 5,000.00 |
| CONCRETE WALK | SFT | 3000 | \$5.00 | \$ 15,000.00 |
| TERRACED GRASS BENCHES | LS | 1 | \$25,000.00 | \$ 25,000.00 |
| AGGREGATE TRAIL (LOWER) | SFT | 3000 | \$3.00 | \$ 9,000.00 |
| LIGHTING & ELECTRICAL DISTRIBUTION | LS | 1 | \$80,000.00 | \$ 80,000.00 |
| LANDSCAPING | LS | 1 | \$100,000.00 | \$ 100,000.00 |
| RETAINING WALL (FOR SNOWMOBILE SAFETY) | SFT | 2750 | \$35.00 | \$ 96,250.00 |
| RAILING (FOR RETAINING WALLS) | LFT | 300 | \$120.00 | \$ 36,000.00 |
| TURF SOD | SYS | 1500 | \$6.00 | \$ 9,000.00 |
| STORM SEWER 42" PIPE | LFT | 150 | \$125.00 | \$ 18,750.00 |
| STORM PIPE SITE DRAINAGE (12" - 18") | LFT | 200 | \$40.00 | \$ 8,000.00 |
| STORM SITE DRAINAGE STRUCTURES | EA | 1 | \$1,500.00 | \$ 1,500.00 |
| STORMWATER MGMT FEATURE | LS | 1 | \$10,000.00 | \$ 10,000.00 |
| RETAINING WALL (FOR OVERLOOK/BRIDGE ABUTMENT) | SFT | 2500 | \$35.00 | \$ 87,500.00 |
| STONE SEATING IN GRASSED AREA | LS | 1 | \$35,000.00 | \$ 35,000.00 |
| SUBTOTAL (50/50 SPLIT) | | | | \$692,125.00 |
| 100% CITY; Contingency (5%) | | | | \$34,606.25 |
| 100% CITY; ENGINEERING(10%) | | | | \$69,212.50 |
| TOTAL | | | | \$795,943.75 |



Date: 9/28/2015
 SEH: ONALA - 129196

**PHASE I
 BUILDING THE GREAT RIVER LANDING
 ONALASKA, WISCONSIN**

PRELIMINARY ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

| 100% CITY OF ONALASKA FUNDED TRAIL HEAD & MARKET | | | |
|--|-----|-------|---------------------|
| CONTRACTOR MOBILIZATION | LS | 1 | \$50,000.00 |
| EARTHWORK (EXCAVATION) | CYS | 600 | \$5.00 |
| EARTHWORK (FILL) | CYS | 2000 | \$12.00 |
| SANITARY SEWER SERVICE PIPING AND CONNECTIONS | LS | 1 | \$5,500.00 |
| SANITARY SEWER EXTENSION IN IRVIN | LS | 1 | \$4,500.00 |
| WATER SERVICE PIPING AND CONNECTION | LS | 1 | \$6,500.00 |
| TRAILHEAD BUILDING | LS | 1 | \$250,000.00 |
| ASPHALT PARKING | SFT | 16300 | \$5.00 |
| ASPHALT REMOVAL (IRVIN ROAD DIET) | SFT | 2350 | \$3.00 |
| PARKING CURB | LFT | 720 | \$20.00 |
| SHADE STRUCTURE | LS | 1 | \$100,000.00 |
| CONCRETE WALK | SFT | 5500 | \$5.00 |
| ASPHALT & RECONSTRUCTION OF IRVIN STREET | SFT | 10000 | \$6.00 |
| AGGREGATE TRAIL | SFT | 2350 | \$3.00 |
| RUSTIC STONE STAIRS | LS | 1 | \$35,000.00 |
| LIGHTING | LS | 1 | \$65,000.00 |
| ELECTRICAL DISTRIBUTION | LS | 1 | \$25,000.00 |
| TURF SOD | SYS | 5000 | \$6.00 |
| LANDSCAPE | LS | 1 | \$68,000.00 |
| SUBTOTAL | | | \$342,000.00 |
| Contingency (5%) | | | \$43,200.00 |
| ENGINEERING (10%) | | | \$68,400.00 |
| TOTAL | | | \$453,600.00 |



Date: 9/28/2015
 SEH: ONALA - 129196

**PHASE I
 BUILDING THE GREAT RIVER LANDING
 ONALASKA, WISCONSIN**

PRELIMINARY ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

| 100% CITY OF ONALASKA FUNDED MAIN STREET PLAZA SPRAY & LAWN | | | |
|---|-----|------|---------------------|
| CONTRACTOR MOBILIZATION | LS | 1 | \$90,000.00 |
| STORM SEWER RELOCATION (42" PIPE) | LFT | 100 | \$125.00 |
| STORM SEWER RELOCATION (MANHOLES) | EA | 3 | \$4,000.00 |
| STORM PIPE SITE DRAINAGE (12" - 18") | LFT | 300 | \$40.00 |
| STORM SITE DRAINAGE STRUCTURES | EA | 4 | \$1,500.00 |
| EARTHWORK (EXCAVATION) | CYS | 500 | \$5.00 |
| BENCH | LFT | 150 | \$350.00 |
| SPRAY FOUNTAIN & UTILITIES | LS | 1 | \$200,000.00 |
| SPRAY FOUNTAIN PAVING | SFT | 4100 | \$12.00 |
| RETAINING WALL (FOR TRAILS) | SFT | 1100 | \$35.00 |
| RETAINING WALL (FOR OVERLOOK/BRIDGE ABUTMENT) | SFT | 2000 | \$35.00 |
| CULVERTS (FOR LOWER TRAIL) | LS | 1 | \$60,000.00 |
| CONCRETE WALK | SFT | 6000 | \$5.00 |
| AMPHITHEATER & STONE STEPS | LS | 1 | \$200,000.00 |
| TURF SOD | SYS | 8000 | \$6.00 |
| SUBTOTAL | | | \$835,200.00 |
| Contingency (5%) | | | \$41,760.00 |
| ENGINEERING (10%) | | | \$83,520.00 |
| TOTAL | | | \$960,480.00 |

TOTAL PHASE I PROBABLE CONSTRUCTION TOTAL \$960,480.00



Building a Better World
for All of Us™

F-66

June 1, 2015

RE: Agreement for Professional Services City of
Onalaska Great River Landing Project 1.0 and
1.1 with Alternates
SEH No. P-ONALA 131178 14.00

Jarrold Holter
City Engineer
City of Onalaska
415 Main Street
Onalaska, WI 54650

Dear Mr. Holter:

Thank you for the opportunity to provide you this proposal for the Great River Landing Project 1.0 and 1.1. This project is an important first step in implementing the roadmap that was outlined in the Building the Great River Landing project and was adopted by Common Council February 10, 2015. In particular, it is the first catalytic step in establishing the destination and identity at Main Street and Highway 35 and achieving the goal of "an active riverfront connected to a vibrant downtown" that was overwhelmingly supported during the three day charrette, subsequent 30% design and extensive discussion with the Waterfront Committee, Park and Recreation Board and Council. Furthermore, it achieves this broader goal while fulfilling the City's obligations with the DNR for Great River Trail trailhead development.

After meeting with you and Brea Grace we understand that a combined project 1.0 and 1.1 project scope is desirable and have provided you with the following scope of services and alternate design packages options as follows:

SCOPE OF SERVICE

Task 1 Final Design

Prepare final plans, specifications, and permits required to obtain regulatory agency approvals, necessary for the complete final biddable plans of a new Great River Landing Trail Head Facility. Review of plans and opinion of probable cost with the Project Team will be coordinated at approximately the 50% and 90% completion levels. Final plans and specifications will be prepared from the 30% design report as approved by City Council and include:

Base Bid Design Concepts

I. Architectural:

This architectural task will demonstrate and incorporate any unique architectural features the City wants to include and incorporate the surrounding features of the Great River Landing needs utilizing a design/ workshop approach. Other architectural features will include blending the building and site layout features into the surrounding downtown area and choosing materials that are preferred by the community and City.

- a) Finalize design / layout of proposed building
- b) Meet with client to review and approve schematic building design (2 meetings)
- c) Preliminary Code Review of building

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 312 South 3rd Street, La Crosse, WI 54601-4007

SEH is an equal opportunity employer | www.sehinc.com | 608.782.3161 | 888.908.8166 fax

- d) Preliminary building construction cost estimate
- e) Upon approval of building layout and design, begin construction documents
- f) Generation of construction bid documents (drawings and specifications)
- g) Coordination with engineering trades on associated work for building as well as related site / project work.
- h) Building material selection
- i) Coordination and review of construction documents with owner.
- j) Code Review of building
- k) Submittal of completed construction documents to State of Wisconsin for plan review and approval.

Plumbing / HVAC / Electrical:

- l) Review system options and make recommendations
- m) Develop preliminary system layouts
- n) Assist with construction cost estimate
- o) Coordination of utilities
- p) Upon approval of preliminary design begin construction documents
- q) Finalize design of mechanical and electrical systems – generate construction bid drawings and specifications.
- r) Design exterior electrical system for pedestrian scale lighting for parking lot and trails for project 1.0 and 1.1.
- s) Prepare all necessary calculations.

Structural:-

- t) Structural design of footings, foundations for trail head building.
- u) Structural review/design of interior building lintels, & roof truss system.
- v) Structural design of minor retaining walls along trail system and the temporary overlook retaining wall that will combine project 1.0 and 1.1 within the site development work matching grades for the future pedestrian bridge over the BSNF Rail Road. Soil borings and geotechnical report to be procured by the City of Onalaska and coordinated with design team.

Subtotal \$52,500

II. Civil & Storm Water Management

- a. Topographical survey will include Irvin Street, to the BNSF rail and bordered by STH 35 that were not completed during the preliminary design or that have significantly changed since.
- b. Coordinate soil boring locations with the City for direct procurement of up to eight soil borings.
- c. Site plan design will be considered our base bid design work for project 1.0 and 1.1 and is anticipated to include permanent parking facility, architectural building site work, interior trail paved and non-paved trail system (ADA accessible), and slope sloped lawn area within Main Street Plaza & Interactive Water Feature Design area and sloped lawn within Amphitheater Seating. This based bid will also include a new driveway entrance into the trail head parking area from Irvin Street and storm water management for the entire project.
- d. Coordinate one survey identification map showing the existing property lines for City, and WDNR properties in order for the City to finalize memorandum of understanding for ownership/lease agreement between the two parties.
- e. Architectural light poles will be the basis of electrical design. Multiple control panels will be coordinated with the electrical subcontractor and the architectural team to locate on or near the building.

- f. Coordination with on-site utilities including, electric, phone, cable, water, sanitary, storm water
- g. Storm water management for the entire site will include following the City of Onalaska's Storm Water Management Plan and WDNR administrative code. Final storm water permitting for water quantity and water quality will be submitted and approved for project 1.0 & 1.1 prior to bidding.
- h. Minor utility extension will be necessary to provide the new trail head facility with water and sewer laterals. All permitting will be submitted and approved for project 1.0 prior to bidding
- i. The City will hire MVAC to provide archeological and historical work separately from this contract. SEH staff will coordinate MVAC's work with our design activities and incorporate into the plans or specifications as necessary. City Staff will coordinated all permitting, submittals and approvals for project 1.0 prior to bidding.

Subtotal \$37,000

III. Landscape Architecture

- a. Layout and materials for site walks, plazas and public spaces, including site development for hard and soft scape around proposed trailhead building and parking lot.
- b. Selection, location and specification of site furnishings and way finding on site only, including benches, bike parking, trash receptacles, site monument signage, trail directional/informational signage and interpretive panels at overlooks.
- c. Planting plans and details for public spaces, including lawns, street trees, ornamental trees and shrubs, perennial beds and grasses and restoration plans for natural areas within grading limits.
- d. Selection of exterior materials in collaboration with architect, including paving/hardscape, retaining walls, stone seating, railings, light fixtures (poles and bollards).

Subtotal \$19,500

Alternate Design Concepts

IV. Main Street Plaza & Interactive Water Feature Design

- i. Selection of exterior materials including paving/hardscape, custom seating, water feature elements and associated landscape. Water feature is anticipated to be an interactive, zero-depth water feature with flush mounted nozzles
- ii. Coordinate review with architect, electrical and plumbing for utility design of water feature. Anticipated that water feature utilities will be provided from the trailhead building. Landscape Architect will provide product data on size and needs for all controllers, manifolds and other associated utilities for the water feature.
- iii. Develop layout, grading and planting plan, construction details and performance specifications for bidding as an alternate. Base bid is anticipated as graded for future plaza constructed or remain as existing conditions.
- iv. Additional civil and architectural plan sheets and detail coordination for concrete, saw cut patterning, color, placement, railings, and drainage to proposed utilities. This task will also include an additional Architectural Code review this new interactive space.
- v. Additional electrical, plumbing and HVAC design that will be completed simultaneously with the building mechanical systems.

Subtotal \$28,900

V. Shade Structure (Parking lot Canopy)

- i. Alternative design and selection of pre-fabricated custom shade structure. Provide options on design, size and materials.
- ii. Coordinate review with structural engineer for foundation design. Landscape Architect to provide detailed design size and materials of structure for structural review.

- iii. Develop layout plan, construction details and performance specifications for bidding alternate.
- iv. Structural review and layout of vendor shade structure foundation within the parking lot area. Additional coordination with vendor shade structure requirements. Provide one new plan sheet of foundation details and plan layout for bid package documents.

Subtotal \$7,500

VI. Amphitheater Seating, Trail Linkages & Overlook

- i. Selection of materials, layout and grading of amphitheater seating, trail connection walks and overlook railing.
- ii. Develop layout and grading plan, construction details and specifications for bidding as an alternate. Base bid is anticipated as sloped lawn or remain as existing conditions.
- iii. Additional civil and architectural plan sheets, details and coordination for trail linkages, benched grading plan and pedestrian accessibility. Stabilized soil structure support and vegetation will be important to

Subtotal \$8,000

Prepare four copies of a 50% and 90% complete set of plans specifications and opinion of probable cost, and construction schedule. Meet with the Project Team to review. Obtain the City's approval to proceed with bidding.

Provide the City with two (2) complete hard copy sets and one (1) electronic set of all final plans, specifications; bid documents significant reports, and correspondence. Submit plans and specifications to regulatory agencies for review and approval.

Task 2 – Bidding Services

- 1. Assist City with preparation of advertisement for bids, solicit/coordinate the bid process.
- 2. Prepare bidding forms, conditions of the contract, and the form of agreement between the Contractor and the City.
- 3. Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up.
- 4. Respond to bidders' questions and prepare addenda as necessary.
- 5. Attend bid opening and assist the City in evaluating the bids and recommending an award.

Subtotal \$5,500

Task 3 – Construction Administration

Construction administration, on site observation and building facility start up services will be negotiated with the City at a later date after a successful bid and recommendation of award is complete.

Additional Services

These services are not included in the estimated fee. If requested by the City, SEH will complete them on a time and materials basis at SEH's applicable employee rates at the time of request. All costs will be approved by the City before any additional services are performed.

- 1. Irvin Street rail road pedestrian crossing design
- 2. Certified survey map
- 3. Hazardous material investigations
- 4. Historical/archeological review

5. Operations & Maintenance Manuals
6. Grant Application or Administration of Grant
7. Soil boring and geotechnical report
8. Construction administration
9. Construction observation
10. As built drawings

Schedule

Our experienced waterfront team can begin work on this project after the City has given notice to proceed with the services listed above.

Description

Kickoff Meeting
Topographic Survey
Architectural Workshop
Public Informational Meeting
Water Front Committee Design Update
Final Design Review 50%

Milestones 2015

August
August
September
October
November
December

Description

Final Design Review 90%
Final Plans and Specs/Bidding

Milestones 2016

January
February

Engineering Fees

Our fees are based on an hourly basis for each task listed above. Each task will be approved by the City prior to proceeding to the next task. Tasks 1-2 listed above will not exceed those amounts unless authorized by the City. Task 3 can be negotiated with the City at a later date if a successful bid and recommendation of award is completed. The total of task 1-2 listed above as the base bid design concepts will not exceed \$114,500 including equipment and expenses. If alternate design concepts are chosen additional design fees will be added as listed above and will not exceed \$44,400. For a total project 1.0 and 1.1 cost not to exceed \$158,900

This Agreement for Professional Services, attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 08.03.11), Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
None.

We look forward to working with you and your staff on this important waterfront project. Please contact me at 608.782.3161 or e-mail rsanford@sehinc.com if you have any questions or if you need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Randy Sanford
Principal | Office Manager

rjs

Attachments

SHORT ELLIOTT HENDRICKSON INC

By: _____
Randy Sanford
Title: La Crosse Office Manager | Principal

CITY OF ONALASKA

By: _____
Joe Chilson
Title: Mayor

By: _____
Cari Burmaster
Title: City Clerk

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Basic Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.
2. If Client has requested changes in the scope, extent, or character of the Project or the services to be provided by Consultant, the time of performance and compensation for Consultant's services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then Consultant shall be entitled to an equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services, and to an extension of time for completion of additional services absent written objection by Client.
2. Additional services shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the services provided by Consultant and access to all public and private lands required for Consultant to perform its services.
2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's services, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.
4. Client shall require all utilities with facilities within the Client's Project site to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices in small claims court or through the American Arbitration Association Construction Industry Rules without the necessity of any mediation proceedings and the Client agrees to be bound by such venue.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
3. If requested in the scope of a Supplemental Letter Agreement, then Consultant may provide an Opinion of Probable Construction Cost. Consultant's Opinions of Probable Construction Cost provided for herein are to be made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Construction Cost prepared by Consultant. If Client wishes greater assurance as to probable Construction Cost, Client shall employ an independent cost estimator or negotiate additional services and fees with Consultant.

B. Indemnity for Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter or disposer of hazardous or toxic substances, therefore the Client agrees to hold harmless, indemnify and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Consultant's Liability

1. The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed one million dollars (\$1,000,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional million dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
2. Neither Party shall be liable to the other for consequential damages, including, without limitation, lost rentals, increased rental expenses, loss of use, loss of income, lost profit, financing, business and reputation and for loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.
3. It is intended by the parties to this Agreement that Consultant's services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole

and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

D. Assignment

1. Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

SECTION V – DISPUTE RESOLUTION

A. Mediation

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or services provided under this Agreement, (except for unpaid invoices which are governed by Section III), shall be submitted to nonbinding mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.

B. Litigation – Choice of Venue and Jurisdiction

1. Any dispute not settled through mediation shall be settled through litigation in the state where the Project at issue is located.

SECTION VI – INTELLECTUAL PROPERTY

A. Proprietary Information

1. All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service") and Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Consultant shall retain all of its rights in its proprietary information including, without limitation, its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be Work Product or Work for Hire and Consultant shall not be restricted in any way with respect thereto.

B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its services, Client shall have the right in the form of a license to use Instruments of Service resulting from Consultant's efforts on the Project. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of services are available to Client subject to Consultant's current rate schedule.

C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify and hold harmless Consultant from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.



F-7

September 16, 2015

Jarrold Holter, PE
City Engineer
City of Onalaska
415 Main Street
Onalaska, Wisconsin 54650

RE: Onalaska Cemetery Fence Project – east wall additional service

Thank you for this opportunity to propose professional services on this project. We propose to provide the site design services as requested for the Lump Sum fee of \$3,000.

Scope of Service

This includes collecting a new topographic survey for use in drafting plans for this area of the project. Our site design services will include a site plan for additional fence and retaining wall along the east side of the cemetery to approximately where the existing wall stops. Erosion control plans, site restoration plans, and any necessary detail drawings are also included.

If you see that we have missed something that you feel should be specifically included in the language of this proposal, please let us know and we will make the necessary adjustments. We look forward to working with you on this project.

Sincerely,

Jeffrey S. Moorhouse, ASLA PLA
President

Authorization to Proceed:

Signature: _____

Accepted by: _____

Title: _____

CIVIL ENGINEERING LANDSCAPE ARCHITECTURE SURVEYING

632 Copeland Avenue La Crosse, WI 54603 Tel. 608.781.3110 Fax 608.781.3197 www.paragon-assoc.biz

RESOLUTION NO. 42-2015

F-8

**A RESOLUTION TO WITHDRAWAL FROM THE LOCAL
GOVERNMENT PROPERTY INSURANCE FUND**

TO: THE HONORABLE MAYOR AND COMMON COUNCIL OF THE
CITY OF ONALASKA, WI

WHEREAS, pursuant to the requirements of s.605.21 (3) Wisconsin Statutes, the City of Onalaska will be providing a certified notice to the Local Government Property Insurance Fund that by a majority vote, the Council elects to withdraw from the fund,

WHEREAS, the City of Onalaska has policy #140520 to be canceled 01/01/2016,

NOW THEREFORE BE IT RESOLVED, that the City Clerk certifies by majority vote, the Common Council voted to withdraw from the Local Government Property Insurance Fund on October 13, 2015:

Dated this 13th day of October 2015

CITY OF ONALASKA

BY:

Joe Chilsen, Mayor

Caroline Burmaster, City Clerk

Passed:
Approved:
Published:



COULEE REGION JOINT MUNICIPAL COURT

415 MAIN STREET
ONALASKA, WISCONSIN 54650
FAX: (608) 779-7903

JOHN M BRINCKMAN
MUNICIPAL JUDGE
(608) 781-9558

September 15, 2015

Mayor Joe Chilsen
415 Main Street
Onalaska, WI 54601

F-9

Re: Wisconsin Debt Collection Initiative
Wisconsin Department of Revenue

Honorable Mayor Chilsen,

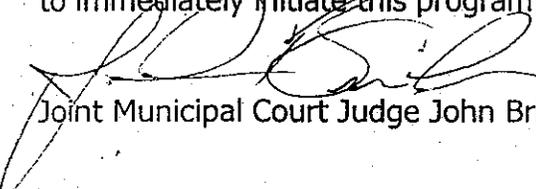
Last Thursday and Friday, September 10 & 11, 2015, I attended a Judicial Seminar in Stevens Point, Wi. Of the many topics discussed, the Wisconsin Department of Revenue presented a service available to Municipal Courts whereby that will act as debt collector. Yesterday I provided both you and Fred Buehler with an outline as to how the program works.

