

**County Administrator's
Monthly Activity Report
November, 2014**

1. Department Head Meeting

A Department Head meeting was held on November 12th. Primary focus was year-end close out in various areas to include HR functions and budgetary. On-going discussions on Task Force were included. Continued with on-going evaluations and quarterly meetings with respective department heads.

2. County Finances

The 2015 Budget was officially approved. Continue to work with Departments on wrapping up 2014 Budget, to include execution rates and ensuring revenues are being tracked. As a whole, most Departments are well within their budget expenditures.

3. Highway Department Facilities

The project continues to progress in the right direction. Attended several meetings focused on progress and construction budget. Staff is working on County responsibilities for the project to include IT and other furniture and fixtures. The City of Jefferson will be attending the next Infrastructure Committee meeting to discuss their step in looking at redevelopment of the old Highway site. A joint meeting is planned for December 8th with the Highway and Infrastructure Committee to begin discussion on satellite facilities. In January the Finance Committee will begin to look 2015 Bonds timeline.

4. Community/Professional Events/ Other Mis.

There were several events or activities that took place over the past month I participated in. These included:

- Finished writing and submitting the 2015 TAD Grant for the JCATC
- Met with various representatives of the Jefferson County Library Board
- Attended the Southern Housing Consortium meeting. The County will be receiving an additional \$180,000 grant through this program. The County has utilized the full allotment of \$210,000 from the current year and currently utilizing money from the "pool." Jefferson will be hosting a public hearing in March for the Consortium.
- Continue to have on-going dialogue with the JCTC
- Conducted a community visit with City of Jefferson
- Attended WCA conference on FLSA
- County Board Chair, Economic Development Director and I attended the annual Workforce Development Board Meeting. Genevieve was a panelist and did a great job.
- County Board Chair, Economic Development Director and I met with Dodge County to look for opportunities of intergovernmental cooperation between counties.
- Working through various personnel issues including the hiring of the Medical Examiner

Ben Wehmeier
County Administrator

Jefferson County Records Retention Schedule

Department: Child Support

Revised: 4/2008

Record Title	State Code	Authority	Retention Years – Plus Current Year	Official Copy
Child Support Case Records <i>Includes all child support files including Divorce, Paternity and Interstate case files</i>	W	45CFR 303.11d		YES
Child Support Divorce	W		7	
Child Support Expenditure Reports and Support Documentation	W	45 CFR 74.20-74.25	3	
Child Support Records of Required Client Notification	W	46 CFR 74.20-74.25	3	
Child Support Statistical Reports and Supporting Documentation	W	45 CFR 74.20-74.25	3	
Client Assistance (Out-of-County)	W		7	
Client Listing (Computer Printout)	W		3M	
Client Logs	W		C	
IRS Records List	W		7	
Misdemeanor and Felony Support Files	W		After closed and entry of judgment or divorce or entry of final order 1-7	
Paternity Files, Post-Judgments	W		Closed date + 7	YES
Paternity Files, Pre-Judgments, Dismissed	W		3	
Paternity, Pre-Judgments Not Pursued	W		3	
Reciprocal Support Cases (Interstate Cases – i.e., UIFSA, URESA)	W		7	
Warrants and Copies	W		3	YES
Historical Society Codes N = Notify W = Waived NA = Not Applicable IMPORTANT NOTE: The retention periods on this schedule apply to records stored on any medium (paper, electronically, digitally, microform, etc.).		Retention Codes AA = After Audit AS = After Settlement AT -- After Termination C = Current Only EOM = End of Month EOY = End of Year EVT = Event Date LOP = Life of Product M = Months P = Permanent S = Until Superseded V = Vital		

Jefferson County Records Retention Schedule

Department: Human Resources

Revised: 4/2008

Record Title	State Code	Authority	Retention Years - Plus Current Year	Official Copy
Loan Verifications	W		3 M	
New Hire Reports				
Organizational Charts	W		5	YES
Personnel, Applications (Not Hired)	W	PRB Ltr. 11/30/99	6	YES
Personnel, Employees on Leave of Absence Rep	W		3	YES
Personnel, Files	W		7 AT	YES
Personnel, Job Posting	W		10	YES
Personnel, Newspaper Advertising	W		5	YES
Personnel, Overtime Slips	W		2 M	YES
Personnel, Policy & Procedures Manuals	W		5	YES
Recruitment List	W		C	YES
Salary Schedules			7	
Sheriff's Civil Service Committee Minutes (closec	W		10	YES
Training and Development Attendance Log	W		4 yrs. + C	YES
Training and Development Programs	W		4 yrs. + C	YES
Training Library Log	W		4 yrs. + C	YES
<i>Benefits</i>				
Employee Cobra Benefits	W		Life of Insured	YES
Employee Master Benefits File	W		3	YES

Jefferson County Records Retention Schedule

Department: Human Resources

Revised: 4/2008

Record Title	State Code	Authority	Retention Years - Plus Current Year	Official Copy
Loss Control Reports	N/A		P	YES
OSHA 200 Log	W	29 CFR 1904.6	5	YES
Training Records	W		4 yrs. + C	YES
Historical Society Codes		Retention Codes		
N = Notify W = Waived NA = Not Applicable IMPORTANT NOTE: The retention periods on this schedule apply to records stored on any medium (paper, electronically, digitally, microform, etc.).		<div> AA = After Audit AS = After Settlement AT = After Termination C = Current Only EOM = End of Month EOY = End of Year </div> <div> EVT = Event Date LOP = Life of Product M = Months P = Permanent S = Until Superseded V = Vital </div>		

Jefferson County Records Retention Schedule

Department: MIS

Revised: 3/2008

Record Title	State Code	Authority	Retention Years - Plus Current Year	Official Copy
Fiber Network Diagram			C	Yes
Network Diagram			C	Yes
Backup Procedures			C	Yes
Class Schedule			C	Yes
Contractor Recommendations			7	Yes
Contract Correspondence			7	Yes
Course Evaluations			C+1	Yes
Customer Satisfaction Survey			1	Yes
Job Responsibility List			C	Yes
Computer Inventory			C	Yes
Written Backup Log			7	Yes
Backup (Imaging, Email, Misys, ECS, Home drive, Network shared, departmental, Network sheared, county-wide, Jeffdel, Jeffdc2, Firewall, Wisacwis, CHEMS, All others not stated)			7 3	Yes
Backup (Jeffutil, Jeffutil2, Web server, Employee web page, Jeff avotus/sql (telephone records), Switch backup)			1	Yes
Historical Society Codes		Retention Codes		
N = Notify W = Waived NA = Not Applicable		AA = After Audit EVT = Event Date AS = After Settlement LOP = Life of Product AT = After Termination M = Months C = Current Only P = Permanent EOM = End of Month S = Until Superseded EOY = End of Year V = Vital		
IMPORTANT NOTE: The retention periods on this schedule apply to records stored on any medium (paper, electronically, digitally, microform, etc.).				

Jefferson County Records Retention Schedule

Department: MIS

Revised: 3/2008

Record Title	State Code	Authority	Retention Years - Plus Current Year	Official • Copy
Backup (Voicemail, Phone system, Outlook web access, Security camera images)			30 15 days	Yes
AS400 Backups				
Quarterly			5	Yes
Daily			60 days	Yes
Data Bases				
My SQL			60 days	Yes
DB2			60 days	Yes
Access			60 days	Yes
Oracle light			60 days	Yes
PC Ghost Images			C	Yes
Software Licensing List			7	Yes
MIS Disaster Recovery Plan			C	Yes
HIPAA Security Enterprise Assessment			7	Yes

Historical Society Codes

N = Notify W = Waived NA = Not Applicable

Retention Codes

AA = After Audit	EVT = Event Date
AS = After Settlement	LOP = Life of Product
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EOM = End of Month	S = Until Superseded
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IMPORTANT NOTE: The retention periods on this schedule apply to records stored on any medium (paper, electronically, digitally, microform, etc.).

Jefferson County Records Retention Schedule

Department: MIS

Revised: 3/2008

Record Title	State Code	Authority	Retention Years - Plus Current Year	Official Copy
MIS Security Procedures			C	Yes
MIS Security Audits			7	Yes
General Security computer generated			7	Yes
Software Licenses			LOP +3	Yes
Check-out			2	Yes
Station ID list			C	Yes
Pre-installation forms			90 days	Yes
PC database			C	Yes
Security Incident Review			7	Yes
Written price quotes			7	Yes
Maintenance contracts			LOP	Yes
Software contracts			LOP	Yes
Email			3	Yes
Continuity of Operations			C	Yes
Historical Society Codes		Retention Codes		
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IMPORTANT NOTE: The retention periods on this schedule apply to records stored on any medium (paper, electronically, digitally, microform, etc.).				

Jefferson County Records Retention Schedule

Department: Zoning & Planning

Revised: 3/2008

Record Title	State Code	Authority	Retention Years - Plus Current Year	Official Copy
Agriculture Land Preservation Plan	N		S	YES
Amendments to the Jefferson Waukesha County Development Plan			P	YES
Conditional Use Files	N/A		P	YES
Farmland Preservation Certificates		WI. Stat. 91	P	YES
FEMA Flood Evaluation Certificates			P	YES
Floodplain Ordinance			S	YES
Floodplain Substantial Damage			P	YES
Land Use Permit Files			P	YES
Private Sewage Systems			P	YES
Private Sewage System Maintenance		COMM 83	P	YES
Private Sewage System Ordinance				
Soil Test			P	YES
Subdivision Review	N/A		P	YES
Subdivision & Land Ordinance			S	YES
Violation Files	N/A		P	YES
Historical Society Codes		Retention Codes		
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IMPORTANT NOTE: The retention periods on this schedule apply to records stored on any medium (paper; electronically, digitally, microform, etc.). •				

Tammie Jaeger

From: Connie Freeberg
Sent: Thursday, November 20, 2014 10:20 AM
To: Amy Rinard; Benjamin Wehmeier; James Braughler; James Schroeder; Jennifer Hanneman; Steve Nass; Tammie Jaeger
Cc: Blair Ward
Subject: Possible cancellation of December Administration & Rules Committee meeting

Good Morning:

I don't know what the Committee will have on its agenda for the December committee meeting (12/31/14), however, if the Committee would like they could move the correction of the December 9 County Board minutes to the Committee's January 28, 2015, meeting. The Committee would also have to **approve** the 12/09/14 County Board minutes at this meeting so that they could be published in the official newspaper before February 7, 2015 (minutes must be published 60 days from the County Board meeting date). [Board Rule 3.05(2)(a): "The Committee, on behalf of the Board, shall be authorized to approve the minutes from each March meeting and any other meeting when the County Board does not meet in sufficient time to approve the minutes for publication as required by Section 59.14(2), Stats."]

If you have any questions, do not hesitate to contact me.

Connie Freeberg, Paralegal II/County Board Reporter
Office of the Corporation Counsel
Jefferson County Courthouse
311 South Center Avenue, Room 110
Jefferson, WI 53549
Tel.: (920) 674-7135
FAX: (920) 674-7399
connief@jeffersoncountywi.gov

**CORRECTIONS TO BE MADE TO
NOVEMBER 12, 2014, JEFFERSON COUNTY BOARD MINUTES**

Pages 214 thru 228:

Footnote on each page – Delete Tuesday and insert Wednesday

Page 214:

Lines 5 & 6 – Delete the following: Zentner who gave prior notice of his inability to attend.

Insert the following: Morris who gave prior notice of his absence.

Line 22 – Insert after Wehmeier the following: , County Administrator,

Line 23 – Delete County Administrator

Page 215:

Line 40 – Put the words Public Comment in bold print – **Public Comment**

Page 216:

Lines 20 and 21 – Line 21 should be inserted after the wording on line 20

Page 220:

Line 36 – Indent the first line of paragraph

Line 38 – Indent the first line of paragraph

Page 222:

Lines 39 and 40 – Line 40 should be inserted after the wording on line 39

Line 42 – Insert a strikethrough on the following so it looks like this: ~~of Twenty and 00/100~~
Dollars

Line 43 – Insert a strikethrough on the following so it looks like this: ~~(\$20.00)~~

Page 223:

Line 2 – Underline the following: Daily Inmate Fee

Line 23 – Insert a strikethrough on the following so it looks like this: ~~of Seventeen and~~

Line 24 – Insert a strikethrough on the following so it looks like this: ~~00/100 Dollars (\$17.00)~~

Line 25 – Insert an underline under the S in the word Said

Line 31 – Underline the following: Said fee is

Line 32 – Underline the following: reflected in the annual Jefferson County Budget.

Page 224:

Line 16 – Indent the first line of paragraph

Line 22 – Delete the underline under Fees for d and instead put a strikethrough those words so it looks like the following: ~~Fees for d~~

Line 22 – Insert a strikethrough on the s in permits

Page 225:

Lines 47 and 48 – Line 48 should be inserted after the wording on line 47

Tammie Jaeger

From: Boes, Dean <dboes@wmmic.com>
Sent: Monday, August 25, 2014 8:41 AM
To: Barb Frank
Subject: WMMIC

Hi Barb: I am still looking for a "Social Networking" policy template.... Here is some feedback I got from IDT911.

First, many social media policies are reflective of the overall personality of an organization. Some companies have liberal policies, some have draconian policies, and most have no policies at all. So what the organization is going to need to do is review their own exposures and assess it against their own corporate culture and personality. Do they have a twitter feed? Do they have a Facebook page? A YouTube channel? etc. Do they monitor those channels for abuse? Trolls? etc. Do they edit any comments or are people free to express their opinions? Do they want to curtail employee behavior in social media OUTSIDE of work contexts? Lots of variables.

Second, by nature most of these policies are directed to employees. Whether it is restricting or monitoring employee behavior connected to the organization online or even NOT connected to the organization. Then there are restrictions/policies regarding social media and hiring practices of HR and managers. Then there are policies around contact through social media and sexual harassment / employment practices. SO – sometimes HR professional or Employment practices lawyer may need to be consulted. Heck – if there is any covered entity or business associate organization under HIPAA then there are a whole slew of other issues and restrictions that could come into play regarding blogging, YouTube videos, Instagram, etc.

