

# CITY OF ONALASKA MEETING NOTICE

**COMMITTEE/BOARD:** Finance & Personnel Committee  
**DATE OF MEETING:** July 6, 2016 (Wednesday)  
**PLACE OF MEETING:** City Hall – 415 Main Street (Common Council Chambers)  
**TIME OF MEETING:** 7:30 p.m. (no earlier than 7:30 p.m. or immediately following the Utilities Committee Meeting)

## **PURPOSE OF MEETING**

1. Call to order and roll call.
2. Approval of minutes from the previous meeting.
3. Public Input (limited to 3 minutes/individual)

### **Consideration and possible action on the following items:**

#### **FINANCE**

4. Omni Center financials for 2016
5. City General Fund Financials for 2016
6. City of Onalaska Cash Flow Procedures:
  - a. Police Department
  - b. Joint Municipal Court
  - c. Deficiencies Cited
7. Review and consideration of proposed Laser Products Technologies, Inc. Intelliprint program not to exceed \$1,200 to various departments and funds for 2016.
8. Review and consideration **Resolution 32-2016** Budget Amendment to General Fund Budget and Enterprise Fund

#### **PERSONNEL**

1. Review and consideration of changes to the following job descriptions:
  - a. Firefighter/Emergency Medical Technician
  - b. Lieutenant

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the committee may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

#### **Notices Mailed To:**

Mayor Joe Chilsen	_____
*Ald. Jim Olson – Vice Chair	_____
*Ald. Jim Bialecki – Chair	_____
*Ald. Harvey Bertrand	_____
Ald. Jim Binash	_____
Ald. Barry Blomquist	_____
Ald. Bob Muth	_____
City Attorney Dept Heads Charter Com.	WPPA Steward IAFF Steward
La Crosse Tribune WLSU WKBT WXOW	_____
Onalaska Holmen Courier Life	Omni
WIZM WKTY WLXR WKBH	Onalaska Public Library
*Committee Members	_____

**Date Notices Mailed and Posted: 7-1-16**

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

2. Review and consideration of authorization to replace Lieutenant Firefighter/EMT and if promoted within the department, a Firefighter/EMT position.
3. Review and consideration of authorization to post and advertise for a Police Officer position to obtain an eligibility list.
4. Review and consideration of authorization to post, advertise and fill the part-time Administrative Secretary – Police position.
  
5. **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
  - OPPA, Onalaska Professional Police Association
  - SORD, Supervisory Officers Relation Division

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

P1a

# CITY OF ONALASKA

**Position:** Full-time Firefighter/Emergency Medical Technician  
**Location:** Fire Department  
Chief  
**Page:** 1 of 4  
Exempt

**Department:** Fire Department  
**Supervisor:** Lieutenant and Assistant Fire  
**Classification:** Full-Time Union Non-

Approved by Police & Fire Commission: 3/6/06  
Approved by F & P Committee: 4/5/06  
Approved by Council: 4/11/06

Under the general direction and leadership of the Assistant Fire Chief, employees in this position have a primary duty to respond to medical, fire, hazardous material, and other disaster type emergencies. This position requires flexibility and physical stamina in order to provide the needed services during sustained emergency operations. When not responding to emergencies, this position requires that fire prevention, public education, and pre-incident response duties shall be performed to maintain the department's *ready-to-serve* status at all times.

### ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed. Nor do the examples listed, in their relative order of importance; include all the duties that may be found in similar positions. Some duties may be assigned to "direct or assist with" at the discretion of the Fire Chief.

- A. Respond to Fire Calls and EMS emergencies and provide pre-hospital care in accordance with state and county protocols.
- A-B. Respond to all other emergency/service calls when on duty (unless specifically ordered not to by an Officer or when on another call) and perform services required of the call.
- B-C. Perform scheduled periodic maintenance checks and testing (daily, weekly, and monthly, and annually) of all SCBA, personal protective equipment, defibrillator, Cairns-Irithermal imaging camera (TIC), radios and pagers, and small engines, vehicles and fire hoses.
- C-D. Perform daily equipment and apparatus checks to ensure they are operating properly and safely, and are adequately stocked.
- D-E. Repair, photograph, report and document minor (level I) maintenance items or safety problems and properly report and document major (level II/III) maintenance deficiencies to supervisor.
- E-F. Assist with pre-planning and inspections of residential and commercial facilities.
- F-G. Assist with public education programs and participate in other activities related to promoting fire prevention, fire safety, and first aid.
- G-H. Maintain and enhance minimum EMS and Fire certifications as directed by supervisor.
- I. Perform general maintenance and cleaning of department property, equipment, apparatus, quarters, personal protective equipment, and grounds.
- H-J. Assist with flow testing and flushing of fire hydrants as determined by supervisor.
- I-K. Operate computers and complete computerized reports related to position and duties.  
~~Perform other related duties as required.~~
- L. Assist with Grant writing (research, apply and implement grants that benefit the department and its operations) as directed by supervisor.

### RELATED JOB FUNCTIONS:

- A. Completes all special assignments, projects and investigations as assigned or required.
- B. 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.
- A-C. Other duties as required or assigned.

## CITY OF ONALASKA

**Position:** Full-time Firefighter/Emergency Medical Technician  
**Location:** Fire Department  
Chief  
**Page:** 2 of 4  
Exempt

**Department:** Fire Department  
**Supervisor:** Lieutenant and Assistant Fire  
**Classification:** Full-Time Union Non-

Approved by Police & Fire Commission: 3/6/06  
Approved by F & P Committee: 4/5/06  
Approved by Council: 4/11/06

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

- A. Basic computer knowledge and skills to include Excel and Microsoft Word. Ability to Also knowledgeable of how to operate a variety of use office equipment such as computers, copy machine, calculator, fax machine, mobile data terminals (MDT) and telephone/mobile phone.
- B. Ability to deal with the public in an effective and professional manner, protecting individual's rights and human dignity.
- C. Ability to think clearly and decisively in the application of firefighter and emergency medical technician duties and to take appropriate action as the situation dictates.
- D. Ability to understand and execute complex oral and written instructions, ability to communicate orally and in writing in an effective and efficient manner, and the ability to effectively use interpersonal communication.
- E. Ability to maintain confidentiality and handle all calls for service with confidentiality and respect; maintaining calls for services separately from all social media aspects.
- F. Ability to handle potentially hazardous and/or stressful situations in an effective and efficient manner.
- G. Ability to work independently of direct supervision in an effective and efficient manner.
- H. Ability to prepare clear and comprehensive reports on investigations, inspections, responses to calls and other activities.
- I. Ability to demonstrate sensitivity to the emotional state of victims/patients and relatives of deceased, seriously injured or seriously ill persons.
- J. Ability to demonstrate initiative and tenacity in order to actively influence events, rather than passively accepting results of the actions of others.
- K. Ability to exhibit good judgment in resolving conflicts among individuals and groups internal and external to the organization.
- L. Ability to demonstrate and exemplify personal characteristics of professionalism; ability to be held to a higher standard than that of the general public.
- M. Knowledge to operate communication equipment: telephone, radio, pager.
- N. Knowledge and skill of how to operate safely and effectively vehicles: automobiles, light truck (pick-up), heavy truck (fire truck), and boats.
- A.O. Knowledge of how to use medical apparatus/equipment: first aid equipment, oxygen, electronic monitoring equipment, patient transport apparatus (spine-board/stokes basket, stretcher, etc.), etc.
- B.P. Excellent communication skills. Able to clearly express ideas both orally and in writing.
- C. Strong intra-personal skills.
- Q. Compliance with the eCity's Self Contained Breathing Apparatus (SCBA) of Onalaska and the Onalaska Fire Department policies and procedures policy.
- R. Skill in the operation of departmental equipment, including but not limited to fire equipment & apparatus, first aid, radios, phones, mobile data terminals (MDT), radar units, computers, etc.
- D.S. 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.

### **TRAINING, EXPERIENCE & OTHER REQUIREMENTS:**

- A. High School Education (Diploma or GED) required; Associates Degree preferred.
- A.B. Currently certification as National Registry and/or Wisconsin Emergency Medical Technician.

## CITY OF ONALASKA

**Position:** ~~Full-time~~ Firefighter/Emergency Medical Technician  
**Location:** Fire Department  
Chief  
**Page:** 3 of 4  
Exempt

**Department:** Fire Department  
**Supervisor:** Lieutenant and Assistant Fire  
**Classification:** Full-Time Union Non-

Approved by Police & Fire Commission: 3/6/06  
Approved by F & P Committee: 4/5/06  
Approved by Council: 4/11/06

- ~~B.C.~~ Currently certificationed as a Wisconsin and/or IFSAC Firefighter II.  
~~C.D.~~ Currently certified as successfully completing Candidate Physical Agility Test (CPAT). The CPAT is good for 12 months and must be current at date of hire.  
~~D.E.~~ Qualified Current certification as a HAZMAT Technician.  
~~E.~~ Fire District resident within 6 months of the date of hire.  
F. Valid Wisconsin driver's license with good driving record.  
G. Minimum age 18 years.  
H. Expected to maintain training and attendance as required by department standards.

### PHYSICAL REQUIREMENTS: (As contained within NFPA Standards 1582)

- A. Lifting, carrying, pushing and/or pulling (strength):
1. Lifting objects in excess of 100 lbs. with frequent lifting and/or carrying of objects weighing 50 lbs. or more.
- B. Climbing and/or balancing:
1. Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles, ropes, and the like, using the feet and legs and/or hands and arms.
  2. Balancing: Maintaining body equilibrium to prevent falling when walking, standing, crouching, or running on narrow, slippery or erratically moving surfaces.
- C. Stooping, kneeling, crouching, and/or crawling:
1. Stooping: Bending the body downward and forward by bending the spine at the waist.
  2. Kneeling: Bending the legs at the knees to come to rest on the knee or knees.
  3. Crouching: Bending the body downward and forward by bending the legs and spine.
  4. Crawling: Moving about on the hands and knees or hand and feet.
- D. Reaching, handling, fingering, and/or feeling:
1. Reaching: Extending the hands and arms in any direction.
  2. Handling: Seizing, holding, grasping, turning or otherwise working with the hand or hands (fingering not involved).
  3. Fingering: Picking, pinching, or otherwise working with the fingers primarily (rather than with the whole hand or arm as in handling).
  4. Feeling: Perceiving such attributes of objects and materials as size, shape, temperature, or texture, by means of receptors in the skin, particularly those of the finger tips.
- E. Talking and/or hearing:
1. Talking: Expressing or exchanging ideas by means of the spoken word.
  2. Hearing: Perceiving the nature of sounds by the ear.
- F. Seeing:
1. Obtaining impressions through the eye of the shape, size, distance, motion, color, or other characteristics of objects. The major visual functions are (1) acuity, far and near; (2) depth perception; (3) field of vision; (4) accommodation; (5) color vision.
    - The functions are defined as follows:
    - Acuity-far: clarity of vision at 20 feet or more.
    - Acuity-near: clarity of vision at 20 inches or less

## CITY OF ONALASKA

**Position:** Full-time-Firefighter/Emergency Medical Technician  
**Location:** Fire Department  
 Chief  
**Page:** 4 of 4  
 Exempt

**Department:** Fire Department  
**Supervisor:** Lieutenant and Assistant Fire  
**Classification:** Full-Time Union Non-

Approved by Police & Fire Commission: 3/6/06  
 Approved by F & P Committee: 4/5/06  
 Approved by Council: 4/11/06

- **Depth perception:** three-dimensional vision. The ability to judge distance and space relationships so as to see objects where and as they actually are.
- **Field of vision:** the area that can be seen up and down or to the right or left while the eyes are fixed on a given point.
- **Accommodation:** adjustment of the lens of the eye to bring an object into sharp focus. This item is especially important when doing near-point work at varying distances from the eye.
- **Color vision:** The ability to identify and distinguish colors.

### Percent of 8 Hour Day:

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

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Employer

\_\_\_\_\_  
Date

# CITY OF ONALASKA

Position: Lieutenant  
Location: City Hall  
Page: 1 of 3

Department: Fire  
Supervisor: Assistant Fire Chief and Fire Chief  
Classification: Full-time Union Non-Exempt

Approved by Police & Fire Commission: 9/24/08  
Approved by F & P Committee: 10/7/08  
Approved by Council: 10/13/08

Under the direction of the Fire Chief and/or his/her designee, this is a supervisory and skilled firefighting work in the protection of life and property. A Fire Lieutenant assists the Fire Chief and Assistant Fire Chief in the direction of all activities of a fire station on an assigned tour of duty and has direct command over a small number of firefighters and firefighting equipment. Work includes responsibility for the discipline of station personnel, for directing and participating in training activities, for proper maintenance of equipment and quarters. At a fire, the employee is in command in the absence of a superior officer and work may involve considerable physical exertion and potential hazard to health and safety.

### 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. Assists the Fire Chief and Assistant Fire Chief in the supervision and direction of fire activities; directly commands a small number of the appropriate span of control of firefighters and firefighting equipment; assumes command of a fire in the absence of a superior officer. Performs all duties of a Firefighter/Emergency Medical Technician.
- B. Maintains maintenance reports, answers telephone calls and maintains incident reports.
- C. Responds to EMS and fire alarms and directs drivers in routing equipment
- D. Supervises and assists in fire suppression, placing ladders, ventilating buildings, rescuing or persons, and placing of salvage covers.
- E. Directs and supervises special rescue operations and apparatus drivers.
- ~~E.F.~~ Supervises and assists in cleaning of fire station, equipment and apparatus.
- ~~F.G.~~ Participates in and conducts training activities and studies modern firefighting methods and techniques.
- ~~G.H.~~ Makes periodic inspections of buildings, gasoline storage tanks, theatres, and other structures for compliance with fire prevention laws.
- ~~H.I.~~ Keeps Maintains records and prepares reports.
- ~~I.J.~~ Schedules, directs, and participates in Public Education programs.
- ~~J.K.~~ Provides strong leadership at all times.
- ~~K.L.~~ Maintains knowledge and demonstrate the EMS skills required of emergencies.
- ~~L.M.~~ Supervises ~~part-time time and probationary subordinate~~ firefighters during emergencies and training exercises.
- ~~M.~~ Performs related work as assigned.
- N. Attends meetings, drills, and training as required.
- O. Demonstrates regular and predicable attendance.
- P. Interacts in a consistently pleasant and helpful manner to fellow employees, visitors, and citizens of the City of Onalaska and demonstrates the highest standards of internal and external customer service.
- Q. Monitors compliance with turnout gear replacements, uniforms, and personal protective equipment programs; adherence to overall safety practices.

### RELATED JOB FUNCTIONS:

- A. Completes all special assignments, projects and investigations as assigned or required.
- B. 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: Lieutenant  
Location: City Hall  
Page: 2 of 3

Department: Fire  
Supervisor: Assistant Fire Chief and Fire Chief  
Classification: Full-time Union Non-Exempt

Approved by Police & Fire Commission: 9/24/08  
Approved by F & P Committee: 10/7/08  
Approved by Council: 10/13/08

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.

A-C. Other duties as required or assigned.

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

- A. Working knowledge and application of the principles, practices, and procedures of modern firefighting; fulfills requirements of Firefighter/Emergency Medical Technician.
- B. Working knowledge of and skill in the operation, and maintenance of the various types of apparatus and equipment used by the fire department together with the ability to supervise the effective use of such equipment and apparatus.
- C. Working knowledge of first aid principles and skill in their application.
- D. Working knowledge of the rules and regulations of the department.
- E. Working knowledge of fire prevention methods and of city ordinances relating to fire prevention.
- F. Knowledge of the location of hydrants and streets in an assigned district.
- G. Ability to lead fire personnel safely and effectively, maintain discipline and morale, accept lines of authority, promote company harmony and to cooperate with other officers and fire personnel.
- H. Ability to prepare clear and comprehensive reports of fire runs and other department activities.

### TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. Certified Fire Officer I
- B. Certified Fire Instructor within a reasonable amount of time period.
- C. Must have minimum of an Associate's Degree.
- D. Current assignment to the firefighting division as a Firefighter II, EMT and Hazardous Materials Technician with at least five consecutive (5) years of service as a career firefighter on the Onalaska Fire Department.
- E. Currently certified as a Wisconsin Emergency Medical Technician.
- F. Must have a current IFSAC and/or Wisconsin Firefighter II certification.
- G. Must be certified as a HAZMAT Technician.
- H. Must be a resident of the Fire District.
- I. Must possess and maintain a valid Wisconsin driver's license with no more than 6 points assessed.

### PHYSICAL REQUIREMENTS

- A. Lifting, carrying, pushing and/or pulling (strength):
  1. Lifting objects in excess of 100 lbs. with frequent lifting and/or carrying of objects weighing 50 lbs. or more.
- B. Climbing and/or balancing:
  1. Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles, ropes, and the like, using the feet and legs and/or hands and arms.
  2. Balancing: Maintaining body equilibrium to prevent falling when walking, standing, crouching, or running on narrow, slippery or erratically moving surfaces.
- C. Stooping, kneeling, crouching, and/or crawling:
  1. Stooping: Bending the body downward and forward by bending the spine at the waist.
  2. Kneeling: Bending the legs at the knees to come to rest on the knee or knees.
  3. Crouching: Bending the body downward and forward by bending the legs and spine.
  4. Crawling: Moving about on the hands and knees or hand and feet.
- D. Reaching, handling, fingering, and/or feeling:

# CITY OF ONALASKA

**Position:** Lieutenant  
**Location:** City Hall  
**Page:** 3 of 3

**Department:** Fire  
**Supervisor:** Assistant Fire Chief and Fire Chief  
**Classification:** Full-time Union Non-Exempt

Approved by Police & Fire Commission: 9/24/08  
 Approved by F & P Committee: 10/7/08  
 Approved by Council: 10/13/08

1. **Reaching:** Extending the hands and arms in any direction.
  2. **Handling:** Seizing, holding, grasping, turning or otherwise working with the hand or hands (fingering not involved).
  3. **Fingering:** Picking, pinching, or otherwise working with the fingers primarily (rather than with the whole hand or arm as in handling).
  4. **Feeling:** Perceiving such attributes of objects and materials as size, shape, temperature, or texture, by means of receptors in the skin, particularly those of the finger tips.
- E. **Talking and/or hearing:**
1. **Talking:** Expressing or exchanging ideas by means of the spoken word.
  2. **Hearing:** Perceiving the nature of sounds by the ear.
- F. **Seeing:**
1. Obtaining impressions through the eye of the shape, size, distance, motion, color, or other characteristics of objects. The major visual functions are (1) acuity, far and near; (2) depth perception; (3) field of vision; (4) accommodation; (5) color vision.

➤ **The functions are defined as follows:**

Acuity-far: clarity of vision at 20 feet or more.

Acuity-near: clarity of vision at 20 inches or less

Depth perception: three-dimensional vision. The ability to judge distance and space relationships so as to see objects where and as they actually are.

Field of vision: the area that can be seen up and down or to the right or left while the eyes are fixed on a given point.

Accommodation: adjustment of the lens of the eye to bring an object into sharp focus. This item is especially important when doing near-point work at varying distances from the eye.

Color vision: the ability to identify and distinguish colors.

Percent of 8 Hour Day

	67 – 100 Consistently	34 – 66 Frequently	6 – 33 Occasionally	0 – 5 Rarely
<b>Sedentary</b> 0 – 10# max			♦	
<b>Light Freq.</b> to 10# -20#max		♦		
<b>Medium Freq.</b> to 25#-50# max		♦		
<b>Heavy Freq.</b> to 50#-100# max			♦	
<b>Very Heavy Freq.</b> 100+#				♦

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Employer

\_\_\_\_\_  
Date



City of Onalaska

# Balance Sheet Report

## Account Summary

As Of 05/31/2016

F-4

*Handwritten:* 700  
6-7-16

Account	Name	Balance
<b>Fund: 640 - OMNI CENTER</b>		
<b>Assets</b>		
640-11100	CASH	-95,306.36
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	7,040.00
640-12100	TAXES RECEIVABLE	0.00
640-13000	ACCOUNTS RECEIVABLE	6,054.90 <i>OK</i>
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
640-19000	WRS NET PENSION ASSET	15,818.00
640-19200	DEF. OUTFLOW-WRS PENSION-CONTRIBL	18,040.00
	<b>Total Assets:</b>	<b>-36,645.76</b>
		<b><u>-36,645.76</u></b>
<b>Liability</b>		
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	1,518.14
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

Balance Sheet Report

As Of 05/31/2016

Account	Name	Balance
640-21572	1ST FINANCIAL SVGS.	0.00
640-21573	DEFERRED COMPENSATION	0.00
640-21581	SUPPORT PAYMENTS	0.00
640-21700	ACCRUED WAGES	0.00
640-21800	ACCUMULATED EMPLOYEE BENEFIT (VAC	6,519.55
640-21820	ACCUMULATED EMPLOYEE BENEFIT (SICK	3,481.63
640-21900	LIQUOR SALES	5,006.19
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	4,278.63
640-23421	SECURITY DEPOSITS - SPRING	2,995.00
640-23422	SECURITY DEPOSITS - FALL	5,060.00
640-23423	SECURITY DEPOSIT - SPORTS & ADVENT.	0.00
640-23424	SECURITY DEPOSIT - WEDDING EXPO	0.00
640-23425	SECURITY DEPOSITS - SERV./EQUIP./PROI	0.00
640-25100	DUE TO GENERAL FUND	0.00
640-25200	DEFERRED INFLOW-WRS PENSION	117.00
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	DEF. 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
<b>Total Liability:</b>		<b>28,976.14</b>
<b>Equity</b>		
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	-72,185.13
640-34141	SURPLUS/DEFICIT	0.00
640-34148	RESERVED RETAINED EARNINGS	0.00
<b>Total Beginning Equity:</b>		<b>-72,185.13</b>
Total Revenue		244,572.06
Total Expense		238,008.83
Revenues Over/Under Expenses		6,563.23
<b>Total Equity and Current Surplus (Deficit):</b>		<b>-65,621.90</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>		<b>-36,645.76</b>

ok  
ok  
ok



# Budget Report Account Summary

For Fiscal: 2016 Period Ending: 05/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 640 - OMNI CENTER</b>							
<b>Revenue</b>							
640-00000-41110	GENERAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-41210	ROOM TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-46716	RECR FEES >AGE 18	2,600.00	2,600.00	268.25	705.22	-1,894.78	72.88 %
640-00000-46741	ICE RENTAL INCOME (NONTAXABLE)	128,864.00	128,864.00	1,500.00	81,048.70	-47,815.30	37.11 %
640-00000-46742	ICE RENTAL INCOME (TAXABLE)	98,906.00	98,906.00	871.50	11,726.13	-87,179.87	88.14 %
640-00000-46744	CONCESSION REV. (TAXABLE)	50,000.00	50,000.00	2,670.19	25,011.33	-24,988.67	49.98 %
640-00000-46745	CATERING REVENUE -(TAXABLE)	8,000.00	8,000.00	244.00	2,324.69	-5,675.31	70.94 %
640-00000-46746	CONCESSION REVENUE (VENDING)	3,500.00	3,500.00	0.00	0.00	-3,500.00	100.00 %
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	0.00	-1,500.00	100.00 %
640-00000-46749	VENDING INCOME (NONTAXABLE)	0.00	0.00	0.00	677.29	677.29	0.00 %
640-00000-46751	PRO SHOP REVENUE	6,500.00	6,500.00	26.55	4,879.86	-1,620.14	24.93 %
640-00000-46752	RENTALS INC. (ARENA) TAXAB	8,000.00	8,000.00	1,643.42	13,201.67	5,201.67	165.02 %
640-00000-46754	RENTAL INC. (ARENA NON-TAX.)	13,000.00	13,000.00	0.00	6,864.50	-6,135.50	47.20 %
640-00000-46755	RENTAL INC. (SHELTER - TAXABLE)	800.00	800.00	100.00	300.00	-500.00	62.50 %
640-00000-46756	RENTAL INC. (MEETING NON-TAX.)	4,500.00	4,500.00	1,437.50	4,320.82	-179.18	3.98 %
640-00000-46757	RENTAL INC. (SPACE/ST-TAX.)	35,000.00	35,000.00	3,125.00	15,605.00	-19,395.00	55.41 %
640-00000-46758	RENTAL INC. (SUPPLIES - TAXABLE)	2,000.00	2,000.00	262.00	1,617.14	-382.86	19.14 %
640-00000-46759	LABOR INC. (HOUSEPERSON NON-T	2,500.00	2,500.00	0.00	1,060.00	-1,440.00	57.60 %
640-00000-46760	RENTAL INC. (SHELTER NON-TAXAB	1,500.00	1,500.00	0.00	0.00	-1,500.00	100.00 %
640-00000-46761	ADVERTISING INCOME	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-46763	ADMISSION SALES - TAXABLE	5,000.00	5,000.00	262.30	911.30	-4,088.70	81.77 %
640-00000-46765	ADMISSION SALES - NONTAXABLE	4,000.00	4,000.00	1,601.60	3,122.40	-877.60	21.94 %
640-00000-46766	RENTAL INC. (MTG. ROOM - TAX)	3,000.00	3,000.00	720.22	2,854.09	-145.91	4.86 %
640-00000-46767	RENTAL INC. SUPPLIES - NONTAX	2,500.00	2,500.00	0.00	409.00	-2,091.00	83.64 %
640-00000-46768	LABOR INC. - HOUSEPERSON TAX	2,500.00	2,500.00	660.00	5,151.57	2,651.57	206.06 %
640-00000-46769	CATERING REVENUE-(NON TAX.)	3,500.00	3,500.00	0.00	1,505.00	-1,995.00	57.00 %
640-00000-48001	MISC. INCOME (NONTAXABLE)	5,000.00	5,000.00	0.00	2,798.59	-2,201.41	44.03 %
640-00000-48002	MISC INCOME TAXABLE	5,000.00	5,000.00	0.00	411.33	-4,588.67	91.77 %
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	4,000.00	4,000.00	0.00	0.00	-4,000.00	100.00 %
640-00000-48205	RENTAL INCOME (CITY)	37,000.00	37,000.00	2,526.92	25,346.76	-11,653.24	31.50 %
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.E.C. LIQ.AGR)	11,000.00	11,000.00	0.00	0.00	-11,000.00	100.00 %
640-00000-48515	DONATIONS (SPONSORSHIPS)	5,000.00	5,000.00	0.00	1,200.00	-3,800.00	76.00 %
640-00000-49201	OPERATING TRANSFER IN	63,174.00	63,174.00	0.00	15,793.50	-47,380.50	75.00 %
640-00000-49221	TRANSFER FROM CITY (TOURI)	117,000.00	117,000.00	0.00	15,726.17	-101,273.83	86.56 %
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 %
	<b>Revenue Total:</b>	<b>634,844.00</b>	<b>634,844.00</b>	<b>17,919.45</b>	<b>244,572.06</b>	<b>-390,271.94</b>	<b>61.48 %</b>
<b>Expense</b>							
640-55450-110	SALARIES - REGULAR	133,794.00	133,794.00	10,352.30	51,489.40	82,304.60	61.52 %
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	11,025.00	11,025.00	373.63	6,235.27	4,789.73	43.44 %
640-55450-125	OVERTIME - PERM PT	0.00	0.00	0.00	147.01	-147.01	0.00 %
640-55450-126	WAGES - TEMP/SEAS	63,450.00	63,450.00	1,896.03	25,657.88	37,792.12	59.56 %