I'm not going to bore you with all of the details, however this program is in all ways superior to the collection agency the Court is currently using. The DOR does charge a fee for their services, however the fee is 100% paid for by the defendant. In other words, instead of the City paying 19% of it's share to the agency, the City will receive 100% of their debt.

Secondly, because the DOR is a division of the State of Wisconsin, their success rate in collections is overwhelming. This morning Amber and I spoke with Dawn Willcox, the Municipal Court Clerk for the City of Portage. Please see her notes attached to this letter.

The City of Portage is a City of ruffly 10,000 citizens. They have been using the system for slightly more than a year and their receipts from the DOR exceed \$65,000.00. Their opinion is that there is no comparison between the old collection agency and the DOR in either effectiveness or increased revenue due to no fees. They also mention many other intangibles.

I have spoken with Fred Buehler and I believe he feels this to be a win/win situation. I wish to immediately initiate this program in exchange for the current Collection Agency.


Joint Municipal Court Judge John Brinckman

Cc: Fred Buehler

Since we started court we have been using the Department of Revenue's Tax Intercept Program (TRIP) to help on our collections. In 2010 we added the Stark Agency to also help with our collections. In 2012 Stark collected \$8,503.41 and TRIP collected \$16,297.87. In 2013 Stark collected \$4,767.75 and TRIP collected \$17,647.96.

In 2014 the Department of Revenue was granted authority to act as the collection agency for debts owed to state agencies. The State Debt Collection program utilizes multiple tools including the TRIP along with garnishments; seizures or levies against people's property, including bank account and IRAs; filing a delinquent tax warrant with the Clerk of Courts to act as judgment and lien on any real and personal property that they own and may affect their credit rating. By using SDC you can't use any other collection agency. We cancelled our contract with Stark.

We joined the SDC Program in August of 2014 and to this date they have collected approximately \$65,000 for us. Keep in mind that the City doesn't get to keep the full amount. It get disbursed between us, the county and the state.

"Maximize your collection efforts"

May 2015

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Subscribe to our **newsletter** – [subscribe](#) to receive the latest Agency Collection News.

Updates

Use the forms below to change agency contact information and/or banking information:

- [Agency Information Update](#)
- [Agency Setoff Financial Institution - Non-State Agencies](#)
- [Agency Setoff Financial Institution - State Agencies](#)

Agency Profile - City of Portage Joint Municipal Court

The City of Portage Municipal Court is one of 15 municipal courts currently enrolled in the State Debt Collection (SDC) program. The court has used the Tax Refund Interception Program (TRIP) for several years and joined the SDC program on June 5, 2014.

Portage Municipal Court was established in April of 2008. It has jurisdiction over traffic and city ordinance violations. Beginning January 1, 2014, the Endeavor Police Department partnered with the City of Portage Municipal Court. Citations written by the Endeavor Police Department go through the Municipal Court instead of State Circuit Court.

We asked Dawn Wilcox of the Portage Municipal Court to share her experience with the SDC program.

1) How did you learn about the program?

I received notification from the Department of Revenue that they were having a webinar on it. I was interested and participated in the webinar.

2) What types of debts do you certify to the Department of Revenue (DOR)?

All outstanding citations over 120 days past due.

[Back to Table of Contents](#)

Agency Profile - City of Portage Joint Municipal Court (cont'd)

3) What was your experience getting started?

The Department of Revenue was very helpful with getting started. Through our IT department, they set up a way for me to just export all the citations over to SDC. The only time consuming part of it was taking the old debt out of TRIP because we wanted it in SDC.

4) Describe your experience finding information about the program (SDC website, SDC User Guide, My Tax Account User Guide)?

Information about the program is easily accessible and very detailed on how it works and what you need to do to get started. When I called and said I was interested, they sent me all the information that I needed.

5) Describe your experience working directly with DOR?

They are very professional and helpful. They respond to questions in a timely manner.

6) How has DOR helped you recover debts?

We have been with DOR since the middle of July 2014 and they have collected approximately \$40,000 for us.

7) What advice would you provide to other local government agencies about the program?

SDC has helped bring in payments on a lot of our old debt. I would HIGHLY recommend sending outstanding citations to them. They have many different methods that they can use to collect that are so helpful. The people with the outstanding debt seem to take Department of Revenue more seriously. I have had several people come in and say that they would rather have their monthly payment garnished from their check rather than come in and pay.

By Joseph Mugenga

Understanding SDC Reports - Agency Summary

Agency Summary is a report that lists all active debts for an agency. It is provided to all SDC agencies on a monthly basis, but is also available on demand through *My Tax Account*. The report is available in CSV format or flat file layout.

Agency Summary contains the following important items for your review:

Current debt balance – Total amount remaining for collection. This amount includes the DOR collection fee.

Amount collected – Total amount paid to DOR to date. Agencies may not be receiving payment yet because DOR pays the collection fee first.

Bankruptcy information – Provides bankruptcy case number when a debtor has filed for bankruptcy. DOR suspends collections when a bankruptcy case is active. When the bankruptcy case is discharged, we ask the agency to review the case and let us know if the debt survived the bankruptcy before we resume collections. The agency must recall the debt if it determines that the debt has been discharged. If there is no response from the agency within 60 days, DOR will return the debt to the agency as uncollectible.

Collection Status – Three collection statuses are used depending on the stage of review and collection:

- *Review* – debt is being reviewed for collection sources
- *Voluntary collections* – accounts have an accepted voluntary payment plan
- *Involuntary collections* – accounts have an involuntary wage attachment or bank levy issued



Common Questions

What happens if a debtor indicates that a joint refund should not have been intercepted because the debt was incurred before the marriage?

Debt owed to state agency or federal government: Refunds from joint returns are automatically prorated by DOR staff before setoff if the debt is owed to a state agency or the federal government. Only the debtor's portion of refund will be set off against the debt.

Debt owed to local and tribal governments and other states: DOR does not automatically prorate refunds from joint returns before setoff when the debt is owed to a local government, tribal government, or another state. If the debtor makes a claim after a refund is offset, you may advise the debtor to complete IRS Form 8379 and attach copy of the marriage license and proof from the agency as to when the debt was incurred.

Is there an age limit for a debt to be certified to DOR?

Agencies are responsible for complying with the statute of limitations that covers the specific debt they are certifying. DOR does not impose a statute of limitations on other agency debt, nor does DOR review the statute of limitations for your debts. Contact your legal advisor if you have questions regarding your debt's statute of limitations.

What does uncollectible mean for SDC debt?

The debt is uncollectible when the department determines that it is unable to collect the debt (i.e. no available assets). Unlike TRIP where the department keeps the debt for indefinite time, uncollectible SDC debt is returned to the agency. The agency may refer the debt to a private collection agency and/or submit to the TRIP program for refund offset. Uncollectible debt may not be referred back to SDC for collection.

Can DOR reverse a debt I submitted to TRIP in error?

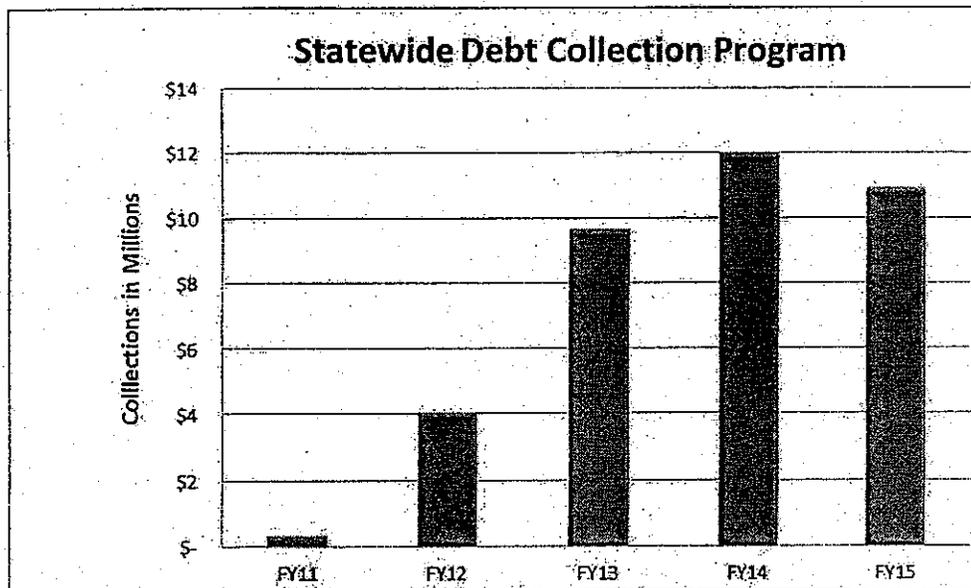
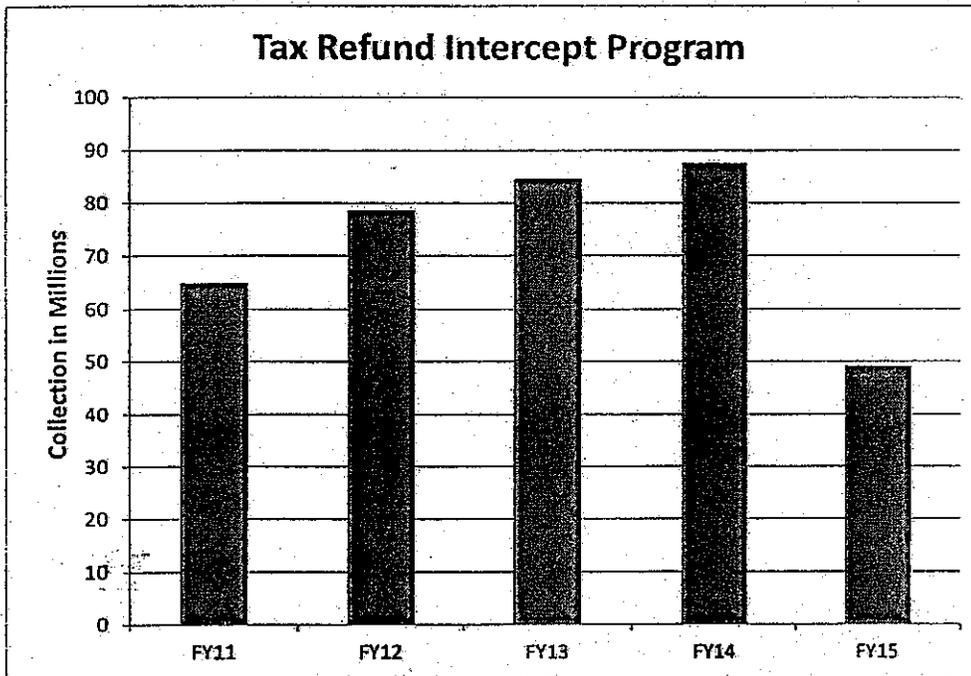
No. Agencies are responsible for closing and updating debts. You can close a debt or submit debt balance update daily through file transfer or *My Tax Account*. If you submitted a debt to DOR in error or forgot to update the debt balance, you should issue a refund to the debtor when the funds are received from DOR. You must also refund the collection fee of \$5 per debt.

I need to send a refund to the debtor. Can DOR provide the updated address for the debtor?

Yes. Send your request through MTA-TRIP Inquiry or email: trip@revenue.wi.gov.

Historic Agency Collections

Numbers are based on a fiscal year (FY) - July 1 to June 30. For FY 2015, numbers are through March 30, 2015.



Contact Information

Joseph Mugenga and Corban Gehler

Email: trip@revenue.wi.gov

Phone: 608-264-0344

Fax: 608-261-6226

SDC Debtor Contact

Phone: 608-264-0345

TRIP Debtor Contact

Phone: 608-266-7879

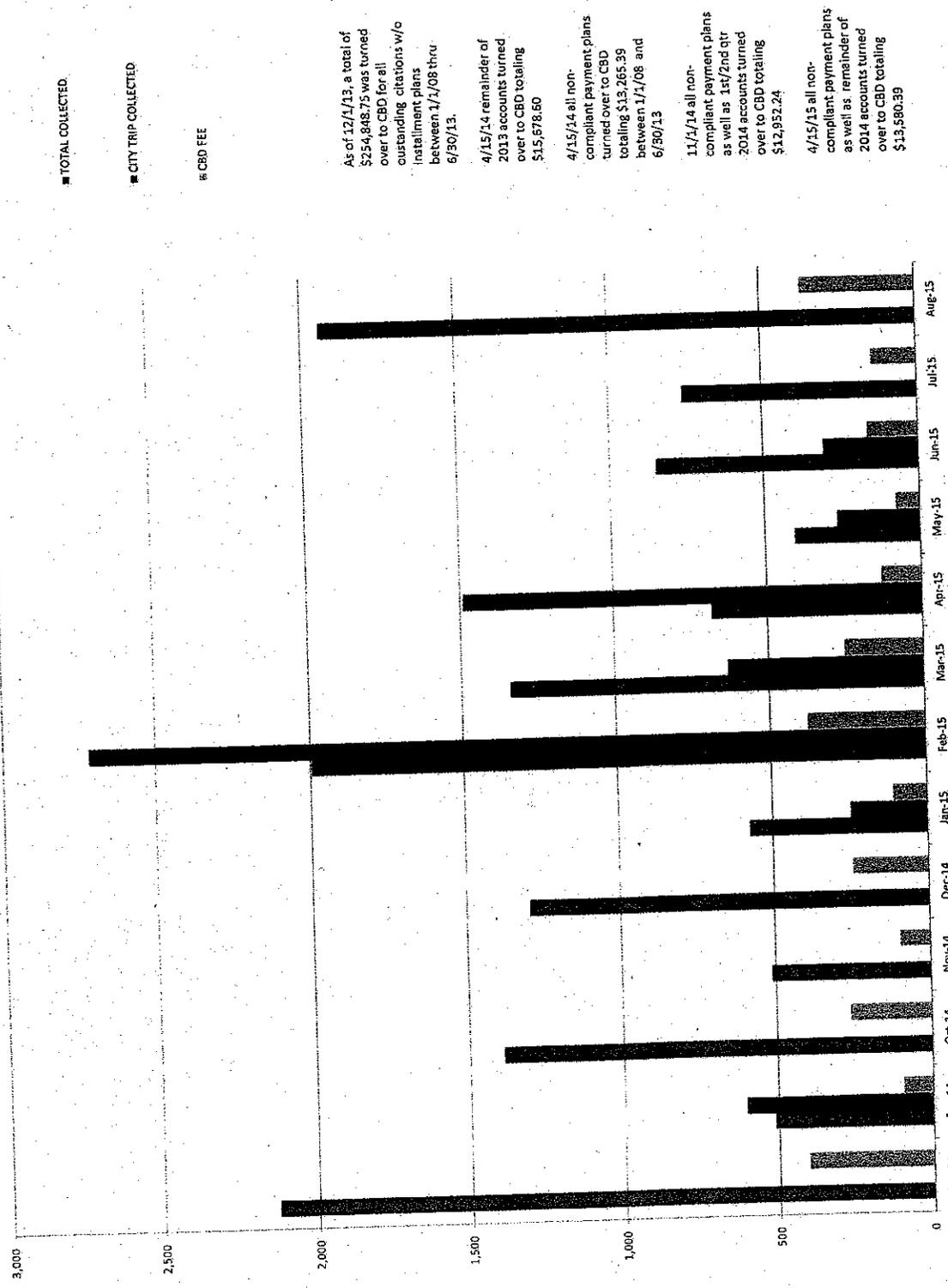
Total Collections - *City of Oneaska*

| <u>PMT MONTH</u> | <u>Trip</u> | <u>Received Here</u> | <u>Received at CBD</u> | <u>CBD FEE 19%</u> |
|------------------|--------------------|----------------------|------------------------|--------------------|
| Dec-13 | \$177.80 | \$1,014.00 | \$1,388.03 | \$456.39 |
| Jan-14 | \$126.25 | \$1,577.80 | \$1,531.55 | \$590.78 |
| Feb-14 | \$7,031.35 | \$366.40 | \$3,116.40 | \$661.73 |
| Mar-14 | \$1,032.60 | \$661.16 | \$2,351.38 | \$572.38 |
| Apr-14 | \$1,075.30 | \$948.50 | \$1,356.40 | \$437.93 |
| May-14 | \$731.95 | \$702.49 | \$1,252.60 | \$371.47 |
| Jun-14 | \$137.00 | \$768.10 | \$540.00 | \$248.54 |
| Jul-14 | \$0.00 | \$147.40 | \$847.00 | \$188.94 |
| Aug-14 | \$0.00 | \$730.60 | \$1,398.80 | \$404.59 |
| Sep-14 | \$605.00 | \$179.60 | \$332.80 | \$97.36 |
| Oct-14 | \$0.00 | \$251.00 | \$1,140.00 | \$264.29 |
| Nov-14 | \$0.00 | \$23.80 | \$489.80 | \$97.58 |
| Dec-14 | \$0.00 | \$641.80 | \$655.00 | \$246.39 |
| Jan-15 | \$249.08 | \$257.80 | \$318.80 | \$109.55 |
| Feb-15 | \$2,718.09 | \$800.40 | \$1,197.00 | \$379.51 |
| Mar-15 | \$631.80 | \$466.00 | \$876.00 | \$254.98 |
| Apr-15 | \$1,491.77 | \$606.60 | \$75.00 | \$129.50 |
| May-15 | \$266.00 | \$146.00 | \$257.60 | \$76.68 |
| Jun-15 | \$305.00 | \$627.60 | \$223.80 | \$161.77 |
| Jul-15 | \$0.00 | \$251.40 | \$509.40 | \$144.55 |
| Aug-15 | \$0.00 | \$1,036.60 | \$906.20 | \$369.13 |
| Total | \$16,578.99 | \$12,205.05 | \$20,763.56 | \$6,264.03 |

Total turned over to CBD for collections

| | | |
|--------|---------------------|--|
| Dec-13 | \$254,848.75 | Outstanding citations w/out pmt plans 2008-2013 |
| Apr-14 | \$15,678.60 | Remainder of 2013 accounts |
| Apr-14 | \$13,265.39 | Non-compliant pmt plans 2008-2013 |
| Nov-14 | \$12,952.24 | Non-compliant pmt plans 1st/2nd qtr 2014 |
| Apr-15 | \$13,580.39 | Non-complaint pmt plans 3rd/4th qtr 2014 & rmdr of 2014 acts |
| | <u>\$310,325.37</u> | |

CREDIT BUREAU DATA/ CITY OF ONALASKA COLLECTIONS



As of 12/1/13, a total of \$254,848.75 was turned over to CBD for all outstanding citations w/o installment plans between 1/1/08 thru 6/30/13.

4/15/14 remainder of 2013 accounts turned over to CBD totaling \$15,678.60

4/15/14 all non-compliant payment plans turned over to CBD totaling \$13,265.39 between 1/1/08 and 6/30/13

11/1/14 all non-compliant payment plans as well as 1st/2nd qtr 2014 accounts turned over to CBD totaling \$17,952.24

4/15/15 all non-compliant payment plans as well as remainder of 2014 accounts turned over to CBD totaling \$13,580.39

Buehler, Fred

From: Mugenga, Joseph - DOR <Joseph.Mugenga@revenue.wi.gov>
Sent: Monday, September 14, 2015 11:13 AM
To: Buehler, Fred
Subject: RE: S.D.C. Program

- Stoughton municipal court - contact Mary Giemza, 608-873-6676
- Portage municipal court - contact Dawn Wilcox, 608-742-2258 ✓
- Elm Grove Municipal Court - contact Mary Doyne, 262-780-6676
- Madison Municipal court - contact Lori Dahlhauser, 608-264-9283

Thank you.

Joseph Mugenga
Agency Collection Programs
608-264-0344

From: Buehler, Fred [<mailto:fbuehler@cityofalaska.com>]
Sent: Monday, September 14, 2015 10:35 AM
To: Mugenga, Joseph - DOR
Subject: S.D.C. Program

Could you give me a listing of four or five municipal agencies that use your service?

CONFIDENTIALITY NOTICE: This electronic mail transmission and any accompanying documents contain information belonging to the sender which may be confidential and legally privileged. This information is only for the use of the individual or entity to whom this electronic mail transmission was intended. If you are not the intended recipient, any disclosure, copying, distribution, or action taken in reliance on the contents of the information contained in this transmission is strictly prohibited. If you have received this transmission in error, please immediately contact the sender and delete the message. Thank you.

DRAFT

AGREEMENT

THIS AGREEMENT effective as of January 1, 2016 by and between the City of Onalaska hereinafter referred to as "City", and Coulee Region Humane Society, Inc., Animal Control Department hereinafter referred to as "Humane Society."

F-10

WITNESSETH: The parties hereto agree as follows:

1. The Humane Society shall be responsible for the pickup and impoundment of stray dogs, cats, and other animals subject to the terms of this Agreement. Its address is 911 Critter Court, Onalaska, Wisconsin.
2. The Chief of Police, or any person appointed by Onalaska, shall be the City Officer responsible for the Humane Society's performance under the terms and conditions of this agreement.
3. The Humane Society will make available for the pickup of stray animals a qualified person on a 16-hour per day basis. The Humane Society shall operate an animal shelter to impound all stray animals as may be picked up in the City of Onalaska.
4. Cats and Dogs shall be held seven (7) days unless sooner claimed by the owner. If not claimed by owner after seven (7) days, the animal will be considered the property of the Humane Society and the City will have no further financial responsibility beyond the euthanasia and disposal fee for those animals which are euthanized and disposed of.
5. The Humane Society shall invoice the City on a monthly basis for services at the following rate:
 - A. First Kennel Day \$30.00

| | | |
|----|--|---------|
| B. | Subsequent Kennel Days | \$10.00 |
| C. | Euthanasia and disposal (\$25 euthanasia fee plus \$15 disposal fee) | \$40.00 |
| D. | Injured animal disposal (animal dies at shelter) | \$15.00 |
| E. | DOA Domestic | \$15.00 |
| F. | Animals quarantined for rabies check-first day | \$32.00 |
| G. | Animals quarantined for rabies check-additional days | \$12.00 |
| H. | Local rabies control quarantine exams | \$15.00 |
| I. | Skunks | \$50.00 |
| J. | Small animal first day intake | \$15.00 |
| K. | Small animal additional days | \$ 2.00 |
| L. | Emergency veterinary expenses | |

6. Service fee of \$2,915.55 per month to cover the cost of having officers and vehicles available 16 hours from 6:00 a.m. until 10:00 p.m. per 365 days per year. The Humane Society shall refer all calls from 10:00 p.m. until 6:00 p.m. (the "City Hours") to the Onalaska Police Department and the City of Onalaska shall not be charged for any such calls during this time period. During the City Hours the City shall be responsible for the care, safety and impoundment of animals in respect to calls during the City Hours.