Finally, there are number of new pieces of state legislation that are sprouting up all over the country around employee/employer issues and conflicts arising in the social media space. Most of them forbid the requirement of an employer to require password access to an employee's social media accounts, but other regs are popping up too.

Barb: I will keep looking for a sample policy...

Dean Boes, Executive Director
WMMIC
608-245-6890
www.wmmic.com



SOCIAL MEDIA POLICY & GUIDELINES SOCIAL MEDIA MODERATORS

November 15, 2010

Department of Human Resources

203 South Farwell Street
Eau Claire, WI 53701
Human Resources Phone: (715) 839-4921
http://ecweb/Departments/HR/city_policies.htm

City of Eau Claire departments may utilize social media platforms to further enhance communications with various stakeholder organizations in support of City goals and objectives. City officials and City organizations have the ability to publish content, facilitate discussions, and communicate information through various social media related to conducting City business. Social media facilitates further discussion of City issues, operations and services by providing members of the public the opportunity to participate in many ways using the Internet.

POLICY

1. All City of Eau Claire social media platforms shall be approved by the City Manager and the requesting Department Director. All content must be published using approved City social media platform and tools. Any content that might act as the “voice” or position of the City of Eau Claire must be approved by the Department Director.
2. All City of Eau Claire social media platforms shall adhere to applicable state, federal, and local laws, regulations and City policies including the City of Eau Claire Code of Conduct.
3. Open records laws and policies apply to social media content and therefore content must be able to be managed, stored and retrieved to comply with these laws. All social media platforms and entries shall clearly indicate that any articles and any other content posted or submitted for posting are subject to public disclosure.
4. Content deemed not suitable by the City of Eau Claire because it is not topically related to the particular objective, or is deemed prohibited content based on the criteria in this or other policies, may be taken off the platform but shall be retained pursuant to the records retention schedule along with a description of the reason the specific content is deemed not suitable for posting.
5. The City reserves the right to restrict or remove any content that is deemed in violation of this policy or any applicable law.
6. Each City of Eau Claire social media platform shall include an introductory statement which clearly specifies the purpose and topical scope of the platform. Where possible, social media platforms should link back to the official City of Eau Claire Internet site for forms, documents and other information.

7. Each City of Eau Claire social media platform account is the sole proprietorship of the City of Eau Claire. Moderators are authorized to create and post content on behalf of the City of Eau Claire, but do not own the accounts. When the function of moderator ends, the employee shall surrender all rights, including administrative authority and passwords, to these accounts.

8. City of Eau Claire social media content and comments containing any of the following shall **not** be allowed for posting:

- a. Non-topically related content
- b. Profane language or content
- c. Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability or sexual orientation
- d. Sexual content or links to sexual content
- e. Solicitations of commerce
- f. Conduct or encouragement of illegal activity
- g. Content that may compromise the safety or security of the public or public systems
- h. Content that violates legal ownership interest of any other party
- i. External links constituting official endorsement or representative views on behalf of the City of Eau Claire, or
- j. Content promoting political purposes, a political candidate, or party
- k. Content promoting or endorsing any religion religious organization
- l. Content regarding or relating to any private commercial transactions or engagement in private business activities
- m. Other non-topically related content outside the limited public forum established to discuss City issues, operations and services

9. All City social media moderators shall be trained regarding the terms of this City of Eau Claire policy, including their responsibilities to review content to ensure compliance with the Social Media Policy and guidelines.

10. All social media platforms shall clearly indicate they are owned and maintained by the City of Eau Claire and shall have City of Eau Claire contact information prominently displayed.

11. Where appropriate, City IT security policies shall apply to all social media platforms and related content.

12. All City-related communication through social media tools shall be professional in nature and conducted in accordance with the City's communications policy, practices, and expectations.

13. The City of Eau Claire logos, marks, and insignia may be used on City social media platforms owned and maintained exclusively for City business and related City purposes. Do not use the City of Eau Claire's name, logos, marks and insignia to promote any political party, candidate or for partisan political purposes, to conduct private commercial transactions, endorse any produce or to engage in private business activities.

14. Employees found in violation of this policy may be subject to disciplinary action up to and including termination of employment.

GENERAL GUIDELINES

DEFINITION OF TERMS

Content: Including, but not limited to: comments, text, graphics, video, icons, images, and avatars.

Platform: Social media sites including but not limited to: Facebook, Twitter, LinkedIn, Blogger, and YouTube.

Comments: Blogs may allow readers to add feedback comments under posts, and may also provide a feed for comments as well as for main items.

Blog: Web sites with dated items of content in reverse chronological order, self-published by bloggers. Items – called posts- may have key word tags associated with them, are usually available as feeds, and often allow commenting.

Publish: Posting, pasting, commenting, etc., to any social media platform.

Posts: Item on a blog or forum.

Presence online: Has (at least) two aspects. One is whether you show up when someone does a search on your name. The second is whether you use tools that show you are available for contact by instant messaging, voice-over IP, or other synchronous methods of communication.

Profile: Information that users provide about themselves when signing up for a social networking site. As well as a picture and basic information, this may include personal and business interests, a “blurb” and tags to help people search for like-minded people.

RSS: Short for “Really Simple Syndication.” This allows subscribers to receive content from blogs and other social media sites and have it delivered through a feed.

Social Media: Tools and platforms people use to publish, converse, and share content online. The tools include blogs, wikis, podcasts, and sites to share photos and bookmarks.

Podcasts: Audio or video content that can be downloaded automatically through a subscription to a website so you can view or listen offline.

Social Networking: Online place where people can create online profiles.

Transparency: Enhances searching, sharing, self-publishing, and commenting across networks; makes it easier to find out what’s going on in any situation where there is online activity.

Moderators: City of Eau Claire employees, expressly in writing authorized agents, and/or contractors.

*Source: U.S. Air Force

Sharing City of Eau Claire news and events through social media tools is an excellent, low-cost way to engage the community. The following guidelines should be followed when engaging in social media on behalf of the City of Eau Claire:

Maintain confidentiality

Do not post confidential or proprietary information about the City of Eau Claire or our employees. Use good ethical judgment and follow City policies and federal requirements, such as the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Family Educational Rights and Privacy Act (FERPA)

Maintain privacy

Do not discuss a situation involving named or pictured individuals on a social media platform without their permission. As a guideline, do not post anything that you would not present in any public forum.

Do no harm

Let your social media presence(s) do no harm to the City of Eau Claire or to yourself whether you are navigating those platforms on the job or off.

Write what you know

Ensure you write and post about your area of expertise, as it relates to your position with the City. Write in the first person.

Understand your personal responsibility

Moderators are personally responsible for the content they publish. Be mindful that what you publish will be public for a long time—protect your privacy.

Be aware of liability

You are responsible for what you post on social media platforms personally and professionally. Be sure that what you post today will not come back to haunt you.

Maintain transparency

The line between professional and personal business is sometimes blurred. Be thoughtful about content and potential audiences. Be honest about your identity. Be clear that you are sharing your views as a representative of the City of Eau Claire.

Correct mistakes

If you make a mistake, admit it. Be upfront and be quick with your correction. If you are participating in any social media platform, you may choose to modify earlier content—just make it clear that you have done so.

Respect others

You are more likely to achieve your goals or sway others to your view(s) if you are constructive and respectful while discussing a bad experience or disagreeing with a concept or person.

Be a valued member

Make sure you are contributing valuable content. Do not hijack the discussion and redirect by posting self/organizational promoting information. Self-promoting behavior is viewed negatively and can lead to you being banned from platforms or groups.

Think before you post

What you write is ultimately your responsibility. There is no such thing as a “private” social media platform. Search engines can turn up content years after being published. Content can be forwarded or copied. Archival systems save information even if you delete content. If you feel angry or passionate about a subject, it is wise to delay your social media participation until you are calm and clear-headed. Publish only content that you would be comfortable sharing with the general public (current and future peers, employers, etc.).

If it gives you pause, pause.

If you’re about to publish something that makes you even the slightest bit uncomfortable, don’t shrug and hit “send.” Take a minute to review these guidelines and try to figure out what’s bothering you, then fix it. If you’re still unsure, check with your manager. Ultimately, the decision about what you publish is yours—as is the responsibility. So be sure.

Topic taboos

Do not write any content or postings that involve or are related to the following:

- Items involved in litigation or could be in the future
- Nonpublic information of any kind
- Illegal or banned substances and narcotics
- Pornography or other offensive materials
- Defamatory, libelous, offensive or demeaning material. Don’t engage in a combative exchange
- Private/personal matter of yourself or others
- Disparaging/threatening comments about or related to anyone
- Personal, sensitive or confidential information of any kind

I acknowledge that I have read and understand the Social Media Policy and Guidelines for Moderators.

Moderator Name: _____ Date: _____

Date of Training: _____

Trainers: _____, _____,

_____, _____



DODGE COUNTY ADMINISTRATIVE POLICIES AND PROCEDURES

Policy #	Approval Date:
Policy Title SOCIAL MEDIA	Effective Date:
	Revision Date(s): None

Dodge County recognizes that emerging online collaboration platforms are fundamentally changing the way citizens, government entities, and businesses interact with each other. The County has determined that online discourse through social computing will further enhance delivery of County services and foster positive public perception and a sense of community.

I. Purpose

This policy is intended to provide a framework for use of social media when authorized by the County as part of an employee's job duties. This policy also provides general guidelines for the personal use of social media by all employees.

The forms of social media or technology referred to in this policy include, but are not limited to Facebook, LinkedIn, MySpace, Twitter, Yammer, YouTube, video or wiki postings, chat rooms, personal blogs or other similar forms of online journals, diaries or personal newsletters not affiliated with the County.

County-owned technology resources are the property of the County, as is all data created, entered, received, stored, or transmitted via County-owned equipment. All use of social media or similar technology is subject to all County policies, including but not limited to the information technology use and security policy, as well as existing internet, email, and harassment policies. Employees may be subject to discipline, up to and including discharge for conduct that violates County policies or rules and regulations, whether such conduct occurs on duty or off-duty. Please refer to each of these policies for additional information.

II. Changes to This Policy

Dodge County may, from time to time, modify this Social Media Policy to reflect legal, technological and other developments. A current copy of this document can be found on the IT Department's web page <http://www.co.dodge.wi.us/index.aspx?page=58>

III. Definitions

The following definitions related to terms as used within the context of this policy.

Social Media - a means of interactions among people in which they may create, share, and exchange information and ideas in virtual communities and networks.

Blog - discussion or informational forum published on the World Wide Web and consisting of discrete entries ("posts") typically displayed in reverse chronological order.

Facebook – social media network found at Facebook.com

Twitter – social media network found at twitter.com

Spam - unsolicited bulk messages, especially advertising, indiscriminately sent to any number of recipients

Social Media Site – Any platform on which to build social networks or social relations for the sharing of information of common interest

IV. Dodge County Social Media Site Guidelines

All County social media sites must be sponsored by a department. The department must include a link to this site from their departmental home page and the County's official social media directory, on the County's official website

The sponsoring department will be responsible of all management of an authorized social media site and it is the department director's responsibility to maintain compliance with this policy and all other applicable policies or laws in the management of their social media site(s).

The accuracy, quality and timeliness of all content on an authorized social media site is the responsibility of the sponsoring department. Likewise, the authorization of the appropriate staff to maintain such a site is also the responsibility of the sponsoring department.

When creating a County social media site, page, etc, all departments and employees should adhere to the following Guidelines:

- 1) **Appropriate use:** All communications carried out on County equipment or County sponsored electronic media must adhere to the appropriate use guidelines set forth in the technology use policy.
- 2) **Encourage one-way communication** when possible.
- 3) **Comment Policy:** Any County authorized social media site which allows comments to be posted must display the following comment policy:

The purpose of this site is to present matters of public interest in the County of Dodge, including information regarding its many residents, businesses and visitors. We encourage you to submit comments, but be advised this is not an open public forum. Once posted, the County reserves the right, but assumes no obligation to delete submissions that are illegal, obscene, defamatory, threatening, invade privacy, or which are considered to be offensive to anyone or may infringe upon the intellectual property or copy rights of others. The County does not necessarily review all posted comment on a regular basis. No user shall rely upon this site to communicate to the County or to any other person, information regarding any

immediate threat to safety, health, or property. A person wishing to report an immediate threat to health, safety or property or needing other emergency assistance should call 911. All users of this site are hereby notified that any information, comments, messages or other data posted to or through this site may be subject to applicable records disclosure laws, and should not be considered private or confidential. Furthermore, the County reserves the right to delete any comment for any reason, including but not limited to, comments which include spam or links to other sites; are clearly off topic; advocate illegal or illicit activity; promote particular products, services or vendors; infringe on copyrights or trademarks; or advocate for a particular political party, candidate or point of view. Comments expressed on this site do not necessarily reflect the opinions of Dodge County or its employees. The County takes no responsibility nor assumes any liability for any content posted on this site. Please contact the site administrator for assistance with a comment you believe violates the above policy.

Departments are required to enforce this policy and verify that all posts comply with these guidelines:

- a) No spam
- b) No off topic posts
- c) Promotion of illegal activity prohibited
- d) Copyrighted or licensed material prohibited
- e) Promotion of political candidates or organizations prohibited
- f) Promotion of products or services prohibited
- g) Personal attacks prohibited
- h) Personal protected information prohibited
- i) Violent, obscene or racist comments prohibited
- j) Repetitive posts prohibited

Dodge County reserves the right to block any user who repeatedly violates these policies.

- 4) Administrative Structure: any County authorized social media site will require the following:

Assigned administrator: this person will be responsible to see to it that the use of the social media site adheres to this policy and all related County policies. The name of the proposed site administrator must be filed with the Social Media Coordinator along with a request for an authorized social media site.

Backup administrator: to prevent issues related to site administration during the absence of the site administrator, all authorized sites must have a name backup administrator also to be filed as part of the request for an authorized site. It is the responsibility of the sponsoring department manager to update this information should authorized personnel change.

Approved content authors: sponsoring departments must authorize all employee content authors for their departmental social media site.

