

Infrastructure Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 205
Jefferson WI 53549

Wednesday, April 6, 2016

9:00 a.m.

Committee Members

Greg David, Richard Jones - Chair, John Kannard, Mike Kelly - Secretary, Russell Kutz - Vice Chair

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
(Members of the public who wish to address the committee on a specific agenda items must register their request at this time)
6. Approval of the March 2, 2016 Infrastructure Committee meeting minutes
7. Communications
8. Update on ERP Software Package
9. Discussion and possible action on updating the County Board room and courthouse conference rooms
10. Discussion and possible action on courthouse employee break room and outdoor space
11. Review of Space Needs Analysis
12. Update on Old Highway Facility
13. Update on punch list for new highway facility
14. Update on future use or sale of old salt sheds
15. Update on Satellite Shops
16. Discuss potential agenda items for the Committee's next meeting
17. Financial Reports (December)
 - a. Central Services
 - b. MIS
18. Tour of Courthouse
19. Set next meeting date (May 4, 2016)
20. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

**Jefferson County Board
Committee Minutes
March 2, 2016
Infrastructure Committee**

1. Call to order

Meeting was called to order by Kutz at 9:00 a.m.

2. Roll call of Committee Members

John Kannard, Russell Kutz, Mike Kelly and Greg David.

Excused: Richard Jones

Others Present: Tammie Jaeger, Administrative Secretary; Ben Wehmeier, County Administrator; Kathi Cauley, Human Services Director, Ryan Mundt, Maintenance Supervisor, Human Services; Mark Miller, Maintenance Supervisor; Brian Lamers, Finance Director; Supervisor Walt Christensen and Roland Welsch, IT Manager.

3. Certification of compliance with the Open Meetings Law

Staff reported that the meeting agenda was properly noticed in compliance with the law.

4. Review of the Agenda

Items 10 & 13 were moved up to accommodate staff

5. Public Comment

None

6. Approval of the February 1, 2016 Infrastructure Committee meeting minutes

Motion by Kelly; Second by David to approve the February 1, 2016 Infrastructure Committee meeting minutes as corrected. (Ayes -All) Motion Carried.

7. Communications

- Handout on JCEDC Office Space
- Workforce Development Center PV Project Potential
- Wireless Bid Information

8. Discussion and Possible Action on bids for Courthouse Wireless Projects

Welsch provided bid information for review. The system we have now is an entry level system and the manufacturer no longer supports it. Three bids were received. 1) ESG - Ruckus 2) CDWG - Cisco Meraki 3) Core Vision IT Solutions - Xirrus.

Motion by Kannard; Second by Kelly to enter into a contract with ESG - Ruckus in the amount of \$50, 215, with an additional \$10,500 for wiring. (Ayes-All) Motion Carried.

9. Discussion and Possible Action related to JCEDC office space

A diagram showing space allocation and cost information was provided for review. Wehmeier explained that the JCEDC plans to join with WEDO. Some of the funds would come from WEDO.

Motion by Kannard; Second by David to proceed with the changes to the office space, contingent on the MOUs between JCEDC and WEDO. (Ayes-All) Motion Carried.

10. Discussion and Possible Action related to potential Solar System for Workforce Development Facility

A handout was provided for review. Mundt explained that Sustainable Engineering Group felt that the building would be a good candidate for a solar system. Human Services would like to do a feasibility study and get estimates from contractors for cost. There is a grant opportunity to fund up to 50% of this project.. Human Services has funds available to do the initial work.

Motion by David; Second by Kannard to seek a professional service with Sustainable Engineering Group to develop a solar system for workforce development. (Ayes-All) Motion Carried.

11. Update on FacilityDude software application for maintenance, repair & improvement of county buildings

Miller & Mundt explained that staff will start the work order portion of the software in March. Equipment data is being entered into the system. No action taken.

12. 2016 Central Services projects update

Miller provided a handout for review. Non-Lapsing and Carryover projects include Re-Roof Section of Sheriff's Department, HVAC – Courthouse, Re-Roof Sections at Courthouse, Re-Roof MIS Building, Boilers – Courthouse, Parking lot Washington Street, Replace Sally Port Garage Door/Underground Garage, Replace Approach Apron and Sidewalk Underground Parking, Seal Courthouse/ Paint County Board Room. No action taken.

13. 2016 Human Services projects update

Cauley explained that they will be installing some new equipment on their boiler systems. Carryover Request funds will be put toward a new furnace and roof for Lueder Haus and windows for Hillside. Installation of the generator was completed at the Lueder Haus. They will repair the steps at Lueder Haus and make it wheelchair accessible. They will also be looking at cameras for the parking lots and buildings and installing 3 more keypad locks at workforce development. No action taken.

14. Update on ERP Software Package

Lamers explained that staff looked at 2 different software packages, New World and Tyler-Munis. Staff is leaning toward Tyler Munis. No action taken.