7. Redemption charges to the public shall be as follows:

| | | |
|----|---|---------|
| A. | Minimum impoundment charge | \$30.00 |
| B. | Rate increases with each subsequent impoundment | \$ 5.00 |
| C. | Intake charge-first day, per animal | \$30.00 |

| | | |
|----|--|---------|
| D. | Subsequent days- shelter charge per day | \$10.00 |
| E. | Animals quarantined for rabies check-first day | \$32.00 |
| F. | Animals quarantined for rabies-check additional days | \$12.00 |
| G. | Local rabies control quarantine exams | \$15.00 |
| H. | Emergency veterinary expenses | |

Additionally, the Humane Society shall communicate to those individuals calling to request disposal of a dead animal or an injured animal on their property that ultimately dies, that the City will charge a fee for such service, which must be paid directly to the City. The Humane Society shall refer all calls for the removal and disposal of non-domesticated animals to the City's Public Works Department.

8. Pets being reclaimed must have proof of a City of Onalaska license and proof of a current rabies vaccination in the form of a vaccination certificate or the owner must secure or apply for a license and pre pay for a rabies vaccination before being released from Humane Society. This requirement follows WI State Statutes for reclaiming pets.

9. The total amount to be paid by the City of Onalaska under this contract shall not exceed \$54,000.00 (the "Budget Amount") without further approval from the Common Council. The Humane Society shall provide the City fifteen (15) days written notice that the Budget Amount will be exceeded. If the City does not agree to spend additional funds this contract shall be deemed cancelled. The term of this Agreement shall be for one (1) year, it shall automatically renew each year unless sixty (60) days written notification of cancellation is received by the either party pursuant to Section 13 below. Should either party desire to

change the economic terms of this Agreement, the desired changes shall be delivered prior to August 15 of each year during the term of this Agreement.

9. All animal pickups shall be in accordance with State of Wisconsin and local laws.
10. The Humane Society shall not discriminate in any way, against any person on the basis of age, sex, race, color, creed, sexual orientation, actual or perceived gender identify, disability, marital status or national origin. In connection with or related to the performance of this Agreement.
11. It is understood and agreed the Humane Society, in the performance of the work and services agreed to be performed under this Agreement, shall not act as an employee of the City or its officers, employees or agents and that the Humane Society acknowledges that Humane Society is an independent contractor. Humane Society shall be solely responsible for the costs of all equipment, supplies resources and office supplies necessary to perform under the terms of this Agreement.
12. Neither the City nor Humane Society shall assign their duties and obligations under this Agreement to any third-party without the prior written consent of the other party.
13. All notices which shall or may be given pursuant to this Agreement shall be in writing and delivered personally or transmitted (a) through U.S. Mail registered or certified; (b) personal delivery service or prepaid overnight delivery services; (C) by facsimile or email transmission if a hard copy is followed by delivery through U.S. Mail.

To the City:

City of Onalaska
Attn: City Clerk

415 Main Street
Onalaska, WI 54650

With a copy to:

City of Onalaska-Attorney
201 Main Street
La Crosse, WI 54601

To the Humane Society:

Coulee Region Humane Society
Attn: Executive Director
911 Critter Court
Onalaska, WI 54650

Notices shall be deemed given upon receipt in the case of personal delivery, three (3) days after deposit in the mail, or next business day in case of facsimile, email or overnight delivery.

14. Under no circumstances shall any officer, official, commissioner, director, member, employee, agent or volunteer of the City have any personal liability arising out of this Agreement and the Humane Society shall not seek or claim any such personal liability.
15. The Humane Society shall, at its own expense, obtain and maintain in effect at all times during this Agreement, the following insurance coverage:
 - a. Commercial general liability insurance of not less than \$2,000,000 per occurrence for bodily injury, personal injury and property damage.
 - b. Automobile liability insurance of not less than \$1,000,000 per occurrence for bodily injury and property damage covering all vehicles to be used in relationship to this Agreement.
 - c. Umbrella liability insurance of not less than \$2,000,000 per occurrence for bodily injury, personal injury and property damage

in excess of coverage carried for commercial general liability and automobile liability.

- d. Professional liability insurance of not less than \$1,000,000.00 per claim and annual aggregate; and
- e. To the extent the Humane Society employs any employees or as otherwise required by law, Workers' Compensation and Employee's Liability insurance within Wisconsin statutory limits.

On the certificate of insurance, the City of Onalaska shall be named as additional insured on any general liability insurance, automobile insurance and umbrella insurance. The certificate must state the following as additional insured: The City of Onalaska, its officers, council members, agents, employees and authorized volunteers. Prior to the execution of this Agreement, the Humane Society shall file with the City a certificate of insurance signed by the insurer's representative evidencing coverage in the amounts required by this Agreement. Such evidence shall include the additional insured endorsement signed by the insurer's representative. The Humane Society shall provide the City with thirty (30) days prior written notice of termination or cancellation of the policy. The City reserves the right to require review and approval of the policy of insurance before it executes this Agreement.

16. The Humane Society shall at its sole expense maintain books, records, documents and other evidence pertinent to this Agreement in accordance with accepted applicable professional practices. The City or any of its duly authorized representatives shall have access at no cost to the City to such books, records,

documents, papers or any records including electronic of the Humane Society which are pertinent to this Agreement, for the purpose of making audits, examinations, excerpts and transcriptions.

17. The Humane Society understands and acknowledges that the City is subject to the Public Records Laws of the State of Wisconsin. As such, the Humane Society agrees to retain all records as defined by §19.32, Wis. Stat. applicable to this Agreement for a period of not less than seven (7) years after the termination or expiration of this Agreement. The Humane Society agrees to assist the City in complying with any public records request that the City receives pertaining to this Agreement. Additionally, the Humane Society agrees to indemnify and hold harmless the City, its elected and appointed officials, common council members, officers, employees and authorized representatives for any liability, including without limitation, reasonable attorney fees, related to or in any way arising from the Humane Society's actions or omissions which contribute to the City's inability to comply with the State of Wisconsin Public Records Laws. In the event the Humane Society decides not to retain its records for a period of seven (7) years, then it shall provide written notice to the City whereupon the City shall take custody of said records assuming such records are not already maintained by the City. This provision shall survive termination of this Agreement.
18. The parties shall comply in all material respects with any and all applicable federal, state and local laws, regulations and ordinances.
19. Should any part, term or provision of this Agreement of application thereof to any person or circumstances be in conflict with any state or federal law or otherwise

be rendered unenforceable, it shall be deemed several and shall not affect the remaining provisions, provided that such remaining provisions can be construed in substance to continue to constitute the agreement that the parties intended to enter into in the first instance.

20. The Agreement contains the entire understanding between the parties with respect to the subject matter herein. There are no representations, agreements or understandings (whether oral or written) between or among the parties relating to the subject matter of this Agreement which are not fully expressed herein. This Agreement may not be amended, except pursuant to a written instrument signed by both parties.

IN WITNESS WHEREOF the Humane Society has caused this Agreement to be executed by its Executive Director and the City by its Mayor and City Clerk the day and year first above written.

COULEE REGION HUMANE SOCIETY, INC.,
INC., ANIMAL CONTROL DEPT.

By: _____
Name: _____
Title: _____

CITY OF ONALASKA

Joe Chilsen, Mayor

Caroline Burmaster, City Clerk

The form of this Agreement has been reviewed and approved by the City Attorney for the City of Onalaska provided the Agreement is signed by all parties on or before October 30, 2015.

Memo

FR 11

To: Mayor, Fred Buehler

From: Brian Babiash

CC: Dan Wick

Date: 9/23/2015

Regarding: City Hall Repairs

The City Hall building has a few things that have come up over the last few months. After collecting some price quotes it is my hope we are able to fund the following repairs.

- Air Handler #2 VFD

Air handler #2 serves the Police Department and Fire Departments administration along with the lower level on the west side of the building. This unit is equipped with two VFD's (Variable Frequency Drive) one handles outside air into the unit and the second handles the airflow into the air ducts in the building. The one that handles the air flow into the building has failed. Advanced Electric was out and ran test on the VFD. The tests showed the VFD was not functioning as it should. Quotes for the replacement are below. My recommendation is to go with WHV Company.

| | |
|------------|-----------------------------|
| <u>WHV</u> | <u>\$3870.00 (Complete)</u> |
| Advanced | \$2621.69 (Parts) |
| | \$1100-1320.00 (Labor) |
| | \$484.00 (Programming) |

VFD on the intake has been replaced prior to current staff started with the City.

- Hot Water Heater

This hot water heater supplies water to the two Police Department locker rooms along with restrooms on the first floor next to the council chambers. This heater supplies water to a water holding tank that then circulates the water thru the systems which provides instant hot water. The tank has been replaced prior. The current water heater is original to the addition of the building back sixteen years ago. Quotes for the replacement are below. My recommendation is to go with Coulee Region Mechanical.

| | |
|---------------------------------|----------------------------------|
| Maxwell-White | \$8842.60 |
| <u>Coulee Region Mechanical</u> | <u>\$8500.00 (not to exceed)</u> |

- Condensing Unit #2

This unit cools the same area as the Air Handler listed above. The unit coils were replaced in 2014 along with a compressor. When the question was asked "How long or when will the next compressor go out?" the answer was next week, next year or never. With the answer being so indecisive it was not included in the capital budgets. The unit is 40-ton with 4 compressors each one has a 10 tons of capacity. No control work will need to be done. My recommendation is to go with Johnson Controls.

| | |
|-------------------------|------------------|
| WHV | \$5210.00 |
| <u>Johnson Controls</u> | <u>\$4733.00</u> |

- Condensing Unit Fire Department

This unit serves the Fire Department sleeping area. Condensing unit has two compressors and one is out. To explain the large difference in bids: WHV would replace the bad compressor and Johnson Controls would replace the unit believing that is the way it should be done. At this time one compressor is usable, but if that one would go out there would be no way to control temperatures in the Fire Department living area. My recommendation is to go with WHV.

| | |
|------------------|---|
| <u>WHV</u> | <u>\$5570.00 (condenser) price is from a quote that is just over its 60 day approval time</u> |
| Johnson Controls | \$15500.00 (unit) |

Total cost to make all of these repairs listed with my recommendation would be \$22,673.

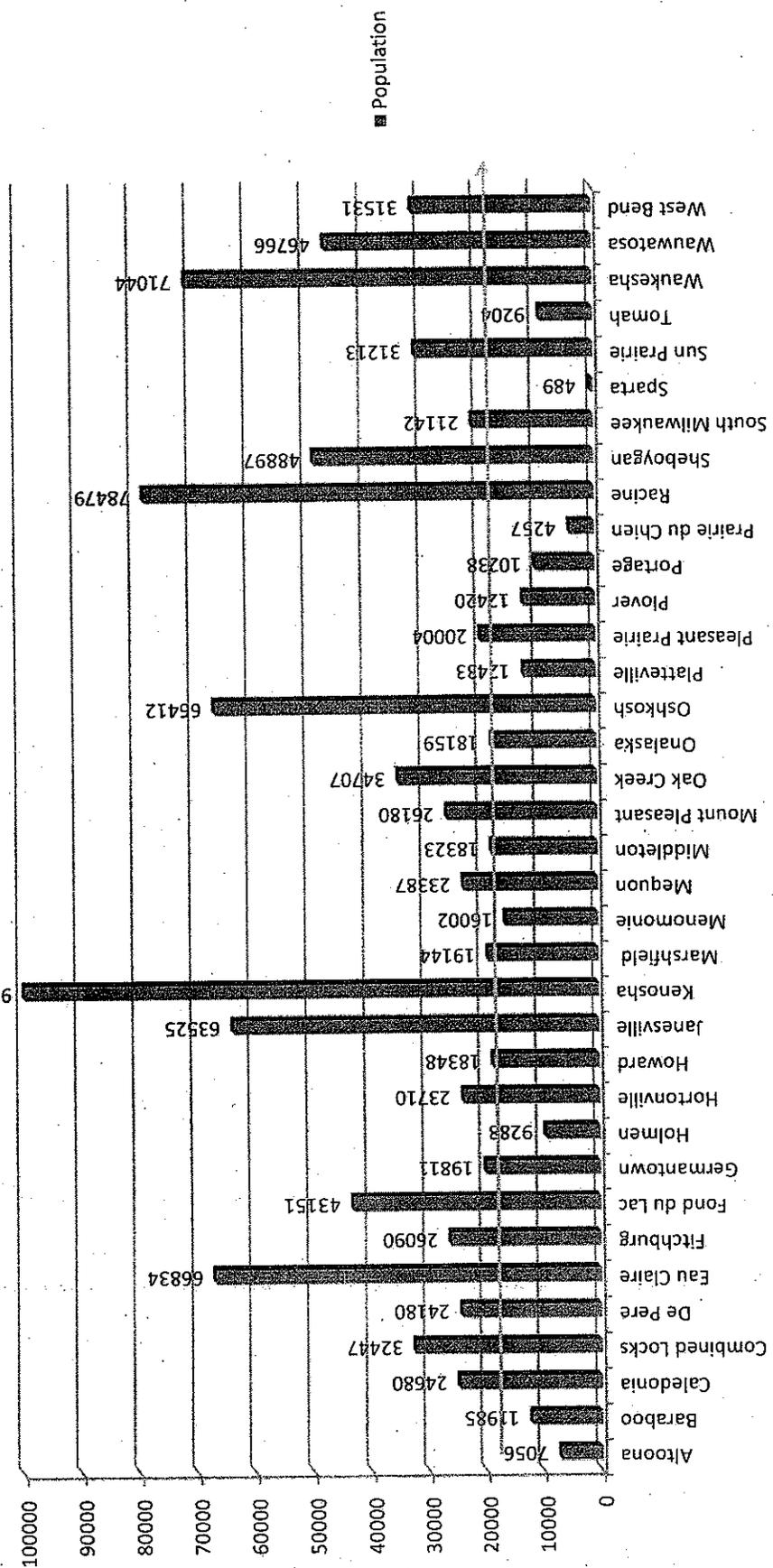
Thank You



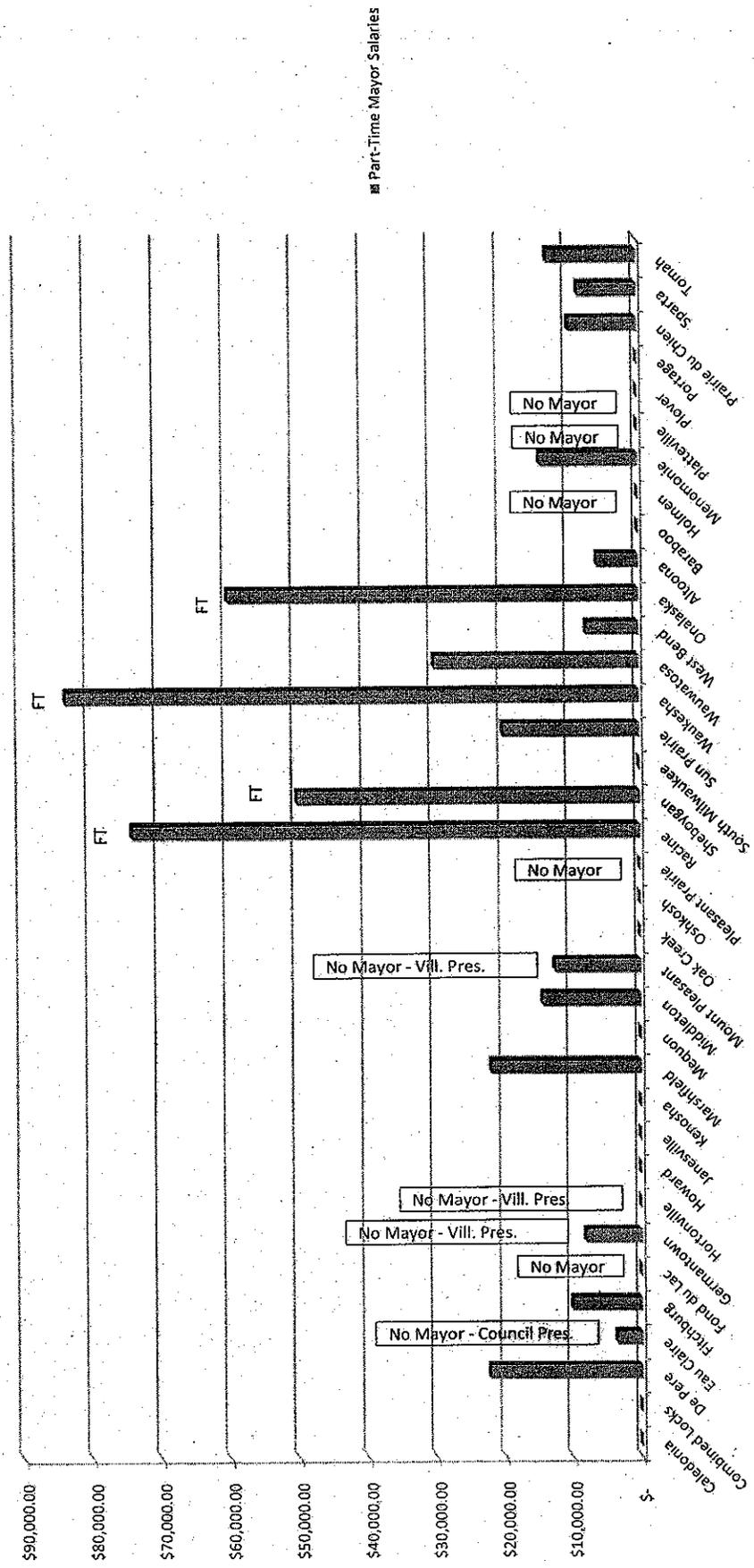
Brian Babash
Buildings Manager
City of Onalaska

| | | |
|--|----------|------|
| | 0 | * |
| | 3 * 870 | 00 * |
| | 8 * 500 | 00 + |
| | 4 * 733 | 00 + |
| | 5 * 570 | 00 + |
| | 22 * 673 | 00 * |