- 5) Notification to Administration: The County Social Media Coordinator is to be made aware of any and all Department sponsored social media sites, to include the following information:
 - a) Site Address
 - b) Purpose of Site
 - c) Administrator and Backup Administrator of site
 - d) Type of communication, one-way, two-way moderated, open two-way
- 6) Required elements of a County authorized social media page: Technology permitting, all County sanctioned social media sites should contain the following information in a prominent place on the site:
 - a) County Department clearly identified
 - b) Comment policy
 - c) Stated purpose of page
 - d) Notification that violations of comment policy will result in blocking user
 - e) Disclaimer – See Section V IV, 8) above 7) below, and Section IV, 3) above, if applicable
 - f) Official contact for page
- 7) Prohibited content: The following types of content are prohibited on County sponsored social media sites:
 - a) Political opinions or endorsements, campaign adds or links to any such content
 - b) Content that may be considered offensive
 - c) Content not related to the stated purpose of the particular social media site

V. Work Related Social Media Guidelines

- 1) Only authorized employees are to use social media, blogging, or technology during working hours or at any time on County computers or other County-supplied devices unless specifically authorized to do so as part of employee's job responsibilities. Employees so authorized shall be referred to as designated social media representatives and such designation shall be made by the employee's Department Head with notice to the Dodge County Social Media Coordinator. Employees may only establish official sites, blogs, pages, or accounts in their official capacity as County staff on a social media site with the authorization of their Department Director. Notification of all new official Social Media sites must be provided to the County Administrator and the Social Media Coordinator. All County authorized social media sites are to be sponsored by a County

agency or department and the content of such site will become the responsibility of the department and its management.

- 2) Permission to author content on County authorized social media sites will only be granted to those employees who are authorized to speak on behalf of the County via these electronic communications media. Such permission shall be requested by the Department Head to the Social Media Coordinator, with final approval to be given by the County Administrator.
- 3) Employees are expected to recognize the confidentiality of certain County information, and the privacy rights of employees and residents, and are prohibited from disclosing confidential, personal employee and non-employee information and any other proprietary and/or nonpublic information to which employees have access. Questions regarding whether information has been released publicly or doubts regarding the propriety of any release, shall be directed to the employee's supervisor or designated public affairs officer, if any, before releasing the information.
- 4) When communicating electronically, employees are expected to speak respectfully about the County and County-related matters, and limited to items in which the employee is authorized to speak and to identify themselves and their role with the County.
- 5) Employees are expected to follow all applicable laws when using on-line communications, including laws pertaining to copyright, fair use, defamation, privacy, ethics code, and financial disclosure laws. Note that the violation of any such applicable law, or county policy, including publication or posting of unfounded or derogatory statements, or misrepresentation can result in disciplinary action up to and including termination, as well as other legal consequences.
- 6) Employees may not publish content to any website or social media application that is unrelated to subjects associated with their position with the County. When writing about County matters try to add value and provide worthwhile information and perspective.
- 7) All official Dodge County social media sites and Blog posts made or cases where an employee is speaking as a representative of the County will include the following disclaimer: "The information on this site is provided as a courtesy for informational purposes only, and may not be applicable to a particular person's situation. All information is subject to change and the accuracy thereof is not guaranteed. No legal, medical or technical advice is intended or provided to users of this site. "

- 8) Honor the privacy rights of our employees by seeking their permission and the permission of their Department Director before writing about or displaying internal happenings that involve the employee.
- 9) Employees should not cite or reference County contractors or suppliers without their approval. Care should be taken to not promote one contractor over another or provide preferential treatment of any kind.
- 10) Authorized County social media sites shall not be used to express a political view point or endorse a political candidate.
- 11) Be aware of your association with the County and that at all times you serve as an ambassador of the County to the public.

VI. Specific Social Media Guidelines by Medium for Authorized Sites

Twitter

Twitter is an online social networking site where members can post short updates and keep up with other members through online profiles or cell phone text messages.

Effective and approved applications for County use of Twitter would be to re-broadcast the County's Blog headlines, news releases, testimonies, statements, public service announcements, accomplishments, job announcements, and to alert citizens of emergency broadcasts, epidemics, recalls, hazardous materials incidents, national incidents, terrorists' threats and natural disasters.

Legal implications of Twitter relate primarily to the privacy of members that follow County Twitter accounts and the appearance of commercial endorsement. Restricting settings and use of follow ability can mitigate these risks.

Facebook

Effective applications for County use of Facebook include public outreach programs that target segmented audiences, public service announcements, departmental contact information, emergency broadcasts and other public affairs activities.

Legal implications of County use of social media relate primarily to:

- 1) Copyrights of video footage and photos uploaded by County representatives. Risks can be mitigated by following these standard operating procedures:
 - a) County source materials. Use only photos and videos produced by the County or contractors working directly on behalf of the County

- b) Obtain written copyrights. If copyrighted materials are use, be sure to get and maintain physical records of copyright licenses and honor any branding or labeling requirements specified in the copyright license.
- 2) Privacy rights of individuals who become friends, fans or followers of County sites. Social media users will follow these guidelines:
 - a) Account. County representatives who set up accounts should use a general office e-mail account, department name and general office phone number if possible.
 - b) Restrict to Find People and Follow People. County representatives should not follow private citizen or commercial profiles from within their County social networking profile. While we cannot necessarily stop all people from being Friends, Fans or Following us, we should not click onto the profiles of our Friends, Fans and Followers.
 - c) Comments and Discussions. When possible, disallow comments and discussions on social profiles. If it is not possible to disable this function, representatives must refrain from participating in dialogue and online discussions with social profile visitors.
- 3) Accessibility rights are governed by Section 508 compliance and web accessibility for people with visual and hearing disabilities. Social media users will follow these guidelines:
 - a) Video captions and transcriptions. Embed captions within videos as part of the postproduction process. Provide transcripts of videos and attempt to include these transcripts on the social networking site. Maintain Section 508 compliant videos, captions and transcripts on the County's website and attempt to link back to the County website from the social networking site.
 - b) Photo - alternative descriptions. Name the photo after the description before uploading it to the social networking site. Write text captions and descriptions when social networking site makes these form fields available.
 - c) PDFs. Work to make document compliant in source format before converting to a PDF. Use formatting such as headers when applicable. Embed hyperlinks within the anchor text rather than supplying the physical URL to the right of anchor text.
- 4) Brand management of County logos and color or style guides. Social media users will follow these guidelines:
 - a) Profile Picture. County profiles should upload the County or departmental seal or logo as their picture. It is important to use the County/departmental seal or logo to demonstrate authenticity.

- b) **Profile Design.** County profiles should use colors consistent with the County's brand, and should not use extraneous or distracting design. All design should be in keeping with Section 508 compliance (web accessibility) needs and maintain professionalism and consistency with County branding.
- 5) Open Records requirements are mandated by the State of Wisconsin. County Social media authors will use existing material from existing County web pages or previously published documents whenever feasible.

Blogs

Blogs are forums which allow the posting of information and allow comments to such posts. Individuals who wish to use blogs to keep the public regularly informed of the activities of their departments are required to do so within the bounds of this policy. Dodge County will allow the use of County related blogs under the following standards and conditions:

- 1) Whenever possible, blogs should be hosted on County servers managed by the Management Information Systems Department.
- 2) Employees are permitted to create, or use a blog only with the approval of their department director.
- 3) Blogs must be reliable and dependable. Once a blog is started, it must be regularly updated and maintained.
- 4) Only County-related matters are to be addressed in blog entries.
- 5) All blogs, comments, and postings must be respectful to employees, divisions/departments, residents, and others.
- 6) Blogs and blog posts must be accurate, fair, unbiased, and reflect positively on Dodge County.
- 7) Posts should not be edited after the fact. When making changes to previous posts indicate that you have done so.
- 8) All blog postings will be monitored. Employees have no expectation of privacy in their use of County technology resources. The County may remove any blog entry deemed to be inappropriate, outside the scope of their authority, or in violation of County policy as determined by the Department Director and/or the Director of Human Resources.

VII. Employer Monitoring

Employees have no expectation of privacy while using the County's technology resources for any purpose, including authorized social media. The County monitors all such use and may withdraw content deemed to be inappropriate, outside the scope of an employee's authority, or in violation of County policy as determined by the Department Director and/or the Human Resources Director.

VIII. Reporting Violations

The County requests and strongly urges employees to report any violations or possible or perceived violations of this policy to supervisors or the Human Resources Department.

IX. Discipline for Violations

The County will investigate and respond to all reports of violations of this policy. Violations may result in disciplinary action up to and including termination.

X. Acknowledgement

Department Heads, Site Administrators and Backup Administrators shall file with the Social Media Coordinator a written acknowledgement that they have that they received, read, understood and agreed to comply with the County's social media policy and guidelines. Any questions regarding this policy should be directed to the Social Media Coordinator.

SUBJECT: SOCIAL MEDIA AND DEPARTMENT WEBSITES POLICY

Purpose: "Social media" is a dynamic and evolving term which includes web-based and mobile-based technologies designed or employed to facilitate interactive dialogues amongst and between organizations, communities, advocates and individuals. This policy is intended to promote the safe, orderly, responsible and consistent use of social media by City agencies and employees. The City encourages, within the rules set forth herein, the use of social media by its agencies. The City employs social media for the express and limited purposes of communicating the City's various messages, its vision of the City and for receiving certain limited communications from the public. The City employs social media in order to promote the City's government speech¹ and to allow the public a limited venue in which to communicate with the City. The City thus does not intend to create any open public forums for expressive activity. The City retains the right to edit or remove any content that violates this or any other policy of the City or any applicable law.

Application of Policy: This policy applies to all City employees, programs, departments, divisions, subunits (boards, committees, commissions) and agencies; to all City official websites, both Internet and Intranet; to all other websites hosted by the City; to any division, department, agency, or subunit receiving direct services from City of Madison Information Technology (IT). This policy does not apply to elected officials of the City of Madison. Any employee that fails to comply with the terms of this policy is acting outside the scope of their employment and may be subject to discipline and personal civil liability.

City Website to Be the Predominant Internet Presence: The City's website and connected web pages will remain the City's primary and predominant presence on the Internet. Therefore:

1. Any use of social media should be accessible through or linked to the appropriate web pages on the City's website.
2. The City shall be the official registrant of any host social media site. The City shall not operate through personal accounts such as an employee's Facebook or Twitter account.
3. Content posted to a social media website should contain links directing users back to the City's websites where additional in-depth information, forms or other online services are available for the public.
4. The City website should be the data repository. Data will be "pushed" to social media tools. The City has a central data repository that receives online submissions and updates from database applications in various City agencies. In turn, these submissions and updates are pushed out near real-time to a variety of other channels including the City of Madison's website, RSS feeds, SMS messaging, Twitter and Facebook.
5. RSS feeds should be built or scripted by IT or approved staff to ensure compliance with records retention laws.
6. Release of emergency information shall be through the City website central database repository, no tweeting or posting of such information to "walls."

The Role of Departments, Divisions and Staff: Only departments, divisions and official City agencies may have a presence on social media. Individual employees, who are not elected officials, may not have an official City-supported presence on social media (see below for personal use policy). Use of social media should generally meet one of the following criteria:

1. The communication of time sensitive information in a real time manner (e.g., public meetings, city events, open houses, etc.).
2. Marketing/promotional efforts designed to reach a demographic that favors the social media under contemplation.
3. To solicit feedback or input from the largest possible audience on a distinct proposal or plan before the City.

Departments, divisions and staff shall be responsible for identifying, selecting and staffing appropriate social media opportunities that will advance their agencies' ability to communicate with the public.

Each department/division shall, by **January 1, 2013**, develop and file with the Mayor's Office, with a copy to the Information Technology Director, a written social media policy that, at a minimum, addresses the following considerations and include the following requirements:

1. Provides a definition of the appropriate uses or purposes for employing social media;

¹ See Pleasant Grove City, Utah v. Summum, 129 S.Ct.1125, 172 L.Ed.2d 853 (2009).

2. Designates an approving authority for the use of social media and the persons designated as official social media spokespersons for the department/division; maintain a list of each use of social media tools to include:
 - a. The login and password information for each;
 - b. The persons(s) responsible for maintaining the City's presence on such social media tools; and
 - c. Designation of the repositories for all data.
3. Procedures for consulting with Information Technology to ensure that all technical issues and network security considerations have been addressed.
4. Procedures for ensuring compliance with applicable First Amendment (freedom of Speech/Press) requirements and consultation with the Office of the City Attorney;
5. Maintaining a record of:
 - a. The identity of the social media;
 - b. The name, title and contact information for the staff person(s) responsible for the department/division's social media presence;
 - c. The purpose and benefits of utilizing the social media;
6. All usage of social media shall comply with the City's Ethics Code, all APMs and all applicable laws.
7. All social media sites and tools shall contain a clear and conspicuous notice to users that the City is using the medium as a means of communicating with the public on the limited subject matter at hand. Furthermore, this notice shall contain the IT approved Terms of Use, Social Media Guidelines and Social Media Comments Policy.
8. Social media presence must be kept fresh and current.
9. Procedures to ensure complete and accurate responses to any requests for public records related to their social media presence.
10. Social media often contains the capacity for direct communications such as chat, instant messaging and text messaging that are very similar to email. However, such means of communication are not captured in the City's searchable email archive database. Therefore, if the social media contains such features the department/division shall forgo/disable the use of such communication tools unless such communications can be properly archived in accordance with the public records laws.
11. Procedures to avoid disclosing or posting any information that would compromise the health, safety or security of any person, group, organization, building or facility.
12. A requirement to include the following disclaimer whenever posting links to or on a page/site with links to external sources: "The City of Madison, Wisconsin is not responsible for the content provided on "related" and "promoted" links that are accessible from this page. All viewers should note that these related links, videos, content and comments expressed on them do not reflect the opinions and position of City of Madison government or its officers and employees."

The Role of Information Technology: The use of social media is not without its risks. Laypersons may not always have a healthy understanding or appreciation of these risks. Therefore, to protect the integrity of our records and to safeguard the City's substantial investment in IT resources, Information Technology shall be consulted prior to the use or implementation of social media.