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
6 450-127						
640-55450-150						
640-55450-151						
640-55450-152						
640-55450-153						
640-55450-154						
640-55450-211						
640-55450-213						
640-55450-214						
640-55450-220						
640-55450-221						
640-55450-225						
640-55450-240						
640-55450-241						
640-55450-242						
640-55450-243						
640-55450-244						
640-55450-290						
640-55450-291						
640-55450-292						
640-55450-293						
640-55450-301						
640-55450-310						
640-55450-311						
640-55450-312						
640-55450-320						
640-55450-323						
640-55450-324						
640-55450-330						
640-55450-340						
640-55450-341						
640-55450-342						
640-55450-343						
640-55450-344						
640-55450-345						
640-55450-346						
640-55450-347						
640-55450-350						
640-55450-360						
640-55450-361						
640-55450-362						
640-55450-363						
640-55450-510						
640-55450-511						
640-55450-512						
640-55450-513						
640-55450-514						
640-55450-515						
640-55450-516						
640-55450-517						
640-55450-540						
640-55450-541						
640-55450-542						
640-55450-543						
640-55450-544						
640-55450-620						
640-55450-686						
640-55450-690						
OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
FICA	15,933.00	15,933.00	872.37	5,961.14	9,971.86	62.59 %
RETIREMENT (WRS)	8,830.00	8,830.00	683.22	3,398.15	5,431.85	61.52 %
HEALTH INSURANCE	46,950.00	46,950.00	3,892.21	19,461.05	27,488.95	58.55 %
DENTAL INSURANCE	2,521.00	2,521.00	210.08	1,050.40	1,470.60	58.33 %
LIFE INSURANCE	16.00	16.00	0.00	4.72	11.28	70.50 %
BOILER CONTRACTUAL	750.00	750.00	0.00	0.00	750.00	100.00 %
HVAC CONTRACTUAL	10,000.00	10,000.00	0.00	1,141.87	8,858.13	88.58 %
FIRE CONTRACTUAL	1,200.00	1,200.00	380.00	380.00	820.00	68.33 %
WATER/SEWER/STORM WATER	6,641.00	6,641.00	0.00	3,972.78	2,668.22	40.18 %
ELECTRIC & GAS	175,000.00	175,000.00	9,854.04	60,543.44	114,456.56	65.40 %
PHONE/INTERNET/CABLE	8,800.00	8,800.00	721.33	3,665.97	5,134.03	58.34 %
SOFTWARE MAINTENANCE CONTR	3,240.00	3,240.00	0.00	450.00	2,790.00	86.11 %
EQUIPMENT MAINTENANCE CONT	250.00	250.00	0.00	57.25	192.75	77.10 %
EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
LEASES	0.00	0.00	0.00	0.00	0.00	0.00 %
WEBSITE	0.00	0.00	0.00	0.00	0.00	0.00 %
OTHER CONTRACTUAL SERVICES	16,600.00	16,600.00	-1,555.98	3,644.49	12,955.51	78.05 %
TRANSCRIPTION CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
ELECTRICAL CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
PLUMBING CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
SALES TAX	0.00	0.00	0.00	0.00	0.00	0.00 %
OFFICE SUPPLIES	500.00	500.00	0.00	233.99	266.01	53.20 %
POSTAGE	25.00	25.00	1.86	10.82	14.18	56.72 %
COPY USAGE & PAPER	1,440.00	1,440.00	178.36	695.14	744.86	51.73 %
SUBSCRIPTIONS & DUES	250.00	250.00	0.00	430.00	-180.00	-72.00 %
GENERAL ADVERTISING	16,000.00	16,000.00	1,801.96	5,416.26	10,583.74	66.15 %
RECRUITMENT	100.00	100.00	0.00	6.75	93.25	93.25 %
SEMINARS, CONF & TRAVEL	1,000.00	1,000.00	380.00	1,258.92	-258.92	-25.89 %
OPERATING SUPPLIES	17,725.00	17,725.00	1,479.32	5,070.20	12,654.80	71.40 %
PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
CLEANING & SANITARY SUPPLIES	4,500.00	4,500.00	800.38	2,673.72	1,826.28	40.58 %
CONCESSIONS SUPPLIES	34,000.00	34,000.00	854.89	12,291.50	21,708.50	63.85 %
VENDING SUPPLIES	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
BAR SUPPLIES	0.00	0.00	0.00	22.57	-22.57	0.00 %
CATERING SUPPLIES	5,000.00	5,000.00	530.25	2,498.64	2,501.36	50.03 %
PRO SHOP	1,050.00	1,050.00	0.00	0.00	1,050.00	100.00 %
BLDG & GRDS MAINT & REPAIRS	17,100.00	17,100.00	4.79	2,619.29	14,480.71	84.68 %
VEHICLE MAINT. & REPAIRS	125.00	125.00	0.00	231.00	-106.00	-84.80 %
REGULAR FUEL	1,275.00	1,275.00	52.10	205.84	1,069.16	83.86 %
OFF ROAD FUEL	75.00	75.00	0.00	0.00	75.00	100.00 %
EQUIPMENT MAINT & REPAIRS	6,500.00	6,500.00	73.01	936.37	5,563.63	85.59 %
INS - WORKERS COMP	6,610.00	6,610.00	0.00	3,304.00	3,306.00	50.02 %
INS - FIRE, COMP/COLL, BOILER	10,337.00	10,337.00	0.00	10,582.60	-245.60	-2.38 %
INS - VEHICLES	84.00	84.00	0.00	25.54	58.46	69.60 %
INS - CVMIC, LIABILITY, PROF	2,553.00	2,553.00	0.00	2,046.00	507.00	19.86 %
SIR	0.00	0.00	0.00	0.00	0.00	0.00 %
INS - MONIES & SECURITIES	225.00	225.00	0.00	188.86	36.14	16.06 %
EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00 %
UNEMPLOYMENT	250.00	250.00	0.00	0.00	250.00	100.00 %
DEPR - GENERAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPR - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPR - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPR - BLDG, STRUCTURE, BLDG I	0.00	0.00	0.00	0.00	0.00	0.00 %
DEPR - IMPROV OTHER THAN LAND	0.00	0.00	0.00	0.00	0.00	0.00 %
INTEREST	0.00	0.00	0.00	0.00	0.00	0.00 %
ALLOCATED - WRS	0.00	0.00	0.00	0.00	0.00	0.00 %
OTHER DEBT SERVICES	120.00	120.00	0.00	0.00	120.00	100.00 %

Budget Report

For Fiscal: 2016 Period Ending: 05/31/2016

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>6</u> <u>450-692</u> AMORTIZED BOND COSTS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>640-55450-693</u> BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>640-55450-720</u> DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00 %
Expense Total:	<b>634,844.00</b>	<b>634,844.00</b>	<b>33,836.15</b>	<b>238,008.83</b>	<b>396,835.17</b>	<b>62.51 %</b>
Fund: 640 - OMNI CENTER Surplus (Deficit):	<b>0.00</b>	<b>0.00</b>	<b>-15,916.70</b>	<b>6,563.23</b>	<b>6,563.23</b>	<b>0.00 %</b>
Report Surplus (Deficit):	<b>0.00</b>	<b>0.00</b>	<b>-15,916.70</b>	<b>6,563.23</b>	<b>6,563.23</b>	<b>0.00 %</b>

F-5

# Balance Sheet Report

## Account Summary

As Of 06/28/2016



City of Onalaska

*Fixed  
6-30-16*

Account	Name	Balance
<b>Fund: 100 - GENERAL FUND</b>		
<b>Assets</b>		
100-11100	CASH	-71,757.88
100-11103	CASH-CAFE PLAN	10,932.63
100-11305	TEMPORARY INVESTMENTS	10,554,282.64
100-11400	ONAL FIRE DEPT. (CARINS IRIS)	0.00
100-11510	DONATIONS SAVINGS ACCT	4,621.08
100-11511	NON-CITY INVESTMENTS	141.56
100-11800	PETTY CASH	2,090.00
100-12101	R/E & P/P TAXES REC.	0.00
100-12110	DELQ. S/A FROM COUNTRY-2008	0.00
100-12111	DELQ. S/A FROM COUNTY-2009	0.00
100-12112	DELQ S/A FROM CO.-2010	1,162.74
100-12113	DELQ. S/A FROM CO.-2011	1,100.07
100-12114	DELQ.S/A FROM CO.-2012	1,281.01
100-12115	DELQ,S/A FROM CO.-2013	1,376.46
100-12116	DELQ. S/A FROM CO. - 2014	2,023.69
100-12332	2010 DELQ. OMITTED PP TAXES	0.00
100-12333	2005 DELQ. P/P TAXES	0.00
100-12334	2006/07 DELQ. P/P TAXES	0.00
100-12335	2007/08 DELQ. P/P TAXES	0.00
100-12336	2008/09 DELQ P/P TAXES	0.00
100-12337	2009-10 DELQ. P/P TAXES	0.00
100-12338	2010-11 DELQ P/P TAXES	0.00
100-12339	2011-12 DELQ. P/P TAXES	0.00
100-12340	2012-13 DELQ. P/P TAXES	8,159.34
100-12341	2013-14 DELQ. P/P TAXES	1,215.89
100-12342	2014-15 DELQ. P/P TAXES	2,572.24
100-12343	2015-16 DELQ. P/P TAXES	14,725.90
100-12344	2003 DELQ P/P TAXES	0.00
100-12609	S/A STORM SEWER	0.00
100-12611	S/A STREET CONSTRUCTION	148,298.43
100-12613	S/A CURB & GUTTER	53,984.77
100-12626	S/A SIDEWALK	53,417.23
100-12632	S/A ALLEY PAVING	14,364.93
100-13100	OTHER ACCOUNTS RECEIVABLE	11,595.21
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 ACCOL	0.00
100-13125	ACCOUNTS RECEIVABLE - C.D.A. MGMT	478.79
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/R-O.S.R.	0.00
100-14216	DUE FROM DEBT SERVICE	0.00
100-16200	PRE-PAID INSURANCE	47,539.35
	<b>Total Assets:</b>	<b>10,863,606.08</b>
		<b>10,863,606.08</b>
<b>Liability</b>		
100-21100	ACCOUNTS PAYABLE	200,543.19
100-21110	AP PENDING (DUE TO POOL)	0.00

Balance Sheet Report

As Of 06/28/2016

Account	Name	Balance
100-21111	CORRECTIONS PAYABLE	0.00
100-21112	G.F. SALES TAX PAYABLE	1,144.21
100-21405	DOT-PARKING TICKETS	-5,380.00
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	3.88
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 CAFE PLAN	10,351.19
100-21581	SUPPORT PAYMENTS	0.00
100-21700	ACCRUED WAGES	0.00
100-21901	PAYABLE TO SHARED RIDE	0.00
100-23420	ANTI-ANNEXATION FEES	2,341.70
100-24220	BAIL BOND DEPOSITS	0.00
100-24230	PARTIAL PMT. - POLICE CITATIONS	0.00
100-24330	DOG LICENSES DUE CO	385.00
100-24600	MOBILE HOME TAX DUE - OSD	0.00
100-25600	DUE TO WATER	0.00
100-26000	DEFERRED REVENUE	0.00
100-26151	DEFERRED REVENUE- C.D.A. MGMT.	0.00
100-26209	POSTPONED S/A -STORM SEWER	0.00
100-26210	POSTPONED S/A-STREET	148,298.43
100-26220	POSTPONED S/A-CURB & GUTTER	53,984.77
100-26230	POSTPONED S/A-SIDEWALK	56,692.91
100-26260	POSTPONED S/A-ALLEY PAVING	14,806.35
100-28000	NON-CITY FUNDS	141.54
	<b>Total Liability:</b>	<b>483,313.17</b>

Equity

100-32000	INVESTMENT IN CAPITAL ASSETS	0.00
100-34100	FUND BALANCE	7,007,524.55
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

Balance Sheet Report

As Of 06/28/2016

Account	Name	Balance
<u>100-34222</u>	CARIN IRIS EQUIP	0.00
<u>100-34223</u>	CITY LIBRARY REPAIRS	0.00
<u>100-34224</u>	STREET SEALING	0.00
<u>100-34225</u>	STREET (MAINT. SHOP)	29,000.00
<u>100-34226</u>	STREET SNOW & ICE	142,000.00
<u>100-34227</u>	STREET LIGHTS	10,000.00
<u>100-34228</u>	RECR./PARKS/C.CTR./POOL	9,000.00
<u>100-34229</u>	CITY STUDY	45,270.00
<u>100-34230</u>	CITY ATTORNEY	0.00
<u>100-34231</u>	CITY HALL EQUIPMENT	0.00
<u>100-34232</u>	FIRE DEPT REPAIRS	0.00
<u>100-34233</u>	CITY HALL VEHICLE	3,000.00
<u>100-34234</u>	FIRE DEPT TRAINING EQUIP	0.00
<u>100-34235</u>	FIRE DEPT ATV	0.00
	<b>Total Beginning Equity:</b>	<b>7,471,020.55</b>
<b>Total Revenue</b>		<b>6,668,727.58</b>
<b>Total Expense</b>		<b>3,759,455.22</b>
<b>Revenues Over/Under Expenses</b>		<b>2,909,272.36</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>10,380,292.91</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>10,863,606.08</u></b>



City of Onalaska

# Budget Report Account Summary

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 100 - GENERAL FUND</b>							
<b>Revenue</b>							
<b>Department: 00000 - NON DEPARTMENTAL</b>							
<u>100-00000-41110</u>	GENERAL PROPERTY TAXES	5,618,357.00	5,618,357.00	0.00	5,618,357.00	0.00	0.00 %
<u>100-00000-41111</u>	OMITTED TAXES (R/E & P/P)	1,688.00	1,688.00	0.00	0.00	-1,688.00	100.00 %
<u>100-00000-41140</u>	MOBILE HOME TAXES	66,000.00	66,000.00	3,474.63	35,107.36	-30,892.64	46.81 %
<u>100-00000-41141</u>	P/P CHARGEBACK TAXES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-41210</u>	ROOM TAX REVENUE	38,610.00	38,610.00	2,422.29	13,090.45	-25,519.55	66.10 %
<u>100-00000-41300</u>	PAYMENTS IN LIEU OF TAXES	117,000.00	117,000.00	0.00	106,527.54	-10,472.46	8.95 %
<u>100-00000-41320</u>	TAXES ON MUNICIPAL OWNED UTI	408,000.00	408,000.00	0.00	0.00	-408,000.00	100.00 %
<u>100-00000-41800</u>	INTEREST ON TAXES	2,000.00	2,000.00	61.99	393.85	-1,606.15	80.31 %
<u>100-00000-42010</u>	S/A STREET	10,015.00	10,015.00	0.00	7,938.07	-2,076.93	20.74 %
<u>100-00000-42020</u>	S/A CURB & GUTTER	2,502.00	2,502.00	0.00	2,502.15	0.15	100.01 %
<u>100-00000-42030</u>	S/A SIDEWALK	2,981.00	2,981.00	0.00	4,333.51	1,352.51	145.37 %
<u>100-00000-42050</u>	S/A ALLEY	1,642.00	1,642.00	0.00	1,523.53	-118.47	7.21 %
<u>100-00000-42060</u>	S/A STORM SEWER	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-43211</u>	FEDERAL LAW ENFORCEMENT GRA	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-43221</u>	FEDERAL GRANT - HIGHWAY	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-43300</u>	FED GOV'T REVENUE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-43307</u>	FEMA MONEY	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-43309</u>	SHARED REVENUE FROM STATE	661,779.00	661,779.00	0.00	0.00	-661,779.00	100.00 %
<u>100-00000-43401</u>	STATE AID COMPUTERS	32,000.00	32,000.00	0.00	0.00	-32,000.00	100.00 %
<u>100-00000-43420</u>	FIRE INSURANCE FOR STATE	67,000.00	67,000.00	0.00	0.00	-67,000.00	100.00 %
<u>100-00000-43521</u>	LAW ENFORCEMENT TRAINING AID	4,200.00	4,200.00	0.00	0.00	-4,200.00	100.00 %
<u>100-00000-43530</u>	STATE AID ROAD ALLOTMENT	664,000.00	664,000.00	0.00	333,043.60	-330,956.40	49.84 %
<u>100-00000-43541</u>	STATE AID FOR CONNECTING STRE	39,717.00	39,717.00	0.00	19,658.76	-20,058.24	50.50 %
<u>100-00000-43610</u>	PAYMENT FOR MUNICIPAL SERVICE	3,800.00	3,800.00	0.00	3,432.30	-367.70	9.68 %
<u>100-00000-43620</u>	STATE AID IN LIEU OF TAXES	135.00	135.00	0.00	216.19	81.19	160.14 %
<u>100-00000-43690</u>	STATE AID OTHER PAYMENTS	0.00	0.00	3,870.64	8,611.39	8,611.39	0.00 %
<u>100-00000-44110</u>	LIQUOR & MALT BEVERAGE LICENS	22,000.00	22,000.00	0.00	23,200.00	1,200.00	105.45 %
<u>100-00000-44120</u>	OPERATOR LICENSE	4,500.00	4,500.00	1,249.00	3,389.00	-1,111.00	24.69 %
<u>100-00000-44160</u>	CIGARETTE LICENSE	1,100.00	1,100.00	0.00	1,300.00	200.00	118.18 %
<u>100-00000-44170</u>	CABLE TV LICENSE	170,000.00	170,000.00	0.00	41,405.09	-128,594.91	75.64 %
<u>100-00000-44171</u>	CELL TOWER FEES	12,300.00	12,300.00	1,107.39	5,536.95	-6,763.05	54.98 %
<u>100-00000-44175</u>	MOBILE HOME LICENSE	375.00	375.00	0.00	375.00	0.00	0.00 %
<u>100-00000-44185</u>	TAXI/CAB LICENSE	740.00	740.00	125.00	750.00	10.00	101.35 %
<u>100-00000-44190</u>	SOLICITERS LICENSE	150.00	150.00	20.00	80.00	-70.00	46.67 %
<u>100-00000-44193</u>	ELECTRICAL LICENSE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-44194</u>	HTG/GAS PIPING LICENCES	1,300.00	1,300.00	0.00	3,740.00	2,440.00	287.69 %
<u>100-00000-44195</u>	OTHER LICENCES	12,000.00	12,000.00	870.00	12,683.50	683.50	105.70 %
<u>100-00000-44196</u>	MOTEL/HOTEL PERMITS	150.00	150.00	0.00	90.00	-60.00	40.00 %
<u>100-00000-44210</u>	BICYCLE LICENSE	65.00	65.00	0.00	20.00	-45.00	69.23 %
<u>100-00000-44215</u>	DOG LICENSE	32,000.00	32,000.00	73.50	6,448.50	-25,551.50	79.85 %
<u>100-00000-44220</u>	CAT LICENSE	20,000.00	20,000.00	1,089.00	20,080.00	80.00	100.40 %
<u>100-00000-44300</u>	INSPECTION FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-44310</u>	BUILDING PERMITS	100,000.00	100,000.00	24,592.40	58,878.45	-41,121.55	41.12 %
<u>100-00000-44311</u>	PLAN REVIEW	1,000.00	1,000.00	80.00	240.00	-760.00	76.00 %
<u>100-00000-44315</u>	ELECTRICAL PERMITS	18,000.00	18,000.00	1,586.00	13,511.00	-4,489.00	24.94 %
<u>100-00000-44320</u>	HEATING & A/C PERMITS	15,000.00	15,000.00	895.00	9,007.50	-5,992.50	39.95 %
<u>100-00000-44323</u>	PLUMBING PERMIT FEES	15,000.00	15,000.00	570.00	6,960.00	-8,040.00	53.60 %
<u>100-00000-44325</u>	STREET OPENING PERMITS	1,000.00	1,000.00	50.00	500.00	-500.00	50.00 %
<u>100-00000-44330</u>	SIDEWALK PERMIT	1,000.00	1,000.00	250.00	685.00	-315.00	31.50 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-00000-44335	RAILROAD PERMIT	150.00	150.00	161.03	161.03	11.03	107.35 %
100-00000-44336	RECREATIONAL BURNING PERMIT	9,000.00	9,000.00	1,240.00	10,120.00	1,120.00	112.44 %
100-00000-44340	OTHER PERMITS	200.00	200.00	25.00	75.00	-125.00	62.50 %
100-00000-44345	P.U.D. PERMIT	0.00	0.00	0.00	1,400.00	1,400.00	0.00 %
100-00000-44347	SITE PLANS	1,000.00	1,000.00	0.00	1,450.00	450.00	145.00 %
100-00000-44410	ZONING	6,000.00	6,000.00	713.20	6,276.86	276.86	104.61 %
100-00000-45110	COURT PENALTIES	90,000.00	90,000.00	0.00	24,219.39	-65,780.61	73.09 %
100-00000-45112	1/2 COURT COSTS DUE CITY	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-45115	PARKING VIOLATIONS	32,000.00	32,000.00	0.00	26,660.00	-5,340.00	16.69 %
100-00000-46100	GEN'L GOV'T REVENUE (SHARED-RI	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46105	GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46110	PLAT FILING FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46115	LICENSE PUBLICATION FEES	470.00	470.00	0.00	500.00	30.00	106.38 %
100-00000-46120	SALES MATERIAL & SUPLS	9,500.00	9,500.00	1,060.50	5,742.75	-3,757.25	39.55 %
100-00000-46121	TOPO FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46210	FIRE PROTECTION SERVICE	10,000.00	10,000.00	1,890.00	38,466.71	28,466.71	384.67 %
100-00000-46220	POLICE REPORTS	1,000.00	1,000.00	51.25	754.25	-245.75	24.58 %
100-00000-46221	FALSE POLICE ALARMS	3,000.00	3,000.00	645.00	2,930.00	-70.00	2.33 %
100-00000-46222	POLICE SECURITY FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46300	HIGHWAY MAINT. & SNOWPLOWI	700.00	700.00	0.00	880.23	180.23	125.75 %
100-00000-46427	DEVELOPER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46440	WEED CUTTING/MOWING REVENU	500.00	500.00	0.00	0.00	-500.00	100.00 %
100-00000-46490	ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46710	NON-PROFIT SHELTER/VENDING RE	1,200.00	1,200.00	0.00	476.62	-723.38	60.28 %
100-00000-46711	PARK FACILITY RENTAL	11,000.00	11,000.00	0.00	8,114.51	-2,885.49	26.23 %
100-00000-46715	RECREATION FEES	61,378.00	61,378.00	625.00	48,800.46	-12,577.54	20.49 %
100-00000-46716	RECR. FEES > AGE 18	13,395.00	13,395.00	0.00	4,950.89	-8,444.11	63.04 %
100-00000-46725	SWIMMING POOL REVENUE	63,495.00	63,495.00	19,825.45	28,042.15	-35,452.85	55.84 %
100-00000-46726	SWIMMING POOL LESSONS	7,680.00	7,680.00	0.00	3,522.41	-4,157.59	54.14 %
100-00000-46727	SWIMMING POOL MISC	2,500.00	2,500.00	0.00	15.00	-2,485.00	99.40 %
100-00000-46728	SWIMMING POOL CONCESSIONS	28,000.00	28,000.00	8,794.74	9,399.24	-18,600.76	66.43 %
100-00000-46729	SWIMMING POOL ADVERT. INCOM	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46840	URBAN DEVELOPMENT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-47310	INTERGOV'T - GEN'L GOV'T	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-47320	OTHER LOCAL GOV'T/LAW ENFORC	33,500.00	33,500.00	0.00	18,226.29	-15,273.71	45.59 %
100-00000-47330	INTERGOV'T CHARGES FOR STREET	8,337.00	8,337.00	0.00	0.00	-8,337.00	100.00 %
100-00000-48000	MISCELLANEOUS INCOME	12,000.00	12,000.00	79.03	14,580.18	2,580.18	121.50 %
100-00000-48100	INTEREST INCOME	50,000.00	50,000.00	0.00	21,764.25	-28,235.75	56.47 %
100-00000-48130	INTEREST DONATION ACCT.	0.00	0.00	0.00	1.53	1.53	0.00 %
100-00000-48131	INTEREST - NON CITY	0.00	0.00	0.00	0.02	0.02	0.00 %
100-00000-48150	INTEREST - STREET ASSMT.	3,725.00	3,725.00	0.00	3,725.35	0.35	100.01 %
100-00000-48155	INTEREST - CURB & GUTTER ASSMT	1,077.00	1,077.00	0.00	1,076.67	-0.33	0.03 %
100-00000-48160	INTEREST - SIDEWALK ASSMT.	1,305.00	1,305.00	4.92	1,510.02	205.02	115.71 %
100-00000-48170	INTEREST - ALLEY ASSMT.	898.00	898.00	0.00	833.26	-64.74	7.21 %
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	446.54	446.54	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	12,334.00	2,334.00	123.34 %
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	5,126.19	-15,873.81	75.59 %
100-00000-48530	CAPITAL CONTRIBUTIONS PARK	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-00000-49000</u>	GAIN ON SALE OF CITY PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-49201</u>	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-49224</u>	TRANSIT IN/5% SALES/COMP. PLAN	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-49402</u>	SALE OF CITY PROPERTY - OTHER E	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-49403</u>	SALE OF CITY PROPERTY - POLICE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-00000-49997</u>	SURPLUS FUNDS APPLIED	50,000.00	50,000.00	0.00	0.00	-50,000.00	100.00 %
<b>Department: 00000 - NON DEPARTMENTAL Total:</b>		<b>8,713,116.00</b>	<b>8,713,116.00</b>	<b>77,501.96</b>	<b>6,666,197.49</b>	<b>-2,046,918.51</b>	<b>23.49 %</b>
<b>Revenue Total:</b>		<b>8,713,116.00</b>	<b>8,713,116.00</b>	<b>77,501.96</b>	<b>6,666,197.49</b>	<b>-2,046,918.51</b>	<b>23.49 %</b>
<b>Expense</b>							
<b>Department: 51100 - COMMON COUNCIL</b>							
<u>100-51100-110</u>	SALARIES - REGULAR	29,600.00	29,600.00	2,400.00	14,400.00	15,200.00	51.35 %
<u>100-51100-150</u>	FICA	2,264.00	2,264.00	183.60	1,101.60	1,162.40	51.34 %
<u>100-51100-291</u>	TRANSCRIPTION CONTRACTUAL	7,400.00	7,400.00	163.67	1,123.27	6,276.73	84.82 %
<u>100-51100-310</u>	OFFICE SUPPLIES	850.00	850.00	0.00	175.56	674.44	79.35 %
<u>100-51100-311</u>	POSTAGE	250.00	250.00	0.00	0.49	249.51	99.80 %
<u>100-51100-312</u>	COPY USAGE & PAPER	800.00	800.00	53.25	594.50	205.50	25.69 %
<u>100-51100-320</u>	SUBSCRIPTIONS & DUES	5,374.00	5,374.00	0.00	5,374.14	-0.14	0.00 %
<u>100-51100-322</u>	LEGAL NOTICES	12,154.00	12,154.00	602.88	2,798.87	9,355.13	76.97 %
<u>100-51100-341</u>	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51100 - COMMON COUNCIL Total:</b>		<b>58,692.00</b>	<b>58,692.00</b>	<b>3,403.40</b>	<b>25,568.43</b>	<b>33,123.57</b>	<b>56.44 %</b>
<b>Department: 51110 - POLICE &amp; FIRE COMMISSION</b>							
<u>100-51110-290</u>	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51110-291</u>	TRANSCRIPTION CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51110-310</u>	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51110-311</u>	POSTAGE	0.00	0.00	0.47	0.47	-0.47	0.00 %
<u>100-51110-312</u>	COPY USAGE & PAPER	100.00	100.00	0.00	0.00	100.00	100.00 %
<b>Department: 51110 - POLICE &amp; FIRE COMMISSION Total:</b>		<b>100.00</b>	<b>100.00</b>	<b>0.47</b>	<b>0.47</b>	<b>99.53</b>	<b>99.53 %</b>
<b>Department: 51200 - MUNICIPAL COURT</b>							
<u>100-51200-290</u>	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	30.00	-30.00	0.00 %
<u>100-51200-340</u>	OPERATING SUPPLIES	325.00	325.00	526.32	859.50	-534.50	-164.46 %
<b>Department: 51200 - MUNICIPAL COURT Total:</b>		<b>325.00</b>	<b>325.00</b>	<b>526.32</b>	<b>889.50</b>	<b>-564.50</b>	<b>-173.69 %</b>
<b>Department: 51300 - LEGAL</b>							
<u>100-51300-290</u>	OTHER CONTRACTUAL SERVICES	115,000.00	115,000.00	17,939.50	66,776.59	48,223.41	41.93 %
<u>100-51300-310</u>	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51300-320</u>	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51300 - LEGAL Total:</b>		<b>115,000.00</b>	<b>115,000.00</b>	<b>17,939.50</b>	<b>66,776.59</b>	<b>48,223.41</b>	<b>41.93 %</b>
<b>Department: 51408 - CITY ADMINISTRATOR</b>							
<u>100-51408-110</u>	SALARIES REGULAR	37,385.00	37,385.00	0.00	0.00	37,385.00	100.00 %
<u>100-51408-150</u>	FICA	2,860.00	2,860.00	0.00	0.00	2,860.00	100.00 %
<u>100-51408-151</u>	RETIREMENT (WRS)	2,467.00	2,467.00	0.00	0.00	2,467.00	100.00 %
<u>100-51408-152</u>	HEALTH INSURANCE	7,687.00	7,687.00	0.00	0.00	7,687.00	100.00 %
<u>100-51408-153</u>	DENTAL INSURANCE	383.00	383.00	0.00	0.00	383.00	100.00 %
<u>100-51408-154</u>	LIFE INSURANCE	5.00	5.00	0.00	0.00	5.00	100.00 %
<u>100-51408-225</u>	PHONE/INTERNET/CABLE	828.00	828.00	0.00	0.00	828.00	100.00 %
<u>100-51408-241</u>	EQUIPMENT MAINT. CONTRACTUAL	185.00	185.00	0.00	0.00	185.00	100.00 %
<u>100-51408-290</u>	OTHER CONTRACTUAL SERVICES	500.00	500.00	1,318.50	2,509.50	-2,009.50	-401.90 %
<u>100-51408-310</u>	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>100-51408-311</u>	POSTAGE	200.00	200.00	0.00	0.00	200.00	100.00 %
<u>100-51408-312</u>	COPY USAGE/PAPER	295.00	295.00	0.00	0.00	295.00	100.00 %
<u>100-51408-320</u>	SUBSCRIPTIONS & DUES	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>100-51408-321</u>	CERTIFICATIONS & LICENSES	150.00	150.00	0.00	0.00	150.00	100.00 %
<u>100-51408-330</u>	SEMINARS,CONF. & TRAVEL	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>100-51408-340</u>	OPERATING SUPPLIES	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<u>100-51408-341</u>	PRINTING & FORMS	300.00	300.00	0.00	0.00	300.00	100.00 %
<b>Department: 51408 - CITY ADMINISTRATOR Total:</b>		<b>60,745.00</b>	<b>60,745.00</b>	<b>1,318.50</b>	<b>2,509.50</b>	<b>58,235.50</b>	<b>95.87 %</b>

## Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 51410 - MAYOR</b>							
<u>100-51410-110</u>	SALARIES - REGULAR	25,073.00	25,073.00	1,476.92	13,980.07	11,092.93	44.24 %
<u>100-51410-150</u>	FICA	1,916.00	1,916.00	113.00	1,069.57	846.43	44.18 %
<u>100-51410-151</u>	RETIREMENT (WRS)	1,655.00	1,655.00	83.54	894.85	760.15	45.93 %
<u>100-51410-152</u>	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51410-153</u>	DENTAL INSURANCE	224.00	224.00	55.92	335.52	-111.52	-49.79 %
<u>100-51410-154</u>	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51410-225</u>	PHONE/INTERNET/CABLE	828.00	828.00	68.28	355.83	472.17	57.03 %
<u>100-51410-290</u>	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51410-310</u>	OFFICE SUPPLIES	343.00	343.00	0.00	47.99	295.01	86.01 %
<u>100-51410-311</u>	POSTAGE	62.00	62.00	1.37	22.76	39.24	63.29 %
<u>100-51410-312</u>	COPY USAGE & PAPER	100.00	100.00	0.00	14.50	85.50	85.50 %
<u>100-51410-320</u>	SUBSCRIPTIONS & DUES	175.00	175.00	0.00	175.00	0.00	0.00 %
<u>100-51410-330</u>	SEMINARS, CONF & TRAVEL	400.00	400.00	0.00	72.91	327.09	81.77 %
<u>100-51410-340</u>	OPERATING SUPPLIES	4,000.00	4,000.00	0.00	247.04	3,752.96	93.82 %
<u>100-51410-341</u>	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51410 - MAYOR Total:</b>		<b>34,776.00</b>	<b>34,776.00</b>	<b>1,799.03</b>	<b>17,216.04</b>	<b>17,559.96</b>	<b>50.49 %</b>
<b>Department: 51411 - FINANCE</b>							
<u>100-51411-110</u>	SALARIES - REGULAR	76,109.00	76,109.00	6,351.16	38,424.52	37,684.48	49.51 %
<u>100-51411-124</u>	WAGES - PERM PT	17,580.00	17,580.00	1,522.36	10,123.98	7,456.02	42.41 %
<u>100-51411-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51411-150</u>	FICA	7,167.00	7,167.00	565.87	3,507.70	3,659.30	51.06 %
<u>100-51411-151</u>	RETIREMENT (WRS)	6,184.00	6,184.00	508.13	3,188.93	2,995.07	48.43 %
<u>100-51411-152</u>	HEALTH INSURANCE	14,692.00	14,692.00	1,301.77	7,810.62	6,881.38	46.84 %
<u>100-51411-153</u>	DENTAL INSURANCE	1,110.00	1,110.00	96.34	578.04	531.96	47.92 %
<u>100-51411-154</u>	LIFE INSURANCE	65.00	65.00	10.62	32.46	32.54	50.06 %
<u>100-51411-225</u>	PHONE/INTERNET/CABLE	570.00	570.00	42.00	267.90	302.10	53.00 %
<u>100-51411-241</u>	EQUIPMENT MAINTENANCE CONT	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>100-51411-290</u>	OTHER CONTRACTUAL SERVICES	4,000.00	4,000.00	0.00	3,611.66	388.34	9.71 %
<u>100-51411-310</u>	OFFICE SUPPLIES	1,200.00	1,200.00	122.04	564.34	635.66	52.97 %
<u>100-51411-311</u>	POSTAGE	1,500.00	1,500.00	188.54	879.67	620.33	41.36 %
<u>100-51411-312</u>	COPY USAGE & PAPER	1,000.00	1,000.00	54.21	614.25	385.75	38.58 %
<u>100-51411-320</u>	SUBSCRIPTIONS & DUES	285.00	285.00	0.00	120.00	165.00	57.89 %
<u>100-51411-322</u>	LEGAL NOTICES	0.00	0.00	162.12	387.44	-387.44	0.00 %
<u>100-51411-330</u>	SEMINARS, CONF & TRAVEL	1,325.00	1,325.00	22.00	785.00	540.00	40.75 %
<u>100-51411-340</u>	OPERATING SUPPLIES	3,015.00	3,015.00	19.81	805.10	2,209.90	73.30 %
<u>100-51411-341</u>	PRINTING & FORMS	500.00	500.00	0.00	192.92	307.08	61.42 %
<b>Department: 51411 - FINANCE Total:</b>		<b>136,802.00</b>	<b>136,802.00</b>	<b>10,966.97</b>	<b>71,894.53</b>	<b>64,907.47</b>	<b>47.45 %</b>
<b>Department: 51420 - CITY CLERK</b>							
<u>100-51420-110</u>	SALARIES - REGULAR	113,058.00	113,058.00	8,551.76	51,738.14	61,319.86	54.24 %
<u>100-51420-120</u>	WAGES - REGULAR	25,687.00	25,687.00	1,949.54	11,794.71	13,892.29	54.08 %
<u>100-51420-121</u>	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51420-124</u>	WAGES - PERM PT	8,790.00	8,790.00	0.00	3,563.62	5,226.38	59.46 %
<u>100-51420-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51420-126</u>	WAGES - TEMP/SEAS	6,390.00	6,390.00	0.00	1,615.41	4,774.59	74.72 %
<u>100-51420-127</u>	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51420-150</u>	FICA	11,775.00	11,775.00	709.96	4,731.60	7,043.40	59.82 %
<u>100-51420-151</u>	RETIREMENT (WRS)	9,157.00	9,157.00	693.10	4,193.26	4,963.74	54.21 %
<u>100-51420-152</u>	HEALTH INSURANCE	44,492.00	44,492.00	3,707.67	22,246.02	22,245.98	50.00 %
<u>100-51420-153</u>	DENTAL INSURANCE	2,540.00	2,540.00	211.68	1,270.08	1,269.92	50.00 %
<u>100-51420-154</u>	LIFE INSURANCE	72.00	72.00	12.81	36.89	35.11	48.76 %
<u>100-51420-225</u>	PHONE/INTERNET/CABLE	1,200.00	1,200.00	79.27	492.18	707.82	58.99 %
<u>100-51420-241</u>	EQUIPMENT MAINTENANCE CONT	435.00	435.00	0.00	0.00	435.00	100.00 %
<u>100-51420-291</u>	TRANSCRIPTION CONTRATUAL	300.00	300.00	0.00	0.00	300.00	100.00 %
<u>100-51420-310</u>	OFFICE SUPPLIES	1,230.00	1,230.00	14.61	284.91	945.09	76.84 %
<u>100-51420-311</u>	POSTAGE	2,200.00	2,200.00	152.19	668.78	1,531.22	69.60 %
<u>100-51420-312</u>	COPY USAGE & PAPER	1,000.00	1,000.00	35.79	423.09	576.91	57.69 %
<u>100-51420-320</u>	SUBSCRIPTIONS & DUES	383.00	383.00	0.00	130.00	253.00	66.06 %

Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-51420-321</u>	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51420-322</u>	LEGAL NOTICES	210.00	210.00	773.40	1,121.33	-911.33	-433.97 %
<u>100-51420-324</u>	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51420-330</u>	SEMINARS, CONF & TRAVEL	2,370.00	2,370.00	-70.00	-70.00	2,440.00	102.95 %
<u>100-51420-340</u>	OPERATING SUPPLIES	505.00	505.00	123.08	134.20	370.80	73.43 %
<u>100-51420-341</u>	PRINTING & FORMS	700.00	700.00	120.26	120.26	579.74	82.82 %
<u>100-51420-381</u>	EMPLOYMENT TESTING	80.00	80.00	0.00	0.00	80.00	100.00 %
<b>Department: 51420 - CITY CLERK Total:</b>		<b>232,574.00</b>	<b>232,574.00</b>	<b>17,065.12</b>	<b>104,494.48</b>	<b>128,079.52</b>	<b>55.07 %</b>
<b>Department: 51440 - ELECTIONS</b>							
<u>100-51440-126</u>	WAGES - TEMP/SEAS	17,248.00	17,248.00	0.00	6,347.71	10,900.29	63.20 %
<u>100-51440-150</u>	FICA	470.00	470.00	0.00	7.80	462.20	98.34 %
<u>100-51440-241</u>	EQUIPMENT MAINTENANCE CONT	800.00	800.00	0.00	0.00	800.00	100.00 %
<u>100-51440-310</u>	OFFICE SUPPLIES	700.00	700.00	0.00	120.75	579.25	82.75 %
<u>100-51440-311</u>	POSTAGE	600.00	600.00	17.24	529.21	70.79	11.80 %
<u>100-51440-312</u>	COPY USAGE & PAPER	600.00	600.00	0.34	215.25	384.75	64.13 %
<u>100-51440-322</u>	LEGAL NOTICES	2,200.00	2,200.00	0.00	384.03	1,815.97	82.54 %
<u>100-51440-324</u>	RECRUITMENT	0.00	0.00	49.00	63.00	-63.00	0.00 %
<u>100-51440-330</u>	SEMINARS, CONF & TRAVEL	100.00	100.00	0.00	35.00	65.00	65.00 %
<u>100-51440-340</u>	OPERATING SUPPLIES	480.00	480.00	234.01	144.38	335.62	69.92 %
<u>100-51440-341</u>	PRINTING & FORMS	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<b>Department: 51440 - ELECTIONS Total:</b>		<b>25,198.00</b>	<b>25,198.00</b>	<b>300.59</b>	<b>7,847.13</b>	<b>17,350.87</b>	<b>68.86 %</b>
<b>Department: 51500 - AUDIT</b>							
<u>100-51500-290</u>	OTHER CONTRACTUAL SERVICES	17,177.00	17,177.00	8,000.00	18,299.50	-1,122.50	-6.53 %
<b>Department: 51500 - AUDIT Total:</b>		<b>17,177.00</b>	<b>17,177.00</b>	<b>8,000.00</b>	<b>18,299.50</b>	<b>-1,122.50</b>	<b>-6.53 %</b>
<b>Department: 51510 - HUMAN RESOURCES</b>							
<u>100-51510-110</u>	SALARIES - REGULAR	38,317.00	38,317.00	2,929.70	17,724.69	20,592.31	53.74 %
<u>100-51510-150</u>	FICA	2,931.00	2,931.00	197.50	1,206.78	1,724.22	58.83 %
<u>100-51510-151</u>	RETIREMENT (WRS)	2,529.00	2,529.00	193.36	1,169.83	1,359.17	53.74 %
<u>100-51510-152</u>	HEALTH INSURANCE	13,260.00	13,260.00	1,105.05	6,630.30	6,629.70	50.00 %
<u>100-51510-153</u>	DENTAL INSURANCE	661.00	661.00	55.12	330.72	330.28	49.97 %
<u>100-51510-154</u>	LIFE INSURANCE	6.00	6.00	1.20	3.60	2.40	40.00 %
<u>100-51510-225</u>	PHONE/INTERNET/CABLE	150.00	150.00	10.50	66.97	83.03	55.35 %
<u>100-51510-241</u>	EQUIPMENT MAINTENANCE CONT	185.00	185.00	0.00	0.00	185.00	100.00 %
<u>100-51510-290</u>	OTHER CONTRACTUAL SERVICES	5,913.00	5,913.00	155.25	2,073.50	3,839.50	64.93 %
<u>100-51510-310</u>	OFFICE SUPPLIES	445.00	445.00	6.68	117.40	327.60	73.62 %
<u>100-51510-311</u>	POSTAGE	200.00	200.00	11.45	51.13	148.87	74.44 %
<u>100-51510-312</u>	COPY USAGE & PAPER	295.00	295.00	12.93	132.86	162.14	54.96 %
<u>100-51510-320</u>	SUBSCRIPTIONS & DUES	515.00	515.00	0.00	515.00	0.00	0.00 %
<u>100-51510-321</u>	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51510-330</u>	SEMINARS, CONF & TRAVEL	739.00	739.00	0.00	283.00	456.00	61.71 %
<u>100-51510-340</u>	OPERATING SUPPLIES	650.00	650.00	162.12	854.16	-204.16	-31.41 %
<u>100-51510-341</u>	PRINTING & FORMS	300.00	300.00	0.00	0.00	300.00	100.00 %
<b>Department: 51510 - HUMAN RESOURCES Total:</b>		<b>67,096.00</b>	<b>67,096.00</b>	<b>4,840.86</b>	<b>31,159.94</b>	<b>35,936.06</b>	<b>53.56 %</b>
<b>Department: 51530 - ASSESSOR</b>							
<u>100-51530-120</u>	WAGES - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51530-121</u>	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51530-128</u>	WAGES - BOR	300.00	300.00	0.00	0.00	300.00	100.00 %
<u>100-51530-150</u>	FICA	23.00	23.00	0.00	0.00	23.00	100.00 %
<u>100-51530-151</u>	RETIREMENT (WRS)	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51530-152</u>	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51530-153</u>	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51530-154</u>	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51530-225</u>	PHONE/INTERNET/CABLE	450.00	450.00	30.93	185.85	264.15	58.70 %
<u>100-51530-240</u>	SOFTWARE MAINTENANCE-CONTR	3,455.00	3,455.00	0.00	0.00	3,455.00	100.00 %
<u>100-51530-290</u>	OTHER CONTRACTUAL SERVICES	225,526.00	225,526.00	18,518.84	114,010.54	111,515.46	49.45 %
<u>100-51530-291</u>	TRANSCRIPTION CONTRACTUAL	250.00	250.00	15.00	15.00	235.00	94.00 %
<u>100-51530-310</u>	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %

## Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-51530-311</u>	POSTAGE	3,776.00	3,776.00	3,500.47	4,344.17	-568.17	-15.05 %
<u>100-51530-312</u>	COPY USAGE & PAPER	250.00	250.00	0.03	19.69	230.31	92.12 %
<u>100-51530-340</u>	OPERATING SUPPLIES	250.00	250.00	57.40	57.40	192.60	77.04 %
<u>100-51530-341</u>	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51530 - ASSESSOR Total:</b>		<b>234,280.00</b>	<b>234,280.00</b>	<b>22,122.67</b>	<b>118,632.65</b>	<b>115,647.35</b>	<b>49.36 %</b>
<b>Department: 51540 - IT</b>							
<u>100-51540-110</u>	SALARIES - REGULAR	34,955.00	34,955.00	2,654.82	16,061.66	18,893.34	54.05 %
<u>100-51540-126</u>	WAGES TEMP./SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-150</u>	FICA	2,674.00	2,674.00	193.40	1,174.62	1,499.38	56.07 %
<u>100-51540-151</u>	RETIREMENT (WRS)	2,307.00	2,307.00	175.22	1,060.08	1,246.92	54.05 %
<u>100-51540-152</u>	HEALTH INSURANCE	5,096.00	5,096.00	424.67	2,548.02	2,547.98	50.00 %
<u>100-51540-153</u>	DENTAL INSURANCE	632.00	632.00	52.72	316.32	315.68	49.95 %
<u>100-51540-154</u>	LIFE INSURANCE	4.00	4.00	0.76	2.20	1.80	45.00 %
<u>100-51540-225</u>	PHONE/INTERNET/CABLE	1,504.00	1,504.00	77.86	409.00	1,095.00	72.81 %
<u>100-51540-240</u>	SOFTWARE MAINTENANCE CONTR	24,784.00	24,784.00	1,337.00	13,335.00	11,449.00	46.20 %
<u>100-51540-241</u>	EQUIPMENT MAINTENANCE CONT	2,400.00	2,400.00	0.00	0.00	2,400.00	100.00 %
<u>100-51540-244</u>	WEBSITE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-290</u>	OTHER CONTRACTUAL SERVICES	12,703.00	12,703.00	1,800.00	10,800.00	1,903.00	14.98 %
<u>100-51540-310</u>	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-311</u>	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-312</u>	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-320</u>	SUBSCRIPTIONS & DUES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>100-51540-321</u>	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-330</u>	SEMINARS, CONF & TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-340</u>	OPERATING SUPPLIES	2,936.00	2,936.00	185.79	333.97	2,602.03	88.63 %
<u>100-51540-341</u>	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-363</u>	EQUIPMENT MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51540-399</u>	ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51540 - IT Total:</b>		<b>90,995.00</b>	<b>90,995.00</b>	<b>6,902.24</b>	<b>46,040.87</b>	<b>44,954.13</b>	<b>49.40 %</b>
<b>Department: 51600 - CITY HALL</b>							
<u>100-51600-110</u>	SALARIES - REGULAR	45,459.00	45,459.00	3,515.76	21,019.64	24,439.36	53.76 %
<u>100-51600-124</u>	WAGES - PERM PT	8,985.00	8,985.00	658.13	4,831.88	4,153.12	46.22 %
<u>100-51600-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51600-126</u>	WAGES - TEMP/SEAS	4,248.00	4,248.00	1,159.35	1,159.35	3,088.65	72.71 %
<u>100-51600-127</u>	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51600-150</u>	FICA	4,490.00	4,490.00	391.06	1,972.04	2,517.96	56.08 %
<u>100-51600-151</u>	RETIREMENT (WRS)	3,000.00	3,000.00	232.04	1,387.30	1,612.70	53.76 %
<u>100-51600-152</u>	HEALTH INSURANCE	9,075.00	9,075.00	756.27	4,537.62	4,537.38	50.00 %
<u>100-51600-153</u>	DENTAL INSURANCE	454.00	454.00	37.87	227.22	226.78	49.95 %
<u>100-51600-154</u>	LIFE INSURANCE	16.00	16.00	3.24	8.44	7.56	47.25 %
<u>100-51600-211</u>	BOILER CONTRACTUAL	670.00	670.00	0.00	0.00	670.00	100.00 %
<u>100-51600-212</u>	ELEVATORS	5,048.00	5,048.00	0.00	6,184.92	-1,136.92	-22.52 %
<u>100-51600-213</u>	HVAC CONTRACTUAL	6,096.00	6,096.00	0.00	546.48	5,549.52	91.04 %
<u>100-51600-214</u>	FIRE CONTRACTUAL	2,944.00	2,944.00	0.00	1,931.60	1,012.40	34.39 %
<u>100-51600-220</u>	WATER/SEWER/STORM WATER	7,712.00	7,712.00	0.00	2,259.87	5,452.13	70.70 %
<u>100-51600-221</u>	ELECTRIC & GAS	42,000.00	42,000.00	1,639.47	13,943.66	28,056.34	66.80 %
<u>100-51600-225</u>	PHONE/INTERNET/CABLE	2,535.00	2,535.00	506.74	3,041.37	-506.37	-19.98 %
<u>100-51600-240</u>	SOFTWARE MAINT. CONTRACTUAL	600.00	600.00	0.00	600.00	0.00	0.00 %
<u>100-51600-241</u>	EQUIPMENT MAINTENANCE CONT	800.00	800.00	0.00	598.00	202.00	25.25 %
<u>100-51600-242</u>	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51600-243</u>	LEASES	540.00	540.00	1,033.35	1,330.35	-790.35	-146.36 %
<u>100-51600-290</u>	OTHER CONTRACTUAL SERVICES	4,323.00	4,323.00	60.01	622.34	3,700.66	85.60 %
<u>100-51600-292</u>	ELECTRICAL CONTRACTUAL	300.00	300.00	0.00	0.00	300.00	100.00 %
<u>100-51600-293</u>	PLUMBING CONTRACTUAL	400.00	400.00	0.00	0.00	400.00	100.00 %
<u>100-51600-310</u>	OFFICE SUPPLIES	283.00	283.00	0.00	0.00	283.00	100.00 %
<u>100-51600-311</u>	POSTAGE	190.00	190.00	0.00	225.00	-35.00	-18.42 %
<u>100-51600-312</u>	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-51600-320</u>	SUBSCRIPTIONS & DUES	60.00	60.00	0.00	0.00	60.00	100.00 %

Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
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	0.00	100.00	100.00 %
100-51600-340	OPERATING SUPPLIES	7,305.00	7,305.00	219.26	1,535.54	5,769.46	78.98 %
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	1,463.95	2,036.05	58.17 %
100-51600-350	BLDG & GRDS MAINT & REPAIRS	4,225.00	4,225.00	587.95	2,166.60	2,058.40	48.72 %
100-51600-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	51.97	430.84	69.16	13.83 %
100-51600-361	REGULAR FUEL	1,350.00	1,350.00	14.23	166.09	1,183.91	87.70 %
100-51600-362	OFF ROAD FUEL	250.00	250.00	24.86	65.89	184.11	73.64 %
100-51600-363	EQUIPMENT MAINT & REPAIRS	1,028.00	1,028.00	631.80	702.75	325.25	31.64 %
100-51600-381	EMPLOYMENT TESTING	50.00	50.00	18.00	25.00	25.00	50.00 %
<b>Department: 51600 - CITY HALL Total:</b>		<b>168,586.00</b>	<b>168,586.00</b>	<b>11,541.36</b>	<b>72,983.74</b>	<b>95,602.26</b>	<b>56.71 %</b>
<b>Department: 51900 - OTHER GOVERNMENT</b>							
100-51900-339	LOSS	0.00	0.00	0.00	313.00	-313.00	0.00 %
100-51900-397	MISCELLANEOUS EXPENSE	0.00	0.00	445.06	-2,234.49	2,234.49	0.00 %
<b>Department: 51900 - OTHER GOVERNMENT Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>445.06</b>	<b>-1,921.49</b>	<b>1,921.49</b>	<b>0.00 %</b>
<b>Department: 51938 - SICK LEAVE PAYOUT</b>							
100-51938-516	EMPLOYEE BENEFITS	0.00	0.00	0.00	3,684.84	-3,684.84	0.00 %
<b>Department: 51938 - SICK LEAVE PAYOUT Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,684.84</b>	<b>-3,684.84</b>	<b>0.00 %</b>
<b>Department: 51939 - WORKER'S COMPENSATION</b>							
100-51939-510	INS - WORKERS COMP	94,745.00	94,745.00	24,502.00	72,138.00	22,607.00	23.86 %
<b>Department: 51939 - WORKER'S COMPENSATION Total:</b>		<b>94,745.00</b>	<b>94,745.00</b>	<b>24,502.00</b>	<b>72,138.00</b>	<b>22,607.00</b>	<b>23.86 %</b>
<b>Department: 51940 - UNEMPLOYMENT COMPENSATION</b>							
100-51940-517	UNEMPLOYMENT	21,879.00	21,879.00	775.75	6,917.99	14,961.01	68.38 %
<b>Department: 51940 - UNEMPLOYMENT COMPENSATION Total:</b>		<b>21,879.00</b>	<b>21,879.00</b>	<b>775.75</b>	<b>6,917.99</b>	<b>14,961.01</b>	<b>68.38 %</b>
<b>Department: 51941 - SALES TAX</b>							
100-51941-301	SALES TAX	9,700.00	9,700.00	208.04	1,204.58	8,495.42	87.58 %
<b>Department: 51941 - SALES TAX Total:</b>		<b>9,700.00</b>	<b>9,700.00</b>	<b>208.04</b>	<b>1,204.58</b>	<b>8,495.42</b>	<b>87.58 %</b>
<b>Department: 51942 - ILLEGAL ASSESSMENTS</b>							
100-51942-397	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51942 - ILLEGAL ASSESSMENTS Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Department: 51943 - INS - FIRE, COMP / COLL, BOILER</b>							
100-51943-511	INS - FIRE, COMP/COLL, BOILER	35,728.00	35,728.00	0.00	35,966.40	-238.40	-0.67 %
<b>Department: 51943 - INS - FIRE, COMP / COLL, BOILER Total:</b>		<b>35,728.00</b>	<b>35,728.00</b>	<b>0.00</b>	<b>35,966.40</b>	<b>-238.40</b>	<b>-0.67 %</b>
<b>Department: 51944 - INS - VEHICLES</b>							
100-51944-512	INS - VEHICLES	19,777.00	19,777.00	0.00	18,128.25	1,648.75	8.34 %
<b>Department: 51944 - INS - VEHICLES Total:</b>		<b>19,777.00</b>	<b>19,777.00</b>	<b>0.00</b>	<b>18,128.25</b>	<b>1,648.75</b>	<b>8.34 %</b>
<b>Department: 51945 - PROPERTY &amp; LIABILITY VEHICLE INSURANCE</b>							
100-51945-513	INS - CVMIC, LIABILITY, PROF	33,065.00	33,065.00	0.00	30,347.00	2,718.00	8.22 %
<b>Department: 51945 - PROPERTY &amp; LIABILITY VEHICLE INSURANCE</b>		<b>33,065.00</b>	<b>33,065.00</b>	<b>0.00</b>	<b>30,347.00</b>	<b>2,718.00</b>	<b>8.22 %</b>
<b>Department: 51946 - SIR</b>							
100-51946-514	SIR	2,000.00	2,000.00	0.00	3,264.75	-1,264.75	-63.24 %
<b>Department: 51946 - SIR Total:</b>		<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>3,264.75</b>	<b>-1,264.75</b>	<b>-63.24 %</b>
<b>Department: 51947 - MONIES &amp; SECURITIES INSURANCE MISC</b>							
100-51947-515	INS - MONIES & SECURITIES	1,562.00	1,562.00	0.00	2,929.14	-1,367.14	-87.52 %
<b>Department: 51947 - MONIES &amp; SECURITIES INSURANCE MISC Tot</b>		<b>1,562.00</b>	<b>1,562.00</b>	<b>0.00</b>	<b>2,929.14</b>	<b>-1,367.14</b>	<b>-87.52 %</b>
<b>Department: 51980 - UNCOLLECTABLE ACCOUNTS</b>							
100-51980-398	UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51980 - UNCOLLECTABLE ACCOUNTS Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Department: 52100 - POLICE</b>							
100-52100-110	SALARIES - REGULAR	209,841.00	209,841.00	15,961.77	95,770.48	114,070.52	54.36 %
100-52100-120	WAGES - REGULAR	1,437,113.00	1,437,113.00	95,342.63	620,446.42	816,666.58	56.83 %
100-52100-121	OVERTIME - REGULAR	70,120.00	70,120.00	6,909.78	34,486.51	35,633.49	50.82 %
100-52100-122	OVERTIME - SPECIAL PROJECTS	0.00	0.00	2,990.49	10,525.16	-10,525.16	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-52100-124</u>	WAGES - PERM PT	8,176.00	8,176.00	556.24	3,719.65	4,456.35	54.51 %
<u>100-52100-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52100-126</u>	WAGES - TEMP/SEAS	27,240.00	27,240.00	1,279.90	11,142.14	16,097.86	59.10 %
<u>100-52100-127</u>	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52100-140</u>	SHIFT DIFFERENTIAL	4,000.00	4,000.00	419.80	2,585.21	1,414.79	35.37 %
<u>100-52100-141</u>	ON CALL	5,200.00	5,200.00	400.00	2,600.00	2,600.00	50.00 %
<u>100-52100-150</u>	FICA	134,769.00	134,769.00	8,685.27	55,042.25	79,726.75	59.16 %
<u>100-52100-151</u>	RETIREMENT (WRS)	225,545.00	225,545.00	16,528.38	102,217.04	123,327.96	54.68 %
<u>100-52100-152</u>	HEALTH INSURANCE	539,936.00	539,936.00	39,020.68	240,537.76	299,398.24	55.45 %
<u>100-52100-153</u>	DENTAL INSURANCE	25,194.00	25,194.00	1,911.73	11,658.17	13,535.83	53.73 %
<u>100-52100-154</u>	LIFE INSURANCE	443.00	443.00	63.76	202.99	240.01	54.18 %
<u>100-52100-221</u>	ELECTRIC & GAS	16,000.00	16,000.00	596.17	5,070.42	10,929.58	68.31 %
<u>100-52100-225</u>	PHONE/INTERNET/CABLE	5,940.00	5,940.00	574.21	3,052.28	2,887.72	48.61 %
<u>100-52100-226</u>	MOBILE DATA AIR CARDS	6,000.00	6,000.00	602.08	2,393.89	3,606.11	60.10 %
<u>100-52100-240</u>	SOFTWARE MAINTENANCE CONTR	11,416.00	11,416.00	0.00	13,912.64	-2,496.64	-21.87 %
<u>100-52100-241</u>	EQUIPMENT MAINTENANCE CONT	4,352.00	4,352.00	70.39	3,370.79	981.21	22.55 %
<u>100-52100-242</u>	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52100-290</u>	OTHER CONTRACTUAL SERVICES	3,602.00	3,602.00	33.75	1,050.16	2,551.84	70.85 %
<u>100-52100-310</u>	OFFICE SUPPLIES	1,100.00	1,100.00	76.62	435.08	664.92	60.45 %
<u>100-52100-311</u>	POSTAGE	2,000.00	2,000.00	118.13	695.66	1,304.34	65.22 %
<u>100-52100-312</u>	COPY USAGE & PAPER	1,600.00	1,600.00	204.28	320.97	1,279.03	79.94 %
<u>100-52100-320</u>	SUBSCRIPTIONS & DUES	2,317.00	2,317.00	0.00	1,975.48	341.52	14.74 %
<u>100-52100-321</u>	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52100-324</u>	RECRUITMENT	500.00	500.00	0.00	155.32	344.68	68.94 %
<u>100-52100-330</u>	SEMINARS, CONF & TRAVEL	14,700.00	14,700.00	1,914.00	6,181.04	8,518.96	57.95 %
<u>100-52100-340</u>	OPERATING SUPPLIES	12,000.00	12,000.00	1,701.36	4,911.18	7,088.82	59.07 %
<u>100-52100-341</u>	PRINTING & FORMS	1,800.00	1,800.00	0.00	697.18	1,102.82	61.27 %
<u>100-52100-342</u>	CLEANING & SANITARY SUPPLIES	150.00	150.00	0.00	38.98	111.02	74.01 %
<u>100-52100-350</u>	BLDG & GRDS MAINT & REPAIRS	1,300.00	1,300.00	0.00	143.20	1,156.80	88.98 %
<u>100-52100-360</u>	VEHICLE MAINT. & REPAIRS	12,000.00	12,000.00	754.28	4,863.48	7,136.52	59.47 %
<u>100-52100-361</u>	REGULAR FUEL	61,657.00	61,657.00	2,611.14	10,745.30	50,911.70	82.57 %
<u>100-52100-363</u>	EQUIPMENT MAINT & REPAIRS	3,500.00	3,500.00	0.00	20.43	3,479.57	99.42 %
<u>100-52100-380</u>	PUBLIC EDUCATION	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>100-52100-381</u>	EMPLOYMENT TESTING	2,000.00	2,000.00	1,429.60	1,259.10	740.90	37.05 %
<u>100-52100-382</u>	UNIFORMS & SAFETY ATTIRE	9,000.00	9,000.00	2,862.62	5,400.38	3,599.62	40.00 %
<u>100-52100-390</u>	AMMUNITION	2,800.00	2,800.00	114.25	1,709.10	1,090.90	38.96 %
<u>100-52100-391</u>	ERT SUPPLIES	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>100-52100-392</u>	NON LETHAL SUPPLIES	1,000.00	1,000.00	182.66	223.72	776.28	77.63 %
<u>100-52100-399</u>	ADD'L SOFTWARE & UPGRADES	1,500.00	1,500.00	0.00	59.00	1,441.00	96.07 %
	<b>Department: 52100 - POLICE Total:</b>	<b>2,866,811.00</b>	<b>2,866,811.00</b>	<b>203,915.97</b>	<b>1,259,618.56</b>	<b>1,607,192.44</b>	<b>56.06 %</b>
	<b>Department: 52200 - FIRE</b>						
<u>100-52200-110</u>	SALARIES - REGULAR	160,296.00	160,296.00	12,242.02	74,055.56	86,240.44	53.80 %
<u>100-52200-120</u>	WAGES - REGULAR	582,233.00	582,233.00	42,108.97	252,246.74	329,986.26	56.68 %
<u>100-52200-121</u>	OVERTIME - REGULAR	46,000.00	46,000.00	3,487.43	22,545.29	23,454.71	50.99 %
<u>100-52200-123</u>	OVERTIME - DOUBLE TIME	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-124</u>	WAGES - PERM PT	72,193.00	72,193.00	3,044.60	22,418.19	49,774.81	68.95 %
<u>100-52200-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-150</u>	FICA	17,071.00	17,071.00	991.40	6,327.77	10,743.23	62.93 %
<u>100-52200-151</u>	RETIREMENT (WRS)	146,701.00	146,701.00	10,797.20	64,983.48	81,717.52	55.70 %
<u>100-52200-152</u>	HEALTH INSURANCE	241,346.00	241,346.00	19,578.32	117,469.92	123,876.08	51.33 %
<u>100-52200-153</u>	DENTAL INSURANCE	12,159.00	12,159.00	1,090.29	5,763.99	6,395.01	52.59 %
<u>100-52200-154</u>	LIFE INSURANCE	197.00	197.00	33.18	97.74	99.26	50.39 %
<u>100-52200-212</u>	ELEVATORS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-221</u>	ELECTRIC & GAS	17,256.00	17,256.00	745.22	6,338.05	10,917.95	63.27 %
<u>100-52200-225</u>	PHONE/INTERNET/CABLE	2,000.00	2,000.00	246.61	1,416.59	583.41	29.17 %
<u>100-52200-226</u>	MOBILE DATA AIR CARDS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-240</u>	SOFTWARE MAINTENANCE CONTR	7,275.00	7,275.00	0.00	5,250.00	2,025.00	27.84 %
<u>100-52200-241</u>	EQUIPMENT MAINTENANCE CONT	3,538.00	3,538.00	0.00	2,743.58	794.42	22.45 %

Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-52200-242</u>	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-290</u>	OTHER CONTRACTUAL SERVICES	6,915.00	6,915.00	1,072.25	3,002.89	3,912.11	56.57 %
<u>100-52200-310</u>	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>100-52200-311</u>	POSTAGE	200.00	200.00	10.09	50.77	149.23	74.62 %
<u>100-52200-312</u>	COPY USAGE & PAPER	180.00	180.00	0.03	15.97	164.03	91.13 %
<u>100-52200-320</u>	SUBSCRIPTIONS & DUES	1,896.00	1,896.00	0.00	285.00	1,611.00	84.97 %
<u>100-52200-321</u>	CERTIFICATIONS & LICENSES	1,000.00	1,000.00	0.00	878.64	121.36	12.14 %
<u>100-52200-324</u>	RECRUITMENT	250.00	250.00	0.00	0.00	250.00	100.00 %
<u>100-52200-330</u>	SEMINARS, CONF & TRAVEL	6,300.00	6,300.00	594.18	2,519.68	3,780.32	60.01 %
<u>100-52200-340</u>	OPERATING SUPPLIES	8,611.00	8,611.00	1,027.64	4,139.82	4,471.18	51.92 %
<u>100-52200-341</u>	PRINTING & FORMS	200.00	200.00	0.00	0.00	200.00	100.00 %
<u>100-52200-342</u>	CLEANING & SANITARY SUPPLIES	2,000.00	2,000.00	169.99	743.98	1,256.02	62.80 %
<u>100-52200-350</u>	BLDG & GRDS MAINT & REPAIRS	1,000.00	1,000.00	0.00	72.37	927.63	92.76 %
<u>100-52200-360</u>	VEHICLE MAINT. & REPAIRS	6,000.00	6,000.00	1,305.60	3,856.88	2,143.12	35.72 %
<u>100-52200-361</u>	REGULAR FUEL	7,000.00	7,000.00	490.84	1,856.50	5,143.50	73.48 %
<u>100-52200-362</u>	OFF ROAD FUEL	500.00	500.00	0.00	54.70	445.30	89.06 %
<u>100-52200-363</u>	EQUIPMENT MAINT & REPAIRS	2,000.00	2,000.00	23.37	112.67	1,887.33	94.37 %
<u>100-52200-380</u>	PUBLIC EDUCATION	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>100-52200-381</u>	EMPLOYMENT TESTING	2,000.00	2,000.00	432.10	994.60	1,005.40	50.27 %
<u>100-52200-382</u>	UNIFORMS & SAFETY ATTIRE	3,000.00	3,000.00	169.94	2,530.81	469.19	15.64 %
<u>100-52200-394</u>	EMS - SUPPLIES	3,424.00	3,424.00	60.00	1,679.24	1,744.76	50.96 %
<u>100-52200-399</u>	ADD'L SOFTWARE & UPGRADES	150.00	150.00	0.00	150.00	0.00	0.00 %
<b>Department: 52200 - FIRE Total:</b>		<b>1,362,391.00</b>	<b>1,362,391.00</b>	<b>99,721.27</b>	<b>604,601.42</b>	<b>757,789.58</b>	<b>55.62 %</b>
<b>Department: 52210 - HYDRANTS</b>							
<u>100-52210-290</u>	OTHER CONTRACTUAL SERVICES	390,168.00	390,168.00	0.00	0.00	390,168.00	100.00 %
<b>Department: 52210 - HYDRANTS Total:</b>		<b>390,168.00</b>	<b>390,168.00</b>	<b>0.00</b>	<b>0.00</b>	<b>390,168.00</b>	<b>100.00 %</b>
<b>Department: 52400 - INSPECTIONS</b>							
<u>100-52400-110</u>	SALARIES - REGULAR	36,228.00	36,228.00	3,303.18	19,993.30	16,234.70	44.81 %
<u>100-52400-120</u>	WAGES - REGULAR	246,725.00	246,725.00	18,932.34	113,236.68	133,488.32	54.10 %
<u>100-52400-121</u>	OVERTIME - REGULAR	0.00	0.00	0.00	414.84	-414.84	0.00 %
<u>100-52400-150</u>	FICA	21,646.00	21,646.00	1,537.84	9,355.55	12,290.45	56.78 %
<u>100-52400-151</u>	RETIREMENT (WRS)	18,675.00	18,675.00	1,467.54	8,820.62	9,854.38	52.77 %
<u>100-52400-152</u>	HEALTH INSURANCE	90,080.00	90,080.00	7,506.64	43,678.55	46,401.45	51.51 %
<u>100-52400-153</u>	DENTAL INSURANCE	4,075.00	4,075.00	339.64	1,969.94	2,105.06	51.66 %
<u>100-52400-154</u>	LIFE INSURANCE	172.00	172.00	28.36	84.44	87.56	50.91 %
<u>100-52400-225</u>	PHONE/INTERNET/CABLE	2,340.00	2,340.00	240.37	1,367.00	973.00	41.58 %
<u>100-52400-241</u>	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52400-290</u>	OTHER CONTRACTUAL SERVICES	500.00	500.00	0.00	3,252.50	-2,752.50	-550.50 %
<u>100-52400-294</u>	WEIGHTS & MEASURES	8,800.00	8,800.00	8,800.00	8,800.00	0.00	0.00 %
<u>100-52400-310</u>	OFFICE SUPPLIES	800.00	800.00	63.23	235.71	564.29	70.54 %
<u>100-52400-311</u>	POSTAGE	700.00	700.00	49.28	249.03	450.97	64.42 %
<u>100-52400-312</u>	COPY USAGE & PAPER	1,500.00	1,500.00	1.23	409.48	1,090.52	72.70 %
<u>100-52400-320</u>	SUBSCRIPTIONS & DUES	390.00	390.00	0.00	220.30	169.70	43.51 %
<u>100-52400-321</u>	CERTIFICATIONS & LICENSES	115.00	115.00	0.00	115.00	0.00	0.00 %
<u>100-52400-324</u>	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52400-330</u>	SEMINARS, CONF & TRAVEL	3,600.00	3,600.00	55.00	2,030.80	1,569.20	43.59 %
<u>100-52400-340</u>	OPERATING SUPPLIES	150.00	150.00	18.09	96.70	53.30	35.53 %
<u>100-52400-341</u>	PRINTING & FORMS	1,130.00	1,130.00	57.82	164.29	965.71	85.46 %
<u>100-52400-360</u>	VEHICLE MAINT. & REPAIRS	300.00	300.00	0.00	158.78	141.22	47.07 %
<u>100-52400-361</u>	REGULAR FUEL	3,100.00	3,100.00	194.91	712.98	2,387.02	77.00 %
<u>100-52400-381</u>	EMPLOYMENT TESTING	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 52400 - INSPECTIONS Total:</b>		<b>441,026.00</b>	<b>441,026.00</b>	<b>42,595.47</b>	<b>215,366.49</b>	<b>225,659.51</b>	<b>51.17 %</b>
<b>Department: 52601 - EMERGENCY GOVERNMENT</b>							
<u>100-52601-290</u>	OTHER CONTRACTUAL SERVICES	7,000.00	7,000.00	0.00	7,000.00	0.00	0.00 %
<u>100-52601-340</u>	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 52601 - EMERGENCY GOVERNMENT Total:</b>		<b>7,000.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>7,000.00</b>	<b>0.00</b>	<b>0.00 %</b>

## Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 52700 - JAIL</b>							
100-52700-290	OTHER CONTRACTUAL SERVICES	200.00	200.00	0.00	0.00	200.00	100.00 %
<b>Department: 52700 - JAIL Total:</b>		<b>200.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00</b>	<b>100.00 %</b>
<b>Department: 53100 - ENGINEERING</b>							
100-53100-110	SALARIES - REGULAR	71,974.00	71,974.00	5,534.80	33,176.45	38,797.55	53.90 %
100-53100-120	WAGES - REGULAR	2,022.00	2,022.00	158.08	939.94	1,082.06	53.51 %
100-53100-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53100-150	FICA	5,661.00	5,661.00	398.26	2,403.32	3,257.68	57.55 %
100-53100-151	RETIREMENT (WRS)	4,884.00	4,884.00	375.74	2,251.69	2,632.31	53.90 %
100-53100-152	HEALTH INSURANCE	21,140.00	21,140.00	1,761.67	10,570.02	10,569.98	50.00 %
100-53100-153	DENTAL INSURANCE	1,023.00	1,023.00	85.28	511.68	511.32	49.98 %
100-53100-154	LIFE INSURANCE	20.00	20.00	4.14	12.50	7.50	37.50 %
100-53100-225	PHONE/INTERNET/CABLE	2,326.00	2,326.00	188.17	1,024.11	1,301.89	55.97 %
100-53100-240	SOFTWARE MAINTENANCE CONTR	400.00	400.00	0.00	633.50	-233.50	-58.38 %
100-53100-241	EQUIPMENT MAINTENANCE CONT	400.00	400.00	0.00	0.00	400.00	100.00 %
100-53100-310	OFFICE SUPPLIES	1,300.00	1,300.00	61.73	394.90	905.10	69.62 %
100-53100-311	POSTAGE	500.00	500.00	8.93	39.73	460.27	92.05 %
100-53100-312	COPY USAGE & PAPER	1,200.00	1,200.00	60.86	508.18	691.82	57.65 %
100-53100-320	SUBSCRIPTIONS & DUES	250.00	250.00	0.00	199.00	51.00	20.40 %
100-53100-321	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 %
100-53100-323	GENERAL ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53100-330	SEMINARS, CONF & TRAVEL	700.00	700.00	342.54	931.04	-231.04	-33.01 %
100-53100-340	OPERATING SUPPLIES	1,000.00	1,000.00	277.95	388.20	611.80	61.18 %
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	69.90	430.10	86.02 %
100-53100-361	REGULAR FUEL	700.00	700.00	207.37	419.64	280.36	40.05 %
100-53100-399	ADD'L SOFTWARE & UPGRADES	0.00	0.00	517.80	517.80	-517.80	0.00 %
<b>Department: 53100 - ENGINEERING Total:</b>		<b>116,125.00</b>	<b>116,125.00</b>	<b>9,983.32</b>	<b>54,991.60</b>	<b>61,133.40</b>	<b>52.64 %</b>
<b>Department: 53310 - BOARD OF PUBLIC WORKS</b>							
100-53310-291	TRANSCRIPTION CONTRACTUAL	1,200.00	1,200.00	90.74	355.86	844.14	70.35 %
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	46.80	703.20	93.76 %
100-53310-322	LEGAL NOTICES	400.00	400.00	0.00	0.00	400.00	100.00 %
<b>Department: 53310 - BOARD OF PUBLIC WORKS Total:</b>		<b>2,400.00</b>	<b>2,400.00</b>	<b>90.74</b>	<b>402.66</b>	<b>1,997.34</b>	<b>83.22 %</b>
<b>Department: 53311 - STREET</b>							
100-53311-110	SALARIES - REGULAR	59,178.00	59,178.00	4,550.56	27,469.09	31,708.91	53.58 %
100-53311-120	WAGES - REGULAR	268,330.00	268,330.00	20,700.16	119,201.60	149,128.40	55.58 %
100-53311-121	OVERTIME - REGULAR	14,000.00	14,000.00	137.58	1,331.58	12,668.42	90.49 %
100-53311-124	WAGES - PERM PT	300.00	300.00	22.90	131.53	168.47	56.16 %
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	1,002.38	1,579.28	3,490.72	68.85 %
100-53311-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-150	FICA	26,536.00	26,536.00	1,840.78	10,392.03	16,143.97	60.84 %
100-53311-151	RETIREMENT (WRS)	22,540.00	22,540.00	1,675.61	9,519.11	13,020.89	57.77 %
100-53311-152	HEALTH INSURANCE	135,488.00	135,488.00	10,158.50	62,350.12	73,137.88	53.98 %
100-53311-153	DENTAL INSURANCE	7,212.00	7,212.00	562.42	3,314.25	3,897.75	54.05 %
100-53311-154	LIFE INSURANCE	243.00	243.00	31.69	90.72	152.28	62.67 %
100-53311-211	BOILER CONTRACTUAL	100.00	100.00	0.00	0.00	100.00	100.00 %
100-53311-213	HVAC CONTRACTUAL	450.00	450.00	0.00	0.00	450.00	100.00 %
100-53311-214	FIRE CONTRACTUAL	650.00	650.00	0.00	251.13	398.87	61.36 %
100-53311-220	WATER/SEWER/STORM WATER	1,975.00	1,975.00	0.00	1,013.01	961.99	48.71 %
100-53311-221	ELECTRIC & GAS	9,400.00	9,400.00	-521.83	655.06	8,744.94	93.03 %
100-53311-225	PHONE/INTERNET/CABLE	2,304.00	2,304.00	338.88	1,473.91	830.09	36.03 %
100-53311-230	COUNTY HWY DEPT SERVICES	250.00	250.00	66.06	66.06	183.94	73.58 %
100-53311-240	SOFTWARE MAINTENANCE CONTR	710.00	710.00	570.00	720.00	-10.00	-1.41 %
100-53311-241	EQUIPMENT MAINTENANCE CONT	100.00	100.00	0.00	0.00	100.00	100.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-53311-242</u>	EQUIPMENT RENTAL	11,000.00	11,000.00	0.00	5,660.00	5,340.00	48.55 %
<u>100-53311-243</u>	LEASES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-53311-290</u>	OTHER CONTRACTUAL SERVICES	16,000.00	16,000.00	925.98	2,722.02	13,277.98	82.99 %
<u>100-53311-310</u>	OFFICE SUPPLIES	200.00	200.00	0.00	58.96	141.04	70.52 %
<u>100-53311-311</u>	POSTAGE	300.00	300.00	0.93	361.72	-61.72	-20.57 %
<u>100-53311-312</u>	COPY USAGE & PAPER	50.00	50.00	0.00	13.35	36.65	73.30 %
<u>100-53311-320</u>	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	332.17	-332.17	0.00 %
<u>100-53311-322</u>	LEGAL NOTICES	100.00	100.00	0.00	0.00	100.00	100.00 %
<u>100-53311-324</u>	RECRUITMENT	50.00	50.00	0.00	0.00	50.00	100.00 %
<u>100-53311-330</u>	SEMINARS, CONF & TRAVEL	500.00	500.00	0.00	150.00	350.00	70.00 %
<u>100-53311-340</u>	OPERATING SUPPLIES	4,850.00	4,850.00	319.17	1,549.51	3,300.49	68.05 %
<u>100-53311-341</u>	PRINTING & FORMS	100.00	100.00	0.00	0.00	100.00	100.00 %
<u>100-53311-342</u>	CLEANING & SANITARY SUPPLIES	600.00	600.00	0.00	194.53	405.47	67.58 %
<u>100-53311-350</u>	BLDG & GRDS MAINT & REPAIRS	1,500.00	1,500.00	6.97	709.76	790.24	52.68 %
<u>100-53311-360</u>	VEHICLE MAINT. & REPAIRS	5,500.00	5,500.00	0.00	540.13	4,959.87	90.18 %
<u>100-53311-361</u>	REGULAR FUEL	20,800.00	20,800.00	434.51	3,752.15	17,047.85	81.96 %
<u>100-53311-362</u>	OFF ROAD FUEL	5,000.00	5,000.00	281.94	853.29	4,146.71	82.93 %
<u>100-53311-363</u>	EQUIPMENT MAINT & REPAIRS	12,000.00	12,000.00	1,114.33	8,904.57	3,095.43	25.80 %
<u>100-53311-370</u>	SALT & SAND	77,107.00	77,107.00	0.00	50,931.98	26,175.02	33.95 %
<u>100-53311-371</u>	TREE & BRUSH MAINTENANCE	2,500.00	2,500.00	500.00	1,149.67	1,350.33	54.01 %
<u>100-53311-375</u>	STREET MAINT & REPAIRS	5,000.00	5,000.00	1,039.68	1,426.65	3,573.35	71.47 %
<u>100-53311-381</u>	EMPLOYMENT TESTING	500.00	500.00	166.67	414.71	85.29	17.06 %
<u>100-53311-382</u>	UNIFORMS & SAFETY ATTIRE	1,000.00	1,000.00	0.00	114.22	885.78	88.58 %
<u>100-53311-399</u>	ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	0.00	0.00	0.00 %
	<b>Department: 53311 - STREET Total:</b>	<b>719,493.00</b>	<b>719,493.00</b>	<b>45,925.87</b>	<b>319,397.87</b>	<b>400,095.13</b>	<b>55.61 %</b>
	<b>Department: 53312 - STREET SIGNS &amp; SIGNALS</b>						
<u>100-53312-221</u>	ELECTRIC & GAS	7,800.00	7,800.00	638.98	3,671.05	4,128.95	52.94 %
<u>100-53312-290</u>	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-53312-292</u>	ELECTRICAL CONTRACTUAL	1,000.00	1,000.00	0.00	1.00	999.00	99.90 %
<u>100-53312-372</u>	STREET SIGN MAINT & REPAIRS	9,000.00	9,000.00	44.50	1,625.04	7,374.96	81.94 %
<u>100-53312-373</u>	STREET SIGNAL MAINT & REPAIRS	1,500.00	1,500.00	0.00	706.00	794.00	52.93 %
	<b>Department: 53312 - STREET SIGNS &amp; SIGNALS Total:</b>	<b>19,300.00</b>	<b>19,300.00</b>	<b>683.48</b>	<b>6,003.09</b>	<b>13,296.91</b>	<b>68.90 %</b>
	<b>Department: 53315 - STREET LIGHTS</b>						
<u>100-53315-221</u>	ELECTRIC & GAS	233,605.00	233,605.00	11,072.55	83,725.17	149,879.83	64.16 %
<u>100-53315-290</u>	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-53315-292</u>	ELECTRICAL CONTRACTUAL	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<u>100-53315-374</u>	STREET LIGHT MAINT & REPAIRS	1,500.00	1,500.00	0.00	188.80	1,311.20	87.41 %
	<b>Department: 53315 - STREET LIGHTS Total:</b>	<b>240,105.00</b>	<b>240,105.00</b>	<b>11,072.55</b>	<b>83,913.97</b>	<b>156,191.03</b>	<b>65.05 %</b>
	<b>Department: 53440 - STORM WATER</b>						
<u>100-53440-200</u>	GF STORM WATER ERU	0.00	0.00	0.00	0.00	0.00	0.00 %
	<b>Department: 53440 - STORM WATER Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
	<b>Department: 54110 - ANIMAL CONTROL</b>						
<u>100-54110-290</u>	OTHER CONTRACTUAL SERVICES	56,000.00	56,000.00	3,240.55	15,912.75	40,087.25	71.58 %
	<b>Department: 54110 - ANIMAL CONTROL Total:</b>	<b>56,000.00</b>	<b>56,000.00</b>	<b>3,240.55</b>	<b>15,912.75</b>	<b>40,087.25</b>	<b>71.58 %</b>
	<b>Department: 55110 - LIBRARY</b>						
<u>100-55110-110</u>	SALARIES - REGULAR	26,740.00	26,740.00	2,068.10	12,364.00	14,376.00	53.76 %
<u>100-55110-124</u>	WAGES - PERM PT	10,904.00	10,904.00	824.40	4,735.16	6,168.84	56.57 %
<u>100-55110-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-126</u>	WAGES - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-127</u>	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-150</u>	FICA	2,880.00	2,880.00	211.24	1,252.18	1,627.82	56.52 %
<u>100-55110-151</u>	RETIREMENT (WRS)	1,765.00	1,765.00	136.48	815.96	949.04	53.77 %
<u>100-55110-152</u>	HEALTH INSURANCE	5,389.00	5,389.00	449.06	2,694.36	2,694.64	50.00 %
<u>100-55110-153</u>	DENTAL INSURANCE	271.00	271.00	22.59	135.54	135.46	49.99 %
<u>100-55110-154</u>	LIFE INSURANCE	9.00	9.00	1.91	4.99	4.01	44.56 %
<u>100-55110-211</u>	BOILER CONTRACTUAL	635.00	635.00	0.00	0.00	635.00	100.00 %
<u>100-55110-213</u>	HVAC CONTRACTUAL	4,196.00	4,196.00	0.00	0.00	4,196.00	100.00 %

Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-55110-214</u>	FIRE CONTRACTUAL	1,534.00	1,534.00	0.00	402.50	1,131.50	73.76 %
<u>100-55110-220</u>	WATER/SEWER/STORM WATER	3,179.00	3,179.00	0.00	1,181.17	1,997.83	62.84 %
<u>100-55110-221</u>	ELECTRIC & GAS	24,376.00	24,376.00	1,532.42	9,139.95	15,236.05	62.50 %
<u>100-55110-225</u>	PHONE/INTERNET/CABLE	650.00	650.00	51.89	315.10	334.90	51.52 %
<u>100-55110-240</u>	SOFTWARE MAINTENANCE CONTR	750.00	750.00	0.00	750.00	0.00	0.00 %
<u>100-55110-242</u>	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-290</u>	OTHER CONTRACTUAL SERVICES	1,320.00	1,320.00	0.00	222.06	1,097.94	83.18 %
<u>100-55110-291</u>	TRANSCRIPTION CONTRACTUAL	150.00	150.00	0.00	15.00	135.00	90.00 %
<u>100-55110-292</u>	ELECTRICAL CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
<u>100-55110-293</u>	PLUMBING CONTRACTUAL	300.00	300.00	0.00	0.00	300.00	100.00 %
<u>100-55110-310</u>	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-311</u>	POSTAGE	25.00	25.00	0.00	0.00	25.00	100.00 %
<u>100-55110-312</u>	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-340</u>	OPERATING SUPPLIES	2,475.00	2,475.00	321.38	756.11	1,718.89	69.45 %
<u>100-55110-342</u>	CLEANING & SANITARY SUPPLIES	2,100.00	2,100.00	0.00	937.87	1,162.13	55.34 %
<u>100-55110-350</u>	BLDG & GRDS MAINT & REPAIRS	2,000.00	2,000.00	68.66	823.71	1,176.29	58.81 %
<u>100-55110-360</u>	VEHICLE MAINT. & REPAIRS	150.00	150.00	0.00	0.00	150.00	100.00 %
<u>100-55110-363</u>	EQUIPMENT MAINT. & REPAIRS	200.00	200.00	0.00	0.00	200.00	100.00 %
	<b>Department: 55110 - LIBRARY Total:</b>	<b>92,248.00</b>	<b>92,248.00</b>	<b>5,688.13</b>	<b>36,545.66</b>	<b>55,702.34</b>	<b>60.38 %</b>
<b>Department: 55200 - PARKS</b>							
<u>100-55200-110</u>	SALARIES - REGULAR	56,929.00	56,929.00	4,357.68	26,363.96	30,565.04	53.69 %
<u>100-55200-120</u>	WAGES - REGULAR	76,002.00	76,002.00	3,559.84	32,088.88	43,913.12	57.78 %
<u>100-55200-121</u>	OVERTIME - REGULAR	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>100-55200-124</u>	WAGES - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55200-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55200-126</u>	WAGES - TEMP/SEAS	34,447.00	34,447.00	6,571.95	14,472.53	19,974.47	57.99 %
<u>100-55200-127</u>	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55200-150</u>	FICA	12,881.00	12,881.00	1,080.08	5,422.78	7,458.22	57.90 %
<u>100-55200-151</u>	RETIREMENT (WRS)	9,552.00	9,552.00	620.36	4,225.77	5,326.23	55.76 %
<u>100-55200-152</u>	HEALTH INSURANCE	17,795.00	17,795.00	1,482.91	8,897.46	8,897.54	50.00 %
<u>100-55200-153</u>	DENTAL INSURANCE	1,870.00	1,870.00	207.69	986.89	883.11	47.23 %
<u>100-55200-154</u>	LIFE INSURANCE	33.00	33.00	7.44	18.16	14.84	44.97 %
<u>100-55200-214</u>	FIRE CONTRACTUAL	50.00	50.00	0.00	238.04	-188.04	-376.08 %
<u>100-55200-220</u>	WATER/SEWER/STORM WATER	16,130.00	16,130.00	0.00	5,325.72	10,804.28	66.98 %
<u>100-55200-221</u>	ELECTRIC & GAS	22,500.00	22,500.00	1,255.03	8,013.23	14,486.77	64.39 %
<u>100-55200-225</u>	PHONE/INTERNET/CABLE	2,700.00	2,700.00	225.40	1,350.46	1,349.54	49.98 %
<u>100-55200-240</u>	SOFTWARE MAINTENANCE CONTR	600.00	600.00	0.00	600.00	0.00	0.00 %
<u>100-55200-242</u>	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55200-290</u>	OTHER CONTRACTUAL SERVICES	384.00	384.00	0.00	222.06	161.94	42.17 %
<u>100-55200-291</u>	TRANSCRIPTION CONTRACTUAL	600.00	600.00	0.00	186.94	413.06	68.84 %
<u>100-55200-292</u>	ELECTRICAL CONTRACTUAL	450.00	450.00	216.60	216.60	233.40	51.87 %
<u>100-55200-293</u>	PLUMBING CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
<u>100-55200-310</u>	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55200-311</u>	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55200-312</u>	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55200-320</u>	SUBSCRIPTIONS & DUES	400.00	400.00	0.00	0.00	400.00	100.00 %
<u>100-55200-321</u>	CERTIFICATIONS & LICENSES	150.00	150.00	0.00	0.00	150.00	100.00 %
<u>100-55200-330</u>	SEMINARS, CONF & TRAVEL	590.00	590.00	0.00	265.00	325.00	55.08 %
<u>100-55200-340</u>	OPERATING SUPPLIES	10,625.00	10,625.00	2,967.11	10,695.48	-70.48	-0.66 %
<u>100-55200-342</u>	CLEANING & SANITARY SUPPLIES	2,500.00	2,500.00	1,051.15	2,235.39	264.61	10.58 %
<u>100-55200-350</u>	BLDG & GRDS MAINT & REPAIRS	12,000.00	12,000.00	1,860.04	3,344.11	8,655.89	72.13 %
<u>100-55200-360</u>	VEHICLE MAINT. & REPAIRS	3,000.00	3,000.00	0.00	2,372.67	627.33	20.91 %
<u>100-55200-361</u>	REGULAR FUEL	7,600.00	7,600.00	217.10	1,359.53	6,240.47	82.11 %
<u>100-55200-362</u>	OFF ROAD FUEL	2,600.00	2,600.00	439.26	1,050.24	1,549.76	59.61 %
<u>100-55200-363</u>	EQUIPMENT MAINT & REPAIRS	4,500.00	4,500.00	870.53	4,319.51	180.49	4.01 %
<u>100-55200-371</u>	TREE & BRUSH MAINTENANCE	2,500.00	2,500.00	72.75	579.14	1,920.86	76.83 %
<u>100-55200-381</u>	EMPLOYMENT TESTING	90.00	90.00	61.00	68.00	22.00	24.44 %

Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-55200-382	UNIFORMS & SAFETY ATTIRE	250.00	250.00	0.00	0.00	250.00	100.00 %
	Department: 55200 - PARKS Total:	300,978.00	300,978.00	27,123.92	134,918.55	166,059.45	55.17 %
<b>Department: 55300 - RECREATION</b>							
100-55300-110	SALARIES - REGULAR	168,516.00	168,516.00	12,310.88	69,703.48	98,812.52	58.64 %
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	36,167.00	36,167.00	1,590.23	10,970.59	25,196.41	69.67 %
100-55300-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-126	WAGES - TEMP/SEAS	55,567.00	55,567.00	7,059.36	23,444.86	32,122.14	57.81 %
100-55300-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-150	FICA	19,909.00	19,909.00	1,467.57	7,169.72	12,739.28	63.99 %
100-55300-151	RETIREMENT (WRS)	12,516.00	12,516.00	917.45	5,194.16	7,321.84	58.50 %
100-55300-152	HEALTH INSURANCE	51,572.00	51,572.00	3,735.17	23,535.98	28,036.02	54.36 %
100-55300-153	DENTAL INSURANCE	2,157.00	2,157.00	151.77	966.68	1,190.32	55.18 %
100-55300-154	LIFE INSURANCE	47.00	47.00	8.28	23.88	23.12	49.19 %
100-55300-225	PHONE/INTERNET/CABLE	3,000.00	3,000.00	282.95	1,528.17	1,471.83	49.06 %
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	500.00	500.00	0.00	0.00	500.00	100.00 %
100-55300-310	OFFICE SUPPLIES	1,190.00	1,190.00	104.27	165.97	1,024.03	86.05 %
100-55300-311	POSTAGE	4,500.00	4,500.00	18.88	595.16	3,904.84	86.77 %
100-55300-312	COPY USAGE & PAPER	3,000.00	3,000.00	68.73	1,175.64	1,824.36	60.81 %
100-55300-320	SUBSCRIPTIONS & DUES	775.00	775.00	0.00	750.00	25.00	3.23 %
100-55300-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-330	SEMINARS, CONF & TRAVEL	2,100.00	2,100.00	0.00	1,026.04	1,073.96	51.14 %
100-55300-340	OPERATING SUPPLIES	26,900.00	26,900.00	10,372.73	25,267.85	1,632.15	6.07 %
100-55300-341	PRINTING & FORMS	5,000.00	5,000.00	0.00	4,529.11	470.89	9.42 %
100-55300-381	EMPLOYMENT TESTING	450.00	450.00	0.00	75.00	375.00	83.33 %
	Department: 55300 - RECREATION Total:	395,116.00	395,116.00	38,088.27	176,122.29	218,993.71	55.43 %
<b>Department: 55420 - AQUATIC CENTER</b>							
100-55420-120	WAGES - REGULAR	19,418.00	19,418.00	1,502.45	8,939.03	10,478.97	53.97 %
100-55420-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55420-126	WAGES - TEMP/SEAS	80,322.00	80,322.00	14,904.61	15,965.19	64,356.81	80.12 %
100-55420-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55420-150	FICA	7,630.00	7,630.00	1,244.42	1,846.30	5,783.70	75.80 %
100-55420-151	RETIREMENT (WRS)	1,282.00	1,282.00	99.16	589.98	692.02	53.98 %
100-55420-152	HEALTH INSURANCE	6,716.00	6,716.00	559.65	3,357.90	3,358.10	50.00 %
100-55420-153	DENTAL INSURANCE	383.00	383.00	31.95	191.70	191.30	49.95 %
100-55420-154	LIFE INSURANCE	4.00	4.00	0.62	1.86	2.14	53.50 %
100-55420-220	WATER/SEWER/STORM WATER	7,151.00	7,151.00	0.00	2,750.70	4,400.30	61.53 %
100-55420-221	ELECTRIC & GAS	13,779.00	13,779.00	1,556.20	3,985.16	9,793.84	71.08 %
100-55420-225	PHONE/INTERNET/CABLE	360.00	360.00	27.95	168.24	191.76	53.27 %
100-55420-290	OTHER CONTRACTUAL SERVICES	10,987.00	10,987.00	2,938.26	8,416.78	2,570.22	23.39 %
100-55420-321	CERTIFICATIONS & LICENSES	250.00	250.00	0.00	0.00	250.00	100.00 %
100-55420-330	SEMINARS, CONF & TRAVEL	250.00	250.00	0.00	56.01	193.99	77.60 %
100-55420-340	OPERATING SUPPLIES	4,650.00	4,650.00	3,024.23	4,341.59	308.41	6.63 %
100-55420-342	CLEANING & SANITARY SUPPLIES	450.00	450.00	0.00	0.00	450.00	100.00 %
100-55420-343	CONCESSIONS SUPPLIES	17,800.00	17,800.00	2,040.57	1,788.14	16,011.86	89.95 %
100-55420-350	BLDG & GRDS MAINT & REPAIRS	4,600.00	4,600.00	641.75	998.17	3,601.83	78.30 %
100-55420-363	EQUIPMENT MAINT & REPAIRS	500.00	500.00	0.00	57.25	442.75	88.55 %
	Department: 55420 - AQUATIC CENTER Total:	176,532.00	176,532.00	28,571.82	53,454.00	123,078.00	69.72 %
<b>Department: 56600 - URBAN PLANNING</b>							
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 %

## Budget Report

For Fiscal: 2016 Period Ending: 06/30/2016

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
<b>Department: 56610 - CITY STUDY</b>							
<u>100-56610-295</u>	CITY STUDY	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 56610 - CITY STUDY Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Department: 56700 - ECONOMIC DEVELOPMENT</b>							
<u>100-56700-290</u>	OTHER CONTRACTUAL SERVICES	14,498.00	14,498.00	0.00	0.00	14,498.00	100.00 %
<b>Department: 56700 - ECONOMIC DEVELOPMENT Total:</b>		<b>14,498.00</b>	<b>14,498.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,498.00</b>	<b>100.00 %</b>
<b>Department: 56900 - PLANNING &amp; ZONING</b>							
<u>100-56900-110</u>	SALARIES - REGULAR	38,202.00	38,202.00	3,108.84	18,817.53	19,384.47	50.74 %
<u>100-56900-120</u>	WAGES - REGULAR	4,045.00	4,045.00	316.14	1,879.84	2,165.16	53.53 %
<u>100-56900-121</u>	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-56900-150</u>	FICA	3,232.00	3,232.00	244.62	1,485.50	1,746.50	54.04 %
<u>100-56900-151</u>	RETIREMENT (WRS)	2,789.00	2,789.00	226.04	1,366.03	1,422.97	51.02 %
<u>100-56900-152</u>	HEALTH INSURANCE	8,179.00	8,179.00	681.62	4,089.72	4,089.28	50.00 %
<u>100-56900-153</u>	DENTAL INSURANCE	657.00	657.00	54.73	328.38	328.62	50.02 %
<u>100-56900-154</u>	LIFE INSURANCE	14.00	14.00	3.13	10.89	3.11	22.21 %
<u>100-56900-225</u>	PHONE/INTERNET/CABLE	2,100.00	2,100.00	130.56	727.51	1,372.49	65.36 %
<u>100-56900-240</u>	SOFTWARE MAINTENANCE CONTR	320.00	320.00	0.00	320.00	0.00	0.00 %
<u>100-56900-241</u>	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-56900-290</u>	OTHER CONTRACTUAL SERVICES	-23,200.00	-23,200.00	0.00	0.00	-23,200.00	100.00 %
<u>100-56900-291</u>	TRANSCRIPTION CONTRACTUAL	2,900.00	2,900.00	68.77	899.60	2,000.40	68.98 %
<u>100-56900-310</u>	OFFICE SUPPLIES	760.00	760.00	0.00	142.67	617.33	81.23 %
<u>100-56900-311</u>	POSTAGE	880.00	880.00	68.74	419.57	460.43	52.32 %
<u>100-56900-312</u>	COPY USAGE & PAPER	2,745.00	2,745.00	31.98	594.60	2,150.40	78.34 %
<u>100-56900-320</u>	SUBSCRIPTIONS & DUES	930.00	930.00	0.00	398.00	532.00	57.20 %
<u>100-56900-322</u>	LEGAL NOTICES	3,300.00	3,300.00	34.35	2,162.00	1,138.00	34.48 %
<u>100-56900-324</u>	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-56900-330</u>	SEMINARS, CONF & TRAVEL	2,100.00	2,100.00	0.00	370.98	1,729.02	82.33 %
<u>100-56900-340</u>	OPERATING SUPPLIES	670.00	670.00	37.28	73.52	596.48	89.03 %
<u>100-56900-360</u>	VEHICLE MAINT. & REPAIRS	300.00	300.00	0.00	69.90	230.10	76.70 %
<u>100-56900-361</u>	REGULAR FUEL	1,000.00	1,000.00	29.83	119.81	880.19	88.02 %
<b>Department: 56900 - PLANNING &amp; ZONING Total:</b>		<b>51,923.00</b>	<b>51,923.00</b>	<b>5,036.63</b>	<b>34,276.05</b>	<b>17,646.95</b>	<b>33.99 %</b>
<b>Department: 59200 - TRANSFERS</b>							
<u>100-59200-590</u>	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 59200 - TRANSFERS Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Expense Total:</b>		<b>8,713,116.00</b>	<b>8,713,116.00</b>	<b>654,395.87</b>	<b>3,759,497.79</b>	<b>4,953,618.21</b>	<b>56.85 %</b>
<b>Fund: 100 - GENERAL FUND Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-576,893.91</b>	<b>2,906,699.70</b>	<b>2,906,699.70</b>	<b>0.00 %</b>
<b>Report Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-576,893.91</b>	<b>2,906,699.70</b>	<b>2,906,699.70</b>	<b>0.00 %</b>

F-6a

## **Parking:**

Citation is issued by an Officer (see Attachment P-1). The citizen gets a ticket that is also a mailer addressed to the Finance Department. One copy of the citation comes to the Police Department (see Attachment P-2). If the citation is not paid after 45 days, the Police department shall send a letter to the citizen (see Attachment P-3). If the citation remains unpaid after 10 additional days, the Police department shall send a second letter to the citizen informing them of a date the suspension will be in effect (Attachment P-3 with the date of suspension filled in) and also shall send Attachment P-4 to the DMV.

- Report identifying all parking tickets issued (Exhibit 1)

At any point during this process the citizen may pay the ticket by mailing the payment (cash, check or money order) to the Finance Department, online through GPS, or coming into the Finance Department and rendering payment (cash, check, money order or credit/debit card).

### **Step 1**

- Journal Register (receipt detail) (Exhibit 2))

This report is used by the Finance department to reconcile the transactions with the payment methods and approve the operator batch in the Cashiering Module and creates a deposit to be taken to the bank.

### **Step 2**

The Finance department then creates a posting batch in the Processing module for the Finance Director to review and post

- End of Day Journal Register (Exhibit 3)

After payments have been reconciled and a deposit has been made, all validated material is returned to the Police Department. The returned material and a Journal Register (Exhibit 2) (which has been placed in the shared drive by the Finance Department) will then be applied into the City's tracking software by the Police Department. From there, a monthly report shall be generated by the Police Department for the Finance department showing all outstanding parking tickets to date. An additional monthly report shall be created by the Police department showing which accounts have been contacted throughout the month to verify delinquent notices have been mailed.

- Report identifying all parking tickets outstanding (Exhibit 4)
- Report identifying correspondence mailed throughout the month (Exhibit 8)

## Citations

Citation is issued by an Officer (see Attachment P-5) through the TRACS software and downloaded into City software at the end of shift by the Officer. Police clerical support reviews and sends copy of tickets to JMC. The citizen has the option to pay the citation through GPS, send payment through the mail (check, money order or cash), pay in person at the Finance Department (cash, check, money order or credit/debit card) or contest the charge through the court. Citizens may request a payment plan (payment plans are arranged only through the court). When a payment plan is in effect the citizen makes payments on the balance of the fine owed. These payments may be via mail (cash, check or money order), GPS or in person at the Finance Department (cash, check, money order or credit/debit card).

- Report identifying all citations issued (Exhibit 5)

### Step 1

- Journal Register (receipt detail) (Exhibit 2)

This report is used by the Finance department to reconcile the transactions with the payment methods and approve the operator batch in the Cashiering Module and creates a deposit to be taken to the bank. This report is also saved to the S:\everyone\opdcashregisterreports drive for the Joint Municipal Court (JMC) Clerk to verify all transactions have been posted correctly. Once she approves, an approval email is sent to the Finance department.

### Step 2

The Finance department then creates a posting batch in the Processing module for the Finance Director to review and post

- End of Day Journal Register (Exhibit 3)

After payments have been reconciled and a deposit has been made, all validated material is returned the JMC for processing. From there, a report shall be generated by the JMC for the Finance department showing all outstanding citations to date.

- Report identifying all citations outstanding (Exhibit 6)

## **Warrants**

If an individual is arrested by an Onalaska Officer on a warrant during working hours, payments are processed in the Finance Department by having the citizen escorted by the Officer to the Finance department. After hours, payments are placed in a bond envelope (Attachment P-6) which is then placed in a locked drawer located in the Police department and turned in to the Finance department by the Administrative Manager on the next business day. A receipt (Attachment P-6a) is issued to the bonding individual. The Finance Department will enter in the City software during working hours.

If the warrant is not from the local JMC communities then the Finance department will issue a check to the jurisdiction directly.

### **Step 1**

- Journal Register (receipt detail) (Exhibit 2)

This report is used by the Finance department to reconcile the transactions with the payment methods and approve the operator batch in the Cashiering Module and creates a deposit to be taken to the bank.