15. Update on Old Highway Facility

Wehmeier said that there is no update at this time. No action taken.

16. Update on punch list for new highway facility

Wehmeier explained that there are concrete issues with the maintenance bay that are being addressed. The Sheriff's Office is looking at relocating their maintenance to the new facility. No action taken.

17. Update on future use or sale of old salt sheds

Wehmeier explained that Kern met with the DOT to talk about moving one of the salt sheds to the Concord Site. The other two will probably be auctioned off. No action taken.

18. Potential items for the Committee's next meeting

- Approval of the March 2, 2016 Infrastructure Committee minutes
- Update on Satellite Shops
- Update on FacilityDude software application for maintenance, repair & improvement of county buildings (Demonstration in May)
- Update on Old Highway Facility
- Update on punch list for new highway facility
- Update on old salt sheds
- Discussion and possible action on updating the County Board Room and conference rooms
- Employee Breakroom and outdoor space
- Review of Space Needs Analysis
- Update on ERP System

19. Set next meeting date:

- April 6, 2016 at 9:00 a.m. at the Courthouse.

20. Adjourn

David made a motion to adjourn; Second by Kelly at 10:48 a.m. Ayes – All (Motion Carried)

Central Services
1901

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(58,564.87)	(58,564.83)	(702,778.00)	(702,778.00)	-	(702,778.00)	-	100.00%
474009	HOUSEKEEPING SERVICES	-	(183.33)	(2,200.00)	(2,200.00)	-	(2,200.00)	-	100.00%
483002	MISC SALE/MATERIAL & SUPPLY	-	(33.33)	(322.87)	(400.00)	77.13	(400.00)	(77.13)	80.72%
486001	VENDING COMMISSION	(141.37)	(95.83)	(1,075.49)	(1,150.00)	74.51	(1,150.00)	(74.51)	93.52%
Totals		(58,706.24)	(58,877.33)	(706,376.36)	(706,528.00)	151.64	(706,528.00)	(151.64)	99.98%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	4,625.66	6,511.25	65,551.63	78,135.00	(12,583.37)	78,135.00	12,583.37	83.90%
511210	WAGES-REGULAR	14,165.70	15,791.83	171,045.48	189,502.00	(18,456.52)	189,502.00	18,456.52	90.26%
511220	WAGES-OVERTIME	289.74	213.92	3,792.14	2,567.00	1,225.14	2,567.00	(1,225.14)	147.73%
511230	WAGES-REGULAR OVERTIME	-	-	173.59	-	173.59	-	(173.59)	
511290	WAGES-OTHER WAGES	275.00	430.00	4,215.00	5,160.00	(945.00)	5,160.00	945.00	81.69%
511310	WAGES-SICK LEAVE	1,866.04	-	4,765.04	-	4,765.04	-	(4,765.04)	
511320	WAGES-VACATION PAY	4,312.46	-	18,169.64	-	18,169.64	-	(18,169.64)	
511330	WAGES-LONGEVITY PAY	-	84.42	1,018.75	1,013.00	5.75	1,013.00	(5.75)	100.57%
511340	WAGES-HOLIDAY PAY	2,187.07	-	9,839.61	-	9,839.61	-	(9,839.61)	
511350	WAGES-MISCELLANEOUS(COMP)	16.32	-	2,535.03	-	2,535.03	-	(2,535.03)	
511380	WAGES-BEREAVEMENT	-	-	370.56	-	370.56	-	(370.56)	
512141	SOCIAL SECURITY	2,091.54	1,738.17	21,162.36	20,858.00	304.36	20,858.00	(304.36)	101.46%
512142	RETIREMENT (EMPLOYER)	1,661.25	1,499.42	18,248.39	17,993.00	255.39	17,993.00	(255.39)	101.42%
512144	HEALTH INSURANCE	5,907.53	5,558.08	66,640.54	66,697.00	(56.46)	66,697.00	56.46	99.92%
512145	LIFE INSURANCE	8.47	9.08	101.32	109.00	(7.68)	109.00	7.68	92.95%
512150	FSA CONTRIBUTION	-	83.33	1,000.00	1,000.00	-	1,000.00	-	100.00%
512173	DENTAL INSURANCE	246.71	444.00	5,072.31	5,328.00	(255.69)	5,328.00	255.69	95.20%
512390	SAFETY EQUIPMENT	-	16.67	-	200.00	(200.00)	200.00	200.00	0.00%
521219	OTHER PROFESSIONAL SERV	32,760.00	3,333.33	41,908.16	40,000.00	1,908.16	40,000.00	(1,908.16)	104.77%
521296	COMPUTER SUPPORT	-	62.50	-	750.00	(750.00)	750.00	750.00	0.00%
529170	GROUNDS KEEPING CHARGES	530.68	1,173.50	7,181.97	14,082.00	(6,900.03)	14,082.00	6,900.03	51.00%
529299	PURCHASE CARE & SERVICES	-	416.67	8,490.00	5,000.00	3,490.00	5,000.00	(3,490.00)	169.80%
531008	HAZARD RECYCLE CHARGES	-	41.67	-	500.00	(500.00)	500.00	500.00	0.00%
531298	UNITED PARCEL SERVICE UPS	3.57	95.83	935.46	1,150.00	(214.54)	1,150.00	214.54	81.34%
531303	COMPUTER EQUIPMT & SOFTW/	9,106.00	83.33	10,439.34	1,000.00	9,439.34	1,000.00	(9,439.34)	1043.93%
531311	POSTAGE & BOX RENT	-	0.67	-	8.00	(8.00)	8.00	8.00	0.00%
531312	OFFICE SUPPLIES	99.24	25.00	219.39	300.00	(80.61)	300.00	80.61	73.13%