1. The IT Director shall monitor the City's presence on the internet and may, in his/her discretion and without notice, edit or remove any presence or content that:
 - a. Violates any provision of this or any other policy or law;
 - b. Is not kept timely and up-to-date; or
 - c. Reasonably appears abandoned.The IT Director shall maintain a record of the original social media presence as it existed before any action taken by the IT Director.
2. Upon the request of any Department/Division Head the IT Director shall determine whether a social media tool or site permits the City to comply with its obligations under the Wisconsin Public Records Laws. The IT Director shall apply sec. 3.70(3)(b)9, MGO, in determining whether to approve any social media for use by City divisions, departments or staff.
3. The IT Director may periodically conduct training on the appropriate use and the mechanics of social media.
4. The IT Director shall promptly report the discovery of any criminal activity or law violation to the Madison Police Department and shall cooperate with any investigation of the same.

The Role of the Office of the City Attorney: Use of social media raises several legal issues. First, the City must comply with the Wisconsin Public Records laws and Open Meetings laws. Unfortunately, these laws never anticipated the development of either social media or the internet. Thus, close consultation with the City Attorney

may be required when employing social media so as to appropriately address public records and open meetings considerations. Second, use of social media may implicate First Amendment freedom of speech considerations. Therefore, departments/divisions should consult with the Office of the City Attorney before using any social media.


Individual or Personal Use of Social Media:

Use While On-Duty or While Using City Equipment: In the absence of any department/division policy to the contrary, employees may make limited and incidental personal use of social media when at work or when engaged in official duties. However, Department/Division Heads may include in their written policies a more restrictive use policy and may even include a complete prohibition on on-duty personal use of social media by employees. Department/Division Heads may request that Information Technology block employee access to social media websites.

APM 3-9, "Appropriate Use of City Computer Resources," sets forth the City's policy regarding personal use of City-owned computer resources. In the absence of a more restrictive department/division policy, the terms of APM 3-9 are incorporated into this policy.

Use While Off-Duty on Non-City Equipment: Use of social media while off-duty is simply another form of personal communication. Other City work rules governing confidentiality and appropriateness of communication apply to use of social media while off-duty.

Authority: Information Technology will interpret and maintain this APM.


Paul R. Soglin
Mayor

APM No. 3-16
June 22, 2012

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
#DIV/0!									
474023	DEPT VEHICLE CHARGES	-	(62.50)	(291.08)	(625.00)	333.92	(750.00)	(458.92)	38.81%
Totals									
		-	(62.50)	(291.08)	(625.00)	333.92	(750.00)	(458.92)	38.81%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
#DIV/0!									
511110	SALARY-PERMANENT REGULAR	7,616.07	9,667.92	87,177.21	96,679.17	(9,501.96)	116,015.00	28,837.79	75.14%
511210	WAGES-REGULAR	4,526.80	4,511.08	40,900.20	45,110.83	(4,210.63)	54,133.00	13,232.80	75.56%
511310	WAGES-SICK LEAVE	51.66	-	647.82	-	647.82	-	(647.82)	#DIV/0!
511320	WAGES-VACATION PAY	2,010.14	-	9,400.08	-	9,400.08	-	(9,400.08)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	20.75	-	207.50	(207.50)	249.00	249.00	0.00%
511340	WAGES-HOLIDAY PAY	-	-	2,803.26	-	2,803.26	-	(2,803.26)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP)	904.32	-	1,381.52	-	1,381.52	-	(1,381.52)	#DIV/0!
512141	SOCIAL SECURITY	1,142.89	1,036.42	10,742.54	10,364.17	378.37	12,437.00	1,694.46	86.38%
512142	RETIREMENT (EMPLOYER)	1,057.90	994.00	9,961.91	9,940.00	21.91	11,928.00	1,966.09	83.52%
512144	HEALTH INSURANCE	1,860.87	2,923.58	28,509.89	29,235.83	(725.94)	35,083.00	6,573.11	81.26%
512145	LIFE INSURANCE	2.38	3.25	19.36	32.50	(13.14)	39.00	19.64	49.64%
512173	DENTAL INSURANCE	52.61	180.00	1,763.16	1,800.00	(36.84)	2,160.00	396.84	81.63%
531298	UNITED PARCEL SERVICE UPS	-	-	6.90	-	6.90	-	(6.90)	#DIV/0!
531311	POSTAGE & BOX RENT	-	2.08	3.25	20.83	(17.58)	25.00	21.75	13.00%
531312	OFFICE SUPPLIES	87.54	66.67	477.48	666.67	(189.19)	800.00	322.52	59.69%
531313	PRINTING & DUPLICATING	45.67	33.33	535.58	333.33	202.25	400.00	(135.58)	133.90%
531314	SMALL ITEMS OF EQUIPMENT	-	20.83	-	208.33	(208.33)	250.00	250.00	0.00%
531322	SUBSCRIPTIONS	-	16.67	99.75	166.67	(66.92)	200.00	100.25	49.88%
531324	MEMBERSHIP DUES	-	152.08	1,724.50	1,520.83	203.67	1,825.00	100.50	94.49%
531351	GAS/DIESEL	-	75.00	374.57	750.00	(375.43)	900.00	525.43	41.62%
532325	REGISTRATION	-	58.33	390.00	583.33	(193.33)	700.00	310.00	55.71%
532332	MILEAGE	-	58.33	18.62	583.33	(564.71)	700.00	681.38	2.66%
532335	MEALS	-	25.00	98.11	250.00	(151.89)	300.00	201.89	32.70%
532336	LODGING	-	58.33	455.62	583.33	(127.71)	700.00	244.38	65.09%
532339	OTHER TRAVEL & TOLLS	-	-	16.50	-	16.50	-	(16.50)	#DIV/0!
533225	TELEPHONE & FAX	31.55	33.33	305.97	333.33	(27.36)	400.00	94.03	76.49%
535242	MAINTAIN MACHINERY & EQUIP	-	-	0.07	-	0.07	-	(0.07)	#DIV/0!
535352	VEHICLE PARTS & REPAIRS	-	41.67	-	416.67	(416.67)	500.00	500.00	0.00%
571004	IP TELEPHONY ALLOCATION	43.17	43.17	431.70	431.67	0.03	518.00	86.30	83.34%
571005	DUPLICATING ALLOCATION	0.75	0.75	7.50	7.50	-	9.00	1.50	83.33%

571007	MIS DIRECT CHARGES	-	-	2,097.08	-	2,097.08	-	(2,097.08)	#DIV/0!
571009	MIS PC GROUP ALLOCATION	392.83	392.83	3,928.30	3,928.33	(0.03)	4,714.00	785.70	83.33%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	125.33	125.33	1,253.30	1,253.33	(0.03)	1,504.00	250.70	83.33%
591519	OTHER INSURANCE	71.28	93.75	737.28	937.50	(200.22)	1,125.00	387.72	65.54%

Totals	20,023.76	20,634.50	206,269.03	206,345.00	(75.97)	247,614.00	41,34	83.30%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit	20,023.76	20,572.00	205,977.95	205,720.00	257.95	246,864.00	40,886.05	83.44%
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Treatment Court
87

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
421001	STATE AID	-	-	(30,736.25)	-	(30,736.25)	-	30,736.25	#DIV/0!
									#DIV/0!
Totals		-	-	(30,736.25)	-	(30,736.25)	-	30,736.25	#DIV/0!

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521219	OTHER PROFESSIONAL SERV	8,994.00	-	55,213.64	-	55,213.64	-	(55,213.64)	#DIV/0!
531303	COMPUTER EQUIPMT & SOFTW/	-	-	6,899.32	-	6,899.32	-	(6,899.32)	#DIV/0!
531312	OFFICE SUPPLIES	-	-	547.87	-	547.87	-	(547.87)	#DIV/0!
531319	OTHER OPERATING SUPPLIES	-	-	17,606.00	-	17,606.00	-	(17,606.00)	#DIV/0!
Totals		8,994.00	-	80,266.83	-	80,266.83	-	(80,266.83)	#DIV/0!

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
									#DIV/0!
Totals		-	-	-	-	-	-	-	#DIV/0!
Total Business Unit		8,994.00	-	49,530.58	-	49,530.58	-	(49,530.58)	#DIV/0!

Date Ran	11/21/2014
Period	10
Year	2014

[illegible]

Total		6,192.36	7,936.25	78,916.54	79,362.50	(445.96)	95,235.00	16,318.46	82.87%
2472 Probate Indigent	Revenue	-	(1,772.50)	(20,537.33)	(17,725.00)	(2,812.33)	(21,270.00)	(732.67)	96.56%
	Expenditures	3,150.84	1,408.33	30,156.83	14,083.33	16,073.50	16,900.00	(13,256.83)	178.44%
	Other Sources	-	-	-	-	-	-	-	#DIV/0!
Total		3,150.84	(364.17)	9,619.50	(3,641.67)	13,261.17	(4,370.00)	(13,989.50)	-220.13%
Total All Business Units	Revenue	(49,651.50)	(84,251.25)	(816,899.18)	(842,512.50)	25,613.32	(1,011,015.00)	(194,115.82)	80.80%
	Expenditures	243,824.76	225,756.25	2,222,524.89	2,257,562.50	(35,037.61)	2,709,075.00	486,550.11	82.04%
	Other Sources	-	-	-	-	-	-	-	#DIV/0!
Grand Total Clerk of Courts		194,173.26	141,505.00	1,405,625.71	1,415,050.00	(9,424.29)	1,698,060.00	292,434.29	82.78%

Clerk of Courts
2401 Clerk of Courts

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
421001	STATE AID	-	(22,083.33)	(265,222.00)	(220,833.33)	(44,388.67)	(265,000.00)	222.00	100.08%
421012	ST AID WAGES ALLOCATE	(4,998.48)	(2,889.33)	(16,154.70)	(28,893.33)	12,738.63	(34,672.00)	(18,517.30)	46.59%
421072	STATE AID INTERPRETER	-	(1,500.00)	(10,652.45)	(15,000.00)	4,347.55	(18,000.00)	(7,347.55)	59.18%
431004	OCCUPATIONAL	-	(13.33)	-	(133.33)	133.33	(160.00)	(160.00)	0.00%
441005	OVERWEIGHT FINE 10% CO SHAF	(5.00)	(16.67)	(318.43)	(166.67)	(151.76)	(200.00)	118.43	159.22%
441013	IGNITION INTERLOCK SURCHARG	(787.59)	(750.00)	(8,369.19)	(7,500.00)	(869.19)	(9,000.00)	(630.81)	92.99%
441014	RESTITUTION ADMIN SURCHARG	-	(166.67)	-	(1,666.67)	1,666.67	(2,000.00)	(2,000.00)	0.00%
441020	OTHER FINES/DUE CO	(282.75)	(666.67)	(3,137.44)	(6,666.67)	3,529.23	(8,000.00)	(4,862.56)	39.22%
442010	RESTITUTION	(508.42)	(416.67)	(6,945.10)	(4,166.67)	(2,778.43)	(5,000.00)	1,945.10	138.90%
442015	RESTITUTION SURCHARGE	(323.62)	(500.00)	(2,698.95)	(5,000.00)	2,301.05	(6,000.00)	(3,301.05)	44.98%
451002	PRIVATE PARTY PHOTOCOPY	-	(1.67)	-	(16.67)	16.67	(20.00)	(20.00)	0.00%
451014	CS PROGRAM FEES	(270.00)	(125.00)	(2,500.00)	(1,250.00)	(1,250.00)	(1,500.00)	1,000.00	166.67%
451403	CIRCUIT COURT COURT COSTS	(5,343.16)	(4,375.00)	(44,966.13)	(43,750.00)	(1,216.13)	(52,500.00)	(7,533.87)	85.65%
451405	MISC COURT FEES	(9,705.43)	(10,833.33)	(75,886.87)	(108,333.33)	32,446.46	(130,000.00)	(54,113.13)	58.37%
451411	JUVENILE PUB DEFENDER REIM	(198.11)	(83.33)	(3,059.76)	(833.33)	(2,226.43)	(1,000.00)	2,059.76	305.98%
451418	WITNESS REIMBURSEMENT FEES	-	(3.75)	(305.60)	(37.50)	(268.10)	(45.00)	260.60	679.11%
451419	MUNICIPAL COURT	(140.00)	(100.00)	(1,235.00)	(1,000.00)	(235.00)	(1,200.00)	35.00	102.92%
451423	BONDS FORFEITED	-	(1,041.67)	(9,700.00)	(10,416.67)	716.67	(12,500.00)	(2,800.00)	77.60%
451425	PSYCH FEES REIMBURSEMENT	(15.00)	(250.00)	(1,788.92)	(2,500.00)	711.08	(3,000.00)	(1,211.08)	59.63%
474026	DEPT MISC CHARGES	-	(83.33)	-	(833.33)	833.33	(1,000.00)	(1,000.00)	0.00%
474200	COPYING & PRINTING INTERDEP	-	(583.33)	(652.75)	(5,833.33)	5,180.58	(7,000.00)	(6,347.25)	9.33%
481001	INTEREST & DIVIDENDS	(1,200.50)	(4,166.67)	(41,904.22)	(41,666.67)	(237.55)	(50,000.00)	(8,095.78)	83.81%
Totals		(23,778.06)	(50,649.75)	(495,497.51)	(506,497.50)	10,999.99	(607,797.00)	(112,299.49)	81.52%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
511110	SALARY-PERMANENT REGULAR	5,553.12	5,231.17	52,633.92	52,311.67	322.25	62,774.00	10,140.08	83.85%
511210	WAGES-REGULAR	47,286.15	55,232.75	455,608.02	552,327.50	(96,719.48)	662,793.00	207,184.98	68.74%
511220	WAGES-OVERTIME	2,812.14	226.50	8,486.89	2,265.00	6,221.89	2,718.00	(5,768.89)	312.25%
511240	WAGES-TEMPORARY	-	-	1,143.06	-	1,143.06	-	(1,143.06)	#DIV/0!
511310	WAGES-SICK LEAVE	780.27	-	9,256.85	-	9,256.85	-	(9,256.85)	#DIV/0!
511320	WAGES-VACATION PAY	4,574.05	-	30,318.14	-	30,318.14	-	(30,318.14)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	152.50	54.59	1,525.00	(1,470.41)	1,830.00	1,775.41	2.98%
511340	WAGES-HOLIDAY PAY	103.31	-	12,755.33	-	12,755.33	-	(12,755.33)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP)	1,362.28	-	6,813.63	-	6,813.63	-	(6,813.63)	#DIV/0!