### **Step 2**

The Finance department then creates a posting batch in the Processing module for the Finance Director to review and post

- End of Day Journal Register (Exhibit 3)

After payments have been reconciled and a deposit has been made, all validated material is returned the JMC.

## **K-9 Golf Tournament:**

Any costs associated with the event are paid either in cash, check or credit card. Payments shall be logged in a receipt book (over \$25) with a copy given to the donor as proof of payment if received directly by an officer or employee and then immediately given to the Finance department. All payments are then received, processed and validated in the Finance department; photo copies are made and sent to the Administrative Manager who creates a spread sheet which logs all participants. A monthly reconciliation of revenue received will be performed which is balanced with the spreadsheet created by the Administrative Manager.

- Special Projects Fund Reconciliation (Exhibit 7)

Payments made the day of the tournament are taken in the form of checks or cash. At the end of the evening all proceeds are secured at the Police Department and the following business day forwarded to the Finance department for processing. An updated Special projects fund reconciliation (Exhibit 7) will be forwarded to the Administrative Manager at the end of the tournament.

## **National Night Out**

Donations are solicited from the public and businesses for National Night Out. Payments shall be logged in a receipt book (over \$25) with a copy given to the donor as proof of payment if received directly by an officer or employee and then immediately given to the Finance department. All payments are received, processed and validated in the Finance department; photo copies are made and sent to Administrative Manager who creates a spread sheet which logs all donations. A monthly reconciliation of revenue received will be performed which is balanced with the spreadsheet created by the Administrative Manager.

- Special Projects Fund Reconciliation (Exhibit 7)

Funds are withdrawn the day prior to the event for start-up change and various expenses via check. Funds received the day of the event are taken in the form of checks or cash. At the end of the evening all proceeds are secured at the Police Department and the following business day forwarded to the Finance department by the Administrative Manager for processing. An updated Special projects fund reconciliation (Exhibit 7) will be forwarded to the Administrative Manager at the end of the event.

## **DARE/GREAT/Santa's list**

All of these programs are supported through donations and fund raisers. Payments shall be logged in a receipt book (over \$25) with a copy given to the donor as proof of payment if received directly by an officer or employee and then immediately given to the Finance department. Payments are then received, processed and validated in the Finance department; photo copies are made and sent to Administrative Manager who creates a spread sheet which logs all donations. A monthly reconciliation of revenue received will be performed which is balanced with the spreadsheet created by the Administrative Manager.

- Special Projects Fund Reconciliation (Exhibit 7)

## **Seized Cash**

Cash seized or surrendered in the course of a case is placed into evidence. This entails entering the information into the evidence program and assigning an evidence tag. The cash is placed into an evidence envelope and marked with the assigned tag and placed in the safe in the Police Department Evidence Vault. There are times when the cash is returned to a citizen. In this case the individual receiving the cash signs the evidence tag and the tag is filed. Periodically the Investigators surrender the cash being held to the Finance Department. In this case the Finance Director signs the evidence tag upon receiving the cash. That cash is then placed into an account by Finance. Funds will then be disbursed by check as appropriate or as ordered by the court.

- Seized Money Tracking Sheet (Attachment P-7)

***\*\*All reports can be run at any time by Finance to validate cash flow policies are being adhered to.***

Exhibit: 1

~~Report Identifying~~

ALL PARKING

Tickets Issued



City of Onalaska

# Journal Register

## Receipt Detail

Sort Sequence: Receipt Number  
Batch Creation Date: 06/28/2016

Receipt	Date	Taken By	Batch	T#	Trans. Type	Trans. Code	Account Number/Name	Applied	Tendered	Pay Method/Reference	Change	
<b>Operator Code: CASH06</b>												
R00047533	6/28/2016	CASH 06	B00001264	6	MR	330	R00047533 / PARTIAL	100.00	100.00	CK - SW - 1544	0.00	
R00047539	6/28/2016	CASH 06	B00001264	6	MR	330	R00047539 - / 1614826-2 / G...	124.00	222.80	CK - SW - *5828	0.00	
					MR	330	R00047539 - / M / O9...	98.80				
R00047540	6/28/2016	CASH 06	B00001264	6	MR	330	R00047540 - / N D / U1...	10.00	134.00	CK - SW - *5560	0.00	
					MR	330	R00047540 - / R / Q033157-...	124.00				
R00047541	6/28/2016	CASH 06	B00001264	6	MR	330	R00047541 - / B950979-2 / ...	10.00	108.80	CK - SW - *5368	0.00	
					MR	330	R00047541 - / B950429	98.80				
R00047542	6/28/2016	CASH 06	B00001264	6	MR	300	R00047542 - / WARRANT...	100.00	100.00	CK - SW - *5343	0.00	
R00047546	6/28/2016	CASH 06	B00001264	6	MR	330	R00047546 - / A R / 1672952-1	124.00	124.00	CA - SW	0.00	
R00047547	6/28/2016	CASH 06	B00001264	6	MR	335	R00047547 - LEXIS NEXIS / REPORT # 2016-060...	3.00	3.00	CK - SW - *9291	0.00	
R00047548	6/28/2016	CASH 06	B00001264	6	MR	335	R00047548 - LEXIS NEXIS / REPORT # 2016-059...	3.00	3.00	CK - SW - *4861	0.00	
R00047549	6/28/2016	CASH 06	B00001264	6	MR	335	R00047549 - LEXIS NEXIS / REPORT # 2016-166...	3.00	3.00	CK - SW - *6822	0.00	
R00047550	6/28/2016	CASH 06	B00001264	6	MR	335	R00047550 - LEXIS NEXIS / REPORT # 2016-061...	3.00	3.00	CK - SW - *7961	0.00	
R00047551	6/28/2016	CASH 06	B00001264	6	MR	335	R00047551 - LEXIS NEXIS / REPORT # 2016-061...	3.00	3.00	CK - SW6 - *4812	0.00	
R00047552	6/28/2016	CASH 06	B00001264	6	MR	335	R00047552 - LEXIS NEXIS / REPORT # 2016-061...	3.00	3.00	CK - SW6 - *7321	0.00	
<b>C6 Total:</b>								807.60	807.60		0.00	
Receipt Count:	12	Transaction Count:	15	Payment Method Count:	12			<b>Detail Totals:</b>		807.60	807.60	0.00
Receipt Count:	12	Transaction Count:	15	Payment Method Count:	12							

### Miscellaneous Receipt Distribution

Transaction Code - Description	Receipt	Name	Product Description	Units	Total Amount	Account/Project	Account/Project Description	Distribution
300 - MISC EXPENSE	R0004754	MILWAUKEE CO. / GPS	WARRANT, MISC EXPENSE	0	100.00	100-51900-397	MISCELLANEOUS EXPENSE	-100.00
330 - POLICE CITATIONS	R00047533		/ PARTIAL POLICE CITATIONS	0	100.00	208-24341	CITATIONS DUE ST./CO./CITY	-100.00
	R00047539		/ 1614826-2 / GPS POLICE CITATIONS	0	124.00	208-24341	CITATIONS DUE ST./CO./CITY	-124.00
	R00047539		/ O907419 POLICE CITATIONS	0	98.80	208-24341	CITATIONS DUE ST./CO./CITY	-98.80
	R00047540		-2 / GPS POLICE CITATIONS	0	124.00	208-24341	CITATIONS DUE ST./CO./CITY	-124.00
	R00047540		Q033157-5 / POLICE CITATIONS	0	10.00	208-24341	CITATIONS DUE ST./CO./CITY	-10.00
	R00047540		- / U139278- POLICE CITATIONS	0				
			6 / GPS POLICE CITATIONS					

Exhibit 2



City of Onalaska

Packet: CLPKT00900 - P/R - OPD - 6/27/16

# End Of Day Journal Register

Receipt Detail

Posting Date: 6/27/2016

## Summaries

### Terminal Summary

Terminal Number	Recpt Count	Tendered Amount	Applied Amount	External Amount	Change
5	5	1,143.45	1,143.45	0.00	0.00
6	18	984.78	958.78	0.00	26.00
<b>Terminal Totals:</b>	<b>23</b>	<b>2,128.23</b>	<b>2,102.23</b>	<b>0.00</b>	<b>26.00</b>

### Operator Summary

Operator	Transaction Code - Description	Trans. Count	Applied Amount	External Amount
CASH05	260 - PARK FEES		2.00	0.00
	275 - EOD ACTIVENET	3	1,141.45	0.00
	<b>Operator Transaction Totals:</b>		<b>1,143.45</b>	<b>0.00</b>
CASH06	20 - ACC REC PAYMENTS	4	92.00	0.00
	330 - POLICE CITATIONS	13	854.60	0.00
	331 - PARKING TICKETS	1	10.00	0.00
	999 - ETS UTILITY CHARGE	2	2.18	0.00
	<b>Operator Transaction Totals:</b>	<b>20</b>	<b>958.78</b>	<b>0.00</b>
<b>Transaction Totals:</b>		<b>24</b>	<b>2,102.23</b>	<b>0.00</b>

SAMPLE

### Transaction Summary

Transaction Code	Trans. Count	Applied Amount	External Amount
20 - ACC REC PAYMENTS	4	92.00	0.00
260 - PARK FEES	1	2.00	0.00
275 - EOD ACTIVENET	3	1,141.45	0.00
330 - POLICE CITATIONS	13	854.60	0.00
331 - PARKING TICKETS	1	10.00	0.00
999 - ETS UTILITY CHARGE	2	2.18	0.00
<b>Transaction Totals:</b>	<b>24</b>	<b>2,102.23</b>	<b>0.00</b>

### Product Code Summary

Product Code	Trans. Count	Applied Amount
260a - DOG PARK	1	2.00
275 - AOD ACTIVENET	3	1,141.45
330 - POLICE CITATIONS	13	854.60
331 - PARKING TICKETS	1	10.00

Exhibit: 3

Exhibit 4

Report Identifying

ALL Parking

Tickets Outstanding



THE CITY OF *Onalaska*

PARKING VIOLATION CITATION

CITATION NUMBER *1500*

OFFICER <i>378</i>		NO.		CITATION NUMBER <i>17500</i>	
LICENSE <i>SSD BDD</i>	A T C	MAKE <i>CHEV</i>	MODEL <i>2-DR</i>	COLOR <i>BLU</i>	DATE <i>02-05-01</i>
EXP. <i>02</i>		STATE <i>WI</i>	LOCATION <i>[REDACTED]</i>		TIME <i>4:22</i>
SPEC. PLATE	TYPE OF VIOLATION				
<input checked="" type="checkbox"/>	ALTERNATE SIDE PARKING	\$5.00	<input type="checkbox"/>	OTHER	\$5.00
<input type="checkbox"/>	OVERTIME PARKING	\$5.00	<input type="checkbox"/>	TRK. ORD. (10-1-30)	\$20.00
<input type="checkbox"/>	NO PARKING ZONE	\$5.00	<input type="checkbox"/>	HANDICAPPED PARKING	\$50.00

You may pay the penalty for the violation checked above at the Onalaska Police Department, located at 415 Main Street, Onalaska, WI 54650, or by mailing it to the address on the reverse side.

FAILURE TO PAY THE ABOVE FORFEITURE WITHIN TEN (10) DAYS OF ISSUANCE WILL RESULT IN THE PENALTY INCREASING TO \$10.00 FOR THE \$5.00 OFFENSES, \$25.00 FOR THE \$20.00 OFFENSES, AND \$75.00 FOR THE \$50.00 OFFENSE.

FAILURE TO PAY THE FORFEITURE WITHIN THIRTY (30) DAYS OF ISSUANCE WILL RESULT IN A FURTHER INCREASE OF THE PENALTY, AND WILL ALSO RESULT IN THE SUSPENSION OF YOUR VEHICLE REGISTRATION.

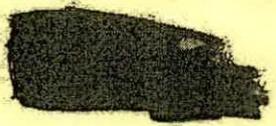
If you wish to contest this violation you must contact the Municipal Clerk of Court, at 415 Main Street, Onalaska, WI 54650, (608) 781-9558.



NOT RESPONSIBLE FOR THE MAILING OR DEPOSIT OF CASH OR COIN.

03/14/16

**REGISTERED OWNER:**



**PARKING TICKET INFORMATION:**

<u>DATE</u>	<u>TICKET #</u>	<u>LICENSE PLATE</u>	<u>AMOUNT</u>
01/23/16	13647	426WPA	\$35.00

Please be advised that on the above listed date(s) your vehicle was unlawfully parked. Payment was not received within 10 days of issuance on the listed ticket(s), so they are over due. Failure to pay or contest the ticket(s) within 10 days will result in increased fines, the suspension/refusal of your vehicles registration or the issuance of a warrant.

PLEASE NOTE THAT IF THIS VEHICLE RECEIVES MORE THAN NINE (9) TICKETS IN A WINTER SEASON THE VEHICLE WILL BE TOWED AT THE DIRECTION OF THE POLICE EACH TIME IT IS IN VIOLATION FOR THE REMAINDER OF THE WINTER PARKING SEASON.

You may satisfy this matter by paying in person, or by mail, at the Onalaska Police Department, located at 415 Main St., Onalaska WI 54650. If you wish to contest this citation, please contact the Onalaska Municipal Court at (608)781-9558, for a court date. If you have questions regarding billing, please contact Parking Records at (608)781-9550.

Please note that this letter and the total only pertain to the above listed license plate

\* Be advised that this total does not include any previous letters or suspensions on file\*

SUSPENSION/WARRANT WILL BE ISSUED \_\_\_\_\_

**NOTICE OF UNPAID CITATION**  
Under Section 345.28(4) Wisconsin Statutes

P-4

MV2502 1296

Citation Number <b>17500</b>	CASENUMBER <b>320N033001001</b>
---------------------------------	------------------------------------

Amount <b>\$ 25.00</b>	Date Citation Issued <b>2/5/01</b>
---------------------------	---------------------------------------

Citation Issued To: Last Name, First, MI  
[REDACTED]

Last Known Address  
[REDACTED]

City <b>Onalaska</b>	State <b>WI</b>	Zip Code <b>54650</b>
-------------------------	--------------------	--------------------------

Wisconsin License Number of Vehicle <b>550BDD</b>	Plate Type <b>AUT</b>	Expiration Year <b>2001</b>
--	--------------------------	--------------------------------

Action to be taken by Wisconsin Dept. of Transportation

Suspend Registration   
  Refuse Registration   
  Suspend and Refuse Registration

From: Authority Name  
**Onalaska Police Department**

Address  
**415 Main Street**

City  
**Onalaska, WI 54650-2953** Zip Code

Citation may be paid at:

**Onalaska Police Department**  
**415 Main Street**  
**Onalaska, WI 54650-2953**

This certifies that a citation for a nonmoving traffic violation as defined by s.345.28(1) Wisconsin Statutes, has been issued to the person named above and remains unpaid following the mailing of the notices, which meet the requirements of s.345.28(4)(a)(2)(c), or s.345.28(5m)(d), or s.345.28(5m)(c)1. As part of the notices, the person was advised of the means by which the citation may be contested.

Authorized Representative of The Authority  
**X Hari L. Neumann** Date Signed **3/30/01**

Title of Person Signing  
**Police Secretary**

**MAIL TO:** TV & RP Unit  
Wisconsin Department of Transportation  
P.O. Box 7909, Madison, WI 53707-7909

**NOTICE OF SATISFACTION**

This is to certify that on this date the person named above has paid the citation or appeared in Court in response to the citation.

Authorized Representative of The Authority  
**X** Date Signed

Title of Person Signing

DOT SATISFACTION COPY

**You Are Notified to Appear**

Date Time

Appearance Required: **YES**

**MAR-07-2016**

**05:00 PM**

Form No. and Version CTL CITATION NO.

MV4017 0901

**B950877-4**

COULEE REGION JOINT MUNICIPAL COURT

415 MAIN STREET

ONALASKA, WI 54650

Estimated Points DEPOSIT Cash - Card

6 \$861.00

Court Use

*P-5*

Defendant (Last Name, First, Middle), Street Address, P.O. Box, City, State, Zip

Birth Date Sex Race

[REDACTED]  
[REDACTED]  
[REDACTED]  
Telephone Number [REDACTED]

[REDACTED] F W  
HT WT Hair Eyes  
507 120 lbs BROWN BLUE

Driver License/Identification Card Number

**H13156884**

State Exp. Yr.  
NE 2017

OPERATING AS:  
DRIVER

License Plate Number

**186WTV**

Plate Type State Exp. Yr.  
AUT WI 2016

Vehicle Class Vehicle Endorsements  
D

Vehicle Identification Number

[REDACTED]

US DOT No. Hazmat No.

Holds CDL CDL Waiver  
N

Vehicle Year Make Type Color  
2003 DODG 4D BLU

Plaintiff

Ordinance Violated

Adopting State Statute

CITY OF ONALASKA

**10-1-1**

**346.63 (1) (a)**

Violation Description

BAC Overweight

Agency Space

OPERATING WHILE UNDER THE INFLUENCE

20-16-00005

Week Day Date Time Actual Speed Legal Over  
FRIDAY 01/01/2016 01:48 AM  
County City/Village/Town  
LA CROSSE - 32 ONALASKA - 55, CITY

ON Hwy No. and/or Street Name Estimate Distance  
COUNTY ROAD SS

From/AT Hwy No. and/or Street Name GPS Coordinates  
12TH AVE S 43.867510  
-91.216814

Minor Passenger  
N

Officer Name Zone: RR - Utility - School - Const Accident Severity  
OFFICER/OFF RICK PROCTOR N N N N

Officer ID Department Date Citation Served, Method  
3041 ONALASKA POLICE DEPARTMENT JAN/01/2016 IN PERSON

**INSTRUCTIONS - READ CAREFULLY**

**COURT APPEARANCE REQUIRED** - If your citation is checked "yes" following "Appearance Required," you MUST appear in court. The "Court Appearance Not Required" instructions do not apply to you.

**COURT APPEARANCE NOT REQUIRED** - IF YOU WISH TO DISPUTE THE CITATION, you must either appear in court or enter a "not guilty" plea by mail prior to your court date. Please include a photocopy of your ticket and your correct mailing address OR your correct name and mailing address, citation number, court appearance date listed on the citation, offense, and arresting police agency. These should be mailed to the court address.

Your trial will be before a judge, unless you demand a jury trial in writing within 10 days of the court date on your citation and enclose the proper fee. Make check payable to the Clerk of Court and forward it to the address shown above. Jury demands in Municipal court can only be made for intoxicated driving charges.

If you have a disability and need help in court, please contact the above Clerk of Court's office.

**IF YOU DO NOT WISH TO DISPUTE THE CITATION**, mail the "deposit" amount, by your court date, with a photocopy of your citation OR your correct name and address, citation number, court appearance date listed on the citation, offense and arresting police agency.

Make check payable to the Clerk of Court and mail it to the court address. You do not need to appear. The court will find you guilty and keep the "deposit" amount as payment for your citation.

**IF YOU DO NOTHING**, the court may issue a warrant for your arrest, or may find you guilty and suspend your driver license if you fail to pay your fine.

**DEMERIT POINT, SUSPENSION AND REVOCATION INFORMATION** - This charge may result in demerit points assessed against you. Accumulating 12 or more points within 12 consecutive months will be cause for suspending your driving privileges. If you have a probationary license, points for the second and subsequent convictions may be doubled. Depending on the circumstances and charge, conviction may result in a suspension or revocation of your driving privileges.

Attending Traffic Safety School prior to conviction may be used to reduce points. For more information, contact the DMV.

**WISCONSIN UNIFORM CITATION**

T331 9/2001 WDOT s345.11 Wis. Stats



**BAIL BOND ENVELOPE**  
 Wisconsin Department of Transportation  
 SP4127 5/2005

Defendant \_\_\_\_\_ Amount \_\_\_\_\_

Address \_\_\_\_\_  Cash  Money Order

Offense \_\_\_\_\_  Travelers Check  Personal Check

Court Name \_\_\_\_\_ Citation Number \_\_\_\_\_

Arresting Officer \_\_\_\_\_ Offense Date \_\_\_\_\_

Department \_\_\_\_\_ Court Date \_\_\_\_\_

\_\_\_\_\_ Badge Number \_\_\_\_\_

\_\_\_\_\_ Receipt \_\_\_\_\_

(Officer Receiving Bond - Signature)

(Department) \_\_\_\_\_ (Date) \_\_\_\_\_

WHITE-1  
 YELLOW  
 PINK-10

in violation of Ord. Stat. \_\_\_\_\_  
 listed below regarding the disposition of this deposit.  
 Court Date \_\_\_\_\_  State  County  Municipal  
 Cash  Check  Money Order  
 Form 1338-5 (Rev. 1/02)  
 If Payment is Made by Check, This Receipt is Not Valid Until Check Has Cleared All Banks.

CITY OF ONALASKA  
 City of Onalaska City Hall  
 Onalaska, WI 54650  
 STATE OF WISCONSIN

Police Department Receipt  
 No. 027459

Date \_\_\_\_\_ Time \_\_\_\_\_  
 the amount of \$ \_\_\_\_\_

Received of \_\_\_\_\_  
 as a deposit as required by s. 800.03, Wisconsin Statutes for Uniform Municipal Citation No. \_\_\_\_\_  
 charging the above with s. 345.26, Wisconsin Statutes for Uniform Traffic Citation No. \_\_\_\_\_  
 in violation of Ord. Stat. \_\_\_\_\_  
 listed below regarding the disposition of this deposit.  
 Court Date \_\_\_\_\_  State  County  Municipal  
 Cash  Check  Money Order  
 Form 1338-5 (Rev. 1/02)  
 If Payment is Made by Check, This Receipt is Not Valid Until Check Has Cleared All Banks.

WHITE-TO COURT  
 YELLOW-TO AGENCY  
 PINK-TO OPERATOR

PERSON RECEIVING DEPOSIT

CITY OF ONALASKA

Police Department Receipt

007600

P-5

P-6a



F-6<sub>b</sub>

## Citations-Issuance

All citations are issued via TRACS. End of day upload of these citations is performed automatically when the Police officers drive into the bay. The file is generated for manipulation by the Law Enforcement Records Specialist (LERS). The LERS then emails this file to the JMC clerk. The LERS shall also place a copy of the file in the J: drive. All citations are in this file. Onalaska citations can be verified against this file to verify all citations are accounted for. This report is reviewed and uploaded into the Tyler system by the JMC clerk.

- OPD Citations w/Court Date 4:30 Juveniles (Attachment J-1)
- OPD Citations w/Court Date 5:00 Adult's (Attachment J-2)

## Citation Payments

Citation payments are handled in the finance department.  
After the payments have been processed for the day:

### Step 1

- Journal Register (receipt detail) (Exhibit 2)

This report is used by the Finance department to reconcile the transactions with the payment methods and approve the operator batch in the Cashiering Module and creates a deposit to be taken to the bank. Before Finance approves the batch, the JMC clerk views the Journal Register (which has been placed in the shared drive) for accuracy and sends an approval email to Finance which is the indicator to proceed with the balancing process.

### Step 2

The Finance department then creates a posting batch in the Processing module for the Finance Director to review and post

- End of Day Journal Register (Exhibit 3)

After payments have been reconciled and deposit has been made, all validated material is returned the JMC.

### **Citation System Entry (performed by JMC clerk)**

- ACCESS THE PREVIOUS DAY'S RECEIPT LOG FROM THE OPD CASH REGISTER REPORTS FOLDER ON THE S: EVERYONE DRIVE AND PRINT THE PACKET. (**Exhibit 3**)
- PAYMENTS ARE ENTERED INTO INCODE UNDER THE ENTER PAYMENTS TAB.
- EACH RECEIPT NUMBER FROM THE OPD REGISTER IS ENTERED AS A REFERENCE NUMBER IN INCODE FOR CROSS REFERENCING. (**Attachment J-3**)
- IF THE PAYMENT PAYS MORE THAN ONE CITATION, THE OLDEST CITATION IS PAID FIRST, UNLESS OTHERWISE INDICATED.
- IF THE PAYMENT IS PART OF A PAYMENT PLAN AGREEMENT, A RECEIPT IS PRINTED FROM INCODE THAT LISTS THE REMAINING BALANCE(S) TO BE PAID. THE NEXT DUE DATE IS WRITTEN ON THE RECEIPT AND MAILED TO DEFENDANT. (**Attachment J-4**)
- ANY ADJUSTMENTS FOR REFUNDS, RESTITUTION, WITNESS FEES ETC., ARE TRACKED ON A JMC ADJUSTMENT SHEET (**Attachment J-5**), WITH RECEIPT PROOF ATTACHED AND SIGNED BY THE JUDGE. ALL ADJUSTMENT PACKETS ARE TURNED OVER TO FRED AT THE END OF THE MONTH.
- ONCE ALL PAYMENTS ARE ENTERED AND THE DRAWER IN INCODE IS CLOSED, A GL REPORT (**Attachment J-6**) IS RUN TO ENSURE THE FIGURES MATCH FOR BALANCING PURPOSES. A DAILY LOG (**Attachment J-7**) IS MAINTAINED AND TURNED OVER TO FRED WITH MONTHLY STATE REPORTS AND JMC ADJUSTMENT PACKETS AT THE END OF THE MONTH.