Population
City of Onalaska = 18159

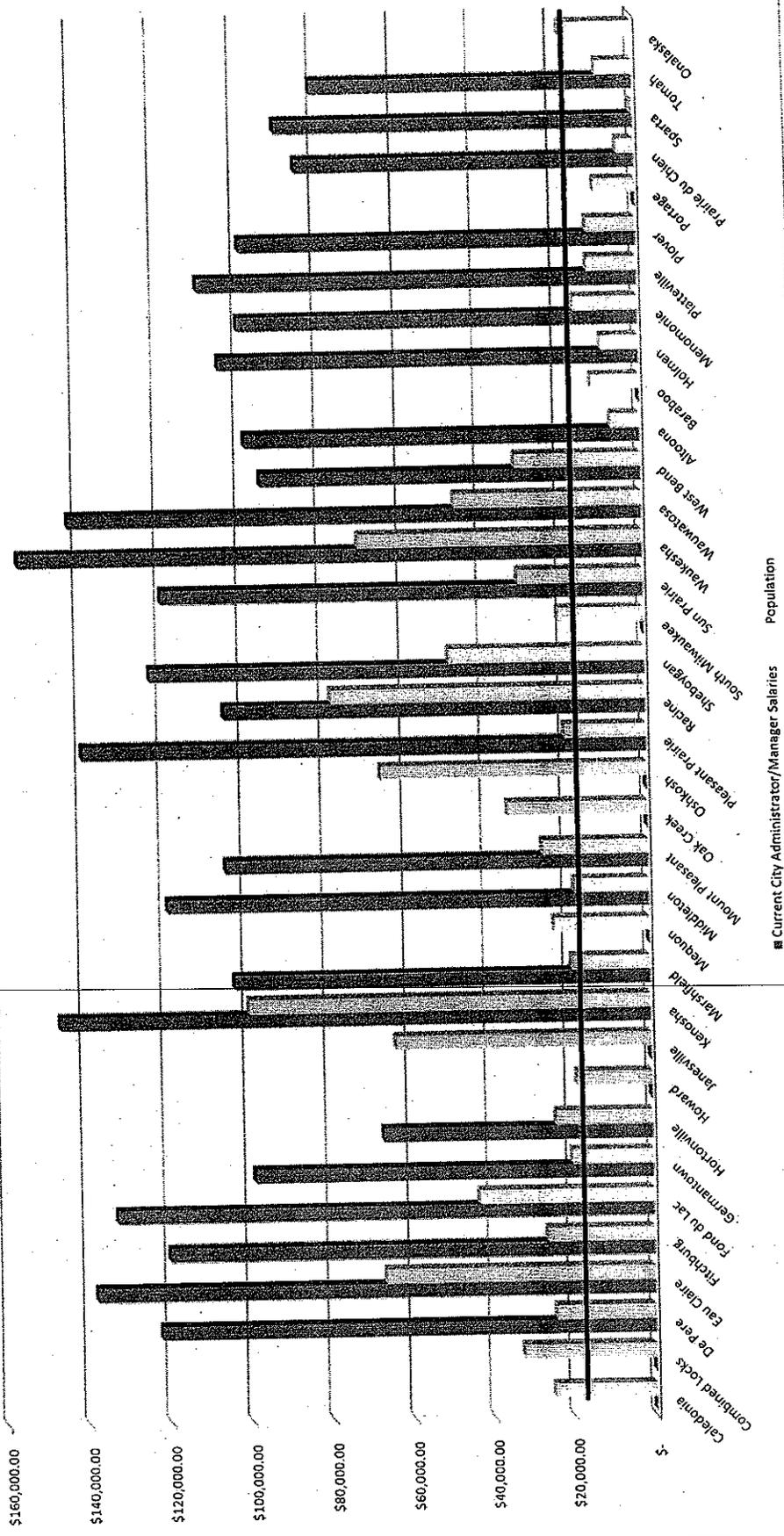


Part-Time Mayor Salaries

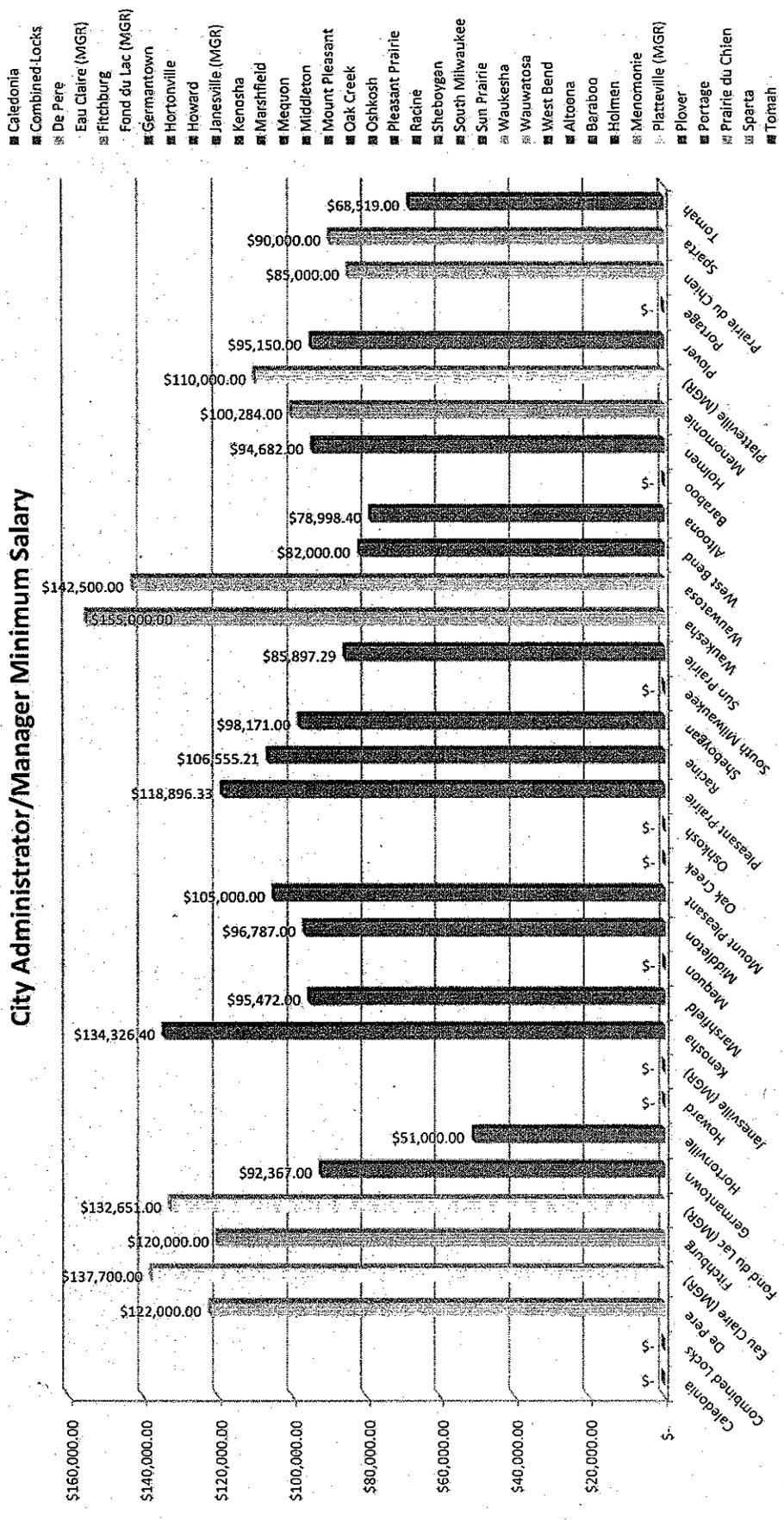


Part-Time Mayor Salaries

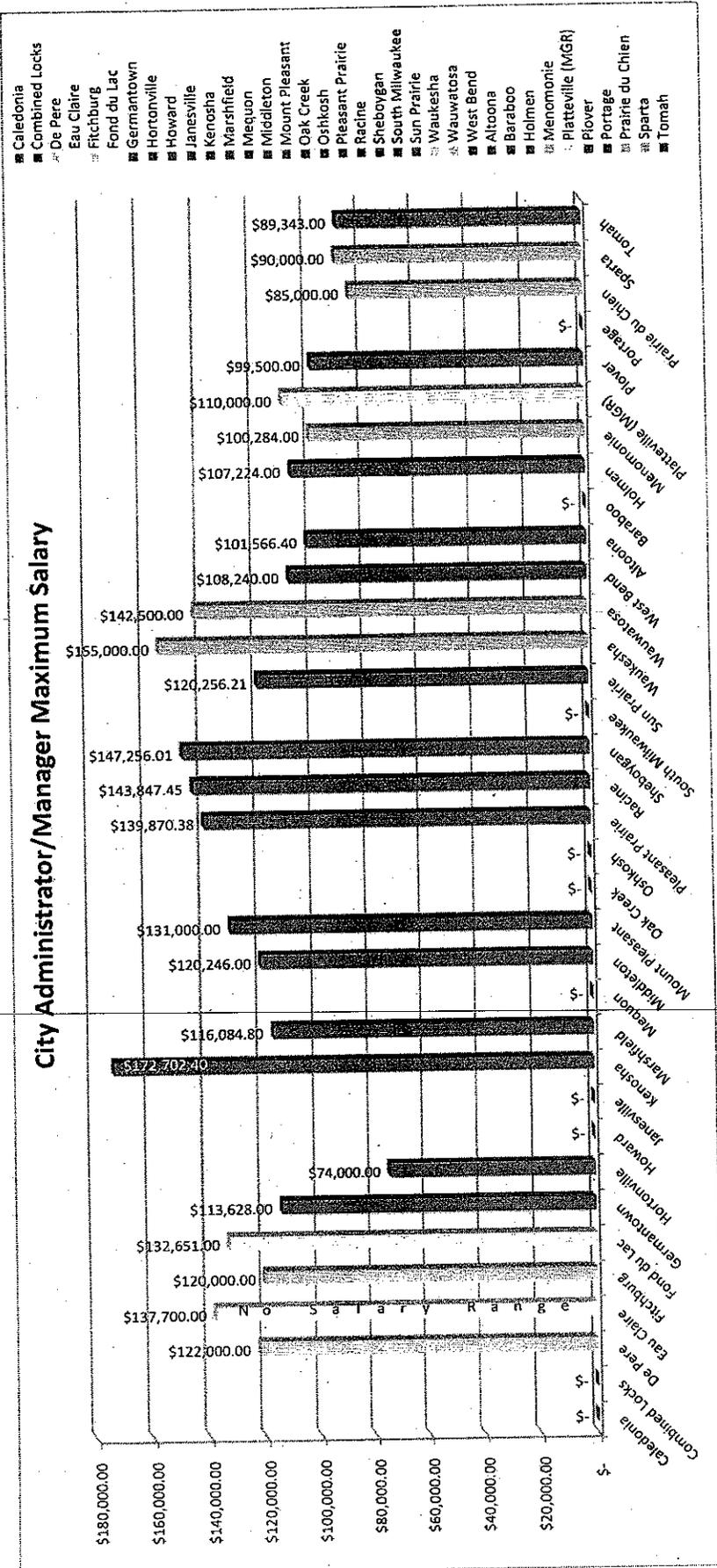
Current City Administrator/Manager Salaries and Populations



City Administrator/Manager Minimum Salary



City Administrator/Manager Maximum Salary



| Municipality | Has the City Administrator been a Positive Experience for your municipality? | Why did your municipality go to a City Administrator/Manager? | Referendum Y/N? |
|----------------|---|---|---|
| Caledonia | | | |
| Combined Locks | | | |
| De Pere | This has been a positive experience. | We don't know the history behind it. It was years ago 20+ probably. | Did not answer. |
| Eau Claire | Not answered. | <p>CITY OF EAU CLAIRE FORM OF GOVERNMENT CHANGES</p> <p>The Charter of the City of Eau Claire was approved on March 2, 1872. The first form of government consisted of a Mayor and two Aldermen from each ward.</p> <p>In 1910, the form of government was changed to the Commission Form, consisting of a Mayor and two Council Members, elected at large.</p> <p>In 1949, the form of government changed to the Manager - Council Form consisting of seven Council Members elected at large. The Council President was selected by the Council.</p> <p>In 1987, the form of the City Council changed to ten members elected by district. The Council President was still selected by the Council.</p> <p>In 1993, the form of the Council changed to five Council Members elected at large, five Council Members elected by districts and a Council President also elected at large.</p> | Yes, there was a referendum with each change. There were several failed referendum to change to a mayoral form of government. |
| Fitchburg | Can't imagine functioning any other way. | Not answered. | Not answered. |
| Fond du Lac | Not answered. | The change was made in 1957; I would have no documentation on the reasoning. | Not answered. |
| Germantown | Truly positive experience. | I don't know the answers to your additional questions as this position was established many decades ago. | Not answered. |
| Hortonville | We have had an Administrator since the late 1970s and it was a good move for the Village. | <p>We had one village manager (hired in 1977) before the change to village administrator. All of the people involved at that time are gone so unfortunately there is no one to give a definite answer on the change. I remember hearing that there was some difference in the job description/duties of a manager versus an administrator and it was felt the administrator position would be able to better manage and direct our day to day operations.</p> <p>Before the manager and administrator the Public Works Director, the Clerk, and the Village President/Trustees were more in charge and having the administrator pulled operations together in one place. This put someone in place who kept the separate department heads accountable and who was able to work just on Village business as their job instead of afterhours (President/Trustees). Without the manager or administrator there was no one here that specialized in the larger view of the village such as development or land use.</p> | No, the Village Board did not hold a referendum. A resolution was passed in 1977 announcing the change from a trustee administrative plan to that of a village administrator. Our ordinances have since been changed to show an administrator as an appointed official and list |

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| | | | the duties. |
| Howard | | | |
| Janesville | Not answered. | The City converted to a Council Manager system of Government circa 1920. We were the first City in Wisconsin to adopt this form of governance. I cannot tell you what the rationale was. | Not answered. |
| Kenosha | Not answered. | Do not know. | Do not think so. |
| Marshfield | Yes, positive. There has been no talk of changing the position since they have been here in 1991. | We don't know why they choose to go to City Administrator. My understanding was we had a full time Mayor and a Personnel Director. When the Personnel Director resigned they changed to a part-time mayor and full time City Administrator. | No |
| Mequon | | | |
| Middleton | Yes, positive experience. | I believe the City of Middleton gradually evolved into having a City Administrator position, the first of which was my predecessor Joel Devore who worked for the City from 1978-1998. If you check the personnel files you will probably find that his title at some time evolved from Human Resources Director to Administrative Coordinator to City Administrator. However, even when Joel was City Administrator, he did not perform some of the classic functions of the position for economic development and management direction. When I was hired in 1998, the City had recently adopted an ordinance provision (Middleton Ordinance 2.04 at: http://www.ci.middleton.wi.us/DocumentCenter/View/12) for City Administrator which has not changed since that time. I believe the ordinance expanded the responsibility of the City Administrator for long range planning, capital planning and budgetary authority amongst other things. No other personnel were added to the City at the time. | No, the City did not go through a referendum for the position. |
| Mount Pleasant | Not answered. | Since 2003, when the Village incorporated, there has been a Village Administrator. Prior to that, when Mount Pleasant was a Town, there was a Town Administrator. I will ask the Village Clerk if she has knowledge of this information. | Not answered. |
| Oak Creek | | | |
| Oshkosh | | | |
| Pleasant Prairie | | | |
| Racine | Most people would agree that it has been positive, excepting those who abhor paying for good leadership. | In 2003 the Common Council decided that a professional administrator was necessary to ensure that all departments would work in coordinated manner to achieve the goals of the city. Previously, by default, one of three department heads (Finance, Development, or Public Works) was generally seen as having more influence over the direction of the city, especially while we had a part time, two year term, mayor. That situation improved when we went to a full time, four year term, | No |

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|------------------------|---|---|---|
| | | <p>mayor, but was still seen as inadequate.</p> <p>Did your municipality make additional personnel changes at the same time? The position of Finance Director was vacant at the time and remained so for several years after the first Administrator was hired.</p> | |
| Sheboygan | <p>The transition has been favorable, especially with the strong financial background of the current CAO. The trick is that the Mayor needs to be hands-off the day-to-day operations and yet be a supportive part of the leadership team. If the Mayor has his/her own agenda that conflict with the CAO, it's tough. We currently have a mayor who works with the CAO and not against, so it's great.</p> | <p>I believe the problems of the time caused the migration. I started in December 2011, so can only tell you my opinion of what I believe happened. Bob Ryan was the mayor and he ran into a bit of controversy over a few personal issues. In 2010, the City appointed a seasoned finance professional to be the Finance Director, and this person also had great business acumen. So they made a strategic decision to add that position to the TO. There was no referendum. The discussion at the Salaries & Grievance committee level (made up of alderpersons) was that this position should report to the Common Council president with input from the mayor. The basic philosophy was that the CAO should run the day-to-day activities, overseeing all departments. The Mayor should then have more time to focus on the development of the city and future improvements.</p> | <p>There was no referendum.</p> |
| South Milwaukee | | | |
| Sun Prairie | | | |
| Waukesha | <p>The annual budget process has run smoother with a City Administrator.</p> | <p>In 1998, the mayoral candidate that was elected felt that it was necessary to bring a professional level position in to handle the budget process and oversee all City departments. She felt that bringing this position in, the Mayoral position could then be a part-time position. The position was filled. She then changed her mind about the Mayoral position being part time. The position of Mayor has remained full time.</p> | <p>Not answered.</p> |
| Wauwatosa | <p>This system is an efficient process.</p> | <p>Apparently at the time, Wauwatosa had a full-time mayor (it is part-time now; not sure when the change occurred at this point). The Public Works Director at that time was supervising Water, Building, Engineering, Planning, and something called Public Services. The remaining departments in city hall were answering, to various degrees to the mayor; each was 'operating separately in a partial vacuum.'</p> <p>The comments in the minutes indicate that there was no consistent oversight, direction, coordination, etc., with these departments, and that this was seen to be a deficit of sorts. The minutes indicate that the administrator should be responsible for organizing the staff and planning, directing, coordinating, and controlling their activities, and representing the administration in its contacts with the mayor, council, outside agencies, and the public.</p> | <p>No, I don't see any indication that this went to referendum; I do see the ordinance creating the position in October 1971.</p> |

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|-------------------------|--|--|--|
| West Bend | We've always had one. | We have had a City Administrator since 1984, I don't have any answers for you on this. | Not answered. |
| Sparta | Very much. The position has vastly improved the budget, employee relations and work ethic, public information and has saved the Community money the cost of having an Administrator many times over. | Referendum request by citizen's. See attached. No additional personnel changes. | Yes |
| Menomonie | Yes, our city administrator takes care of everything and has been a very positive experience for all of us. | A change from City Manager caused transition to a City Administrator / Mayor form of Government. No additional personnel changes were made at that time. | Yes. |
| Platteville | Yes. | Per the results of a referendum in 1970. Do not know about any personnel changes at that time. | Yes, in 1970 and again in 1986 a referendum took place to change it back to a Mayor form of government, and it failed. |
| Holmen | Currently yes, in the past I believe so aside from one Administrator in 2010-2011. | Unsure, before their time with municipality. | No |
| Prairie du Chien | Deferred to another employee...haven't heard yet | Deferred to another employee...haven't heard yet | No |
| Tomah | Yes, positive experience. | Multi-million dollar operation - felt we needed the position so the right hand would know what the left hand was doing. Coordination between the departments. No additional personnel changes were made at the time - added the position. | No |
| Plover | Yes, positive experience | Not answered | No |
| Altoona | Yes, positive experience | Unknown as to why the City of Altoona went with an Administrator. Our original administrator started out as Administrator/Clerk/Treasurer. In 2003 after a new Administrator was hired the position title went to Administrator/Finance Director/Treasurer and the Deputy City Clerk was appointed the City Clerk. In 2006 the City hired the current Administrator and the title was again changed to Administrator/Treasurer/Public Works Director. In 2006 the City hired a new Finance Director. In 2014 Public Works Director was removed from the title and transferred to the City Engineer. Consideration will soon begin to remove the title of Treasurer at which time that title will be transferred to the Finance Director or Accountant. | No |

City Administrator Education/Job Responsibility Comparison

| Municipality | Education Required | Experience Required | Job Function 1 | Job Function 2 | Job Function 3 | Job Function 4 | Job Function 5 | Job Function 6 | Job Function 7 | Employment Contract Y/N? & Term |
|---|---|--|---|--|---|---|----------------------------------|--|--|--|
| Caledonia | | | | | | | | | | |
| Combined Locks | | | | | | | | | | |
| De Pere City Administrator PT Mayor | Bachelors in Public Administration or Business Administration. Masters desired. | 10 years of progressive responsibility | Day to day administration of City, operation and general office management at City Hall | Prepares annual budget in cooperation with department heads. Investigates and advises mayor and council on | Advises Mayor and Council on proposed legislation. Responsible for effectuating all actions of the Council. | Performs comptroller duties as defined in section 62.09 (10). Directs preparation of reports outlining the City's financial position in areas of revenues and expenses. Directs audits of accounts. | Performs Purchasing Agent duties | Recommends salaries, wages and working conditions of employees. Assists in labor relations matters | Meets w/ business/ industrial representatives regarding development in the City. Negotiates economic development | Yes, Per City Ordinance. Term of office for city administrator. The city administrator shall serve no definite term and shall serve at the pleasure of the common council. The city administrator may be removed by the common council for any |

City Administrator Education/Job Responsibility Comparison

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|--|--|--|---|--|--|--|---|--|--|---|
| <p>Eau Claire <i>City Manager</i> <i>PT Mayor</i></p> | <p>None listed on the job description online</p> | <p>The duties regularly require the use of written and oral communication skills; read and interpret complex data; analyze and solve problems; observe and interpret situations; use math and mathematical reasoning; perform highly</p> | <p>Plans, coordinates, and directs the operation of City departments and programs; oversees evaluation and analysis of service delivery. Facilitates problem solving at all levels of the organization and works with department head and</p> | <p>Identifies and evaluates organizational opportunities, issues and problems, and facilitates strategies to address issues and problems to meet overall goals of the Council. Works closely with the Council to define and accomplish established strategic goals and objectives and execute successful strategies.</p> | <p>Oversees the budget development process. Presents the annual budget to Council.</p> | <p>Submits policy proposals to elected officials and provides advice on matters of policy as a basis for making decisions and setting community goals.</p> | <p>Provides oversight, direction and leadership to the management of the personnel resources of the City. Evaluates and monitors senior management staff performance on a regular basis and provides assistance for performance improvement and development</p> | <p>Directs and provides oversight for the development, administration and maintenance of the physical facilities and assets of the City.</p> | <p>Engages in inter-governmental relations and collaborative partnership with other cities, public and private organizations. Communicates orally and in writing with internal and external customers. Attends meetings or functions</p> | <p>Reason for no reason upon a three fourths vote of the elected membership of the common council? Yes, 3 year term</p> |
|--|--|--|---|--|--|--|---|--|--|---|

City Administrator Education/Job Responsibility Comparison

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|---------------------------|---|--|---|---|--|---|---|--|---|---|--|
| <p>Fitchburg</p> | <p>Undergraduate degree in Public Administration, Finance, HR Management, Business Admin or related field. Master's degree preferred.</p> | <p>6 years of progressively responsible municipal operations. 3 years' experience in budgeting/finance</p> | <p>Coordinates and administers all City functions. Assures that persons affected by City Council actions are properly notified. Develops and maintains positive relationships with the community etc.</p> | <p>Reviews and assesses pending and adopted legislation. Attends meetings of Council committees as required or requested. Oversees preparation of agendas for Council meetings.</p> | <p>Coordinates negotiations w/special interest groups including developed, builders, and citizen groups.</p> | <p>Coordinates, advises and prepares work papers necessary for annual report, capital improve nt plan, City budget, issuance of municipal debt, TIF</p> | <p>Serves as participant in negotiation team. Coordinates and administers all employee relation activities.</p> | <p>Provides information, including a regular review of expenditures and revenue status. Prepares periodic and special reports.</p> | <p>Maintains ongoing program of employee performance and evaluation with advice and assistance from Mayor, Council, Personnel Committee, and dept heads</p> | <p>outside the normal business working hours.</p> | <p>Yes, indefinite term based on separation clause</p> |
| <p>Fond du Lac</p> | <p>Bachelor's Degree</p> | <p>7-10 years increasingly</p> | <p>Accepts all responsibility</p> | <p>Directs and participates in</p> | <p>Reviews and evaluates</p> | <p>Coordinates preparation</p> | <p>Directs the implementation</p> | <p>Confers with</p> | <p>Attends and participates</p> | <p>3 year term</p> | |