511380	WAGES-BEREAVEMENT	-	-	538.40	-	538.40	-	(538.40)	#DIV/0!
512141	SOCIAL SECURITY	4,702.54	4,520.92	43,801.56	45,209.17	(1,407.61)	54,251.00	10,449.44	80.74%
512142	RETIREMENT (EMPLOYER)	4,052.76	4,160.75	39,198.76	41,607.50	(2,408.74)	49,929.00	10,730.24	78.51%
512144	HEALTH INSURANCE	13,938.50	23,974.83	206,828.90	239,748.33	(32,919.43)	287,698.00	80,869.10	71.89%
512145	LIFE INSURANCE	18.53	19.75	193.11	197.50	(4.39)	237.00	43.89	81.48%
512146	WORKERS COMPENSATION	-	-	90.72	-	90.72	-	(90.72)	#DIV/0!
512148	UNEMPLOYMENT COMPENSATIO	-	-	372.24	-	372.24	-	(372.24)	#DIV/0!
512173	DENTAL INSURANCE	345.57	1,524.00	13,140.18	15,240.00	(2,099.82)	18,288.00	5,147.82	71.85%
512129	OTHER PROFESSIONAL SERV	4,839.20	3,333.33	52,931.00	33,333.33	19,597.67	40,000.00	(12,931.00)	132.33%
512151	TRANSCRIPTS	626.00	500.00	6,064.81	5,000.00	1,064.81	6,000.00	(64.81)	101.08%
512155	PAPER SERVICE	-	25.00	1,101.52	250.00	851.52	300.00	(801.52)	367.17%
512137	PROCTOR FEES	-	100.00	-	1,000.00	(1,000.00)	1,200.00	1,200.00	0.00%
529159	WITNESS FEE	63.60	333.33	1,194.03	3,333.33	(2,139.30)	4,000.00	2,805.97	29.85%
529160	INTERPRETER FEE	2,792.90	3,000.00	30,503.16	30,000.00	503.16	36,000.00	5,496.84	84.73%
529180	JURY-ENTERTAINMENT	-	16.67	-	166.67	(166.67)	200.00	200.00	0.00%
529181	JURY-LODGING	-	416.67	-	4,166.67	(4,166.67)	5,000.00	5,000.00	0.00%
529182	JURY-MEALS	171.95	416.67	1,835.26	4,166.67	(2,331.41)	5,000.00	3,164.74	36.71%
529183	JURY-MILEAGE	-	1,000.00	6,982.41	10,000.00	(3,017.59)	12,000.00	5,017.59	58.19%
529184	JURY-MISC	-	25.00	83.84	250.00	(166.16)	300.00	216.16	27.95%
529186	JURY-PER DIEM	-	2,500.00	19,142.20	25,000.00	(5,857.80)	30,000.00	10,857.80	63.81%
529188	JURY-SODA	13.98	43.75	149.50	437.50	(288.00)	525.00	375.50	28.48%
529189	JURY-TRANSPORTATION	-	166.67	-	1,666.67	(1,666.67)	2,000.00	2,000.00	0.00%
529190	JURY-WATER COOLER	48.15	54.17	603.95	541.67	62.28	650.00	46.05	92.92%
531001	CREDIT CARD FEES	-	4.17	38.94	41.67	(2.73)	50.00	11.06	77.88%
531243	FURNITURE & FURNISHINGS	-	650.00	-	6,500.00	(6,500.00)	7,800.00	7,800.00	0.00%
531298	UNITED PARCEL SERVICE UPS	55.82	41.67	220.55	416.67	(196.12)	500.00	279.45	44.11%
531301	OFFICE EQUIPMENT	-	-	209.95	-	209.95	-	(209.95)	#DIV/0!
531303	COMPUTER EQUIPMT & SOFTW	-	-	1,989.64	-	1,989.64	-	(1,989.64)	#DIV/0!
531311	POSTAGE & BOX RENT	4,068.73	2,333.33	25,073.26	23,333.33	1,739.93	28,000.00	2,926.74	89.55%
531311	POSTAGE - JURORS	1,178.19	-	1,375.97	-	1,375.97	-	(1,375.97)	#DIV/0!
531312	OFFICE SUPPLIES	2,827.22	1,666.67	12,585.92	16,666.67	(4,080.75)	20,000.00	7,414.08	62.93%
531313	PRINTING & DUPLICATING	-	333.33	2,556.73	3,333.33	(776.60)	4,000.00	1,443.27	63.92%
531314	SMALL ITEMS OF EQUIPMENT	-	41.67	-	416.67	(416.67)	500.00	500.00	0.00%
531321	PUBLICATION OF LEGAL NOTICE	-	8.33	-	83.33	(83.33)	100.00	100.00	0.00%
531323	SUBSCRIPTIONS-TAX & LAW	339.48	150.00	1,899.55	1,500.00	399.55	1,800.00	(99.55)	105.53%
531324	MEMBERSHIP DUES	-	54.17	290.00	541.67	(251.67)	650.00	360.00	44.62%
531326	ADVERTISING	-	66.67	1,661.16	666.67	994.49	800.00	(861.16)	207.65%
531348	EDUCATIONAL SUPPLIES	44.83	25.00	111.93	250.00	(138.07)	300.00	188.07	37.31%
532325	REGISTRATION	-	65.83	600.00	658.33	(58.33)	790.00	190.00	75.95%
532332	MILEAGE	-	72.50	626.44	725.00	(98.56)	870.00	243.56	72.00%
532334	COMMERCIAL TRAVEL	-	50.00	387.00	500.00	(113.00)	600.00	213.00	64.50%
532335	MEALS	27.43	52.83	183.05	528.33	(345.28)	634.00	450.95	28.87%
532336	LODGING	140.00	116.00	1,365.67	1,160.00	205.67	1,392.00	26.33	98.11%
532339	OTHER TRAVEL & TOLLS	-	2.50	12.00	25.00	(13.00)	30.00	18.00	40.00%
533225	TELEPHONE & FAX	327.55	541.67	4,086.54	5,416.67	(1,330.13)	6,500.00	2,413.46	62.87%
533236	WIRELESS INTERNET	36.01	37.50	343.19	375.00	(31.81)	450.00	106.81	76.26%
535242	MAINTAIN MACHINERY & EQUIP	81.16	416.67	2,993.53	4,166.67	(1,173.14)	5,000.00	2,006.47	59.87%
536533	EQUIPMENT RENT & LEASE	687.56	458.33	5,295.74	4,583.33	712.41	5,500.00	204.26	96.29%

571004	IP TELEPHONY ALLOCATION	374.33	374.33	3,743.30	3,743.33	(0.03)	4,492.00	748.70	83.33%
571005	DUPLICATING ALLOCATION	88.00	88.00	880.00	880.00	-	1,056.00	176.00	83.33%
571009	MIS PC GROUP ALLOCATION	785.67	785.67	7,856.70	7,856.67	0.03	9,428.00	1,571.30	83.33%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	1,193.67	1,193.67	11,936.70	11,936.67	0.03	14,324.00	2,387.30	83.33%
591519	OTHER INSURANCE	305.94	411.92	3,059.40	4,119.17	(1,059.77)	4,943.00	1,883.60	61.89%
591521	OFFICIAL BONDS	-	79.75	-	797.50	(797.50)	957.00	957.00	0.00%
593256	BANK CHARGES	-	25.00	-	250.00	(250.00)	300.00	300.00	0.00%

Totals		106,646.59	117,121.58	1,093,208.84	1,171,215.83	(78,006.99)	1,405,459.00	312,250.16	77.78%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

#DIV/0!

Totals		-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit		82,868.53	66,471.83	597,711.33	664,718.33	(67,007.00)	797,662.00	199,950.67	74.93%
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Clerk of Courts
2402 Judicial Support

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
#DIV/0!									
451046	ALCOHOL BRACELET REIMBURSE	-	(41.67)	-	(416.67)	416.67	(500.00)	(500.00)	0.00%
Totals									
		-	(41.67)	-	(416.67)	416.67	(500.00)	(500.00)	0.00%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
#DIV/0!									
511110	SALARY-PERMANENT REGULAR	4,126.68	3,437.00	31,065.73	34,370.00	(3,304.27)	41,244.00	10,178.27	75.32%
511210	WAGES-REGULAR	9,613.49	10,135.58	86,939.12	101,355.83	(14,416.71)	121,627.00	34,687.88	71.48%
511220	WAGES-OVERTIME	-	-	29.63	-	29.63	-	(29.63)	#DIV/0!
511310	WAGES-SICK LEAVE	588.35	-	6,405.94	-	6,405.94	-	(6,405.94)	#DIV/0!
511320	WAGES-VACATION PAY	474.35	-	6,193.50	-	6,193.50	-	(6,193.50)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	40.42	-	404.17	(404.17)	485.00	485.00	0.00%
511340	WAGES-HOLIDAY PAY	9.97	-	3,585.86	-	3,585.86	-	(3,585.86)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP'	164.69	-	645.25	-	645.25	-	(645.25)	#DIV/0!
511380	WAGES-BEREAVEMENT	-	-	155.60	-	155.60	-	(155.60)	#DIV/0!
512141	SOCIAL SECURITY	1,135.85	1,029.25	10,178.97	10,292.50	(113.53)	12,351.00	2,172.03	82.41%
512142	RETIREMENT (EMPLOYER)	1,061.92	952.92	9,458.67	9,529.17	(70.50)	11,435.00	1,976.33	82.72%
512144	HEALTH INSURANCE	3,412.37	4,385.33	50,355.97	43,853.33	6,502.64	52,624.00	2,268.03	95.69%
512145	LIFE INSURANCE	4.01	4.08	37.86	40.83	(2.97)	49.00	11.14	77.27%
512173	DENTAL INSURANCE	105.22	315.00	3,140.70	3,150.00	(9.30)	3,780.00	639.30	83.09%
531006	ALCOHOL BRACELETS PURCHASE	-	208.33	-	2,083.33	(2,083.33)	2,500.00	2,500.00	0.00%
531243	FURNITURE & FURNISHINGS	289.00	375.00	4,556.00	3,750.00	806.00	4,500.00	(56.00)	101.24%
531303	COMPUTER EQUIPMT & SOFTW/	-	-	1,749.98	-	1,749.98	-	(1,749.98)	#DIV/0!
531312	OFFICE SUPPLIES	775.94	416.67	4,537.89	4,166.67	371.22	5,000.00	462.11	90.76%
531313	PRINTING & DUPLICATING	-	41.67	-	416.67	(416.67)	500.00	500.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	166.67	-	1,666.67	(1,666.67)	2,000.00	2,000.00	0.00%
531323	SUBSCRIPTIONS-TAX & LAW	1,358.00	625.00	7,942.00	6,250.00	1,692.00	7,500.00	(442.00)	105.89%
531348	EDUCATIONAL SUPPLIES	62.91	208.33	1,338.66	2,083.33	(744.67)	2,500.00	1,161.34	53.55%
535242	MAINTAIN MACHINERY & EQUIP	7,790.56	883.33	7,790.56	8,833.33	(1,042.77)	10,600.00	2,809.44	73.50%
571004	IP TELEPHONY ALLOCATION	417.58	417.58	4,175.80	4,175.83	(0.03)	5,011.00	835.20	83.33%
571009	MIS PC GROUP ALLOCATION	261.92	261.92	2,619.20	2,619.17	0.03	3,143.00	523.80	83.33%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	219.25	219.25	2,192.50	2,192.50	-	2,631.00	438.50	83.33%
591519	OTHER INSURANCE	66.90	81.25	669.00	812.50	(143.50)	975.00	306.00	68.62%
594813	CAP OFC EQUIP	2,952.78	11,166.67	82,344.78	111,666.67	(29,321.89)	134,000.00	51,655.22	61.45%

Totals	34,891.74	35,371.25	328,109.17	353,712.50	(25,603.33)	424,455.00	96,345.83	77.30%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit	34,891.74	35,329.58	328,109.17	353,295.83	(25,186.66)	423,955.00	95,845.83	77.39%
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Date Ran	11/21/2014
Period	10
Year	2014

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
421001	STATE AID	-	(3,545.17)	(41,074.67)	(35,451.67)	(5,623.00)	(42,542.00)	(1,467.33)	96.55%
451427	COURTS COUNSEL REIMBURSE	(8,950.93)	(15,000.00)	(115,279.68)	(150,000.00)	34,720.32	(180,000.00)	(64,720.32)	64.04%
451427	CRIMINAL COUNSEL REIMBURSE	(2,797.05)	(3,333.33)	(40,024.47)	(33,333.33)	(6,691.14)	(40,000.00)	24.47	100.06%
451427	TRAFFIC COUNSEL REIMBURSE	(484.42)	(833.33)	(6,659.81)	(8,333.33)	1,673.52	(10,000.00)	(3,340.19)	66.60%
451427	ADVERSARY COUNSEL REIMBURSE	(200.00)	(500.00)	(4,494.19)	(5,000.00)	505.81	(6,000.00)	(1,505.81)	74.90%
451427	OTHER COUNSEL REIMBURSE	-	(62.50)	-	(625.00)	625.00	(750.00)	(750.00)	0.00%
Totals		(12,432.40)	(23,274.33)	(207,532.82)	(232,743.33)	25,210.51	(279,292.00)	(71,759.18)	74.31%