## Citations sent to Department of Revenue

- LETTER OF INTENT TO CERTIFY DEBT (**Attachment J-8**) IS SENT TO DEFENDANT AFTER 90 DAYS OF NON PAYMENT OF FINE (performed by JMC clerk)
- LETTER HAS A 30 DAY WINDOW WHICH GIVES THE DEFENDANT TIME TO DISCUSS WITH THE JUDGE INTENT TO PAY OR NOT
- AFTER 30 DAY WINDOW HAS LAPSED, JMC CLERK PREPARES FILE FOR FINANCE TO UPLOAD TO STATE
- FINANCE DEPARTMENT UPLOADES FILE THROUGH WINS CP SOFTWARE WHICH TURNS THE EXCEL FILE INTO A XML FILE
- THE XML FILE IS THEN UPLOADED TO THE DEPARTMENT OF REVENUE VIA MY TAX ACCOUNT SOFTWARE BY THE FINANCE DEPARTMENT
- A RETURN FILE IS GENERATED FROM THE DEPT OF REVENUE INDICATING WHICH RECORDS WERE SUCCESSFULLY UPLOADED AND WHICH RECORDS HAD ERRORS; THE ERRORS ARE RESEARCHED AND UPLOADED WITH THE NEXT MONTHS FILE WHERE APPLICABLE BY THE JMC CLERK
- AN AGENCY SUMMARY (**Attachment J-9**) IS GENERATED IN MY TAX ACCOUNT AND BALANCED TO THE SDC STATUS REPORT (**Attachment J-10**) THAT IS GENERATED IN INCODE; THIS IS GIVEN TO FINANCE AS THE MONTHLY BALANCING REGISTER

## Citation Payment Received from TRIP and SDC

- TAX REFUND INTERCEPT PROGRAM (TRIP) POSTING NOTIFICATIONS ARE RECEIVED BY JMC CLERK WEEKLY ON WEDNESDAY MORNING FROM DEPT OF REVENUE.
  - a. FOR EACH TRIP PAYMENT, ENTER A NEW COMMENT ON THE RESPECTIVE CITATION IN INCODE INDICATING THE DATE AND AMOUNT INTERCEPTED.
  - b. PRINT REPORT IN XCEL WORKSHEET (**Attachment J-11**), ASSIGN A RECEIPT # AT TOP OF LOG (IE 01.01.2016) AND TURN OVER TO FRED FOR PROCESSING.
  - c. MONEY WILL BE DEPOSITED THE FOLLOWING MONDAY AS AN ACH DEPOSIT FROM DEPARTMENT OF REVENUE. FINANCE WILL TRANSFER FUNDS, RECORD JOURNAL ENTRY AND SEND A REPORT (**Attachment J-12**) BACK WHEN DEPOSIT IS CONFIRMED AND BALANCED.

- i. FOR THE LAST WEDNESDAY REPORT OF THE MONTH, IF THE MONDAY DEPOSIT DATE FALLS IN THE NEXT MONTH, IT IS CONSIDERED THE NEXT MONTH'S BUSINESS.
  - ii. ONCE TRIP REPORT FROM FINANCE IS RECEIVED, PROCESS PAYMENTS AS DESCRIBED ABOVE IN PREVIOUS SECTION. EACH PAYMENT WILL USE THE SAME ASSIGNED RECEIPT # FROM THAT COINSIDING WORKSHEET. WHEN CLOSING DRAWER, POST ON THE NEAREST WEEKEND DATE SO AS NOT TO COMINGLE WITH DAILY REPORT FROM OPD REGISTER ON THE SAME DATE.
- STATE DEBT COLLECTION (SDC) POSTING NOTIFICATIONS ARE RECEIVED ON THE 1<sup>ST</sup> OF EVERY MONTH FROM DEPT OF REVENUE BY THE JMC CLERK.
  - a. FOR EACH SDC PAYMENT, ENTER A NEW COMMENT ON THE RESPECTIVE CITATION IN INCODE INDICATING THE DATE AND AMOUNT COLLECTED.
  - b. PRINT REPORT IN XCEL WORKSHEET (**Attachment J-13** ), ASSIGN A RECEIPT # AT TOP OF LOG (IE SDC 04.05.2016) AND TURN OVER TO FINANCE FOR PROCESSING.
  - c. MONEY WILL BE DEPOSITED WITHIN 5 BUSINESS DAYS AS AN ACH DEPOSIT FROM DEPT OF REVENUE. FINANCE WILL TRANSFER FUNDS, RECORD JOURNAL ENTRY AND SEND A REPORT (**Attachment J-14**) BACK WHEN DEPOSIT IS CONFIRMED AND BALANCED.
- ONCE SDC REPORT FROM FINANCE IS RECEIVED, PROCESS PAYMENTS AS DESCRIBED ABOVE IN PREVIOUS SECTION. EACH PAYMENT WILL USE THE SAME ASSIGNED RECEIPT # FROM THAT COINSIDING WORKSHEET. WHEN CLOSING DRAWER, POST ON THE FIRST SATURDAY OR SUNDAY OF THE MONTH SO AS NOT TO COMINGLE WITH DAILY REPORT FROM OPD REGISTER ON THE SAME DATE OR ANY TRIP RECEIPTS FROM THE SAME WEEK.
- REPORT: SDC REPORT

## **Citation Payments: GPS**

- JMC OFFICE WILL RECEIVE A PAYMENT CONFIRMATION FAX FROM GPS
- JMC CLERK WILL WRITE "COURT" AND "#330" IN UPPER LEFT CORNER, HIGHLIGHT NAME AND PAYMENT AMOUNT, COPY FOR JMC OFFICE FOLDER AND GIVE ORIGINAL TO FINANCE DEPARTMENT IMMEDIATELY FOR APPROVAL.
- ONCE CHECK HAS BEEN RECEIVED BY TREASURER'S OFFICE, A COPY IS GIVEN TO JMC CLERK TO RECONCILE AND WRITE CITATION NUMBER OR PARTIAL NEXT TO EACH PAYMENT NAME AND GIVE BACK TO FINANCE DEPARTMENT.

## **Citation Payments During Court (After Hours)**

- DEFENDANT'S HAVE THE OPTION TO PAY WITH A DEBIT/CREDIT CARD OR CHECK/MONEY ORDER AFTER 5PM. SIGNS ARE POSTED AROUND THE COURTROOM STATING NO CASH PAYMENTS AFTER 5PM.
  - a. DEBIT/CREDIT CARD PAYMENTS ARE PROCESSED IN COURTROOM USING CARD READER AND THE GOVPAYNOW.COM WEBSITE. RECEIPTS ARE PRINTED FROM THE SITE ONCE THE TRANSACTION IS COMPLETE. (**Attachment J-15**) A COPY WILL BE PLACED IN THE COMPLETED RECEIPT ENVELOPE AND THE CORRESPONDING RECEIPT FROM THE RECEIPT BOOK WILL BE COMPLETED AND SEALED IN THE ENVELOPE AS WELL BY THE JMC CLERK.
    - i. JMC OFFICE WILL RECEIVE A FAX NOTIFICATION FROM GPS AND RETAIN THIS FOR THEIR FILES; COPY IN ENVELOPE WILL BE APPROVED WITH APPROPRIATE POSTING INSTRUCTIONS BY CLERK DURING COURT. FINANCE DEPT WILL VERIFY THAT ENVELOPE AND RECEIPT NUMBER MATCH AND PLACE IN PENDING FOLDER UNTIL GPS PAYMENT IS RECEIVED. ENVELOPE AND FAX NOTIFICATION WILL BE VALIDATED AND RETURNED TO JMC WHEN PAYMENT IS RECEIVED FROM GPS.
    - ii. THE REST OF THE PROCESS IS THE SAME AS THE ABOVE SECTION FOR GPS PAYMENTS.
  - b. CHECK/MONEY ORDER PAYMENTS ARE RECORDED IN THE RECEIPT BOOK. (**Attachment J-16**) DEFENDANT IS GIVEN A COPY OF RECEIPT. THE PAYMENT IS PLACED IN THE CORRESPONDING NUMBERED RECEIPT ENVELOPE AND SEALED AND SIGNED.

- c. ONCE COURT HAS CONCLUDED, ALL THE SIGNED AND SEALED RECEIPT ENVELOPES ARE PUT IN AN INTEROFFICE ENVELOPE AND PLACED IN THE WALL VAULT ON THE EAST SIDE OF THE BUILDING FOR FINANCE DEPARTMENT TO RECEIVE AND PROCESS THE NEXT DAY.

## Monthly Reporting

- Tyler Software creates report based on payments received throughout the month and distributes these payments to the various required legislative breakdowns.
  - a. Municipal Court Financial Report
  - b. This report reconciles and balances to the cash intake for the month
- This report also provides amounts to be paid to local Towns, Cities and Villages for their portion.
- This report also provides amounts to be paid to the County and the State for their portions.

## Quarterly Reporting

- Accounts Receivable Reconciliation
  - a. Report: Citations with Balances (Exhibit J-3)
  - b. Report is generated in Tyler by year for the past 6 years
  - c. Quarterly totals are updated in spreadsheet to give accurate percentages collected. These figures are reported to F&P which forwards to the Common Council.

***\*\*All reports can be run at any time by Finance to validate cash flow policies are being adhered to.***



City of Onalaska

# Journal Register

## Receipt Detail

Sort Sequence: Receipt Number  
Batch Creation Date: 06/28/2016

Receipt	Date	Taken By	Batch	T#	Trans. Type	Trans. Code	Account Number/Name	Applied	Tendered	Pay Method/Reference	Change
<b>Operator Code: CASH06</b>											
R00047533	6/28/2016	CASH 06	B00001264	6	MR	330	R00047533 / PARTIAL	100.00	100.00	CK - SW - 1544	0.00
R00047539	6/28/2016	CASH 06	B00001264	6	MR	330	R00047539 - / 1614826-2 / G...	124.00	222.80	CK - SW - *5828	0.00
					MR	330	R00047539 - / M / O9...	98.80			
R00047540	6/28/2016	CASH 06	B00001264	6	MR	330	R00047540 - / N D / U1...	10.00	134.00	CK - SW - *5560	0.00
					MR	330	R00047540 - / R / Q033157-...	124.00			
R00047541	6/28/2016	CASH 06	B00001264	6	MR	330	R00047541 - / 8950979-1 /...	10.00	108.80	CK - SW - *5368	0.00
					MR	330	R00047541 - / 8950429...	98.80			
R00047542	6/28/2016	CASH 06	B00001264	6	MR	300	R00047542 - / WARRANT...	100.00	100.00	CK - SW - *5343	0.00
R00047546	6/28/2016	CASH 06	B00001264	6	MR	330	R00047546 - / AR / 167295...	124.00	124.00	CA - SW	0.00
R00047547	6/28/2016	CASH 06	B00001264	6	MR	335	R00047547 - LEXIS NEXIS / REPORT # 2016-060...	3.00	3.00	CK - SW - *9291	0.00
R00047548	6/28/2016	CASH 06	B00001264	6	MR	335	R00047548 - LEXIS NEXIS / REPORT # 2016-059...	3.00	3.00	CK - SW - *4861	0.00
R00047549	6/28/2016	CASH 06	B00001264	6	MR	335	R00047549 - LEXIS NEXIS / REPORT # 2016-166...	3.00	3.00	CK - SW - *6822	0.00
R00047550	6/28/2016	CASH 06	B00001264	6	MR	335	R00047550 - LEXIS NEXIS / REPORT # 2016-061...	3.00	3.00	CK - SW - *7961	0.00
R00047551	6/28/2016	CASH 06	B00001264	6	MR	335	R00047551 - LEXIS NEXIS / REPORT # 2016-061...	3.00	3.00	CK - SW6 - *4812	0.00
R00047552	6/28/2016	CASH 06	B00001264	6	MR	335	R00047552 - LEXIS NEXIS / REPORT # 2016-061...	3.00	3.00	CK - SW6 - *7321	0.00
<b>Receipt Count:</b>	<b>12</b>	<b>Transaction Count:</b>	<b>15</b>	<b>Payment Method Count:</b>	<b>12</b>	<b>C6 Total:</b>	<b>807.60</b>	<b>807.60</b>			<b>0.00</b>
<b>Receipt Count:</b>	<b>12</b>	<b>Transaction Count:</b>	<b>15</b>	<b>Payment Method Count:</b>	<b>12</b>	<b>Detail Totals:</b>	<b>807.60</b>	<b>807.60</b>			<b>0.00</b>

### Miscellaneous Receipt Distribution

Transaction Code - Description	Receipt	Name	Product Description	Secondary Product Descrip.	Units	Total Amount	Account/Project	Account/Project Description	Distribution
300 - MISC EXPENSE	R00047541	WARRANT,	MISC EXPENSE		0	100.00	100-51900-397	MISCELLANEOUS EXPENSE	-100.00
		MILWAUKEE CO. / GPS	MISC EXPENSE						
330 - POLICE CITATIONS	R00047533	/ PARTIAL	POLICE CITATIONS		0	100.00	208-24341	CITATIONS DUE ST./CO./CITY	-100.00
	R00047539	/ 1614826-2 / GPS	POLICE CITATIONS		0	124.00	208-24341	CITATIONS DUE ST./CO./CITY	-124.00
	R00047539	/ O907419	POLICE CITATIONS		0	98.80	208-24341	CITATIONS DUE ST./CO./CITY	-98.80
	R00047540	-2 / GPS	POLICE CITATIONS		0	124.00	208-24341	CITATIONS DUE ST./CO./CITY	-124.00
	R00047540	Q033157-5 /	POLICE CITATIONS		0	10.00	208-24341	CITATIONS DUE ST./CO./CITY	-10.00
	R00047540	- / U139278-	POLICE CITATIONS		0	10.00	208-24341	CITATIONS DUE ST./CO./CITY	-10.00
		6 / GPS	POLICE CITATIONS						

Exhibit 2



City of Onalaska

Packet: CLPKT00900 - P/R - OPD - 6/27/16

Posting Date: 6/27/2016

Summaries

### Terminal Summary

Terminal Number	Recpt Count	Tendered Amount	Applied Amount	External Amount	Change
5	5	1,143.45	1,143.45	0.00	0.00
6	18	984.78	958.78	0.00	26.00
<b>Terminal Totals:</b>	<b>23</b>	<b>2,128.23</b>	<b>2,102.23</b>	<b>0.00</b>	<b>26.00</b>

### Operator Summary

Operator	Transaction Code - Description	Trans. Count	Applied Amount	External Amount
CASH05	260 - PARK FEES		2.00	0.00
	275 - EOD ACTIVENET	3	1,141.45	0.00
	<b>Operator Transaction Totals:</b>		<b>1,143.45</b>	<b>0.00</b>
CASH06	20 - ACC REC PAYMENTS	4	92.00	0.00
	330 - POLICE CITATIONS	13	854.60	0.00
	331 - PARKING TICKETS	1	10.00	0.00
	332 - PARKING TICKETS	2	2.18	0.00
	999 - ETS UTILITY CHARGE	2	2.18	0.00
	<b>Operator Transaction Totals:</b>	<b>20</b>	<b>958.78</b>	<b>0.00</b>
<b>Transaction Totals:</b>	<b>24</b>	<b>2,102.23</b>	<b>0.00</b>	

*SAMPLE*

### Transaction Summary

Transaction Code	Trans. Count	Applied Amount	External Amount
20 - ACC REC PAYMENTS	4	92.00	0.00
260 - PARK FEES	1	2.00	0.00
275 - EOD ACTIVENET	3	1,141.45	0.00
330 - POLICE CITATIONS	13	854.60	0.00
331 - PARKING TICKETS	1	10.00	0.00
332 - PARKING TICKETS	2	2.18	0.00
999 - ETS UTILITY CHARGE	2	2.18	0.00
<b>Transaction Totals:</b>	<b>24</b>	<b>2,102.23</b>	<b>0.00</b>

### Product Code Summary

Product Code	Trans. Count	Applied Amount
260a - DOG PARK	1	2.00
275 - AOD ACTIVENET	3	1,141.45
330 - POLICE CITATIONS	13	854.60
331 - PARKING TICKETS	1	10.00

*Exhibit 3*

Attachment J-1

### OPD CITATIONS WITH COURT DATE

<u>Offense Date</u>	<u>Case Number</u>	<u>Violation Description</u>	<u>Citation Number</u>	<u>Court Date</u>	<u>Amount</u>	<u>Name Last</u>	<u>Name First</u>
3/21/2016 5:17:00PM	20-16-██████	SPEEDING ON CITY HIGHWAY (30-34 MPH)	C312230-2	5/2/2016 4:30:00PM	\$218.50	██████	██████

Attachment J-2

### OPD CITATIONS WITH COURT DATE

<u>Offense Date</u>	<u>Case Number</u>	<u>Violation Description</u>	<u>Citation Number</u>	<u>Court Date</u>	<u>Amount</u>	<u>Name Last</u>	<u>Name First</u>
3/18/2016 5:12:00AM	20-16-██████	OPERATE W/O CARRYING LICENSE	B950980-2	5/2/2016 5:00:00PM	\$73.60	██████	██████

Attachment J-3

Citation #  Viol #  Long Cit#  Regular  Docket #

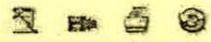
Name  \* Adult \*  Age at time of Violation

SS#  in Queues

Violation

Current Status     DSC Completed

Citation | Citation(2) | Judgment | History Receipts | Distribution | Fees | Bonds | Witnesses



Display column headers for all records in the following table

Date	Time	Receipt No	Description	Type	Tran	Reference	NC Type	Payment Method	Amount
04/06/2016	12:43 PM	004001601	Posted Cash Receipt	Cash Payment	Payment	PD38611			735.00

1 records Total 735.00

Exit

Inquiry | ajolly

Coulee Region Municipal Court  
508-781-9558

Receipt

REC#: 00040127      4/18/2016      8:34 AM  
OPER: Amber TERM: 001  
REF#: PD41629

Attachment J-4

TRAN: 1.0000      Court Payments

CODY R  
780BJ1GGH-01

50.00CR

Thank You!

BALANCE:                      127.00

TOTAL BALANCE *left*:      127.00

TENDERED:                      50.00      CASH

APPLIED:                        50.00-

CHANGE:                        0.00

Next payment due  
by 5/18/16

COULEE REGION  
JOINT MUNICIPAL COURT  
REFUND/ADJUSTMENT  
(copy of transaction must be attached)

Attachment J-5

Name: \_\_\_\_\_  
(last) (first) (middle)

PAY TO:

REASON FOR REFUND/ADJUSTMENT: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MUNICIPALITY: \_\_\_\_\_

RECEIPT #: \_\_\_\_\_

DATE OF TRANSACTION: \_\_\_\_\_

JMC INCOME	208-24341	\$ _____
JMC MISC. INCOME	208-48000	\$ _____
MISC. INCOME	100-48000	\$ _____
MISC. EXPENSE	100-51900-397	\$ _____
PARKING VIOLATIONS	100-45115	\$ _____
WITNESS FEES	100-51200-340	\$ _____
TOTAL AMOUNT OF REFUND/ADJUSTMENT		\$ _____

*\*compiled by Amber Jolly*

\_\_\_\_\_  
MUNICIPAL COURT JUDGE

\_\_\_\_\_  
DATE

From 4/05/2016 to 4/05/2016

*Attachment J-6*

-----  
 Post Date      Citation No.    Docket No.  
 -----

\*\*\*\*\* TOTAL FOR REPORT \*\*\*\*\*

Code	--- Payments ---	--- Refunds ---	--- Net ---	G/L Acct No.
CJA 12	0.00	0		20824340 (234)
AGY: OPD	111.80		111.80	20824340 (234)
PA4 12	0.00	0		20824240 (221)
AGY: OPD	178.00		178.00	20824240 (221)
AGY: SPD	5.20		5.20	20824240 (221)
FINE 26	0.00	0		20845110 (220)
AGY: OPD	912.60		912.60	20845110 (220)
AGY: HPD	85.00		85.00	20845110 (220)
AGY: CPD	50.00		50.00	20845110 (220)
SRPS 1	50.00	0	50.00	208243418 (235)
CCT14 14	0.00	0		20845112 (225)
AGY: OPD	343.00		343.00	20845112 (225)
AGY: WSP	25.00		25.00	20845112 (225)
AGY: SPD	4.80		4.80	20845112 (225)
COSTS4 1	0.00	0		20824243 (227)
AGY: OPD	8.00		8.00	20824243 (227)
COSTS9 10	130.00	0	130.00	20824243 (227)
COURTS 11	0.00	0		20824241 (226)
AGY: OPD	50.00		50.00	20824241 (226)
AGY: SPD	5.00		5.00	20824241 (226)
SURC13 1	435.00	0	435.00	20824290 (222)
<b>Total:</b>	<b>88      2,393.40</b>	<b>0</b>	<b>2,393.40</b>	

Cash Payments....+	\$2,393.40	
Bond Forfeited...+	\$0.00	
Bond Applied.....+	\$0.00	
Payment Refunded.-	\$0.00	
Fees/Fines Paid..=		\$2,393.40
Cash (Payments)...+	\$2,393.40	
Cash (Bonds).....+	\$0.00	
Total Cash Trans.=		\$2,393.40
Cash Refunds.....-	\$0.00	
Net Cash Trans...=		\$2,393.40
Cash Refund/Cash :	\$0.00	
Cash Refund/Check:	\$0.00	
Cash Refund/X-AP :	\$0.00	
Tl. Cash Refunds.:		\$0.00
Cash Bond Posted.+	\$0.00	
Bond Forfeited...-	\$0.00	
Bond Applied.....-	\$0.00	
Bond Refunded.....-	\$0.00	
Net Change/Bond..=		\$0.00
Bond Refund/Cash :	\$0.00	





# COULEE REGION JOINT MUNICIPAL COURT

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

JOHN M. BRINCKMAN  
MUNICIPAL JUDGE  
(608) 781-9558

April 26, 2016

JESSICA

*Attachment J-8*

## NOTICE OF INTENT TO REFER DEBT TO THE DEPARTMENT OF REVENUE

Pursuant to Sec. 71.93(8), Wis. Stats, you are hereby notified that the Coulee Region Joint Municipal Court may refer the following debt(s) to the Department of Revenue (DOR):

Date Issued:	Citation #:	Citation Description:
8/28/2014	N1297190	O RETAIL THEFT

Total Due: \$ 313.00

If the debt is not paid in full within 30 days of the date of this letter, the amount may be referred to a DOR revenue agent for collection action. If referred, a mandatory delinquent collection fee of 15% of the unpaid balance or \$35.00 whichever is greater, will be added to your account.

Collection action may include one or all of the following, some of which result in additional fees being added to your account:

- Interception of your Wisconsin tax refunds.
- Attachment of wages or other compensation being paid to you.
- Garnishment, seizure or levy against your property, including bank accounts and IRAs.
- Filing a delinquent tax warrant with the Clerk of Courts in the county in which you reside and/or own property. This warrant will act as judgment and lien on any real and personal property that you own and may affect your credit rating.

Please send your payment with a copy of this letter. If you do not think you owe this amount or have any questions, you may contact this office at the number listed above.

Very truly yours,

*John M. Brinckman*  
John M. Brinckman  
Municipal Court Judge  
CC: File

SDC AGENCY MASTER AS OF 5/3/16

LastName	FirstName	DebtID	Certified	Balance	Date Pd
[REDACTED]	TRISHA	626	01/14/2016	\$ 719.90	
[REDACTED]	BRIAN	J4753125	02/29/2016	\$ 479.55	
[REDACTED]	LISA	127232414	02/29/2016	\$ 1,051.15	
[REDACTED]	DONALD	U1404712	02/29/2016	\$ 159.00	

*Attachment J-9*

*[Faint, illegible markings]*

SDC DEBT LIST AS OF 6/10/2016

Attachment J-10

LAST	FIRST	DebtID	Received	Balance
	TRISHA	12723191	01/14/2016	\$ 719.90
	XAVIER	15208946	06/02/2016	\$ 103.40
	XAVIER	15208947	06/02/2016	\$ 185.00

TRIP POSTING NOTIFICATION FOR 3/30/16

04.11.2016

SSN	DLN	TICKET #	LAST	FIRST	DebtId	INTERCEPT	BALANCE	AGENCY	YEAR
[REDACTED]	[REDACTED]	N039622	[REDACTED]	MARCUS	00006	\$ 228.00	\$ -	ONA	2008
[REDACTED]	[REDACTED]	N039627	[REDACTED]	MARCUS	00007	\$ 298.00	\$ -	ONA	2008
[REDACTED]	[REDACTED]	127205104	[REDACTED]	DYLAN	00001	\$ 90.00	\$ 198.00	CBD	2012
TOTAL						\$ 616.00			

*Attachment 5-11*

State of Wisconsin  
 Tax Refund Intercept Program (TRIP) #208-24341

*Attachment J-12*

2016

JANUARY		FEBRUARY		MARCH	
Sequence #	Deposit Amount	Sequence #	Deposit Amount	Sequence #	Deposit Amount
01.01.2016	\$ 141.20	02.02.2016	\$ 996.10	03.07.2016	\$ 263.80
		02.03.2016	\$ 714.00	03.08.2016	\$ 753.80
		02.04.2016	\$ 1,994.66	03.09.2016	\$ 50.00
		02.05.2016	\$ 2,589.98	03.10.2016	\$ 768.00
		02.06.2016	\$ 1,648.27		
<b>TOTAL</b>	<b>\$ 141.20</b>	<b>TOTAL</b>	<b>\$ 7,943.01</b>	<b>TOTAL</b>	<b>\$ 1,835.60</b>
APRIL		MAY		JUNE	
Sequence #	Deposit Amount	Sequence #	Deposit Amount	Sequence #	Deposit Amount
04.11.2016	\$ 616.00				
<i>Entered 4/6/16 post as 4/2/16</i>					
<b>TOTAL</b>	<b>\$ 616.00</b>	<b>TOTAL</b>	<b>\$ -</b>	<b>TOTAL</b>	<b>\$ -</b>
JULY		AUGUST		SEPTEMBER	
Sequence #	Deposit Amount	Sequence #	Deposit Amount	Sequence #	Deposit Amount
<b>TOTAL</b>	<b>\$ -</b>	<b>TOTAL</b>	<b>\$ -</b>	<b>TOTAL</b>	<b>\$ -</b>
OCTOBER		NOVEMBER		DECEMBER	
Sequence #	Deposit Amount	Sequence #	Deposit Amount	Sequence #	Deposit Amount
<b>TOTAL</b>	<b>\$ -</b>	<b>TOTAL</b>	<b>\$ -</b>	<b>TOTAL</b>	<b>\$ -</b>

STATE DEBT COLLECTION  
MONTHLY POSTING NOTIFICATION  
MARCH 2016

SDC 03.02.2016

LAST	FIRST	DEBT ID	PAYMENTS TO PRINCIPAL	BALANCE	AGENCY
	ANNA	I4100191	\$ (111.40)	\$ -	ONA
	ANDREW	15370581	\$ (240.00)	\$ -	HPD
	CURTIS	I4099922	\$ (187.00)	\$ -	ONA
	CHRISTOPHER	G7839451	\$ (10.40)	\$ 333.60	ONA
	EMILY	12723524	\$ (313.00)	\$ -	ONA
	JACKSON	I4101845	\$ (98.80)	\$ -	ONA
	KELLY	N745424	\$ (89.30)	\$ 208.70	ONA
	MICHAEL	P184615	\$ (291.00)	\$ -	SPD
			\$ (1,340.90)		

*Attachment 5-13*

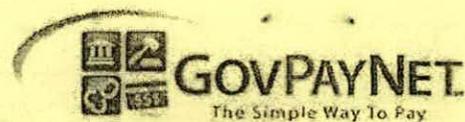
State of Wisconsin  
SDC - Tax Refund Intercept Program (TRIP) #208-24341