City Administrator Education/Job Responsibility Comparison

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|---|---|--|---|--|--|---|--|--|--|
| <p><i>City Manager</i></p> | <p>responsible for public or private sector management experience.</p> | <p>Director of all City activities, programs, and services including directing the development and implementation of goals, objectives, policies and procedures. Provides advice and consultation to Council on the development and implementation of City programs and services</p> | <p>the preparation and administration of the City budget; prepares and submits to Council financial reports. Oversees preparation and implementation of long range plans.</p> | <p>program service delivery methods and systems within the City including administrative and support systems and internal relationships; identifies opportunities for improvement.</p> | <p>of agenda for Council, represents the Council to employees, community groups, individual members and the public</p> | <p>n, maintenance and enforcement of city personnel policies and practices as prescribed by Council; selects, supervises, trains, and evaluates assigned staff.</p> | <p>department heads and managers concerning administrative and operational problems, work plans, and strategic plans. Serves as a resource for Council, department personnel, staff and others. Establishes positive working relationships</p> | <p>in professional and community meetings as necessary.</p> | <p>with option to extend in another 3 years.</p> |
| <p><i>No Mayor</i></p> | | | | | | | | | |
| <p><i>German town Village Administrator</i></p> | <p>Equivalent combination of experience and training which provides the required knowledge, skills and ability to</p> | <p>Directs and coordinates all Village services, functions and programs; keeps the President and Board informed</p> | <p>Serves as Chief Personnel officer with responsibility for all employee relations matters, responsible for risk management and all safety programs for Village</p> | <p>Oversees, advises and prepares the annual budget; reviews and approves purchases and vouchers; coordinates all legal matters affecting the</p> | <p>Hears, discusses, and investigates citizen and other complaints as necessary; conducts staff meetings;</p> | <p>Reviews and assesses pending and adopted legislation that may have an effect on Village; represents Village's interest in</p> | <p>Performs research and develops plans for new and innovative approaches for municipal services.</p> | <p>Oversees the Village's economic development efforts pertaining to commercial and industrial development</p> | <p>Yes, indefinite period based on parties mutually agreeing to part ways.</p> |
| <p><i>PT Mayor</i></p> | | | | | | | | | |

City Administrator Education/Job Responsibility Comparison

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|--|---|--|--|---|---|---|--|--|--|---------------------|
| | public administration or related field. Master's degree required. | effectively carry out the duties of the position. | on a regular basis of all activities, programs and department functions. | disciplinary matters. Responsible for EAP program | Village | Sees that all Village ordinances are carried out and enforced. | behalf of inter-governmental relationship with neighboring municipalities | Administers Village benefit programs, assists in the long-term planning of the Village related to land use and financial matters | | |
| Hortonville Village Administrator | 4-year college degree in finance, business administration, public administration, community/economic development or closely related field. Master's degree preferred. | 3 or more years of satisfactory performance in administrative and/or financial management position in business, industry or government required. | Assists with development of agendas, prepares materials for distribution, provide administrative support | Coordinate policies, plans and programs with dept heads and other representatives | Answers inquiries or requests for assistance from internal and external customers | Monitors financial matters, cash flow and investment, reviews financial reports | Prepares budget reports for revenues and expenditure etc., develops village budget | Functions as personnel manager, hiring, testing, discipline, separation, EOO, Affirmative Action etc. | Monitors the long range community development plan, strategic plan and other plans | Yes, 2 year term |
| Howard Janesville | | | | | | | | | | |
| Kenosha City Administrator | Bachelor's degree in business administration, accounting, or | 7 years of experience as a department or division | Monitors operations to prevent problems from | Recommends policy to the Mayor. Effectuate actions of the | Holds membership and attends meeting of official | Assess the board and long term impact of trends in | Using information provided by the Finance Director, | Supervise the development and implementation | Recommends pay increases, benefit adjustment | Not under contract. |

City Administrator Education/Job Responsibility Comparison

| | | | | | | | | | |
|--|--|--|---|---|--|---|---|--|---|
| <i>ator</i> | engineering or related field. Master's degree in public administration desirable. | head in government or an equivalent combination of training and experience | occurring or being significant. Provides leadership, advice and counsel to department heads and staff | Council and implement administrative matters as directed by the Mayor | government groups or associations as directed and approved by Mayor | local government, including issues related to city growth and development and relevant actions of other units of government | prepare the annual executive budget for submission to the Mayor and Council | tion of Capital Improvement program, long range financial plan. Research the availability of grant opportunities and administrative procurement of such grants | and policy revisions to Council for non-represented employees. Evaluate the job performance of all dept heads |
| Marshfi <i>City Administrator</i> <i>PT Mayor</i> | Bachelor's degree in business, public administration or related field. Master's degree in public administration preferred. | 8-10 years of progressive responsible experience in local government | Organize, plan for future Council and committee agendas (ordinances, memos, reports, resolutions) | Receives and responds to questions and concerns from internal/external customers | Works with HR on hiring, discipline, policy contract negotiation, policy issues, benefits. | Provides guidance/direction of annual budget, works with Finance Director on preparation and financial management issues | Reviews/approves assorted documents. | Attends meetings of Council and other various committees. | Represents the City at various activities and functions. |
| Mequon | | | | | | | | | |
| Middlet <i>City Administrator</i> | Bachelors and Master's degree in Public Administration, a similar field or its | 5 years of work experience in municipal administration with strong | Administer all day-to-day operations of the city government including | Direct and coordinate the city's economic and community development programs and functions with | Serve as personnel officer for the city with responsibilities to see complete and | Assists with labor negotiations; recommend appointments, promotion | Administer the budget as adopted. Oversee the financial and accounting systems of the | Carry out directives of the Mayor and Council. Serve as ex-officio non- | Keep the mayor and council informed about the activities of the |

City Administrator Education/Job Responsibility Comparison

| | | | | | | | | | | |
|--|--|---|---|--|---|--|--|---|---|---|
| <p>ator PT Mayor</p> | <p>equivalent.</p> | <p>knowledge of finance & budgeting, personnel management, planning, public works, economic development and inter-governmental relations.</p> | <p>the monitoring of all city ordinances, resolutions, council meeting minutes, state & federal statutes.</p> | <p>specific attention to long-term sustainability.</p> | <p>current personnel records, job descriptions, evaluations, recommend salary and wage scales for city employees in non-bargaining unit, work closely with department heads to promptly resolve personnel problems or grievances.</p> | <p>and suspension or termination of department heads.</p> | <p>city and ensure that the system employs methods in accordance with current professional accounting practices. Keep informed concerning the availability of funding sources.</p> | <p>voting member of all boards, commissions and committees of City.</p> | <p>Administrator. Ensure appropriate agendas are prepared for all meetings.</p> | |
| <p>Mount Pleasant Village Administrator PT Mayor</p> | <p>Graduation from accredited university w/ focus on public administration, public policy, political science or related field. Master's degree in public administration preferred.</p> | <p>At least 7 - 10 years of progressively responsible experience in public administration with a focus on management.</p> | <p>Directs, manages, coordinates and activities of all Village department.</p> | <p>Serves as spokesperson and representative for Mt. Pleasant.</p> | <p>With assistance of Finance Director oversees annual budget process.</p> | <p>Oversees the Personnel Director ensuring City rules and policies are applied uniformly and that salaries and wages of positions in the City are reviewed.</p> | <p>Recommends or suggests improvement of the administration of the Village, public safety, health, welfare and economy to the Village Board.</p> | <p>In cooperation with Village President and Board, department s, creates, implements, and updates planning and development leadership and direction in</p> | <p>informs Village Board regarding actions and trends of other levels of government</p> | <p>Yes, initially one year, then indefinite period until terminate d by mutual agreement.</p> |

City Administrator Education/Job Responsibility Comparison

| | | | | | | | | | the development of short and long range goals | | |
|--|--|---|--|--|---|--|---|--|--|-------------|--|
| Oak Creek | | | | | | | | | | | |
| Oshkosh | | | | | | | | | | | |
| Pleasant Prairie Village Administrator | Bachelor's Degree in Public Administration or related field. | 5-7 years' experience managing a municipality | Establish and administer personnel policies and procedures. Negotiate and administer labor agreements with all bargaining units. | Ability to prepare, manage and evaluate various budgets. | Approve appointments to and removal of personnel from Village positions. Perform performance evaluations on dept heads. | Responsible for and have the ability to originate and implement ideas. | Comfortable interacting with persons, individually and collectively, with strong personalities and opinions. | Analyze and interpret ordinances and regulations. | Ability and initiative to offer insight and long-range perspective on issues and trends, defining directions, alternatives and action plans for consideration. | n/a | |
| Racine City Administrator FT Mayor | Bachelor's Degree in Public Administration, Business Administration or other related field (Master's Degree preferred) | 7 years of municipal government administration as a department or division head | Effectively fulfill the actions of the Common Council and implement administrative matters as directed by the Mayor | Review and make recommendations on departmental organization and procedures at all levels of the organization, and monitor operations to prevent problems from | Assist the Mayor in providing financial direction in the acquisition and use of financial resources through the operating and capital improvement | Confer with government groups and private organizations to promote cooperation on services, activities, plans and programs | Assess the impact of trends in local government and develop long range plans and policies to implement change in the city and respond to changes in the | Make recommendations and provide leadership, advice and counsel to the Mayor, the Common Council, administrative | Resolve interdepartmental and interagency problems and disputes. Maintain a consistent and reliable attendance record | No contract | |

City Administrator Education/Job Responsibility Comparison

| | | | | occurring | budget process, to include reviewing and modifying the annual operating budget and capital improvement plan | | community | managers and department heads and staff | | |
|--|--|---|---------------------------------------|---|--|--|--|---|--|--|
| Sheboys an <i>Chief Administrative Officer</i> <i>FT Mayor</i> | Bachelor's Degree from accredited college or university with advanced degree such as an MBS or MPA required. | Position requires at least 10 years of progressively responsible work experience in a municipal or private sector and a minimum of 5 years in a senior leadership position. | Develop and present a detailed budget | Develop and present an annual strategic plan, which has a 3 year rolling budget plan, and a 5 year capital improvement plan | Establish and maintain procedures to facilitate communications between citizens and government and ensure complaints are resolved. | Conduct research, prepare reports and make recommendations to Council and Mayor. | Serve as ex-officio non-voting member of standing committees of the City, except as specified by Council or WI Statutes. | Attend meetings of Council. Provide information about the administrator's office through oral or written reports. Consult Council and Mayor on emergent matters requiring policy decisions. | Acts as public information officer for the City. Effectuate actions of Council and implement administrative matters under direction of Council and input from Mayor. | 5 year appointment, can extend upon mutual agreement |
| South Milwaukee | | | | | | | | | | |
| Sun Prairie | Bachelor's degree in | 6 years of supervisory | Provides information | Administers the non-union salary | Directs all purchase of | Administers personnel | Forster and maintains | Represents the City at | Coordinates negotiation | Yes, 3 year |

City Administrator Education/Job Responsibility Comparison

| | | | | | | | | | | |
|---------------------------|--|---|--|--|--|--|---|---|---|------------------------------------|
| <p>City Administrator</p> | <p>public or business administration, or related field.</p> | <p>and management experience in municipal government, with at least 2 of those years being responsible for performing assistant administrative or administrative duties of a similar sized jurisdiction</p> | <p>and policy alternatives to Mayor and Council. Identifies items of business and prepares the bi-weekly agenda for Mayor and Council.</p> | <p>plan and recommends adjustments to the Personnel and Finance Committee.</p> | <p>routine and emergency supplies, materials, and equipment. Reviews and modifies the annual operating budgets of dept. heads. Submits recommended annual budget to Mayor and Council.</p> | <p>policies enacted by the Mayor and Council. Recommends all candidates for appointment to department head positions to Personnel Committee and Mayor. Authorizes all hiring for positions except department heads and sworn personnel</p> | <p>effective employee relations. Serves as a member of the city's management negotiating team.</p> | <p>various meetings with various government agencies, private organizations, businesses and citizens. Attends and participates in various meetings of Council and sub-committees.</p> | <p>with special interest groups including developers, builders and citizen groups.</p> | <p>agreement</p> |
| <p>PT Mayor</p> | <p>Graduation from an accredited four year college or university with major course work in Public Administration, public policy or closely related field. An</p> | <p>Over 5 years of municipal government administrative experience or equivalent amount of experience, knowledge, skills and</p> | <p>General administrative duties include review and recommendation of department organization and procedures at all levels of the</p> | <p>Confer with individuals and representative of public and private organizations regarding information on City services, activities, plans and programs</p> | <p>Supervise the development of the City's strategic plan. Assess the broad and long term impact of trends in local government, including issues related to growth and</p> | <p>Regularly inform Mayor and Council on departmental operations, services, etc., attend all meetings of Council and Finance committees, and other</p> | <p>Using information provided by Finance Director prepares the annual executive budget, supervise development and implementation of the</p> | <p>Act as Chief Spokesperson on collective bargaining and policy process, act as third step in grievance procedures. Serve as the administrative head of the</p> | <p>Recommend pay increases, benefit adjustment and policy revisions to Council for non-representative group. Serves as final approval</p> | <p>Yes, no specific time limit</p> |

City Administrator Education/Job Responsibility Comparison

| advanced degree preferred in these areas. | abilities | organization performance of department heads and supervisors and provide results to Mayor and Council. | development | meetings as required | n of Capital Improvement program and long range plan | City's self insured health insurance program | for reclassification on requests, pay grade adjustment requests and pay increase requests. |
|---|---|--|---|--|---|--|--|
| Wauwatosa City Administrator PT Mayor | At least five years of progressively responsible experience in public management. | Directs, coordinates, and expedites activities of all City departments | Submits recommendations or suggestions regarding improvements of the administration of the city, public safety, health, welfare, and economy to Council | Oversees the Personnel Director ensuring City rules and policies are applied uniformly and that salaries and wages of positions in the City are reviewed; develops bargaining procedures | Creates, implements and updates the City's planning and development; ensures Mayor and Council are aware of impacts of growth and development | Advises Mayor and Council on proposed or adopted legislation | Serves as liaison to Council by attending meetings; approves all meeting agendas |
| West Bend City Administrator | 8-10 year's work experience, including a minimum of 3-5 years as a city administrator | Responsible for all city operations | Provides leadership skills to staff to successfully accomplish the mission, goals, and objectives established by | Serves as chief spokesperson for the city; represents the city at community functions and events | Performs administrative functions, i.e. develops reports, documents, agenda items as needed | Plans and attends Council and Committee meetings as required | Serves on Task Forces and Committees as directed or needed |

City Administrator Education/Job Responsibility Comparison

| PT Mayor | Director or manager | the Mayor and Council for the City. Makes recommendations to Mayor and Council for operational changes or staff modifications. | department manages | | | | | | |
|------------------------------|---------------------------------|--|--|---|--|--|--|--|--|
| Altoona Baraboo | | | | | | | | | |
| Holmen Village Administrator | 5 years of municipal management | With assistance from Treasurer, prepare annually and submit to Board a financial budget or anticipated income and expenditures for the ensuing fiscal year. Supervise and control expenditures of money and administration of budget as adopted. | Direct the administrative operations and maintenance of all village-owned property, lands, buildings, improve equipment and all public ways, ditches and drains and storm sewers | Act as HR/Personnel Officer for Village: keep personnel records, job descriptions, performance standards, safe and proper working conditions, personnel problems and grievances. With Dept head make recommendations regarding pay, promotion or termination. | Direct the administrative actions required to enforce Village Zoning ordinances and act as Zoning Administrator or | Act as Village Planning and Community Economic Development Director. | Procure and administer the village's various insurance policies. | Direct the administrative management of computer infrastructure. | Two year initial and extended for 6 years. |
| Menomonic | 5 years public administration | Monitors and researches availability of State, Federal | Assists in implementing and monitoring | Prepares a variety of reports documentation | Negotiates labor contracts with five | Initiates and coordinates Economic Development | Prepares agendas preparatory comments | Manages IT Function Oversees the | No contract |

City Administrator Education/Job Responsibility Comparison

| | | | | | | | | | |
|---|--|--------------------------------|--|--|---|--|---|--|-------------------------------------|
| <p><i>City Administrator</i></p> <p><i>PJ Mayor</i></p> | <p>n, Business Administration, Finance or related field, with a Master's of Public degree in public administration preferred</p> | <p>experience.</p> | <p>annual City Budget; monitors all financial reports; recommend s changes and reports to the City Council as appropriate. Integrates each department s budgetary requests into the annual operating budget. Coordinates requests and recommend s funding for ten agencies receiving City subsidies. Prepares the Capital Improvement Program.</p> | <p>and other funding sources for community projects. Determines capital needs and obtains financing through outside consultants as appropriate. Recommends and oversees the implementation of Tax Incremental Districts.</p> | <p>n and correspondence including the Management Discussion and Analysis reports. Prepares and recommends contracts for assessing, building inspection, tree removal, ambulance billing and other projects. Prepares the RFPs for and recommends insurance and risk management programs for the City.</p> | <p>and bargaining units; coordinates employee grievance process through internal review, mediation and arbitration. Maintains compliance with the Personnel Manual and all other policy statements; recommends changes as appropriate.</p> | <p>efforts including marketing, finance packages, site development, infrastructure and community information.</p> | <p>and supporting information and attends bi-weekly City Council meetings; prepares agendas and preparatory comments and serves as secretary for Planning, E.D., PACT and other committees. Serves on, coordinates and/or assists with a variety of committees and boards. Acts as a liaison for and represents the City Government.</p> | <p>Contract ed, but considere</p> |
| <p>Platteville</p> | <p>Bachelor's degree Public Administration</p> | <p>Related work experience</p> | <p>Provides leadership and</p> | <p>Creates, modifies, and discontinues</p> | <p>Prepares and submits to Council the</p> | <p>Promotes economic development</p> | <p>Acts as Emergency Management</p> | <p>Leads negotiations for</p> | <p>Coordinates annual strategic</p> |

City Administrator Education/Job Responsibility Comparison

| | | | | | | | | | | |
|-----------------------------------|--|------------|--|--|---|---|--|---|--|---|
| City Manager | n or Business Administratio n, Master's degree preferred | of 5 years | direction in the developmen t of short and long range plans; gathers, interprets, and prepares data for studies, reports and recommend ations; | minor administrative offices and positions; appoints and removes department heads, subordinate city officials, and city employees as necessary. | City's Annual Operating Budget for approval; performs cost control activities; monitors revenues and expenditures; prepares annual budget requests; assures effective and efficient use of budgeted funds, personnel, material, facilities and time. | t; meets with clients. | Director and General Manager of the Water & Sewer Utility. | organized labor contracts. | planning process; | d an at will employee |
| No Mayor | | | | | | | | | | |
| Plover | | | | | | | | | | |
| Portage Prairie du Chien | Not listed | not listed | Serves as personnel officer for the City - job descriptions salary and wage scales, develop and enforce high standards of performance | Responsible for submittal and administer budget as adopted by Council Supervise the accounting system | Serves as purchasing agent for the City, supervising and purchasing and contracting for supplies and services. | Coordinates the City's liability, property and workers compensati on insurance with company representati ve. | Work closely with department heads to promptly resolve personnel problems and grievances | Ensure appropriate agendas are prepared to all meetings of the Council, committees etc. Keeps Council and mayor informed | Act as Public information officer for the City | 1 year to start, then automati cally renews At will employee |
| City Adminis trator | | | | | | | | | | |
| PT Mayor | | | | | | | | | | |

City Administrator Education/Job Responsibility Comparison

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|--|--|--|--|--|---|---|---|---|---|---|
| <p>Sparta <i>City Administrator</i> <i>PT Mayor</i></p> | <p>Degree in public administration, political science, personnel management, business management or closely related field.</p> | <p>Minimum of 9 years of experience as a CAO in a comparable sized city.</p> | <p>Perform as City Personnel Officer which shall include the development, implementation, interpretation and enforcement of the City</p> | <p>Assist in preparation annual City budget and budget proceedings, administer budget as adopted</p> | <p>Serves as purchasing agent for the City, supervising and purchasing and contracting for supplies and services.</p> | <p>Prepare a plan of administration, such as a Staff Action plan detailing major projects and activities anticipated over a 1-4 year period.</p> | <p>Responsible for day-to-day operations of City government.</p> | <p>Keep informed concerning Federal, State, County legislation.</p> | <p>Keep Mayor and Council informed...</p> | <p>Indefinite subject to removal with cause.</p> |
| <p>Tomah <i>City Administrator</i> <i>PT Mayor</i></p> | <p>Bachelor's Degree in public administration or related field. Master's degree in public administration, business or related field.</p> | <p>No specified length of experience.</p> | <p>Perform as City Personnel Officer which shall include the development, implementation, interpretation and enforcement of the City</p> | <p>Shall coordinate and supervise all negotiations with developers seeking annexation and/or re-zoning. Oversee the rental and upkeep of the Senior Center building complex.</p> | <p>Shall direct and coordinate the preparation of the annual City budget and shall be responsible for administration of same. Direct and oversee the City's purchasing.</p> | <p>Oversee the Tax Incremental Finance (TIF) Districts within the City to include the creation, closing and monitoring of the same. Oversee, in</p> | <p>In coordination with the Mayor and the City Clerk cause to be prepared the agenda for all meetings of the City Council together with such supporting</p> | <p>Responsible for the administration of all day to day operations and services provided by the City, including the supervision of all department</p> | <p>Responsible for establishing and implementing administrative procedures to increase the effectiveness and efficiency</p> | <p>Yes, term for as long as employment not terminate d.</p> |

City Administrator Education/Job Responsibility Comparison

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|------------------------------|---|---|--|---|---|--|---|---|---|
| | | personnel rules and regulations, recommending salary and wage scales for all City employees and direct and oversee that personnel problems and grievances are promptly resolved | policy | in conjunction with the City Attorney, the City of Tomah Super Fund Sites | material as may be required | is in the monitoring and enforcement of all City ordinances, resolutions, state statutes and Council directives. | of City Government operations which are fully consistent with approved policies established by the Council | | |
| Plover City Administrator | Graduation from a college or university of City Administrator | Extensive experience in municipal government at least at level of department head | Responsible for administration & supervision of dept heads and others deemed appropriate by the Board and of all day-to-day operations of Village government | Recommends to board long range Village wide goals and objectives. Review agreements and the work of engineering consultants for compliance with engineering standards and contracts | Supervises preparation of ordinances and resolutions and ensures all agendas are prepared according to applicable laws. | Serves as Village Personnel officer with responsibilities in ensuring complete and current personnel records, incl. job descriptions, evaluations, salary recommendations, working | Responsible for preparation of annual budget, administer approved budget, serve as purchasing agent, supervising all purchasing and contracting supplies and services | Promote economic well-being and growth of Village through public and private sector cooperation | Represent the Village in matters involving legislative and intergovernmental affairs within the scope of the directions for such representations provided by the Board. |
| No Mayor | PT Mayor recognized standing; preferably a Master's Degree in relevant field; or any equivalent combination | | | | | | | Yes, no term limitation is, as at will employment. | |

City Administrator Education/Job Responsibility Comparison

| | | | | | | | | | | | |
|---|--|---|--|---|--|--|--|--|---|---|---|
| Altoona <i>City Administrator</i> <i>PT Mayor</i> | of experience and training which provides the required knowledge, skill and ability. | Five plus years of experience as a municipal administrator or or an assistant administrator or and five years experience working in a Public Works management position, or any equivalent combination of experience, education and training that would provide the level of knowledge | Strategic Planning Assists and guides the city council and management team through the strategic planning process, establishes city goals and objectives via the strategic planning, provides guidance, assistance, and leadership in implementing the strategic | Oversees and Manages Public Works Projects Acquires grant funds; ensures projects are operating within established budget; monitors specific maintenance tasks Oversees responses and directly addresses constituent complaints on services provided Oversees rate establishment and environmental/p permitting requirements Develops and implements City capital | Human Resource Management /Labor Relations Addresses personnel issues in a timely and professional manner; provides leadership in regard to resolving employee relations issues; manages union contracts including contract interpretation and resolution of grievances; participates in negotiations. Ensures | conditions, discipline and grievances, bargaining, interpret and administer policies | Budgetary Responsibilities Working with City Council and the management team, develops the city budget; administers the city budget; ensures the budget is prepared in a timely manner and reflects the priorities of council and community members. Manages the Budget within established | Economic Development Oversees, assists, and/or monitors economic development projects. Risk management /Legal issues Monitors number of claims against city and how claims are addressed, ensures adequate insurance is in place to cover claims, coordinates and consults with City Attorney on | Public Relations Establishes and maintains constituent relations; follows up on constituent inquiries, establishes and maintains positive intergovernmental relations, participates in community organizations and community events, ensures and oversees effective | Parks and Rec Mgt Acts as Director of the Parks and Recreation Dept; Supervises the Recreation Supervisor and Parks maintenance division. Provides oversight and management of parks and recreation department. Oversees the number and quality of programs | Yes, initial term 4 years with options to extend contract every three years |
|---|--|---|--|---|--|--|--|--|---|---|---|

CITY OF ONALASKA

Grade 15

Position: UDC/Building Inspector
Location: City Hall
Page: 1 of 3

Department: Inspection
Supervisor: Land Use & Development Director
Classification: Hourly Non-Exempt

Approved by F & P Committee: 4/2/08, 9/7/11, 1/2/13
Approved by Council: 4/8/08, 9/13/11, 1/8/13

Under general supervision of the Land Use & Development Director, an employee in this position ensures that all residential construction, remodeling, and repair work within the City complies with building codes and City ordinances, and all existing structures meet applicable fire and health standards. Work is performed according to established guidelines and verbal and/or written instructions.