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
521212	GAL INDIGENT	17,451.80	3,750.00	49,638.68	37,500.00	12,138.68	45,000.00	(4,638.68)	110.31%
521212	COURTS COUNSEL	25,170.47	13,333.33	195,924.86	133,333.33	62,591.53	160,000.00	(35,924.86)	122.45%
521212	CRIMINAL COUNSEL	4,679.08	3,750.00	45,076.65	37,500.00	7,576.65	45,000.00	(76.65)	100.17%
521212	TRAFFIC COUNSEL	1,674.60	500.00	12,335.18	5,000.00	7,335.18	6,000.00	(6,335.18)	205.59%
521212	ADVERSARY COUNSEL	2,401.00	1,500.00	19,198.56	15,000.00	4,198.56	18,000.00	(1,198.56)	106.66%
521212	OTHER COUNSEL	2,597.00	641.67	5,089.00	6,416.67	(1,327.67)	7,700.00	2,611.00	66.09%
Totals		53,973.95	23,475.00	327,262.93	234,750.00	92,512.93	281,700.00	(45,562.93)	116.17%

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
									#DIV/0!
Totals		-	-	-	-	-	-	-	#DIV/0!
Total Business Unit		41,541.55	200.67	119,730.11	2,006.67	117,723.44	2,408.00	(117,322.11)	4972.18%

Clerk of Courts
2421 Court Commissioner

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
421012	ST AID WAGES ALLOCATE	(5,292.87)	(1,396.33)	(15,714.35)	(13,963.33)	(1,751.02)	(16,756.00)	(1,041.65)	93.78%
Totals									93.78%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
511110	SALARY-PERMANENT REGULAR	11,378.10	11,190.92	99,146.45	111,909.17	(12,762.72)	134,291.00	35,144.55	73.83%
511210	WAGES-REGULAR	2,511.29	3,207.42	7,353.16	32,074.17	(24,721.01)	38,489.00	31,135.84	19.10%
511220	WAGES-OVERTIME	-	33.92	-	339.17	(339.17)	407.00	407.00	0.00%
511310	WAGES-SICK LEAVE	40.26	-	448.20	-	448.20	-	(448.20)	#DIV/0!
511320	WAGES-VACATION PAY	-	-	8,946.11	-	8,946.11	-	(8,946.11)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	36.75	-	367.50	(367.50)	441.00	441.00	0.00%
511340	WAGES-HOLIDAY PAY	-	-	3,288.88	-	3,288.88	-	(3,288.88)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP)	278.62	-	2,674.87	-	2,674.87	-	(2,674.87)	#DIV/0!
512141	SOCIAL SECURITY	1,145.90	1,098.83	9,469.85	10,988.33	(1,518.48)	13,186.00	3,716.15	71.82%
512142	RETIREMENT (EMPLOYER)	994.60	1,012.83	8,530.29	10,128.33	(1,598.04)	12,154.00	3,623.71	70.19%
512144	HEALTH INSURANCE	2,229.94	2,923.58	25,534.87	29,235.83	(3,700.96)	35,083.00	9,548.13	72.78%
512145	LIFE INSURANCE	10.27	11.25	104.62	112.50	(7.88)	135.00	30.38	77.50%
512173	DENTAL INSURANCE	39.42	225.00	1,395.30	2,250.00	(854.70)	2,700.00	1,304.70	51.68%
529160	INTERPRETER FEE	-	41.67	50.00	416.67	(366.67)	500.00	450.00	10.00%
531301	OFFICE EQUIPMENT	-	-	276.09	-	276.09	-	(276.09)	#DIV/0!
531311	POSTAGE & BOX RENT	-	166.67	-	1,666.67	(1,666.67)	2,000.00	2,000.00	0.00%
531312	OFFICE SUPPLIES	60.27	83.33	318.67	833.33	(514.66)	1,000.00	681.33	31.87%
531313	PRINTING & DUPLICATING	-	41.67	-	416.67	(416.67)	500.00	500.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	41.67	-	416.67	(416.67)	500.00	500.00	0.00%
531323	SUBSCRIPTIONS-TAX & LAW	679.00	333.33	2,667.50	3,333.33	(665.83)	4,000.00	1,332.50	66.69%
531324	MEMBERSHIP DUES	120.00	109.58	1,468.32	1,095.83	372.49	1,315.00	(153.32)	111.66%
531348	EDUCATIONAL SUPPLIES	62.91	70.83	260.02	708.33	(448.31)	850.00	589.98	30.59%
532325	REGISTRATION	-	-	230.00	-	230.00	-	(230.00)	#DIV/0!
532332	MILEAGE	-	111.67	361.76	1,116.67	(754.91)	1,340.00	978.24	27.00%
532335	MEALS	-	20.42	150.08	204.17	(54.09)	245.00	94.92	61.26%
532336	LODGING	-	77.92	490.00	779.17	(289.17)	935.00	445.00	52.41%
533225	TELEPHONE & FAX	75.53	75.00	610.11	750.00	(139.89)	900.00	289.89	67.79%
535242	MAINTAIN MACHINERY & EQUIP	-	50.00	-	500.00	(500.00)	600.00	600.00	0.00%
571004	IP TELEPHONY ALLOCATION	43.17	43.17	431.70	431.67	0.03	518.00	86.30	83.34%
571005	DUPLICATING ALLOCATION	1.50	1.50	15.00	15.00	-	18.00	3.00	83.33%

571010	MIS SYSTEMS GRP ALLOC(ISIS)	156.67	156.67	1,566.70	1,566.67	0.03	1,880.00	313.30	83.34%
591519	OTHER INSURANCE	71.11	68.50	711.10	685.00	26.10	822.00	110.90	86.51%

Totals		19,898.56	21,234.08	176,499.65	212,340.83	(35,841.18)	254,809.00	78,309.35	69.27%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

#DIV/0!

Totals		-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit		14,605.69	19,837.75	160,785.30	198,377.50	(37,592.20)	238,053.00	77,267.70	67.54%
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Clerk of Courts
2422 Counseling

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
451017	MEDIATION FEE	(1,415.43)	(1,250.00)	(18,388.57)	(12,500.00)	(5,888.57)	(15,000.00)	3,388.57	122.59%
451018	CUSTODY STUDIES	(489.25)	(1,666.67)	(9,937.83)	(16,666.67)	6,728.84	(20,000.00)	(10,062.17)	49.69%
451020	OTHER FEES	-	-	(20.00)	-	(20.00)	-	20.00	#DIV/0!
451025	FAMILY MARRIAGE COUNSELING	(820.00)	(666.67)	(8,700.00)	(6,666.67)	(2,033.33)	(8,000.00)	700.00	108.75%
451412	POST JUDGMENT FILING FEES	(930.00)	(666.67)	(7,330.00)	(6,666.67)	(663.33)	(8,000.00)	(670.00)	91.63%
Totals		(3,654.68)	(4,250.00)	(44,376.40)	(42,500.00)	(1,876.40)	(51,000.00)	(6,623.60)	87.01%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
511210	WAGES-REGULAR	8,780.67	8,453.92	70,594.00	84,539.17	(13,945.17)	101,447.00	30,853.00	69.59%
511310	WAGES-SICK LEAVE	-	-	7,144.15	-	7,144.15	-	(7,144.15)	#DIV/0!
511320	WAGES-VACATION PAY	-	-	2,130.88	-	2,130.88	-	(2,130.88)	#DIV/0!
511340	WAGES-HOLIDAY PAY	-	-	2,135.68	-	2,135.68	-	(2,135.68)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP'	-	-	2,752.10	-	2,752.10	-	(2,752.10)	#DIV/0!
512141	SOCIAL SECURITY	666.94	638.67	6,438.98	6,386.67	52.31	7,664.00	1,225.02	84.02%
512142	RETIREMENT (EMPLOYER)	614.62	591.75	5,932.96	5,917.50	15.46	7,101.00	1,168.04	83.55%
512144	HEALTH INSURANCE	1,771.79	2,923.58	27,841.69	29,235.83	(1,394.14)	35,083.00	7,241.31	79.36%
512145	LIFE INSURANCE	3.82	1.58	40.60	15.83	24.77	19.00	(21.60)	213.68%
512173	DENTAL INSURANCE	48.36	180.00	1,758.93	1,800.00	(41.07)	2,160.00	401.07	81.43%
521219	OTHER PROFESSIONAL SERV	-	-	675.60	-	675.60	-	(675.60)	#DIV/0!
521296	COMPUTER SUPPORT	-	215.58	2,181.06	2,155.83	25.23	2,587.00	405.94	84.31%
529160	INTERPRETER FEE	100.00	208.33	880.10	2,083.33	(1,203.23)	2,500.00	1,619.90	35.20%
529310	PARENT EDUCATION PROGRAM	-	100.00	630.00	1,000.00	(370.00)	1,200.00	570.00	52.50%
531277	COLLATERAL RECORD CHARGES	51.00	125.00	482.90	1,250.00	(767.10)	1,500.00	1,017.10	32.19%
531301	OFFICE EQUIPMENT	-	41.67	-	416.67	(416.67)	500.00	500.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	225.00	2,072.10	2,250.00	(177.90)	2,700.00	627.90	76.74%
531311	POSTAGE & BOX RENT	-	125.00	5.98	1,250.00	(1,244.02)	1,500.00	1,494.02	0.40%
531312	OFFICE SUPPLIES	92.17	62.50	932.39	625.00	307.39	750.00	(182.39)	124.32%
531313	PRINTING & DUPLICATING	-	41.67	99.19	416.67	(317.48)	500.00	400.81	19.84%
531324	MEMBERSHIP DUES	75.00	41.67	280.00	416.67	(136.67)	500.00	220.00	56.00%
531326	ADVERTISING	-	-	72.20	-	72.20	-	(72.20)	#DIV/0!
531348	EDUCATIONAL SUPPLIES	-	16.67	-	166.67	(166.67)	200.00	200.00	0.00%
532325	REGISTRATION	505.00	143.33	1,500.00	1,433.33	66.67	1,720.00	220.00	87.21%
532332	MILEAGE	383.04	130.00	1,670.48	1,300.00	370.48	1,560.00	(110.48)	107.08%
532334	COMMERCIAL TRAVEL	-	75.00	900.40	750.00	150.40	900.00	(0.40)	100.04%

532335	MEALS	18.77	14.83	72.44	148.33	(75.89)	178.00	105.56	40.70%
532336	LODGING	80.00	87.50	1,172.71	875.00	297.71	1,050.00	(122.71)	111.69%
532339	OTHER TRAVEL & TOLLS	-	4.17	8.90	41.67	(32.77)	50.00	41.10	17.80%
533225	TELEPHONE & FAX	1.00	33.33	100.60	333.33	(232.73)	400.00	299.40	25.15%
535242	MAINTAIN MACHINERY & EQUIP	-	56.25	294.00	562.50	(268.50)	675.00	381.00	43.56%
571004	IP TELEPHONY ALLOCATION	43.17	43.17	431.70	431.67	0.03	518.00	86.30	83.34%
571005	DUPLICATING ALLOCATION	6.50	6.50	65.00	65.00	-	78.00	13.00	83.33%
571009	MIS PC GROUP ALLOCATION	436.50	436.50	4,365.00	4,365.00	-	5,238.00	873.00	83.33%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	125.33	125.33	1,253.30	1,253.33	(0.03)	1,504.00	250.70	83.33%
591519	OTHER INSURANCE	41.55	54.17	415.50	541.67	(126.17)	650.00	234.50	63.92%

Totals	13,845.23	15,202.67	147,331.52	152,026.67	(4,695.15)	182,432.00	35,100.48	80.76%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
									#DIV/0!
Totals		-	-	-	-	-	-	-	#DIV/0!
Total Business Unit		10,190.55	10,952.67	102,955.12	109,526.67	(6,571.55)	131,432.00	28,476.88	78.33%

Date Ran	11/21/2014
Period	10
Year	2014

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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514151	PER DIEM	-	100.00	450.00	1,000.00	(550.00)	1,200.00	750.00	37.50%
521212	LEGAL	-	163.33	587.25	1,633.33	(1,046.08)	1,960.00	1,372.75	29.96%
531324	MEMBERSHIP DUES	-	8.33	-	83.33	(83.33)	100.00	100.00	0.00%
531349	OTHER OPERATING EXPENSES	-	6.25	290.00	62.50	227.50	75.00	(215.00)	386.67%
532325	REGISTRATION	-	12.50	-	125.00	(125.00)	150.00	150.00	0.00%
532332	MILEAGE	-	29.17	190.00	291.67	(101.67)	350.00	160.00	54.29%
532335	MEALS	-	6.25	-	62.50	(62.50)	75.00	75.00	0.00%
591513	DRAINAGE BOARD INSURANCE	-	129.17	1,375.00	1,291.67	83.33	1,550.00	175.00	88.71%

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

Total Business Unit	-	455.00	2,892.25	4,550.00	(1,657.75)	5,460.00	2,567.75	52.97%
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Clerk of Courts
2432 Law Library

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
									#DIV/0!
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Totals		-	-	-	-	-	-	-	#DIV/0!

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
531312	OFFICE SUPPLIES	-	2.08	10.29	20.83	(10.54)	25.00	14.71	41.16%
531323	SUBSCRIPTIONS-TAX & LAW	732.00	458.33	4,737.10	4,583.33	153.77	5,500.00	762.90	86.13%
531348	EDUCATIONAL SUPPLIES	-	225.00	159.00	2,250.00	(2,091.00)	2,700.00	2,541.00	5.89%
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Totals		732.00	685.42	4,906.39	6,854.17	(1,947.78)	8,225.00	3,318.61	59.65%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
									#DIV/0!
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Totals		-	-	-	-	-	-	-	#DIV/0!