Attachment J-14

2016

JANUARY		FEBRUARY		MARCH	
Sequence #	Deposit Amount	Sequence #	Deposit Amount	Sequence #	Deposit Amount
		02.01.2016	\$ 111.80	03.02.2016	\$ 1,340.90
				<i>entered 3/01/14 BST as 3/6/14</i>	
TOTAL	\$ -	TOTAL	\$ 111.80	TOTAL	\$ 1,340.90
APRIL		MAY		JUNE	
Sequence #	Deposit Amount	Sequence #	Deposit Amount	Sequence #	Deposit Amount
TOTAL	\$ -	TOTAL	\$ -	TOTAL	\$ -
JULY		AUGUST		SEPTEMBER	
Sequence #	Deposit Amount	Sequence #	Deposit Amount	Sequence #	Deposit Amount
TOTAL	\$ -	TOTAL	\$ -	TOTAL	\$ -
OCTOBER		NOVEMBER		DECEMBER	
Sequence #	Deposit Amount	Sequence #	Deposit Amount	Sequence #	Deposit Amount
TOTAL	\$ -	TOTAL	\$ -	TOTAL	\$ -

PLC #: 2305  
ONALASKA MUNICIPAL COURT  
415 MAIN ST  
ONALASKA, WI 54650  
Tel: 608-781-9529



*Attachment J-15*

**TRANSACTION INFORMATION:**

**Defendant:** THOM [REDACTED]  
**Citation #:** B9505775  
**License Plate #:**  
**Case #:** 16-01482  
**Court Date:** 4-4-2016

**Reference #:** 16775412  
**Date/Time:** 2016-04-04 18:26:32.0  
**Accepted:** 2016-04-06 09:19:36.0  
**Payout Date:** 2016-04-06 15:08:37.0

**CREDIT CARD INFORMATION:**

**Name:** THOMA  
**Address:** MSR  
**Address Line 2:** MSR  
**City:** MSR  
**State:** AL  
**Zip:** 00000  
**Phone:** 000-000-0000  
**Card #:** [REDACTED]

**PAYMENT INFORMATION:**

**Approval #:** 416435  
**PAYMENT AMOUNT:** \$187.00  
**Service Fee:** \$6.00  
**Total Amount:** \$193.00

RECEIPT

date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

No. 974833

received from \_\_\_\_\_

\$ \_\_\_\_\_

amount \_\_\_\_\_ dollars

for payment of \_\_\_\_\_

cash  money order  credit card  check # \_\_\_\_\_

amount due		
amount paid		
balance		

from \_\_\_\_\_ to \_\_\_\_\_

signature \_\_\_\_\_

*Attachment 5-16*

885WS

RECEIPT

date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

No. 974834

received from \_\_\_\_\_

\$ \_\_\_\_\_

amount \_\_\_\_\_ dollars

for payment of \_\_\_\_\_

cash  money order  credit card  check # \_\_\_\_\_

amount due		
amount paid		
balance		

from \_\_\_\_\_ to \_\_\_\_\_

signature \_\_\_\_\_

885WS

RECEIPT

date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

No. 974835

received from \_\_\_\_\_

\$ \_\_\_\_\_

amount \_\_\_\_\_ dollars

for payment of \_\_\_\_\_

cash  money order  credit card  check # \_\_\_\_\_

amount due		
amount paid		
balance		

from \_\_\_\_\_ to \_\_\_\_\_

signature \_\_\_\_\_

885WS

RECEIPT

date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

No. 974836

received from \_\_\_\_\_

\$ \_\_\_\_\_

amount \_\_\_\_\_ dollars

for payment of \_\_\_\_\_

cash  money order  credit card  check # \_\_\_\_\_

amount due		
amount paid		
balance		

from \_\_\_\_\_ to \_\_\_\_\_

signature \_\_\_\_\_

885WS

F-6c

## Deficiencies Cited

### OPD Parking:

1. No software currently being used identifying parking tickets issued  
**Solution:** Either thru TRACS or new alternative software, a report needs to be generated by the Police department on a monthly basis to identify tickets issued and outstanding.
2. No reconciliation is currently being performed to identify paid parking tickets  
**Solution:** Either thru TRACS or new alternative software, a report needs to be generated by the Police department on a monthly basis to identify tickets paid and outstanding
3. No report currently exists showing delinquency correspondence is being mailed out  
**Solution:** A monthly report shall be created by the Police department showing which aged accounts have been contacted with delinquent fines in order to comply with delinquency requirements.

### OPD Citations:

4. No report currently being produced to show citations issued  
**Solution:** A report will be generated by the Police department on a monthly basis to show citations issued and outstanding
5. No report currently being produced to show citations outstanding  
**Solution:** A report will be generated by the Police department on a monthly basis to show citations paid and outstanding
6. Hand written citations are currently being done in limited situations  
**Solution:** All citations will be done in TRACS by the Police Officers

### Citation Issuance:

7. JMC clerk has ability to remove unrelated citations (voids/circuit court/warnings) from the copy of the TRACS file on the J: drive  
**Solution:** A monthly report of removed items will be prepared by the JMC clerk and validated against the TRACS reporting system.



Proposal prepared for:

**City of Onalaska**

Mike Deline

Director of Information Technology

# Proposed Solution: IntelliPRINT

In order to improve upon City of Onalaska's current environment, Laser Product Technologies, Inc. recommends IntelliPRINT, A Managed Print Services Program.

## What to Expect

Laser Product Technologies will provide a fully integrated managed print services program for the printer/copier fleet on an all-inclusive agreement covering parts, labor and consumables (*staples, paper & power not included*).

Laser Product Technologies will provide an automated monitoring and reporting system. This will allow City of Onalaska to account for all devices and related operating costs. You will not have to monitor or call in any page volumes with IntelliPRINT.

**IntelliPRINT**  
MANAGED PRINT SOLUTIONS

Welcome Marty, Tom  
Preferences • Logout

Home | Device Alerts | Reports | Service Alerts | Administration

Device Alerts > Reports > Device Detail

HP Color LaserJet CP4005 (Location: LMC-Gadget M, Asset: 100000)

Group: Laser Product Technologies > Normal, Ontario S.O.  
Name: HP Color LaserJet CP4005 (Location: LMC-Gadget M, Asset: 100000)

Device Type: Network  
IP Address: 172.20.16.2  
MAC Address: 08-1E-08-13-93-19  
Location: LMC-Gadget M  
Last Active: 7 minutes ago  
First Seen: Tuesday, October 01, 2013  
Install Date: Friday, November 07, 2008

Status: OK  
Serial #: IP-ALC13695  
Asset #: 100000  
Total Coverage: 25,496 (Source: Estimated)  
Black Coverage: 5,77% (Source: Device Cartridge)  
Color Coverage: 0.16%  
Firmware: SYSTEM=20070827;JETDIRECT-V.33

Display: 2013-11-07 10:00 AM (GMT-7)  
Errors: 2013-11-07 10:00 AM (GMT-7)

Toner	Level	SKU	Last Changed	Order	Supply	Last Changed	Order
Black	99%	CE400A	5/9/2014	<input type="checkbox"/>	Black Cartridge HP C...	11/5/2013	<input type="checkbox"/>
Cyan	99%	CE401A	5/9/2014	<input type="checkbox"/>	Cyan Cartridge HP CB...	11/5/2013	<input type="checkbox"/>
Magenta	99%	CE403A	5/9/2014	<input type="checkbox"/>	Image Fuser Kit H...	5/9/2014	<input type="checkbox"/>
Yellow	99%	CE402A	5/9/2014	<input type="checkbox"/>	Image Transfer Kit H...	5/9/2014	<input type="checkbox"/>
					Nogenta Cartridge HP...	11/5/2013	<input type="checkbox"/>
					Yellow Cartridge HP ...	11/5/2013	<input type="checkbox"/>

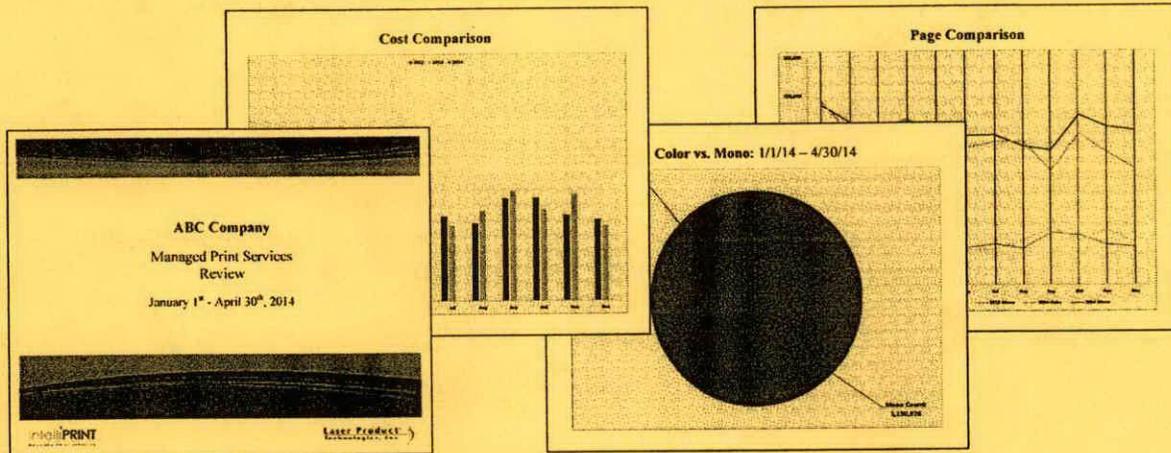
Coverage

Black	5.77% (Source: Device Cartridge)
Cyan	0.27% (Source: Device Cartridge)
Magenta	0.26% (Source: Device Cartridge)
Yellow	0.31% (Source: Device Cartridge)

Laser Product Technologies will provide an advanced supply ordering system. Toners come labelled by asset number and device location. This labelling system assures that when a toner runs empty, IT staff and end-users will know where the product needs to go.



Laser Product Technologies will provide quarterly reviews to assure the optimization of City of Onalaska's printer/copier devices. You will be provided with in depth reporting and ongoing consulting services.



Laser Product Technologies is responsible for maintaining the printer/copier fleet for the entire length of the agreement. This assures that City of Onalaska will not be required to replace any equipment for the agreement terms.

**“Pay for What You Print/Copy”** With Laser Product Technologies, you are never held to the number of pages being printed or copied. There are no page allowances or overages. This type of billing program does not penalize you for pages never used.

**Example**

**Allowance**

100,000 pages at a CPP of \$0.005 = \$500.00  
Actual pages used was 84,000, you paid for 16,000 never used

Vs.

**IntelliPRINT**

84,000 actual pages at a CPP of \$0.005 = \$420.00

**Total savings of \$80.00**

Laser Product Technologies will provide end-user training of new copier equipment to key operators. This will ensure maximum end-user output on the new devices. Laser Product Technologies will continue to support a key operator throughout the length of the agreement.

# Process Improvements

Laser Product Technologies, Inc. will proactively manage all print/copy related billing for devices managed under this proposal providing a significant reduction in costs and time to your business. Meter reading will be managed and/or automated by LPT and available to you via your personal IntelliPRINT Services Dashboard.

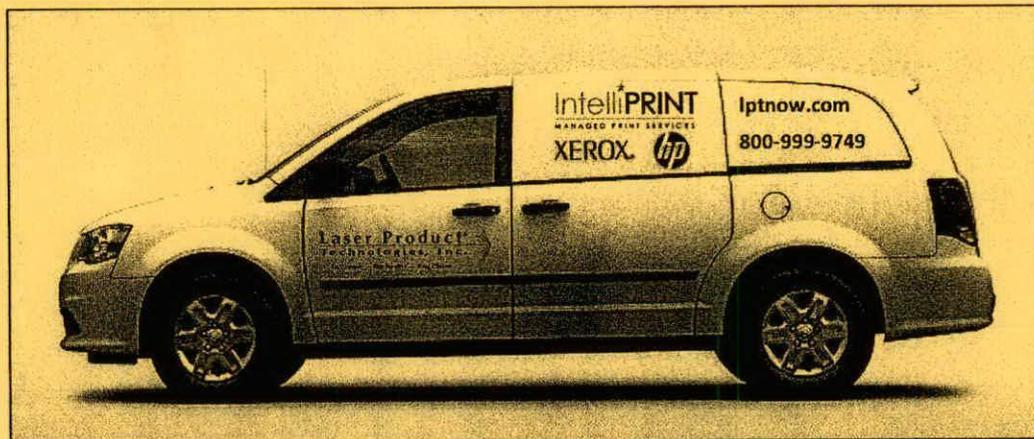
By having one supplier manage your printing, you will save staff time in IT, Administration, Accounting and more. This will allow them the opportunity to focus on your core business and deliver greater productivity for you.

Through our proactive support model, we will monitor, maintain, and manage your environment, usually fixing problems before they impact your employees and your business.

Responsive Service by Skilled Technicians: Every service technician completes a rigorous factory and in-house training curriculum. This on-going education ensures that they keep pace with advancing technology.

Our service technicians are backed by a state-of-the-art dispatching system that enables a technician to be dispatched from the location nearest you. LPT's technicians are measured on machine reliability, not number of calls per day. As a result, our customers experience unparalleled manufacturer direct service and support.

Laser Product Technologies will respond to all calls for service during "Regular Service Hours" **within 4 business hours**. Individuals can call the dedicated Service Center at 1-866-553-1002



LPT will provide preventative maintenance on all the devices on a routine basis assuring optimum performance and longevity resulting in a maximum return on investment on each asset for the entire length of the agreement.

# Benefits of IntelliPRINT

Laser Product Technologies is a leader in document technology and services for more than two decades. Laser Product Technologies is a privately owned organization that serves a 3,500+ customer base out of 3 locations: Holmen, Eau Claire and Rochester, MN.

Laser Product Technologies is an authorized dealer, service center, and leasing provider for both **Hewlett Packard & Xerox**. By partnering with both Hewlett Packard and Xerox, Laser Product Technologies has proven that there is no solution that we cannot provide.

Laser Product Technologies is a **Hewlett Packard "MPAS Specialist"**, 1 of 60 in the United States. HP MPAS Specialists are highly skilled in selling HP's best-in-class IPG products and solutions. This partnership provides infrastructure assessments and device consolidation to help solve business problems. HP MPAS partners can help you select the right solution for your unique printing needs.



**Hewlett Packard SMP** allows Laser Product Technologies to supply clients with discounts in hardware purchases and OEM (New) toner at a CPP to almost that of a remanufactured product. This benefit allows the customer to never be penalized when purchasing new equipment. You get the discount on both the equipment and toner product upfront, without having to wait for a remanufactured version.

Laser Product Technologies has chosen **Supplies Network** as a preferred partner for Managed Print Services. As an early innovator of Managed Print Services, the company leverages top industry talent, a robust IT development team with experience in packaging SaaS services, and relationships with all segments of the print-provider value chain including major supplies manufacturers and dealers. In addition to being a leader in print management, Supplies Network specializes in IT supplies, equipment and data storage media from 70 leading manufacturers. One and two-day UPS ground delivery is available to 99% of the U.S. population.



**SuppliesNetwork**

# IntelliPRINT Pricing

Model Name	Location	Notes	Mono CPP	Color CPP
HP LJ P3015	Clerk Office		\$ 0.0095	
HP CLJ CP2025n	PD Admin Color		\$ 0.0242	\$ 0.1201
HP LJ 4350	????		\$ 0.0095	
HP LJ 4300tn	Finance		\$ 0.0085	
HP LJ M3035 MFP	Clerk BW		\$ 0.0109	
HP CLJ CM2320n	Finance Color	<b>Covered for Toner ONLY</b>	\$ 0.0229	\$ 0.1095
HP LJ 4200	Inspections BW	<b>Covered for Toner ONLY</b>	\$ 0.0085	
HP LJ M425dn MFP	JMC Front		\$ 0.0169	
HP CLJ 3800n	Inspections Color	<b>Covered for Toner ONLY</b>	\$ 0.0169	\$ 0.0895
HP LJ P4515tn MICR	Finance Check Printer		\$ 0.0109	
HP LJ M601dn	Finance Deputy		\$ 0.0095	
HP LJ P2055dn	Park and Rec BW		\$ 0.0175	
HP LJ P3005d	PT Finance		\$ 0.0095	
HP LJ M402 (NEW DEVICE)	Fire Department Dispatch	OEM Toner until Rem available	\$ 0.0223	

HP CLJ M680f MFP	10.145.10.25	MXDEG771HY	Police Department	Already Covered Under MRS PROGRAM
HP LJ 4050se	10.145.1.154	USCF000363	PD Counter	Can't Cover due to AGE
HP LJ 2300L	10.145.1.156	JPBFG18134	PD Sergeant	Can't Cover due to AGE
Hewlett-Packard DesignJet	10.145.5.155	MY7893C06N	Engineering Plotter	Plotters Are Not Covered MIB
Hewlett-Packard OfficeJet	10.145.2.151	CN27HEK18505KD		Inkjets Are Not Covered MIB
HP LJ 4000	10.145.1.152	USRB039720	PD Admin BW	Can't Cover due to AGE

CITY OF ONALAKSA

March MPS Volume Information

Model Name	IP Address	Serial Number	Location	Notes	Mono Volume	Color Volume	Mono CPP	Color CPP	Mono	Color	
HP LJ P3015	10.145.3.151	VNB3523946	Clerk Office		904		\$ 0.0095		\$ 8.59		
HP CLJ CP2025n	10.145.1.65	CN85102562	PD Admin Color		4	34	\$ 0.0242	\$ 0.1201	\$ 0.09	\$ 4.14	
HP LJ 4350	10.145.1.52	CNDX13471	????		369		\$ 0.0095		\$ 3.51		
HP LJ 4300tn	10.145.3.154	CNGY428637	Finance		834		\$ 0.0085		\$ 7.09		
HP LJ M3035 MFP	10.145.3.153	CNQC820558	Clerk BW		6672		\$ 0.0109		\$ 72.73		
HP CLJ CM2320n	10.145.10.22	XXXXXXXXXX	Finance Color	Covered for Toner ONLY	1	60	\$ 0.0229	\$ 0.1095	\$ 0.02	\$ 6.67	
HP LJ 4200	10.145.7.152	USBNN20703	Inspections BW	Covered for Toner ONLY	860		\$ 0.0085		\$ 7.31		
HP LJ M425dn MFP	10.145.2.149	CNDBFBTJDR	JMC Front		3135		\$ 0.0169		\$ 52.98		
HP CLJ 3800n	10.145.7.151	CNWBC12162	Inspections Color	Covered for Toner ONLY	5	138	\$ 0.0169	\$ 0.0895	\$ 0.08	\$ 12.35	
HP LJ P4515tn MICR	10.145.3.156	CNDY894378	Finance Check Printer		352		\$ 0.0109		\$ 3.83		
HP LJ M601dn	10.145.10.24	CNCCG4H06F	Finance Deputy		1331		\$ 0.0095		\$ 12.64		
HP LJ P2055dn	10.145.4.152	CN89703597	Park and Rec BW		1		\$ 0.0175		\$ 0.01		
HP LJ P3005d	10.145.3.101	CND1N11081	PT Finance		920		\$ 0.0095		\$ 8.74		
HP LJ M402 (NEW DEVICE)	10.145.100.102	JPBDY04621	Fire Department Dispatch	OEM Toner until Rem available	544		\$ 0.0223		\$ 12.13		
					15932	232			\$ 189.75	\$ 23.16	
										14 x \$1.89 monitoring fee	\$26.46
										MARCH MPS \$239.37	

April MPS Volume Information

Model Name	IP Address	Serial Number	Location	Notes	Mono Volume	Color Volume	Mono CPP	Color CPP	Mono	Color	
HP LJ P3015	10.145.3.151	VNB3523946	Clerk Office		846		\$ 0.0095		\$ 8.03		
HP CLJ CP2025n	10.145.1.65	CN85102562	PD Admin Color		9	13	\$ 0.0242	\$ 0.1201	\$ 0.21	\$ 1.56	
HP LJ 4350	10.145.1.52	CNDX13471	????		260		\$ 0.0095		\$ 2.47		
HP LJ 4300tn	10.145.3.154	CNGY428637	Finance		1163		\$ 0.0085		\$ 9.88		
HP LJ M3035 MFP	10.145.3.153	CNQC820558	Clerk BW		2762		\$ 0.0109		\$ 30.10		
HP CLJ CM2320n	10.145.10.22	XXXXXXXXXX	Finance Color	Covered for Toner ONLY	X	55	\$ 0.0229	\$ 0.1095	\$ -	\$ 6.02	
HP LJ 4200	10.145.7.152	USBNN20703	Inspections BW	Covered for Toner ONLY	1000		\$ 0.0085		\$ 8.50		
HP LJ M425dn MFP	10.145.2.149	CNDBFBTJDR	JMC Front		3471		\$ 0.0169		\$ 58.65		
HP CLJ 3800n	10.145.7.151	CNWBC12162	Inspections Color	Covered for Toner ONLY	6	38	\$ 0.0169	\$ 0.0895	\$ 0.10	\$ 3.40	
HP LJ P4515tn MICR	10.145.3.156	CNDY894378	Finance Check Printer		296		\$ 0.0109		\$ 3.22		
HP LJ M601dn	10.145.10.24	CNCCG4H06F	Finance Deputy		1200		\$ 0.0095		\$ 11.40		
HP LJ P2055dn	10.145.4.152	CN89703597	Park and Rec BW		X		\$ 0.0175		\$ -		
HP LJ P3005d	10.145.3.101	CND1N11081	PT Finance		913		\$ 0.0095		\$ 8.67		
HP LJ M402 (NEW DEVICE)	10.145.100.102	JPBDY04621	Fire Department Dispatch	OEM Toner until Rem available	419		\$ 0.0223		\$ 9.34		
					12345	106			\$ 150.57	\$ 10.98	
										14 x \$1.89 monitoring fee	\$26.46
										APRIL MPS \$177.11	

Model Name	IP Address	Serial Number	Location	Notes
HP CLJ M581dn	10.145.10.22	M58127111	Fire Department	Already covered by other MIB PROGRAM
HP LJ 4050se	10.145.1.154	USCF000363	PD Counter	Can't Cover due to AGE
HP LJ 2300L	10.145.1.156	JPBFG18134	PD Sergeant	Can't Cover due to AGE
Hewlett-Packard DesignJet	10.145.5.155	MY7893CD6N	Engineering Plotter	Plotters Are Not Covered MIB
Hewlett-Packard OfficeJet	10.145.2.151	CN27HEK18505KD		InkJets Are Not Covered MIB
HP LJ 4000	10.145.1.152	USR8039720	PD Admin BW	Can't Cover due to AGE
Savin CLP37DN	10.145.5.151	59308800007		Under Contract
Toshiba eStudio 230	10.145.2.153	CS1527500		Under Contract ???
EOJ Copier	10.145.10.26	G144R900063		EOJ Under Contract
Canon IR 5075	10.145.10.21	CHL01724	Clerk Copy	Tri-State Contract ???
Canon Color IR C2550	10.145.4.151	OCA03850	Park and Rec Color	Tri-State Contract ???
Canon IR Advance C2030	10.145.5.154	EZ514672	Engineering	Tri-State Contract ???
Canon ICMF5960dn	10.145.10.20	HQG04288	Clerk Front	Tri-State Contract ???

1,282.14 \*  
 213.69 \*  
 213.69 \*  
 427.37 ÷  
 2. \*  
 427.37 \*  
 239.37 +  
 188.00 +  
 0. \*

**REORG COST ANALYSIS**

**A.**

POSITION	2016 GF BUDGET	YTD thru 6/30/16	BUDGET REMAINING	NEW POSITION	2016 ANNUAL SALARY	EST START DATE	EST FUNDS TO EOY	(SHORT) OVER	FICA 7.65% WRS 6.6%	60 DAYS HEALTH DENTAL INS SAVINGS	ADDITIONAL HEALTH DENTAL COST (4 MOS)	TOTAL SAVINGS
Dpty City Clerk	46,282.19	23,141.10	23,141.10		38,088.98	7/1/16	19,044.49	4,096.61	583.77	2,958.00	5,916.00	13,554.38
Finance Office Asst. 14.65/HR (9906.26+70HRS @14.65)	17,580.00	10,931.75	6,648.25	Payroll/Fin Ast.	38,088.98	7/1/16	19,044.49	(12,396.24)	(1,766.46)	0.00	(6,725.60)	(20,888.30)
Finance Support Clerk	0.00	0.00	0.00	Finance Support Clerk	31,310.19	7/1/16	15,655.10	(15,655.10)	(2,230.85)	0.00	(6,725.60)	(24,611.55)
HR Assistant/Fin Sup (LTE)	0.00	0.00	0.00	HR Ast/Fin Sup (LTE)	33,569.79	7/1/16	16,784.90	(16,784.90)	(2,391.85)	0.00	(6,725.60)	(25,902.35)
Office Clerical Support (OPD) *	42,152.00	17,451.88	24,700.12		35,829.38	7/1/16	17,914.69	6,785.43	966.92	6,725.60	0.00	14,477.95
City Administrator (60% GF) **	37,385.00	0.00	37,385.00		37,385.00	12/1/16	3,115.00	34,270.00	4,883.48	8,070.72	0.00	47,224.20
Interim Planner Compensation	0.00	6,500.00	-6,500.00		0.00	-	5,500.00	(12,000.00)	(1,710.00)	0.00	0.00	(13,710.00)
Vacation Payout-Dpty City Clerk							0.00	(2,158.00)	(307.52)	0.00	0.00	(2,465.52)
												(12,321.19)

**Options:**

Funds from retiring sargeant position  
Funds from Office clerical (City Clerk)

**Unspent**

32,127.00 (64365-32238)  
4,900.00 (considering not filling position)

\*Office Clerical OPD: calculated on 4 months

\*\*Administrator: calculated at 8 months at 60%

**B.**

POSITION	2016 OMNI BUDGET	YTD thru 6/30/16	BUDGET REMAINING	NEW POSITION	2016 ANNUAL SALARY	EST START DATE	EST FUNDS TO EOY	(SHORT) OVER	FICA 7.65% WRS 6.6%	60 DAYS HEALTH DENTAL INS SAVINGS	ADDITIONAL HEALTH DENTAL COST (4 MOS)	TOTAL SAVINGS
Building Supervisor								-1108.3	-157.93	0	0	(1,266.23)

\*Funds will be transferred from 640-55450-124 to 640-55450-110

48