Deleted: Work is performed in an office setting or in the field as required.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

- A. Interpret and enforce building codes and other applicable regulations. Confer with builders, architects, contractors, and the public concerning proposed projects. Answer questions and provide advice related to state and municipal codes.
- B. Review plans for proposed projects. Check plans and blueprints in relation to building codes; note areas of discrepancy, make recommendations, and ensure corrections are made. Check one and two family site plans for general zoning conformance, coordinate areas of discrepancy with zoning department.
- C. Review and approve permit applications. Ensure compliance with applicable codes and ordinances, compute fees, and arrange for issue of permits.
- D. Set up inspection schedules. Determine the type and timing of required inspection; work with contractors to arrange appointments, and follow-up as necessary.
- E. Perform inspection work and interpret and enforce City Ordinances and applicable State and Federal Building Codes. Includes analysis of setbacks, and inspection of all aspects of construction. Review construction in relation to building codes and engineering plans.
- F. Accurately documents and records all inspections, field notes and corrections. Proper documentation includes entries in file logs and the City's computer data storage program.
- G. Make inspections in response to specific complaints which may involve building problems, potential health or safety hazards, condemning hazardous buildings, and property maintenance violations on issues related to structures and parcels, including compliance with local zoning regulations.
- H. Communicate effectively both verbally and in writing with individuals, contractors, and other governmental officials.
- I. Maintains a current knowledge of all matters related to the duties of the UDC Inspector, the Inspection Department and the City of Onalaska. Attends meetings and seminars as required or requested to ensure current knowledge of code standards.
- J. Provide assistance as needed to other inspectors for code interpretation, field evaluation, and document preparation.
- K. Review one and two family erosion control conformance with local regulations and coordinate issues with erosion control inspections.

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Deleted: Responsible for maintaining current knowledge of all matters relating to

Deleted: through training and continuing education.

RELATED JOB FUNCTIONS:

- A. Assists other inspection disciplines and departments on matters that may need the expertise of the Building Inspector including property maintenance issues, municipal projects and fire investigation as requested.
- B. Attend meetings and/or seminars as required and/or requested.
- C. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.

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CITY OF ONALASKA

Position: UDC/Building Inspector
Location: City Hall
Page: 2 of 3

Department: Inspection
Supervisor: Land Use & Development Director
Classification: Hourly Non-Exempt

Approved by F & P Committee: 4/2/08, 9/7/11, 1/2/13
Approved by Council: 4/8/08, 9/13/11, 1/8/13

D. Other duties as required or assigned.

REQUIREMENT OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

- A. Knowledge of current practices and methods employed in building, electrical, plumbing and related construction trades.
- B. Knowledge of City and State laws, laws, regulations, codes and ordinances governing building standards, housing, and certification of contractors.
- C. Ability to read, understand, and interpret building and site plans, parcel maps/ plats, drawings, blueprints, specifications and related construction documents, and identify them to construction in progress. Ability to use basic math skills.
- D. Good management skills including the principles and techniques of planning, organizing, and implementing the duties of the position.
- E. Excellent oral and written communication skills with the ability to communicate effectively with co-workers, contractors, and residents.
- F. Ability to prepare reports and present them in a manner which may be clearly understood by the public, government officials, and employees.
- G. Working knowledge of equipment used in the construction industry, including but not limited to, meters, testers, and hand tools and electrical power tools (saws, drills, etc.).
- H. Ability to learn and interpret the residential zoning code and make zoning decisions based on setbacks and allowable building areas.
- I. Ability to carry out field inspection of building sites.
- J. Ability to prepare accurate correspondence, reports, and field inspections documentation.
- K. Ability to maintain involved records and files, and prepare reports from such information.
- L. Ability to operate various office machines including, but not limited to, copier, fax machine, telephone, mobile phone, calculator, and PC required.
- M. Experience using Microsoft Office, email, websites and the internet required.
- N. Ability to work on multiple tasks establishing priorities for work and procedures to follow.
- O. Knowledge of environmental, workplace, and job site safety practices and techniques in compliance with state and federal standards and regulations.
- P. Ability to maintain a professional demeanor and establish effective working relationships with public, associates, and staff; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.

Deleted: Knowledge of

Deleted: municipal services

Deleted: type

Deleted: Working knowledge of office equipment, including but not limited to, personal computer, fax machine, calculator, copier, and telephone. Experience using Microsoft Office software.

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TRAINING, EXPERIENCE & OTHER REQUIREMENTS

- A. High School diploma or equivalent.
- B. Minimum of 1-3 years experience in the construction trade.
- C. State of Wisconsin Certification in UDC Building Inspection.
- D. Additional State of Wisconsin certifications such as: UDC HVAC Inspector, UDC Electrical Inspector and UDC Plumbing Inspector is a plus.
- E. Valid drivers' license and good driving record.

Deleted: or ability to obtain certification within six (6) months of start date is preferred.

Deleted: heating and air conditioning

Deleted: e

Deleted: p

Deleted: Wisconsin

PHYSICAL REQUIREMENTS:

- A. Frequently sits at keyboard.
- B. Reads and writes.
- C. Reaches to shoulder height frequently, and above and below shoulder height occasionally.
- D. Frequent or occasional bending, twisting, climbing, crawling, and kneeling and climbing up and down stairs or on ladders.

CITY OF ONALASKA

Position: UDC/Building Inspector
 Location: City Hall
 Page: 3 of 3

Department: Inspection
 Supervisor: Land Use & Development Director
 Classification: Hourly Non-Exempt

Approved by F & P Committee: 4/2/08, 9/7/11, 1/2/13
 Approved by Council: 4/8/08, 9/13/11, 1/8/13

- E. Occasionally lifts and carries less than forty (40) pounds.
- F. Pushes and pulls equipment up to forty (40) pounds within the office or construction area.
- G. Large percentage of time is spent talking, hearing, speaking and using near and far vision.
- H. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- I. Ability to perform manual work under varying weather and working conditions.
- J. Thirty (30%) of workday spent sitting.
- K. Forty (40%) of work day spent walking.
- L. Thirty (30%) of workday spent standing.
- M. Percentages of time sitting, standing, and walking may vary depending on the task performed and the time of year.

Percent of 8 Hour Day:

| | 67% – 100% Consistently | 34% – 66% Frequently | 6% – 33% Occasionally | 0% – 5% Rarely |
|--|----------------------------|-------------------------|--------------------------|-------------------|
| Sedentary 0 – 10# max | | • | | |
| Light Freq. to 10# -20#max | | • | | |
| Medium Freq. to 25#-50# max | | | • | |
| Heavy Freq. to 50#-100# max | | | | • |
| Very Heavy Freq. over 50+# - 100+# | | | | • |

- Deleted: <#>Frequent twisting. ¶
Lifts and carries various weights.
- Deleted: Fifty
- Deleted: 5
- Deleted: Thirty
- Deleted: 3
- Deleted: Twenty
- Deleted: 2
- Deleted: <#>Reaching to shoulder height frequently. ¶
<#>Reaching above or below shoulder height occasionally. ¶
<#>Occasional bending. ¶
- Deleted: ¶

 Signature of Employee

 Date

 Signature of Employer

 Date

P2 b.

CITY OF ONALASKA

Grade 17

Position: Commercial Building and Commercial Heating Inspector Department: Inspection
Location: City Hall Supervisor: Land Use & Development Director
Classification: Hourly Non-Exempt

Page: 1 of 3

Approved by F & P Committee: 2/6/08
Approved by Council: 2/12/08

Under general supervision of the Land Use & Development Director, an employee in this position ensures that all commercial construction, remodeling, and repair work with the City complies with building codes and City ordinances, and all existing structures meet applicable fire and health standards. The duties of this position shall be performed according to established guidelines and in a professional manner.

Deleted: Work is performed according to established guidelines and verbal and/or written instructions.

Deleted: Work is performed in an office setting or in the field as required.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

- A. Interpret and enforce City building ordinances and associated building codes and other applicable regulations. Confer with builders, architects, contractors, and the public concerning proposed projects. Answer questions and provide advice related to state and municipal codes.
B. Review commercial plans for proposed projects. Check plans and blueprints in relation to building codes; note areas of discrepancy, make recommendations, and ensure corrections are made.
C. Review and approve commercial permit applications, including commercial HVAC permits. Ensure compliance with applicable codes and ordinances, compute fees, and arrange for issue of permits.
D. Set up inspection schedules. Determine the type and timing of required inspection; work with contractors to arrange appointments, and follow-up as necessary.
E. Perform inspection work and interpret and enforce City Ordinances and applicable State and Federal Building Codes. Includes analysis of setbacks, and inspection of all aspects of construction. Review construction in relation to City ordinances, building codes and engineering plans.
F.
G. Accurately documents and records all inspections, field notes and corrections. Proper documentation includes entries in file logs and the City's computer data storage program.
H. Make inspections and take enforcement action in response to specific complaints which may involve building problems, potential health or safety hazards, condemning hazardous buildings, and property maintenance violations on issues related to structures and parcels, including compliance with local zoning regulations.
I. Maintains a current knowledge of all matters related to the duties of the Commercial and UDC Inspector, the Inspection Department and the City of Onalaska. Attends meetings and seminars as required or requested to ensure current knowledge of code standards.
J. Communicate effectively both verbally and in writing with individuals, contractors, and other governmental officials.
K. Provide assistance as needed to other inspectors for code interpretation, field evaluation, and document preparation.
L.

Deleted:

Deleted: Interpret and enforce City Ordinances as well as the Wisconsin State Heating Codes in conducting inspections of one and two family homes.

Deleted: and/or

Deleted: <#> Attend meetings and/or seminars as required and/or requested. ¶ <#> Assists in the preparation of budget estimates¶

Deleted: Responsible for maintaining current knowledge of all matters relating to

Deleted: through training and continuing education

Deleted: Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work as needed or requested.

RELATED JOB FUNCTIONS:

- A. Assists other inspection disciplines and departments on matters that may need the expertise of the Commercial Building Inspector including property maintenance issues, municipal projects and fire investigation as requested.
B. Assists other Inspectors on plan review, inspections, and responding to citizen/contractor inquiries.
C. Attend meetings and/or seminars as required and/or requested.
D. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the

CITY OF ONALASKA

Position: Commercial Building and Commercial Heating Inspector **Department:** Inspection
Location: City Hall **Supervisor:** Land Use & Development Director
Page: 2 of 3 **Classification:** Hourly Non-Exempt

Approved by F & P Committee: 2/6/08
Approved by Council: 2/12/08

abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.

E. Other duties as required or assigned.

REQUIREMENTS OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

- A. Knowledge of current practices and methods employed in building, electrical, plumbing, HVAC and related construction trades.
- B. Knowledge of City and State laws, laws, regulations, codes and ordinances governing building/plumbing/HVAC standards and certification of contractors.
- C. Ability to read, understand, and interpret building and site plans, parcel maps/ plats, drawings, blueprints, specifications and related construction documents, and identify them to construction in progress. Ability to use basic math skills.
- D. Good management skills including the principles and techniques of planning, organizing, and implementing the duties of the position.
- E. Excellent oral and written communication skills, and the ability to communicate effectively with co-workers, contractors, and residents.
- F. Working knowledge of equipment used in the construction industry, including but not limited to, meters, testers, and hand tools and electrical power tools (saws, drills, etc.).
- G. Ability to prepare reports and present them in a manner which may be clearly understood by the public, government officials, and employees.
- H. Ability to prepare accurate correspondence, reports, and field inspections documentation.
- I. Ability to maintain involved records and files, and prepare reports from such information.
- J. Ability to operate various office machines including, but not limited to, copier, fax machine, telephone, mobile phone, calculator, and PC required.
- K. Experience using Microsoft Office, email, websites and the internet required. Ability to work on multiple tasks establishing priorities for work and procedures to follow.
- L. Knowledge of environmental, workplace and job site safety practices and techniques in compliance with state and federal standards and regulations.
- M. Ability to maintain a professional demeanor and establish effective working relationships with public, associates, and staff; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.

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Deleted: Working knowledge of office equipment, including but not limited to, personal computer, fax machine, calculator, copier, and telephone. Experience using Microsoft Office and Oracle software. ¶

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. High School diploma or equivalent.
- B. Minimum of 3-5 years experience in the construction trade.
- C. State of Wisconsin Certification as a Commercial Building Inspector and UDC Construction Inspector.
- D. State of Wisconsin Certification as UDC HVAC Inspector, or ability to obtain certification within six months of start date.
- E. Valid drivers' license and good driving record.

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PHYSICAL REQUIREMENTS:

- A. Frequently sits at keyboard.
- B. Reads and writes.
- C. Reaches to shoulder height frequently, and above and below shoulder height occasionally.

CITY OF ONALASKA

Position: Commercial Building and Commercial Heating Inspector **Department:** Inspection
Location: City Hall **Supervisor:** Land Use & Development Director
Classification: Hourly Non-Exempt

Page: 3 of 3

Approved by F & P Committee: 2/6/08
 Approved by Council: 2/12/08

- D. Frequent or occasional bending, twisting, climbing, crawling, and kneeling and climbing up and down stairs or on ladders.
- E. Occasionally lifts and carries less than forty (40) pounds.
- F. Pushes and pulls equipment up to forty (40) pounds within the office or construction area.
- G. Ability to perform manual work under varying weather and working conditions.
- H. Large percentage of time is spent talking, hearing, speaking and using near and far vision.
- I. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- J. _____
- K. Thirty (30%) of workday spent sitting.
- L. Forty (40%) of work day spent walking.
- M. Thirty (30%) of workday spent standing.
- N. Percentages of time sitting, standing, and walking may vary depending on the task performed and the time of year.

Percent of 8 Hour Day

| | 67% – 100% Consistently | 34% – 66% Frequently | 6% – 33% Occasionally | 0% – 5% Rarely |
|--|----------------------------|--------------------------|--------------------------|--------------------------|
| Sedentary 0 – 10# max | | <input type="checkbox"/> | | |
| Light Freq. to 10# -20#max | | <input type="checkbox"/> | | |
| Medium Freq. to 25#-50# max | | | <input type="checkbox"/> | |
| Heavy Freq. to 50#-100# max | | | | <input type="checkbox"/> |
| Very Heavy Freq. over 50+# - 100+# | | | | <input type="checkbox"/> |

- Deleted: <#>Reaches to shoulder height frequently, as well as reaches above and below shoulder height.¶
<#>Occasional bending.¶
<#>Frequent twisting.¶
- Deleted: Lifts and carries various weights.
- Deleted: Fifty
- Deleted: 5
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- Deleted: Twenty
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Signature of Employee

Date

Signature of Employer

Date

CITY OF ONALASKA

Grade 18

Position: Plumbing and UDC Heating Inspector
Location: City Hall

Department: Inspection
Supervisor: Land Use & Development Director
Classification: Hourly Non-Exempt

Deleted: Heating/

Page: 1 of 3

Approved by F & P Committee: 8/4/04, 11/7/07
Approved by Council: 8/10/04, 11/13/07

Under general supervision of the Land Use & Development Director, an employee in this position performs a variety of building inspection work of moderate complexity and variety. This position ensures that commercial and residential plumbing and residential HVAC work is performed according to City ordinances and all other standards adopted by reference therein. The duties of this position shall be performed according to established guidelines and in a professional manner.

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Deleted: established guidelines (State Codes) as adopted by the City of Onalaska. This position has enforcement authority for applicable building codes for both residential and commercial construction.

Deleted: Work is performed both in the field and in an office setting; employee may establish their own work schedule in order to meet the needs of the contractors.

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Deleted: Reviews all necessary plans, blueprints and construction documents relative to the residential and commercial plumbing installation and all residential HVAC installation in order to ensure their compliance with all applicable codes and standards.

Deleted: inspections, and permits

Deleted: Issues permits and assists in the maintenance of records. Interpret and enforce City Ordinances as well as the Wisconsin State Plumbing and Heating Codes in conducting inspections of one and two family homes and commercial buildings; ensures compliance of codes and standards.

Deleted: the Scope of the State

Deleted: C

Deleted: Perform office procedures as required. Maintain required logs of inspections.

Deleted: to other inspectors as directed and/or required in their absence.

Deleted: Attend seminars and training sessions to remain informed of Code changes and to receive required continuing education credits. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work as needed or requested.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

- A. Reviews plans, approves and issues or facilitates the issuance of all residential and commercial plumbing permits for the installation, alteration and repair of plumbing covered City ordinances and State Plumbing Codes. Ensure compliance through the interpretation and enforcement of City ordinances, policies and associated building codes.
- B. Review plans, approves and issues or facilitates the issuance of all residential heating and air conditioning (HVAC) permits for the installation, alteration and repair of HVAC covered under City ordinances and State HVAC Codes. Ensure compliance through the interpretation and enforcement of City ordinances, policies and associated building codes.
- C. Schedules and performs in a timely manner, all plumbing and residential HVAC inspections related to issued permits, other plumbing and residential HVAC inspections initiated by the City, or generated by a citizen complaint or concern, relative to health or safety.
- D. Receives, investigates, inspects and follows-up on complaints received.
- E. Issues all letters, notifications of non-compliance and citations related to the inspection of plumbing and residential HVAC installations covered under City Ordinances, policies and associated building codes. Follows up to ensure compliance in a timely manner.
- F. Accurately documents and records all inspections, field notes and corrections. Proper documentation includes entries in file logs and the City's computer data storage program.
- G. Communicate effectively both verbally and in writing with individuals, contractors, and other governmental officials.
- H. Provide assistance as needed to other inspectors for code interpretations, field evaluation, and document preparation.
- I. Maintains a current knowledge of all matters related to the duties of the Plumbing/HVAC Inspector, the Department of Inspection and the City of Onalaska. Attends meetings and seminars as required or requested to ensure current knowledge of code standards.
- J. Approves and issues or facilitates the issuance of all gas licenses covered by City Ordinances.

RELATED JOB FUNCTIONS:

- A. Assists other inspection disciplines and departments on matters that may need the expertise of the Plumbing/HVAC Inspector including property maintenance issues, municipal projects and fire investigation as requested.
- B. Assists other Inspectors on plan review, inspections, and responding to citizen/contractor inquiries.
- C. Attend meetings and/or seminars as required and/or requested.
- D. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the

CITY OF ONALASKA

Position: Plumbing and UDC Heating Inspector
Location: City Hall

Department: Inspection
Supervisor: Land Use & Development Director
Classification: Hourly Non-Exempt

Deleted: Heating/

Page: 2 of 3

Approved by F & P Committee: 8/4/04, 11/7/07

Approved by Council: 8/10/04, 11/13/07

abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.