Total Business Unit		732.00	685.42	4,906.39	6,854.17	(1,947.78)	8,225.00	3,318.61	59.65%
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Clerk of Courts
2471 Register in Probate

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
451401	GAL REIMBURSEMENT	(2,516.42)	(1,250.00)	(19,902.46)	(12,500.00)	(7,402.46)	(15,000.00)	4,902.46	132.68%
451403	CIRCUIT COURT COURT COSTS	(251.00)	(333.33)	(2,148.50)	(3,333.33)	1,184.83	(4,000.00)	(1,851.50)	53.71%
451407	FILING FEES DUE CO PROBATE	(1,705.07)	(1,250.00)	(10,896.56)	(12,500.00)	1,603.44	(15,000.00)	(4,103.44)	72.64%
451408	OTHER FEES DUE CO PROBATE	-	(4.17)	-	(41.67)	41.67	(50.00)	(50.00)	0.00%
451428	CLAIM AGAINST ESTATE FILING	(21.00)	(29.17)	(195.00)	(291.67)	96.67	(350.00)	(155.00)	55.71%
451429	PROBATE PACKET FEES	-	-	(9.25)	-	(9.25)	-	9.25	#DIV/0!
474200	COPYING & PRINTING INTERDEP/	-	-	(89.00)	-	(89.00)	-	89.00	#DIV/0!
Totals		(4,493.49)	(2,866.67)	(33,240.77)	(28,666.67)	(4,574.10)	(34,400.00)	(1,159.23)	96.63%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
511210	WAGES-REGULAR	5,486.06	6,788.83	58,074.63	67,888.33	(9,813.70)	81,466.00	23,391.37	71.29%
511220	WAGES-OVERTIME	145.74	34.17	282.70	341.67	(58.97)	410.00	127.30	68.95%
511310	WAGES-SICK LEAVE	233.43	-	899.39	-	899.39	-	(899.39)	#DIV/0!
511320	WAGES-VACATION PAY	120.05	-	2,237.98	-	2,237.98	-	(2,237.98)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	10.00	-	100.00	(100.00)	120.00	120.00	0.00%
511340	WAGES-HOLIDAY PAY	23.24	-	1,820.83	-	1,820.83	-	(1,820.83)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP'	1,118.58	-	3,193.91	-	3,193.91	-	(3,193.91)	#DIV/0!
512141	SOCIAL SECURITY	568.95	517.00	5,291.24	5,170.00	121.24	6,204.00	912.76	85.29%
512142	RETIREMENT (EMPLOYER)	498.91	478.33	4,655.76	4,783.33	(127.57)	5,740.00	1,084.24	81.11%
512144	HEALTH INSURANCE	1,886.62	2,048.17	28,970.33	20,481.67	8,488.66	24,578.00	(4,392.33)	117.87%
512145	LIFE INSURANCE	1.22	1.08	10.86	10.83	0.03	13.00	2.14	83.54%
512173	DENTAL INSURANCE	52.33	132.00	1,767.33	1,320.00	447.33	1,584.00	(183.33)	111.57%
521219	OTHER PROFESSIONAL SERV	-	125.00	863.50	1,250.00	(386.50)	1,500.00	636.50	57.57%
521251	TRANSCRIPTS	-	-	36.00	-	36.00	-	(36.00)	#DIV/0!
521255	PAPER SERVICE	60.00	20.83	140.00	208.33	(68.33)	250.00	110.00	56.00%
529160	INTERPRETER FEE	120.00	-	520.00	-	520.00	-	(520.00)	#DIV/0!
531298	UNITED PARCEL SERVICE UPS	22.27	8.33	47.02	83.33	(36.31)	100.00	52.98	47.02%
531311	POSTAGE & BOX RENT	-	166.67	19.99	1,666.67	(1,646.68)	2,000.00	1,980.01	1.00%
531312	OFFICE SUPPLIES	27.90	83.33	479.48	833.33	(353.85)	1,000.00	520.52	47.95%
531315	INSTRUCTIONAL MATERIAL	-	8.33	-	83.33	(83.33)	100.00	100.00	0.00%
531324	MEMBERSHIP DUES	-	14.17	50.00	141.67	(91.67)	170.00	120.00	29.41%
531348	EDUCATIONAL SUPPLIES	-	8.33	217.04	83.33	133.71	100.00	(117.04)	217.04%
532325	REGISTRATION	-	14.58	75.00	145.83	(70.83)	175.00	100.00	42.86%
532332	MILEAGE	95.20	34.58	334.88	345.83	(10.95)	415.00	80.12	80.69%

532335	MEALS	22.00	32.50	56.44	325.00	(268.56)	390.00	333.56	14.47%
532336	LODGING	-	58.33	70.00	583.33	(513.33)	700.00	630.00	10.00%
533225	TELEPHONE & FAX	15.61	29.17	165.60	291.67	(126.07)	350.00	184.40	47.31%
571004	IP TELEPHONY ALLOCATION	28.83	28.83	288.30	288.33	(0.03)	346.00	57.70	83.32%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	125.33	125.33	1,253.30	1,253.33	(0.03)	1,504.00	250.70	83.33%
591519	OTHER INSURANCE	33.58	35.00	335.80	350.00	(14.20)	420.00	84.20	79.95%

Totals	10,685.85	10,802.92	112,157.31	108,029.17	4,128.14	129,635.00	17,477.69	86.52%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit	6,192.36	7,936.25	78,916.54	79,362.50	(445.96)	95,235.00	16,318.46	82.87%
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Clerk of Courts
2472 Probate Indigent

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
421001	STATE AID	-	(1,772.50)	(20,537.33)	(17,725.00)	(2,812.33)	(21,270.00)	(732.67)	#DIV/0! 96.56%
Totals		-	(1,772.50)	(20,537.33)	(17,725.00)	(2,812.33)	(21,270.00)	(732.67)	96.56%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521212	LEGAL	574.84	16.67	5,252.80	166.67	5,086.13	200.00	(5,052.80)	2626.40%
521212	GAL - CH 48	1,771.00	291.67	10,952.62	2,916.67	8,035.95	3,500.00	(7,452.62)	312.93%
521212	GAL - CH 51, 54, 55	805.00	1,000.00	13,140.95	10,000.00	3,140.95	12,000.00	(1,140.95)	109.51%
521268	DEFENSE FEE	-	100.00	810.46	1,000.00	(189.54)	1,200.00	389.54	67.54%
Totals		3,150.84	1,408.33	30,156.83	14,083.33	16,073.50	16,900.00	(13,256.83)	178.44%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
									#DIV/0!
Totals		-	-	-	-	-	-	-	#DIV/0!
Total Business Unit		3,150.84	(364.17)	9,619.50	(3,641.67)	13,261.17	(4,370.00)	(13,989.50)	-220.13%

Corporation Counsel
1701

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
421012	ST AID WAGES ALLOCATE	-	(22.00)	-	(220.00)	220.00	(264.00)	(264.00)	0.00%
Totals		-	(22.00)	-	(220.00)	220.00	(264.00)	(264.00)	0.00%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
511110	SALARY-PERMANENT REGULAR	14,710.80	17,637.25	154,414.64	176,372.50	(21,957.86)	211,647.00	57,232.36	72.96%
511210	WAGES-REGULAR	4,320.90	4,125.50	37,652.07	41,255.00	(3,602.93)	49,506.00	11,853.93	76.06%
511310	WAGES-SICK LEAVE	-	-	50,910.31	-	50,910.31	-	(50,910.31)	#DIV/0!
511320	WAGES-VACATION PAY	833.45	-	24,442.62	-	24,442.62	-	(24,442.62)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	53.67	307.50	536.67	(229.17)	644.00	336.50	47.75%
511340	WAGES-HOLIDAY PAY	189.28	-	5,228.10	-	5,228.10	-	(5,228.10)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP'	-	-	3,263.27	-	3,263.27	-	(3,263.27)	#DIV/0!
512141	SOCIAL SECURITY	1,533.07	1,658.42	21,058.44	16,584.17	4,474.27	19,901.00	(1,157.44)	105.82%
512142	RETIREMENT (EMPLOYER)	1,403.92	1,527.17	14,548.32	15,271.67	(723.35)	18,326.00	3,777.68	79.39%
512144	HEALTH INSURANCE	1,450.23	3,802.25	29,974.48	38,022.50	(8,048.02)	45,627.00	15,652.52	65.69%
512145	LIFE INSURANCE	8.56	24.67	182.39	246.67	(64.28)	296.00	113.61	61.62%
512173	DENTAL INSURANCE	64.91	240.00	2,105.54	2,400.00	(294.46)	2,880.00	774.46	73.11%
521212	LEGAL	-	66.67	120.00	666.67	(546.67)	800.00	680.00	15.00%
521255	PAPER SERVICE	-	16.67	-	166.67	(166.67)	200.00	200.00	0.00%
531303	COMPUTER EQUIPMT & SOFTW/	-	-	152.89	-	152.89	-	(152.89)	#DIV/0!
531311	POSTAGE & BOX RENT	49.47	83.33	678.41	833.33	(154.92)	1,000.00	321.59	67.84%
531312	OFFICE SUPPLIES	255.49	75.00	718.12	750.00	(31.88)	900.00	181.88	79.79%
531313	PRINTING & DUPLICATING	-	2.92	-	29.17	(29.17)	35.00	35.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	-	199.99	-	199.99	-	(199.99)	#DIV/0!
531323	SUBSCRIPTIONS-TAX & LAW	720.05	416.67	3,355.15	4,166.67	(811.52)	5,000.00	1,644.85	67.10%
531324	MEMBERSHIP DUES	120.00	100.00	1,160.00	1,000.00	160.00	1,200.00	40.00	96.67%
531326	ADVERTISING	-	-	1,969.68	-	1,969.68	-	(1,969.68)	#DIV/0!
531348	EDUCATIONAL SUPPLIES	-	83.33	386.95	833.33	(446.38)	1,000.00	613.05	38.70%
532325	REGISTRATION	100.00	16.67	340.00	166.67	173.33	200.00	(140.00)	170.00%
532332	MILEAGE	-	10.42	-	104.17	(104.17)	125.00	125.00	0.00%
532335	MEALS	-	2.08	-	20.83	(20.83)	25.00	25.00	0.00%
532336	LODGING	-	5.83	218.00	58.33	159.67	70.00	(148.00)	311.43%
533225	TELEPHONE & FAX	16.79	35.42	217.95	354.17	(136.22)	425.00	207.05	51.28%
535242	MAINTAIN MACHINERY & EQUIP	24.37	54.17	335.04	541.67	(206.63)	650.00	314.96	51.54%
571004	IP TELEPHONY ALLOCATION	43.17	43.17	431.70	431.67	0.03	518.00	86.30	83.34%

571007	MIS DIRECT CHARGES	-	-	1,048.54	-	1,048.54	-	(1,048.54)	#DIV/0!
571009	MIS PC GROUP ALLOCATION	436.50	436.50	4,365.00	4,365.00	-	5,238.00	873.00	83.33%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	187.92	187.92	1,879.20	1,879.17	0.03	2,255.00	375.80	83.33%
591519	OTHER INSURANCE	107.22	131.25	1,072.20	1,312.50	(240.30)	1,575.00	502.80	68.08%

Totals	26,576.10	30,836.92	362,736.50	308,369.17	54,367.33	370,043.00	7,306.50	98.03%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit	26,576.10	30,814.92	362,736.50	308,149.17	54,587.33	369,779.00	7,042.50	98.10%
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Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

511110	SALARY-PERMANENT REGULAR	2,090.00	2,145.00	21,175.00	21,450.00	(275.00)	25,740.00	4,565.00	82.26%
511240	WAGES-TEMPORARY	-	443.00	1,275.35	4,430.00	(3,154.65)	5,316.00	4,040.65	23.99%
512141	SOCIAL SECURITY	679.33	784.50	6,509.33	7,845.00	(1,335.67)	9,414.00	2,904.67	69.15%
512142	RETIREMENT (EMPLOYER)	-	140.50	413.09	1,405.00	(991.91)	1,686.00	1,272.91	24.50%
512173	DENTAL INSURANCE	-	90.00	249.49	900.00	(650.51)	1,080.00	830.51	23.10%
514151	PER DIEM	7,285.00	7,666.67	67,825.00	76,666.67	(8,841.67)	92,000.00	24,175.00	73.72%
531303	COMPUTER EQUIPMT & SOFTW/	-	41.67	535.00	416.67	118.33	500.00	(35.00)	107.00%
531311	POSTAGE & BOX RENT	114.73	83.33	952.85	833.33	119.52	1,000.00	47.15	95.29%
531312	OFFICE SUPPLIES	67.89	125.00	479.33	1,250.00	(770.67)	1,500.00	1,020.67	31.96%
531313	PRINTING & DUPLICATING	45.66	250.00	1,945.40	2,500.00	(554.60)	3,000.00	1,054.60	64.85%
531321	PUBLICATION OF LEGAL NOTICE	3,505.69	1,250.00	17,498.97	12,500.00	4,998.97	15,000.00	(2,498.97)	116.66%
531322	SUBSCRIPTIONS	-	71.67	860.00	716.67	143.33	860.00	-	100.00%
531324	MEMBERSHIP DUES	-	1,226.00	14,348.55	12,260.00	2,088.55	14,712.00	363.45	97.53%
531326	ADVERTISING	-	-	99.92	-	99.92	-	(99.92)	#DIV/0!
531333	VIDEO SERVICES	650.00	700.00	6,500.00	7,000.00	(500.00)	8,400.00	1,900.00	77.38%
531348	EDUCATIONAL SUPPLIES	-	-	280.00	-	280.00	-	(280.00)	#DIV/0!
532325	REGISTRATION	-	83.33	508.86	833.33	(324.47)	1,000.00	491.14	50.89%
532332	MILEAGE	1,560.72	1,416.67	14,202.66	14,166.67	35.99	17,000.00	2,797.34	83.55%
532335	MEALS	23.03	25.00	471.23	250.00	221.23	300.00	(171.23)	157.08%
532336	LODGING	-	62.50	501.73	625.00	(123.27)	750.00	248.27	66.90%
532339	OTHER TRAVEL & TOLLS	-	1.67	-	16.67	(16.67)	20.00	20.00	0.00%
533225	TELEPHONE & FAX	-	16.67	59.01	166.67	(107.66)	200.00	140.99	29.51%
533236	WIRELESS INTERNET	-	40.00	211.68	400.00	(188.32)	480.00	268.32	44.10%
535242	MAINTAIN MACHINERY & EQUIP	-	-	0.30	-	0.30	-	(0.30)	#DIV/0!
571004	IP TELEPHONY ALLOCATION	28.83	28.83	288.30	288.33	(0.03)	346.00	57.70	83.32%
571005	DUPLICATING ALLOCATION	189.92	189.92	1,899.20	1,899.17	0.03	2,279.00	379.80	83.33%
571007	MIS DIRECT CHARGES	-	-	1,048.54	-	1,048.54	-	(1,048.54)	#DIV/0!
571009	MIS PC GROUP ALLOCATION	349.17	349.17	3,491.70	3,491.67	0.03	4,190.00	698.30	83.33%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	1,879.58	1,879.58	18,795.80	18,795.83	(0.03)	22,555.00	3,759.20	83.33%
591519	OTHER INSURANCE	12.72	16.08	127.20	160.83	(33.63)	193.00	65.80	65.91%

594819 CAP OTHER EQUIPMENT	-	208.33	-	2,083.33	(2,083.33)	2,500.00	2,500.00	0.00%
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Totals	18,482.27	19,335.08	182,553.49	193,350.83	(10,797.34)	232,021.00	49,467.51	78.68%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit	18,482.27	19,335.08	182,553.49	193,350.83	(10,797.34)	232,021.00	49,467.51	78.68%
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County Board
12 Board Indirect

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

531005	SOCIAL MEDIA RELATED	-	166.67	-	1,666.67	(1,666.67)	2,000.00	2,000.00	0.00%
531313	PRINTING & DUPLICATING	-	25.00	-	250.00	(250.00)	300.00	300.00	0.00%
531326	ADVERTISING	-	8.33	-	83.33	(83.33)	100.00	100.00	0.00%
593405	JCEDC	-	7,000.00	83,857.00	70,000.00	13,857.00	84,000.00	143.00	99.83%
593409	LITERACY COUNCIL DONATION	-	1,333.33	13,500.00	13,333.33	166.67	16,000.00	2,500.00	84.38%
593410	FREE CLINIC DONATION	-	4,166.67	50,000.00	41,666.67	8,333.33	50,000.00	-	100.00%
593412	TOURISM DONATION	-	375.00	-	3,750.00	(3,750.00)	4,500.00	4,500.00	0.00%
593413	RAILROAD CONSORTIUM DONAT	-	1,166.67	14,000.00	11,666.67	2,333.33	14,000.00	-	100.00%
593414	DENTAL CLINIC	-	625.00	7,500.00	6,250.00	1,250.00	7,500.00	-	100.00%
593415	COMMUNITY CARE CLINIC	-	833.33	10,000.00	8,333.33	1,666.67	10,000.00	-	100.00%

Totals	-	15,700.00	178,857.00	157,000.00	21,857.00	188,400.00	9,543.00	94.93%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit	-	15,700.00	178,857.00	157,000.00	21,857.00	188,400.00	9,543.00	94.93%
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County Board
13 Farmland Preservation

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
421099	CAPITAL STATE AID	-	(11,458.33)	-	(114,583.33)	114,583.33	(137,500.00)	(137,500.00)	0.00%
458001	FARMLAND PRESERVATION FEES	-	-	(750.00)	-	(750.00)	-	750.00	#DIV/0!
481001	INTEREST & DIVIDENDS	(14.77)	-	(165.07)	-	(165.07)	-	165.07	#DIV/0!
485999	CAPITAL DONATIONS	-	(4,583.33)	-	(45,833.33)	45,833.33	(55,000.00)	(55,000.00)	0.00%
Totals		(14.77)	(16,041.67)	(915.07)	(160,416.67)	159,501.60	(192,500.00)	(191,584.93)	0.48%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
521219	OTHER PROFESSIONAL SERV	-	250.00	325.00	2,500.00	(2,175.00)	3,000.00	2,675.00	10.83%
531311	POSTAGE & BOX RENT	-	-	3.53	-	3.53	-	(3.53)	#DIV/0!
531312	OFFICE SUPPLIES	-	-	361.24	-	361.24	-	(361.24)	#DIV/0!
531313	PRINTING & DUPLICATING	-	-	196.18	-	196.18	-	(196.18)	#DIV/0!
535242	MAINTAIN MACHINERY & EQUIP	6.46	-	29.36	-	29.36	-	(29.36)	#DIV/0!
594816	CAP CONSERVE EASEMENT	-	22,916.67	-	229,166.67	(229,166.67)	275,000.00	275,000.00	0.00%
594960	CAPITAL RESERVE	-	11,837.47	-	118,374.73	(118,374.73)	142,049.68	142,049.68	0.00%
Totals		6.46	35,004.14	915.31	350,041.40	(349,126.09)	420,049.68	419,134.37	0.22%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
Totals		-	-	-	-	-	-	-	#DIV/0!
Total Business Unit		(8.31)	18,962.47	0.24	189,624.73	(189,624.49)	227,549.68	227,549.44	0.00%

County Board
Historical Preservation

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
421001	STATE AID	-	(2,083.33)	(25,000.00)	(20,833.33)	(4,166.67)	(25,000.00)	-	100.00%
485250	PUBLISHING ROYALTIES	-	-	(57.15)	-	(57.15)	-	57.15	#DIV/0!
Totals		-	(2,083.33)	(25,057.15)	(20,833.33)	(4,223.82)	(25,000.00)	57.15	100.23%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
521219	OTHER PROFESSIONAL SERV	-	2,083.33	8,765.91	20,833.33	(12,067.42)	25,000.00	16,234.09	35.06%
531312	OFFICE SUPPLIES	-	4.17	45.00	41.67	3.33	50.00	5.00	90.00%
531313	PRINTING & DUPLICATING	-	16.67	516.82	166.67	350.15	200.00	(316.82)	258.41%
531324	MEMBERSHIP DUES	-	2.92	150.00	29.17	120.83	35.00	(115.00)	428.57%
532335	MEALS	-	20.83	-	208.33	(208.33)	250.00	250.00	0.00%
594950	OPERATING RESERVE	-	(1,082.41)	-	(10,824.07)	10,824.07	(12,988.88)	(12,988.88)	0.00%
Totals		-	1,045.51	9,477.73	10,455.10	(977.37)	12,546.12	3,068.39	75.54%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
Totals		-	-	-	-	-	-	-	#DIV/0!
Total Business Unit		-	(1,037.82)	(15,579.42)	(10,378.23)	(5,201.19)	(12,453.88)	3,125.54	125.10%

Register of Deeds
1001

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
412300	RE TRANSFER FEES COUNTY POR	(18,378.78)	(11,666.67)	(133,761.21)	(116,666.67)	(17,094.54)	(140,000.00)	(6,238.79)	95.54%
451301	RE RECORDING/FILING FEES	(16,995.00)	(20,937.50)	(143,605.00)	(209,375.00)	65,770.00	(251,250.00)	(107,645.00)	57.16%
451303	COPY FEES COUNTY PORTION	(7,581.30)	(7,083.33)	(59,832.50)	(70,833.33)	11,000.83	(85,000.00)	(25,167.50)	70.39%
451307	DOCUMENT REVIEW FEES	-	(8.33)	(50.00)	(83.33)	33.33	(100.00)	(50.00)	50.00%
451309	BIRTH FUNDS COUNTY PORTION	(497.00)	(875.00)	(6,709.00)	(8,750.00)	2,041.00	(10,500.00)	(3,791.00)	63.90%
451310	MARRIAGE FUND COUNTY PORT	(984.00)	(541.67)	(6,658.00)	(5,416.67)	(1,241.33)	(6,500.00)	158.00	102.43%
451311	DEATH FUND COUNTY PORTION	(2,504.00)	(1,666.67)	(17,353.00)	(16,666.67)	(686.33)	(20,000.00)	(2,647.00)	86.77%
451313	DOMESTIC PART CTY PORTION	(13.00)	(0.83)	(46.00)	(8.33)	(37.67)	(10.00)	36.00	460.00%
474016	DEPT RECORDING FEES	-	(7.50)	-	(75.00)	75.00	(90.00)	(90.00)	0.00%
474017	DEPT DOC COPYING FEES	-	(2.92)	-	(29.17)	29.17	(35.00)	(35.00)	0.00%
483002	MISC SALE/MATERIAL & SUPPLY	-	-	(50.00)	-	(50.00)	-	50.00	#DIV/0!
Totals		(46,953.08)	(42,790.42)	(368,064.71)	(427,904.17)	59,839.46	(513,485.00)	(145,420.29)	71.68%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
511110	SALARY-PERMANENT REGULAR	5,429.84	5,115.08	51,465.44	51,150.83	314.61	61,381.00	9,915.56	83.85%
511210	WAGES-REGULAR	8,295.10	9,411.58	82,153.35	94,115.83	(11,962.48)	112,939.00	30,785.65	72.74%
511220	WAGES-OVERTIME	-	4.08	-	40.83	(40.83)	49.00	49.00	0.00%
511240	WAGES-TEMPORARY	-	123.17	-	1,231.67	(1,231.67)	1,478.00	1,478.00	0.00%
511310	WAGES-SICK LEAVE	49.00	-	2,334.78	-	2,334.78	-	(2,334.78)	#DIV/0!
511320	WAGES-VACATION PAY	1,514.33	-	7,421.19	-	7,421.19	-	(7,421.19)	#DIV/0!
511330	WAGES-LONGEVITY PAY	-	62.50	-	625.00	(625.00)	750.00	750.00	0.00%
511340	WAGES-HOLIDAY PAY	112.72	-	2,429.78	-	2,429.78	-	(2,429.78)	#DIV/0!
511350	WAGES-MISCELLANEOUS(COMP)	21.14	-	142.55	-	142.55	-	(142.55)	#DIV/0!
512141	SOCIAL SECURITY	1,152.37	1,086.67	10,800.14	10,866.67	(66.53)	13,040.00	2,239.86	82.82%
512142	RETIREMENT (EMPLOYER)	1,120.78	1,068.50	10,602.70	10,685.00	(82.30)	12,822.00	2,219.30	82.69%
512144	HEALTH INSURANCE	3,190.92	4,971.67	48,598.74	49,716.67	(1,117.93)	59,660.00	11,061.26	81.46%
512145	LIFE INSURANCE	11.32	10.33	109.24	103.33	5.91	124.00	14.76	88.10%
512173	DENTAL INSURANCE	107.99	360.00	3,527.86	3,600.00	(72.14)	4,320.00	792.14	81.66%
531003	NOTARY PUBLIC RELATED	-	4.17	40.00	41.67	(1.67)	50.00	10.00	80.00%
531303	COMPUTER EQUIPMT & SOFTWA	-	-	133.43	-	133.43	-	(133.43)	#DIV/0!
531311	POSTAGE & BOX RENT	403.99	375.00	3,378.78	3,750.00	(371.22)	4,500.00	1,121.22	75.08%
531312	OFFICE SUPPLIES	373.53	375.00	1,959.72	3,750.00	(1,790.28)	4,500.00	2,540.28	43.55%
531313	PRINTING & DUPLICATING	-	6.25	112.78	62.50	50.28	75.00	(37.78)	150.37%
531314	SMALL ITEMS OF EQUIPMENT	-	25.00	-	250.00	(250.00)	300.00	300.00	0.00%

531324	MEMBERSHIP DUES	-	8.33	100.00	83.33	16.67	100.00	-	100.00%
532325	REGISTRATION	-	152.08	2,170.00	1,520.83	649.17	1,825.00	(345.00)	118.90%
532332	MILEAGE	35.84	49.75	287.84	497.50	(209.66)	597.00	309.16	48.21%
532336	LODGING	210.00	45.67	510.00	456.67	53.33	548.00	38.00	93.07%
533225	TELEPHONE & FAX	15.25	25.00	282.63	250.00	32.63	300.00	17.37	94.21%
535242	MAINTAIN MACHINERY & EQUIP	95.00	33.33	518.94	333.33	185.61	400.00	(118.94)	129.74%
571004	IP TELEPHONY ALLOCATION	86.42	86.42	864.20	864.17	0.03	1,037.00	172.80	83.34%
571005	DUPLICATING ALLOCATION	7.67	7.67	76.70	76.67	0.03	92.00	15.30	83.37%
571007	MIS DIRECT CHARGES	-	-	1,048.54	-	1,048.54	-	(1,048.54)	#DIV/0!
571009	MIS PC GROUP ALLOCATION	1,047.58	1,047.58	10,475.80	10,475.83	(0.03)	12,571.00	2,095.20	83.33%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	255.00	255.00	2,550.00	2,550.00	-	3,060.00	510.00	83.33%
591519	OTHER INSURANCE	72.33	81.75	723.30	817.50	(94.20)	981.00	257.70	73.73%
591521	OFFICIAL BONDS	-	0.75	-	7.50	(7.50)	9.00	9.00	0.00%

Totals	23,608.12	24,792.33	244,818.43	247,923.33	(3,104.90)	297,508.00	52,689.57	82.29%
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Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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#DIV/0!

#DIV/0!

Totals	-	-	-	-	-	-	-	-	#DIV/0!
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Total Business Unit	(23,344.96)	(17,998.08)	(123,246.28)	(179,980.83)	56,734.55	(215,977.00)	(92,730.72)	57.06%
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Register of Deeds
1002 Redaction Fees

Date Ran 11/21/2014
Period 10
Year 2014

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
451315	REDACTION FEE	(5,615.00)	(6,666.67)	(47,265.00)	(66,666.67)	19,401.67	(80,000.00)	(32,735.00)	59.08%
474027	DEPT REDACTION FEES	-	(2.50)	-	(25.00)	25.00	(30.00)	(30.00)	0.00%
Totals		(5,615.00)	(6,669.17)	(47,265.00)	(66,691.67)	19,426.67	(80,030.00)	(32,765.00)	59.06%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
521295	DATA CONVERSION	-	22,132.38	-	221,323.77	(221,323.77)	265,588.52	265,588.52	0.00%
521296	COMPUTER SUPPORT	-	416.67	-	4,166.67	(4,166.67)	5,000.00	5,000.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	-	833.33	-	8,333.33	(8,333.33)	10,000.00	10,000.00	0.00%
Totals		-	23,382.38	-	233,823.77	(233,823.77)	280,588.52	280,588.52	0.00%

Other Financing Sources (Uses)

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
									#DIV/0!
Totals		-	-	-	-	-	-	-	#DIV/0!
Total Business Unit		(5,615.00)	16,713.21	(47,265.00)	167,132.10	(214,397.10)	200,558.52	247,823.52	-23.57%