E. Other duties as required or assigned.

REQUIREMENTS OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

- A. Knowledge of current practices and methods employed in building, electrical, plumbing, HVAC and related construction trades.
- B. Knowledge of City and State laws, laws, regulations, codes and ordinances governing building/plumbing/HVAC standards and certification of contractors.
- C. Ability to read, understand, and interpret building and site plans, parcel maps/ plats, drawings, blueprints, specifications and related construction documents, and identify them to construction in progress. Ability to use basic math skills.
- D. Excellent oral and written communication skills. Must have the ability to type correspondence, reports, and field evaluations and present them in a manner that may be clearly understood by those in the industry, the general public, government officials, and employees.
- E. Good management skills including the principles and techniques of planning, organizing, and implementing the duties of the position.
- F. Working knowledge of equipment used in the construction industry, including but not limited to, meters, testers, and hand tools and electrical power tools (saws, drills, etc.).
- G. Ability to prepare accurate correspondence, reports, and field inspections documentation; and prepare reports from such information.
- H. Ability to operate various office machines including, but not limited to, personal computer, fax machine, calculator, copier, mobile phone, and telephone.
- I. Experience using Microsoft Office, email, websites and the internet required.
- J. Ability to work on multiple tasks establishing priorities for work and procedure to follow.
- K. Knowledge of environmental, workplace, and job site safety practices and techniques in compliance with state and federal standards and regulations.
- L. Ability to maintain a professional demeanor; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.

Deleted: <#>Ability to read and interpret building plans; use basic math skills. ¶

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Deleted: <#>Ability to communicate effectively with co-workers, contractors, and residents.¶

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Deleted: Experience using Microsoft Office

Deleted: <#>Ability to work on multiple tasks establishing priorities for work and procedure to follow.¶

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. High School Diploma or equivalent is required.
- B. Minimum of 6 years experience in plumbing construction trade and have attained documented status as a Wisconsin Licensed Journeyman or Wisconsin Licensed Master Plumber.
- C. State of Wisconsin Certification as a UDC Plumbing Inspector, a UDC HVAC Inspector, and a Commercial Plumbing Inspector.
- D. Additional certifications such as: State of Wisconsin Certification as UDC Construction Inspector is a plus.
- E.
- F. Valid driver's license with good driving record.

Deleted: required

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PHYSICAL REQUIREMENTS:

- A. Frequently sits at keyboard.
- B. Reads and writes.

CITY OF ONALASKA

Position: Plumbing and UDC Heating Inspector
 Location: City Hall

Department: Inspection
 Supervisor: Land Use & Development Director
 Classification: Hourly Non-Exempt

Deleted: Heating/

Page: 3 of 3

Approved by F & P Committee: 8/4/04, 11/7/07
 Approved by Council: 8/10/04, 11/13/07

- C. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- D. Large percentage of time is spent talking, hearing, speaking and using near and far vision.
- E. Frequent or occasional bending, twisting, climbing, crawling, and kneeling and climbing up and down stairs or on ladders.
- F. Reaches to shoulder height frequently, and above and below shoulder height occasionally.
- G. _____
- H. Occasionally lifts and carries less than forty (40) pounds.
- I. Pushes and pulls equipment up to forty (40) pounds within the office or construction area.
- J. Ability to perform manual work under varying weather and working conditions.
- K. _____
- L. Thirty (30) percent of workday spent sitting.
- M. Forty (40) percent of work day spent walking.
- N. Thirty (30) percent of workday spent standing.
- O. Percentages of time sitting, standing, and walking may vary depending on the task performed and the time of year.

Deleted: Ability to climb ladders to various heights.

Deleted: <#>Lift and carry objects of varying shapes and weights frequently.¶
 Lift objects of various shapes and weights above shoulder height occasionally

Deleted: <#>Lift up to fifty (50) pounds occasionally.¶
 <#>Bending is required.¶
 <#>Work in outside temperatures of varying degrees throughout the year; average time spent indoors is three (3) hours; outdoors five (5) hours.¶
 <#>Reaches at shoulder height frequently.¶
 Reaches above and below shoulder height.

Deleted: <#>Lifts and carries less than thirty (30) pounds.¶
 Twenty

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Deleted: <#>Thirty (30) of day spent driving.¶

Deleted: <#>All percentages above could vary, depending upon duties performed that day.¶

Percent of 8 Hour Day

| | 67% – 100% Consistently | 34% – 66% Frequently | 6% – 33% Occasionally | 0% – 5% Rarely |
|--|----------------------------|--------------------------|--------------------------|--------------------------|
| Sedentary 0 – 10# max | | <input type="checkbox"/> | | |
| Light Freq. to 10# -20#max | | <input type="checkbox"/> | | |
| Medium Freq. to 25#-50# max | | | <input type="checkbox"/> | |
| Heavy Freq. to 50#-100# max | | | | <input type="checkbox"/> |
| Very Heavy Freq. over 50+# - 100+# | | | | <input type="checkbox"/> |

Signature of Employee

Date

Signature of Employer

Date

P2 d.

CITY OF ONALASKA

Grade 18

Position: Electrical Inspector
Location: City Hall
Page: 1 of 3

Department: Inspection
Supervisor: Land Use & Development Director
Classification: Hourly Non-Exempt

Approved by F & P Committee: 11/7/07, 8/4/04, 5/2/12
Approved by Council: 11/13/07, 8/10/04, 5/8/12, 4/9/14

Under general supervision of the Land Use & Development Director, an employee in this position performs a variety of building inspection work of moderate complexity and variety. This position ensures that the installation, alteration, and repair of electrical wiring and equipment, as well as low voltage wiring and equipment, for commercial and residential construction covered under the scope of City ordinances meets or exceeds the standards set forth in said ordinances and all other standards adopted by reference therein. The duties of this position shall be performed according to established guidelines and in a professional manner.

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- Deleted: the Municipal Electrical Code
- Deleted: Electrical Code

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

- A. Approves and issues or facilitates the issuance of all electrical permits for the installation, alteration or repair of electrical wiring and equipment and low voltage wiring and equipment covered under the Scope of City ordinances.
- B. Reviews all necessary plans, blueprints and construction documents relative to the electrical installation in order to ensure their compliance with all applicable codes and standards.
- C. Schedules and performs in a timely manner, all electrical inspections related to issued permits, other electrical inspections initiated by the City, or generated by a citizen complaint or concern, relative to health or safety.
- D. Interprets all codes and standards under the jurisdiction of the Electrical Inspector and ensures compliance of codes and standards.
- E. Issues all letters, notifications of non-compliance and citations related to the inspection of electrical installations covered under City ordinances. Follows up to ensure compliance in a timely manner.
- F. Accurately documents and records all inspections, field notes and corrections. Proper documentation includes entries in file logs and the City's computer data storage program.
- G. Communicate effectively both verbally and in writing with individuals, contractors, and other governmental officials.
- H. Maintains a current knowledge of all matters related to the duties of the Electrical Inspector, the Department of Inspection and the City of Onalaska. Attends meetings and seminars as required or requested to ensure current knowledge of code standards.
- I. Approves and issues or facilitates the issuance of all electrical licenses covered by City Ordinances.

- Deleted: the Municipal Electrical Code
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- Deleted: the Scope of the Municipal Electrical Code
- Deleted: i
- Deleted: i
- Deleted: the Municipal Electrical
- Deleted: Code

RELATED JOB FUNCTIONS

- A. Assists other inspection disciplines and departments on matters that may need the expertise of the Electrical Inspector including property maintenance issues, municipal projects and fire investigation as requested.
- B. Assists other Inspectors on plan review, inspections, and responding to citizen/contractor inquiries.
- C. Assists with erosion control enforcement and inspections.
- D. Attend meetings and/or seminars as required and/or requested.
- E. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.
- F. Other duties as required or assigned.

Deleted: UDC/Building

CITY OF ONALASKA

Position: Electrical Inspector
Location: City Hall
Page: 2 of 3

Department: Inspection
Supervisor: Land Use & Development Director
Classification: Hourly Non-Exempt

Approved by F & P Committee: 11/7/07, 8/4/04, 5/2/12
Approved by Council: 11/13/07, 8/10/04, 5/8/12, 4/9/14

REQUIREMENT OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

- A. Knowledge of current practices and methods employed in building, electrical, plumbing and related construction trades.
- B. Knowledge of City and State laws, laws, regulations, codes and ordinances governing building and electrical standards, and certification of contractors.
- C. Ability to read, understand, and interpret building and site plans, parcel maps/ plats, drawings, blueprints, specifications and related construction documents, and identify them to construction in progress. Ability to use basic math skills.
- D. Excellent oral and written communication skills. Must have the ability to type correspondence, reports, and field evaluations and present them in a manner that may be clearly understood by those in the electrical industry, the general public, government officials, and employees.
- E. Good management skills including the principles and techniques of planning, organizing, and implementing the duties of the position.
- F. Working knowledge of equipment used in the electrical construction industry, including but not limited to, meters, testers, and hand tools and electrical power tools (saws, drills, etc.).
- G. Ability to operate various office machines including, but not limited to, personal computer, fax machine, calculator, copier, mobile phone and telephone.
- H. Experience using Microsoft Office, email, websites and the internet required.
- I. Ability to establish priorities and work on multiple tasks. Ability to prepare accurate correspondence reports, and field inspections documentation. Ability to prepare reports from such information.
- J. Knowledge of environmental, workplace, and job site safety practices and techniques in compliance with state and federal standards and regulations.
- K. Ability to maintain a professional demeanor and establish effective working relationships with public, associates, and staff; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.

Deleted: principals

Deleted: Working knowledge of office equipment, including but not limited to

Deleted: Experience using Microsoft Office.

Deleted: Must have the ability to concentrate for extended periods of time.¶

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TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. High School diploma or equivalent.
- B. Minimum of 6 years experience in the electrical construction trade and have attained documented status as a Master Electrician.
- C. State of Wisconsin Certification as a UDC Electrical Inspector.
- D. State of Wisconsin Certification as a Master Electrician or Commercial Electrical Inspector.
- E. State of Wisconsin Erosion Control Certification or ability to obtain certification within one-year of start date, if applicant does not have UDC Building Inspection Certification.
- F. State of Wisconsin Certification in UDC Construction Inspection or ability to obtain certification within one-year of start date is preferred. Additional certifications such as: UDC HVAC Inspector or UDC Plumbing Inspector are a plus.
- G. Valid driver's license and good driving record.

Deleted: <#>Ability to maintain a professional demeanor and establish effective working relationships with associates, the public, and staff. Must have the ability to calmly approach and solve problems under stressful circumstances, be flexible, and maintain harmony in the workplace.¶

Deleted: Building

Deleted: heating and air conditioning

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PHYSICAL REQUIREMENTS:

- A. Frequently sits at keyboard.
- B. Reads and writes.
- C. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- D. Large percentage of time is spent talking, hearing, speaking and using near and far vision.
- E. Frequent or occasional bending, twisting, climbing, crawling, and kneeling and climbing up and down stairs or on ladders.
- F. Reaches to shoulder height frequently, and above and below shoulder height occasionally.

Deleted: Reaching at, above, and below shoulder height frequently.

CITY OF ONALASKA

Position: Electrical Inspector
 Location: City Hall
 Page: 3 of 3

Department: Inspection
 Supervisor: Land Use & Development Director
 Classification: Hourly Non-Exempt

Approved by F & P Committee: 11/7/07, 8/4/04, 5/2/12
 Approved by Council: 11/13/07, 8/10/04, 5/8/12, 4/9/14

- G. Occasionally lifts and carries less than forty (40) pounds.
- H. Pushes and pulls equipment up to forty (40) pounds within the office or construction area.
- I. Thirty (30%) of workday spent sitting.
- J. Forty (40%) of work day spent walking.
- K. Thirty (30%) of workday spent standing.
- L. Percentages of time sitting, standing, and walking may vary depending on the task performed and the time of year.

Deleted: Workday requirements for time spent sitting, standing and walking may vary depending on the tasks to be performed and the daily workload.

Percent of 8 Hour Day

| | 67% – 100% Consistently | 34% – 66% Frequently | 6% – 33% Occasionally | 0% – 5% Rarely |
|--|----------------------------|-------------------------|--------------------------|-------------------|
| Sedentary 0 – 10# max | | • | | |
| Light Freq. to 10# -20#max | | • | | |
| Medium Freq. to 25#-50# max | | | • | |
| Heavy Freq. to 50#-100# max | | | | • |
| Very Heavy Freq. over 50+# - 100+# | | | | • |

 Signature of Employee

 Date

 Signature of Employer

 Date



CITY OF ONALASKA

PLANNING/ZONING DEPARTMENT

PH: (608) 781-9590

FAX (608) 781-9506

415 MAIN STREET
ONALASKA, WI 54650-2953
<http://www.cityofonalaska.com>

MEMO

Date: 09/28/2015

To: Finance & Personnel Committee

From: Brea Grace

Re: Consideration of a Contract with Jim Webb for as-needed UDC Building Inspection Services through February 2016.

With the recent resignation of Alan Paulson, the City's UDC Residential Building Inspector, I am recommending your consideration of contracting with Jim Webb for as-needed inspection services. The scope of work would include footing, framing, and final inspections for new construction, as well as milestone inspections for residential remodels and additions. Plan review would also be part of the scope before new residential construction, remodeling or addition projects are issued Building Permits. City staff will cover other work including responding to customer complaints and other administrative work.

Staff is recommending a contract through February 2016, which would be terminable upon 2-week notice. This would cover residential inspections until a new UDC Residential Building Inspector is hired. Staff will work diligently to hire a new inspector as soon as possible and terminate the contract with Jim Webb accordingly.

A draft copy of the contract is enclosed.

BB

AGREEMENT FOR AS-NEEDED SERVICES

This Agreement is made between the City of Onalaska, Wisconsin, a municipal corporation hereinafter referred to as "City" with administrative offices located at 415 Main Street, Onalaska, Wisconsin 54650, and Jim Webb, P.E., Engineering and Construction, LLC, hereinafter referred to as "Contractor" with offices located at 1224 King Street, La Crosse, WI 54601.

For purposes of this Agreement, Contractor may be an individual(s) or a business entity, e.g., partnership (limited or limited liability), corporation, limited liability company, etc. This Agreement, including any and all requirements stated in it, shall apply with equal force to an individual who is above-listed as Contractor and/or any and all employees or independent contractors of Contractor who will perform services pursuant to this Agreement if a business entity is above-listed as Contractor.

WITNESSETH

WHEREAS, the City of Onalaska is seeking an individual, or agency, for building inspection services in the City's Building Inspection Office, for a limited term, to perform inspections, review plans, and attend occasional meetings as requested by the City of Onalaska.

WHEREAS, the City of Onalaska is in the process of refilling an FTE position responsible for UDC/Building Inspections. In the interim, the City would like to contract out building inspections to fulfill the City's obligations to perform building inspections, both in the City of Onalaska and in the Town of Campbell, on residential and commercial building projects.

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

The City will hire the Contractor on an as-needed basis to perform the ~~electrical~~ ^{UDC building} inspections as outlined below, and each Inspector (defined below) has the required qualifications, will perform the duties as outlined below, and will abide by the commitments herein.

Qualifications

Each Inspector (defined below) must have the training and experience as outlined in the City of Onalaska UDC/Building Inspector Job Description attached hereto as Exhibit A.

Required training and experience for each individual providing services hereunder (each an "Inspector") includes:

1. High School diploma or equivalent.
2. Minimum of 1-3 years experience in the construction trade.
3. State of Wisconsin Certification as a UDC Building Inspector.
4. Additional State of Wisconsin certifications such as: UDC HVAC Inspector, UDC Electrical Inspector and UDC Plumbing Inspector are a plus.
5. Possess and maintain a valid driver's license and good driving record.

Each Inspector must pass a criminal background check, and be in good standing with regard to property taxes, occupational license fees, and any other fees and taxes due to the City.

Each Inspector must be able to perform the essential and related job functions, and have the required knowledge, skills, and abilities, as well as be able to meet the physical requirements as stated in the City of Onalaska UDC/Building Inspector Job Description.

Scope of Services

Each Inspector, under the direction of Contractor, is expected to review plans, conduct inspections, and attend meetings when requested. Each Inspector, under the direction of Contractor, shall carry out the administration and enforcement requirements as set forth in State building codes, maintain required certifications and credentials, and assist the City in any legal aspects of enforcement, such as investigating complaints and appearing as an expert witness. Each Inspector, under the direction of Contractor, shall meet with the public and City staff as requested and have the ability to respond to telephone and email inquiries.

Duties

The Contractor's duties will include, but are not limited to the following:

1. Conduct all necessary and required building inspections on residential ~~and commercial~~ construction / remodeling projects within the corporate limits of the City of Onalaska and the Town of Campbell, as requested by the City.
2. Submit inspection notes to City staff for incorporation into *In-CODE*, the City's permitting software system.
3. Work with City staff to review and issue permits following plan reviews and inspections that meet/pass applicable laws and regulations. Review plans and blue prints in relation to building codes and check 1 and 2 family site plans for zoning conformance.
4. Enforce applicable State building codes and City ordinances.
5. Assist the City with plan review and the assessment of existing structures. Perform inspections in response to specific complaints.
6. Assist City staff with customer inquiries. Provide assistance as needed to other inspectors.
7. Provide excellent and prompt customer service to citizens, contractors, and City staff through courteous and responsive interactions and high quality work.
8. Assist with the investigation of complaints related to the State building codes / City ordinances, including but not limited to inspections for occupancy permits, conditional use permits, etc.
9. Attend occasional meetings as requested.

Availability

The Contractor shall be available to commence inspections and all other services set forth in this document on October 19, 2015, a date mutually agreeable between the City and the Contractor. This Agreement will be in force until the City is able to hire a FTE, at which time, the City will provide the Contractor under this Agreement, a 2-week written notice of termination of this Agreement.

The Contractor shall be available Monday through Friday between the hours of 7:00 A.M. and 4:00 P.M. to conduct building inspections and other services set forth in this document. Established hours at City Hall are not required.

Process to Request As-Needed Services

The City will continue to accept building permit applications, and the Contractor will be contacted by Cindy Genz, Inspection Department or Brea Grace, Planning/Zoning, with applications that require plan review and/or applications that will require an inspection. Additionally, when an inspection is requested by the developer/contractor/property owner, Cindy Genz will contact the Contractor, so that the Contractor, or other Inspector designated by Contractor, can coordinate scheduling the inspection. Materials (i.e., permit application, building plans) relating to the required or requested inspection will be available for the Contractor, or other Inspector designated by Contractor, to pick up at City Hall for

review. After completion of the inspection, the Inspection Report and any relevant notes, as well as the application form, shall be returned to City Hall after review and/or permit issuance.

Compensation

The Contractor will be compensated at a rate of \$65 per inspection, and a rate of \$50 per hour for specific projects including plan review, investigation of complaints and expert witness testimony.

The Contractor will be responsible to submit detailed invoices to the City, including the number of inspections completed, a summary of the task performed, and inspection locations. Invoices are to be submitted by the 1st Monday of the month, to Brea Grace, Land Use and Development Director. Payment will be made to the Contractor no later than the 3rd Monday of the following month.

The Contractor shall provide all materials, equipment, and supplies necessary to perform these services. The Contractor shall also provide his or her own vehicle to perform these services. There will be no allowance for mileage reimbursement, parking, or other associated expenses.

The Contractor shall bear all costs related to each Inspector. The Contractor shall indemnify and hold the City harmless from any claim made against the City by an Inspector.

Insurance

Unless otherwise specified in this Agreement, the Contractor shall, at its sole expense, maintain in effect at all times during the performance of the Work, insurance coverage with limits not less than those set forth below with insurers and under forms of policies set forth below.

A. Worker's Compensation and Employers Liability Insurance – The Contractor shall cover or insure under the applicable labor laws relating to worker's compensation insurance, all of their employees in accordance with the law in the State of Wisconsin. The Contractor shall provide statutory coverage of work related injuries and employer's liability insurance with limits of \$100,000 each accident, \$100,000 disease policy limit, and \$100,000 disease each employee.

B. Commercial General Liability and Automobile Liability Insurance – The Contractor shall provide and maintain the following commercial general liability and automobile liability insurance for itself and for each Inspector:

Coverage – Coverage for Commercial General Liability and Automobile Liability Insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)
2. Insurance Service Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any vehicle)

Limits – The Contractor shall maintain limits no less than the following:

1. General Liability – One million dollars (\$1,000,000) per occurrence (\$2,000,000 general aggregate if applicable) for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to the City of Onalaska or the general aggregate

including product-completed operations aggregate limit shall be twice the required occurrence limit.

2. Automobile Liability – One million dollars (\$1,000,000) for bodily injury and property damage per occurrence limit covering all vehicles to be used in relationship to the Agreement.
3. Umbrella Liability – One million dollars (\$1,000,000) following form excess of the primary General Liability, Automobile Liability and Employers Liability coverages. Coverage is to duplicate the requirements as set forth herein.

C. Required Provisions – The General Liability, Umbrella Liability and Automobile Liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers are to be given additional insured status (via ISO endorsement CG 2010, CG 2033, or insurer's equivalent for general liability coverage) as respects: liability arising out of activities performed by or on behalf of the Contractors; products and completed operations of the Contractor; premises occupied or used by the Contractor; and vehicles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers.
2. For any claims related to this project, the Contractor's insurance shall be primary insurance as respects to the City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers. Any insurance, self-insurance, or other coverage maintained employees, or authorized representatives or volunteers shall not contribute to it.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers.
4. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this Agreement shall state, or be endorsed to state, that coverage shall not be canceled by the insurance carrier or the Contractor, except after sixty (60) day (10 days for non-payment of premium) prior written notice by U.S. mail has been given to the City of Onalaska, or upon termination of this Agreement for inspection services.
6. Such liability insurance shall indemnify the City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers against loss from liability imposed by law upon, or assumed under contract by, the Contractor for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability.
7. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability. The automobile liability policy shall cover all owned, non-owned, and hired vehicles.

8. All of the insurance shall be provided on policy forms and through companies satisfactory to the City of Onalaska, and shall have a minimum A.M. Best's rating of B.

D. Deductibles and Self-Insured Retentions – Any deductible or self-insured retention must be declared to and approved by the City of Onalaska. At the option of the City of Onalaska, the insurer shall either reduce or eliminate such deductibles or self-insured retentions.

E. Evidences of Insurance – Prior to execution of the Agreement, the Contractor shall file with the City of Onalaska a Certificate of Insurance (accord Form 25-S or equivalent) signed by the insurer's representative evidencing the coverage required by this Agreement. Such evidence shall include an additional insured endorsement signed by the insurer's representative. Such evidence shall also include confirmation that coverage includes or has been modified to include all required provisions as detailed herein.

G. Sub-Contractors – In the event that the Contractor employs other contractors (sub-contractors) as part of the work covered by this Agreement, it shall be the Contractor's responsibility to require and confirm that each sub-contractor meets the minimum insurance requirements specified above.

Indemnity and Hold Harmless

The Contractor, and its agents, employer, and employees shall defend, indemnify and hold the City of Onalaska harmless for the cost of the defense of any claim, demand, suit or cause of action made or brought against the City of Onalaska arising from the actions of the Contractor, including, but not limited to, court costs, attorneys' fees, and other expenses of any kind whatsoever arising in connection with the defense of the City of Onalaska. The City may require the Contractor to assume and take over the defense of the City of Onalaska for any such claim, demand, suit or cause of action, upon timely notice and demand for same by the City. The Contractor, its agents, employer and employees shall defend, indemnify and hold the City of Onalaska and harmless against all judgments resulting from any legal actions, suits, claims or demands against the City of Onalaska related to the acts of the Contractor.

Conflict of Interest

In the event that a situation arises which may present a conflict of interest, or has the appearance of a conflict of interest, whether personal, or because of the Contractor's employment outside of the City of Onalaska, the Contractor shall immediately discuss the situation with Brea Grace, Land Use and Development Director, and the two will develop a mutually agreeable solution. In the event that a mutually agreeable solution is not settled on, the parties shall consult with the City Attorney.

Relationship of the Parties

Contractor is not to be considered an agent or employee of the City for any purpose. Contractor will not be treated as an employee for state or federal tax purposes and both parties agree that all tax reports and returns will be made in a manner consistent with Contractor's status as independent contractor. All financial and other obligations associated with Contractor's business are the sole responsibility of the Contractor. The City is interested only in the results to be achieved, and the conduct and control of the work will lie solely with the Contractor. It is understood that the City does not agree to use Contractor exclusively. It is further understood that Contractor is free to contract for similar services to be performed for other persons.

Assignment

This Agreement shall not be transferred or assigned in any form. Nor shall the Contractor, if a partnership, in any manner, change the organization of the partnership, or if a corporation, change any of its stockholders, officers or directors during the term of this Agreement without prior approval of City.

Entire Agreement

This document contains the entire Agreement between the City and the Contractor with respect to the matters set forth herein, and it shall inure to the benefit of and shall bind the parties hereto. This Agreement may be modified only in writing, when signed by all parties.

IN WITNESS WHEREOF, THE CITY OF ONALASKA has caused this Agreement to be signed by Joe Chilsen, its Mayor, and countersigned by Ms. Caroline Burmaster, Clerk of the City of Onalaska, Wisconsin this ____ day of ~~September~~, 2015.
October,

Joe Chilsen, Mayor

Caroline Burmaster, Clerk

IN WITNESS WHEREOF, Jim Webb, P.E., Engineering and Construction, LLC has caused this Agreement to be signed by Jim Webb this ____ day of ~~September~~, 2015.
October,

Jim Webb, P.E.

Approved as to form and content, this ____ day of ~~September~~, 2015 provided that it is executed by all parties on or before October 16, 2015. *October*

Sean O'Flaherty, City Attorney



CITY OF ONALASKA

PLANNING/ZONING DEPARTMENT

PH: (608) 781-9590

FAX (608) 781-9506

415 MAIN STREET
ONALASKA, WI 54650-2953
<http://www.cityofonalaska.com>

MEMO

Date: 09/30/2015

To: Finance & Personnel Committee

From: Brea Grace *BG*

Re: Consideration of Cancellation of the Municipal Services Agreement between the Town of Campbell and the City of Onalaska Providing City Building Inspection Services to the Town

In 2010 the City of Onalaska agreed to provide the Town of Campbell with building inspection services. A copy of the agreement is enclosed.

I am considering terminating the contract with the Town of Campbell effective December 31, 2015. The City of Onalaska has experienced a dramatic increase in the number of calls received from the Town of Campbell including many calls for general building, property maintenance and zoning questions not considered under the terms of the Agreement. Increased issues of non-compliance on French Island have also been increasing Inspector workloads. The current agreement does not provide for enforcement mechanisms or citation authority.

Additionally the City's UDC Building Inspector has recently accepted a new position and the City will be contracting with a 3rd party to fulfill our own building inspection obligations while recruiting for a new full-time building inspector.

The chart below identifies the amount the City has been budgeting for revenue as well as the actual amount collected.

| 2010 Budget | 2010 Actual | 2011 Budget | 2011 Actual | 2012 Budget | 2012 Actual |
|-------------|-------------|-------------|-------------|-------------|-------------|
| \$20,000 | \$36,386 | \$20,000 | \$20,490 | \$20,000 | \$42,111 |
| | 121 permits | | 131 permits | | 148 permits |

| 2013 Budget | 2013 Actual | 2014 Budget | 2014 Actual | 2015 Budget | 2015 Actual YTD 08/31/15 |
|-------------|-------------|-------------|-------------|-------------|-----------------------------|
| \$20,500 | \$17,464 | \$10,500 | \$16,264 | \$10,500 | \$13,480 |
| | 143 permits | | 139 permits | | 74 permits |

In the City of Onalaska we have experienced an increase in the amount and value of construction in the last few years, to a level more equivalent to 2007 or earlier. Without the Town of Campbell inspection contract, City Inspectors will spend more time in the City of Onalaska fulfilling our inspection obligations in the City.

MUNICIPAL SERVICES AGREEMENT

50109 F.D.

THIS MUNICIPAL SERVICES AGREEMENT ("the Agreement") is entered into as of the 21 day of January, 2010 by and between the **TOWN OF CAMPBELL**, a town organized under the laws of the State of Wisconsin ("the Town") and the **CITY OF ONALASKA**, a Wisconsin municipal corporation ("the City").

WHEREAS, the City and the Town have held discussions for the purposes of the City's Inspection Department providing all commercial and residential building inspection services ("the Services") to the Town for the period from January 1, 2010 through December 31, 2010, and;

WHEREAS, the City's Inspection Department has determined that it is capable of providing the Services to the Town due to the Town's geographic proximity to the City and the historic volume of building activity in the Town, and;

WHEREAS, the Town requires assistance for building inspection services and intends for these Services to be provided under the terms of this Agreement, and;

WHEREAS, the Town has requested that the City's Inspection Department provide the Services and the City has agreed to such request under the terms set forth in this Agreement.

NOW, THEREFORE IT IS AGREED between the parties as follows:

1. The City's Inspection Department shall provide the Services to the applicants of building permits in the Town starting January 1, 2010, for all building projects having a valid building permit on file with the Town.
 - a. Under the terms of this Agreement, all Services provided to the Town by the City shall be administered by the existing policies, procedures and ordinances of the City.
 - b. The City shall provide the Town with an electronic copy of all inspection records upon the completion of each project.
 - c. The Town shall collect all required fees verified by the City and applicable building permit forms and shall be responsible for record and financial bookkeeping for each permit issued.
 - d. The Town shall notify the City of Onalaska Inspection Department of each building permit issued within forty eight (48) hours of the permit issuance.
 - e. The applicant of a building permit shall be responsible for arranging all applicable inspections and re-inspections by telephoning the proper City Building Inspector and/or City Clerk as listed in the permit form materials distributed by the Town.
 - f. For each permit issued, the Town shall reimburse the City an amount equal to the applicable Permit Fee set forth on Exhibit A for standard inspection services related to such permit. Additionally, the Town shall reimburse the City for the full cost of a City Building Inspector's time in dealing with any disputes between the applicant of a building permit and the inspector. Such cost will be determined based upon the hourly rate of the applicable City Building Inspector. An invoice for such services

shall be provided to the Town by the City Inspection Department no later than twenty-five (25) days after such costs are incurred. The applicable City Building Inspector's rate shall be based on appropriate hourly salary plus benefits and may include overtime charges and/or administrative fees. Each City Building Inspector's standard overtime rate is reflected on Exhibit A.

- g. The permit fees shall be per Exhibit A of this Agreement.
 - h. All administrative fees of the Town shall be charged by the Town as a separate and additional fee from the permit fee.
2. Payment. The Town shall provide payment to the City for all permit fees and mileage charges collected on or before the 25th of each month for the previous month's permits. The Town shall provide payment to the City for the cost of any City Building Inspector's time in dealing with disputes arising from an applied for permit within twenty-five (25) days of receiving an invoice from the City.
 3. Disclaimer. The Services being provided by the City to the Town are limited to building inspection services provided by building inspectors employed by the City of Onalaska Inspection Department and do not include zoning administration, floodplain zoning administration, nuisance or property maintenance abatement measures, erosion control inspection, or design consultation.
 4. Termination. Either party may terminate this Agreement by giving a sixty (60) days written notice to the other party. The Town shall pay all outstanding collected permit fees to the City prior to the termination date of this Agreement.
 5. Indemnification, Warranties and Insurance. The Town shall at all times hold the City and its officers, officials, employees and agents harmless from any action, cause, cause of action, damages, costs, expenses, claims or demands whatsoever in law or equity, which may arise from or grow out of, or in any way, be incident to the provisions of the Services to be provided under this Agreement or to any of the duties or obligations of the Agreement to be performed by the City, its officers, officials, employees or agents. The Towns indemnification obligations to the City and its officers, officials, employees and agents shall survive the termination of this Agreement.
 - a. There shall be no other warranties, express or implied in this Agreement.
 6. Assignment. This Agreement is not assignable without the prior written consent of each party. Any attempted assignment shall be void.
 7. Relationship of the Parties. The City and Town hereby acknowledge the Town is a separate unit of government. Nothing contained in this Agreement shall be deemed to create the relationships of independent contractor, master or servant, franchiser and franchisee, partnership, or joint venture between the parties.
 8. No Implied Waivers. Except as expressly provided in this Agreement, waiver by either party or failure by either party to claim a breach of any provision of this Agreement shall not be a waiver of any breach or subsequent breach, or as affecting in any effectiveness of the provisions.

9. Binding Effect on Successors and Assigns. This Agreement is binding on and with inure to the benefit of the parties and their successors.
10. Time of the Essence. Time is of the essence in all portions of this Agreement.
11. Severability. If any section, paragraphs, or portion of this Agreement is deemed by any court having lawful jurisdiction of the subject matter of the Agreement to be void, voidable, or invalid for any reason, this Agreement shall be otherwise valid and enforceable as if the void, voidable, or invalid section, paragraph, or portion of the Agreement had not been part of the Agreement.
12. Amendment or Modification. All amendments must be in writing and signed by authorized representatives of each party.
13. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Wisconsin.
14. The parties' signing this Agreement represent that they do so with full authority.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date and year first hereinabove written.

CITY:

City of Onalaska

BY: Michael D. Giese
Michael D. Giese, Mayor

BY: Caroline Burmaster
Caroline Burmaster, City Clerk

TOWN:

Town of Campbell

BY: Scott Johnson
Scott Johnson, Town Chairman

The form of this Agreement has been reviewed and approved by the City Attorney and the City of Onalaska.

STATE OF WISCONSIN)
) ss.
COUNTY OF LA CROSSE)

This instrument was acknowledged before me on Jan. 21st, ²⁰¹⁰2009, by Michael D. Giese and Caroline Burmaster.

Christina Rickert
Christina Rickert, Notary Public
La Crosse County, Wisconsin
My commission expires: 01/23/11

EXHIBIT A

Building Permit Fees

Permit fees shall be based upon the physical square footage of work to be done, as determined by the Inspection Department on the basis of the following fees:

| <u>PERMIT TYPE</u> | <u>FEE</u> |
|--|---|
| <u>RESIDENTIAL PERMITS*</u> | |
| Residential Buildings, Additions, Alterations and Accessory Structures | \$.25 per square foot of finished and unfinished areas (including porches, decks, egress window installations and misc. interior and exterior modifications). (\$50.00 minimum fee) |
| Residential Swimming Pools (over 15 feet in diameter) | \$50.00 flat fee |
| Residential Razing/Demolition (over 200 square feet) | \$50.00 flat fee |
| Residential Moving | \$60.00 flat fee plus \$.25 per square foot for the new foundation (includes mobile homes except when a new foundation is constructed). |
| Residential Certificate of Completion | \$25.00 flat fee |
| **Erosion Control (less than 1 acre of disturbance) | \$75.00 flat fee |
| **Erosion Control (more than 1 acre of disturbance) | \$150.00 flat fee |
| **Residential Zoning Permit (Plan Review) | \$50.00 flat fee |
| **Residential Roofing (over 200 square feet) | \$50.00 flat fee |

COMMERCIAL PERMITS*

Site Plan Permit
(projects under \$75,000 in value)

\$50.00

Site Plan Permit
(projects over \$75,000 in value)

\$100.00

Commercial and Multi-Family Structures

\$.40 per square foot for the first
15,000 square feet plus \$.20 for the
remaining square feet up to a
\$40,000 cap. (\$50.00 minimum fee)

Commercial and Multi-Family Structures
Remodeling and Build-Outs

\$.40 per square foot for the first
15,000 square feet plus \$.15 for
the remaining square feet up to
a \$40,000 cap. (\$50.00 minimum fee)

Commercial Wrecking

\$100.00 flat fee

Commercial Moving

\$60.00 flat fee plus \$.40 per square
foot for new foundation.

Commercial Certificate of Completion

\$50.00 flat fee

Multi-Family Certificate of Completion

\$20.00 plus \$5.00 per unit

**Erosion Control
(less than 1 acre of disturbance)

\$100.00 flat fee

**Erosion Control
(more than 1 acre of disturbance)

\$200.00 flat fee

**Commercial Roofing
(over 1,000 square feet)

\$100.00 flat fee

Commercial Misc.
(cell towers, misc. interior
and exterior modifications)

\$100.00 flat fee

OTHER PERMITS*

| | |
|--|--|
| **Driveway Permit | \$20.00 flat fee per opening |
| **Sidewalk Permit | \$15.00 per stretch |
| Street Privilege/ Dumpster Permit | \$25.00 flat fee |
| Re-inspection Fee | \$50.00 for re-inspection due to incomplete conditions at the time of the initial inspection request. |

****These permits are not applicable in the Town of Campbell and are therefore not administered under this agreement.**

FEES FOR LICENSES

Gas Licenses

| | |
|--------------------|---------|
| Class A Contractor | \$50.00 |
| Class B Contractor | \$50.00 |
| Class C Installer | \$10.00 |

Fees for Electrical Permits

| Valuation of Electrical Work | Fee |
|-------------------------------------|------------|
| 0 to \$2,000 | \$40.00 |
| \$2,001 to \$3,000 | \$50.00 |
| \$3,001 to \$4,000 | \$60.00 |
| \$4,001 to \$5,000 | \$70.00 |
| \$5,001 to \$6,000 | \$80.00 |
| \$6,001 to \$7,000 | \$90.00 |
| \$7,001 to \$8,000 | \$100.00 |
| \$8,001 to \$9,000 | \$110.00 |
| \$9,001 to \$10,000 | \$120.00 |

Valuations over \$10,000: \$120.00 for the first \$10,000, plus \$3.00 for each \$1,000 additional valuation or fraction thereof.

Fees for HVAC Permits

| Valuation of HVAC Work | Fee |
|-------------------------------|------------|
| 0 to \$2,000 | \$ 40.00 |
| \$2,001 to \$3,000 | \$ 45.00 |
| \$3,001 to \$4,000 | \$ 55.00 |
| \$4,001 to \$5,000 | \$ 65.00 |
| \$5,001 to \$6,000 | \$ 75.00 |
| \$6,001 to \$7,000 | \$ 85.00 |
| \$7,001 to \$8,000 | \$ 95.00 |
| \$8,001 to \$9,000 | \$105.00 |
| \$9,001 to \$10,000 | \$115.00 |

Valuations over \$10,000: \$115.00 for the first \$10,000, plus \$2.50 for each \$1,000 additional valuation or fraction thereof.

Fees for Plumbing Permits

| Valuation of Plumbing Work | Fee |
|----------------------------|---|
| 0 to \$2,000 | \$ 30.00 |
| \$2,001 to \$10,000 | \$ 15.00 per \$1,000 or part thereof |
| \$10,001 to \$50,000 | \$ 150.00 for first \$10,000 plus \$4.00 for each additional \$1,000 or part thereof |

Valuations over \$50,000: \$325.00 for the first \$50,000, plus \$3.50 for each \$1,000 additional valuation or fraction thereof.

Fees for Miscellaneous Permits

| Project | Fee |
|-----------------------------------|--|
| Underground Sprinklers | \$10.00 per \$1,000 or part thereof |
| Sewer Connection | \$30.00 |
| Sewer Relay | \$30.00 |
| Water Connection | \$30.00 |
| Water Relay | \$30.00 |
| Well Permits | \$25.00 |
| Lift Station Fee in Certain Areas | In addition to the foregoing, there shall be a connection charge of \$20.00 per dwelling unit or commercial development. |
| Re-inspection Fee | \$50.00 for re-inspection due to incomplete conditions at the time of the initial inspection request. |

*1) Permit Fees double if work is commenced before a permit is issued. 2) A mileage/travel fee shall be added to each permit fee. The mileage/travel fee shall be the sum of (a) the federal mileage rate times the round trip distance as determined by the attached Map in Exhibit B, and (b) the applicable City Building Inspector's rate times the actual travel time.

2010 RATES FOR CITY OF ONALASKA BUILDING INSPECTORS**

| **Inspectors Rates: | Base Rate | Overtime Rate |
|---|------------------|----------------------|
| Electrical Inspector: | \$35.21 per hour | \$50.85 per hour |
| Plumbing and Heating Inspector: | \$39.61 per hour | \$54.81 per hour |
| Residential Building Inspector: | \$33.63 per hour | \$45.67 per hour |
| Commercial/ Residential Building Inspector: | \$33.74 per hour | \$48.65 per hour |

***Inspector's rates shall be subject to annual updates/ increases base on actual city salaries and benefits for each position*

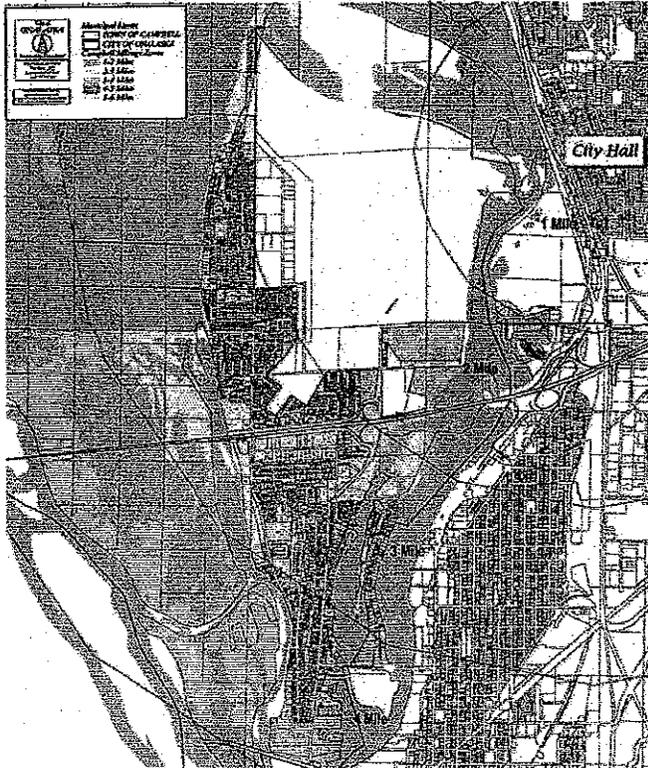
EXHIBIT B

Town of Campbell Intergovernmental Services

Travel Costs to be added to each permit

| <u>Type</u> | <u>Total</u> |
|--|--------------|
| Residential-New Construction (5) | \$78.38 |
| Residential Accessory, Alterations (3) | \$47.03 |
| Additions | |
| Residential Moving (1) | \$15.67 |
| Commercial-New Construction (6) | \$94.06 |
| Commercial Remodeling/Buildouts (3) | \$47.03 |
| Commercial Wrecking/Moving (1) | \$15.67 |
| Roofing | |
| HVAC, Plumbing (3) | \$47.03 |
| Electrical (3) | \$47.03 |

* considers that the original permit fee estimate included a 1.6 mile cost per inspection reduction and an average of 3.2 miles per inspection.



7

Letter of Understanding

It is hereby agreed between Onalaska Professional Police Association (OPPA) and the City of Onalaska:

A. The Association and the City agree the existing contract Article VII - Holidays, Section 7.6 does not allow for day trades outside the same calendar month.

B. The Association and the City agree the existing current and past practice does not allow for vacation or holiday time off when it would take the department below minimum staffing levels.

C. The Association and the City agree the Officers have been significantly short staffed due to retirements, resignations and medical leave of absences in 2015.

D. The Association and the City agree that this is a unique situation regarding the staffing levels for the police department.

E. The Association and the City agree to allow day trades outside the same calendar month through March 31, 2016.

F. The Association and the City agree to allow Police Chief Trotnic or Assistant Police Chief Miller to extend allowing day trades outside the same calendar month for an additional three (3) months or until June 30, 2016.

G. The Association and the City agree to allow Officers to schedule a vacation or holiday day off during minimum staffing and allowing overtime through December 31, 2015. Officers understand they must find another Officer willing to pick up the overtime in order to schedule that vacation or holiday off during minimum staffing.

H. The Association and the City agree that the allowance of overtime to take a vacation or holiday off during minimum staffing (as mentioned in G above) may be revoked should this be a detriment to the police department budget prior to December 31, 2015.

H. The Association and the City agree this letter of understanding is granted on the understanding this is a unique onetime event; is non-precedent setting in any future situations; and it will not be referred to in any future situations.

I. The parties agree that this letter of understanding does not open the union contract for bargaining and expires on June 30, 2016.

Signed and agreed to on October _____, 2015:

CITY OF ONALASKA

ONALASKA Professional Police Association
WPPA/LEER

Joe J. Chilsen, Mayor

Luann Alme. WPPA/LEER

Caroline L. Burmaster, Clerk

Lisa Gerbig, President