531313	PRINTING & DUPLICATING	-	-	1.69	-	1.69	-	(1.69)	
531314	SMALL ITEMS OF EQUIPMENT	-	83.33	453.49	1,000.00	(546.51)	1,000.00	546.51	45.35%
531351	GAS/DIESEL	138.81	125.00	631.82	1,500.00	(868.18)	1,500.00	868.18	42.12%
532332	MILEAGE	0.45	-	9.94	-	9.94	-	(9.94)	
533221	WATER	301.79	333.33	3,769.66	4,000.00	(230.34)	4,000.00	230.34	94.24%
533222	ELECTRIC	6,699.57	7,916.67	94,555.38	95,000.00	(444.62)	95,000.00	444.62	99.53%
533223	SEWER	348.86	375.00	4,425.94	4,500.00	(74.06)	4,500.00	74.06	98.35%
533224	NATURAL GAS	4,486.12	1,166.67	12,818.27	14,000.00	(1,181.73)	14,000.00	1,181.73	91.56%
533225	TELEPHONE & FAX	110.85	91.67	845.96	1,100.00	(254.04)	1,100.00	254.04	76.91%
533235	STORM WATER UTILITY	157.41	136.67	1,915.06	1,640.00	275.06	1,640.00	(275.06)	116.77%
535239	STREET REPAIR & MAINT	-	125.00	(30.36)	1,500.00	(1,530.36)	1,500.00	1,530.36	-2.02%
535246	BUILDING SERVICE & MAINT	399.31	3,583.33	43,826.16	43,000.00	826.16	43,000.00	(826.16)	101.92%
535247	BLDG REPAIR & MAINT	205.00	1,583.33	7,604.35	19,000.00	(11,395.65)	19,000.00	11,395.65	40.02%
535297	REFUSE COLLECTION	221.35	155.00	2,505.10	1,860.00	645.10	1,860.00	(645.10)	134.68%
535344	HOUSEHOLD & JANITORIAL SUPP	1,925.41	958.33	12,271.09	11,500.00	771.09	11,500.00	(771.09)	106.71%
535349	OTHER SUPPLIES	2,637.66	708.33	10,198.79	8,500.00	1,698.79	8,500.00	(1,698.79)	119.99%
535353	MACHINERY & EQUIP PARTS	(11,579.50)	791.67	8,273.58	9,500.00	(1,226.42)	9,500.00	1,226.42	87.09%
535354	PAINT	-	208.33	936.00	2,500.00	(1,564.00)	2,500.00	1,564.00	37.44%
535355	PLUMBING & ELECTRICAL	(8,643.78)	500.00	4,645.10	6,000.00	(1,354.90)	6,000.00	1,354.90	77.42%
535452	GREEN INITIATIVES	-	416.67	(432.24)	5,000.00	(5,432.24)	5,000.00	5,432.24	-8.64%
536531	LAND RENT & LEASE	-	150.00	1,800.00	1,800.00	-	1,800.00	-	100.00%
571004	IP TELEPHONY ALLOCATION	89.42	45.67	591.79	548.00	43.79	548.00	(43.79)	107.99%
571005	DUPLICATING ALLOCATION	0.22	-	0.22	-	0.22	-	(0.22)	
571009	MIS PC GROUP ALLOCATION	(57.79)	1,892.50	19,710.13	22,710.00	(2,999.87)	22,710.00	2,999.87	86.79%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	41.11	451.75	4,588.69	5,421.00	(832.31)	5,421.00	832.31	84.65%
591519	OTHER INSURANCE	751.98	841.42	10,108.05	10,097.00	11.05	10,097.00	(11.05)	100.11%
594809	CAP BLDG	-	1,916.67	-	23,000.00	(23,000.00)	23,000.00	23,000.00	0.00%
594810	CAP EQUIPMENT	-	6,666.67	6,800.00	80,000.00	(73,200.00)	80,000.00	73,200.00	8.50%
594819	CAP OTHER EQUIPMENT	10,850.00	1,250.00	10,955.20	15,000.00	(4,044.80)	15,000.00	4,044.80	73.03%
594820	CAP OTHER	-	2,541.67	-	30,500.00	(30,500.00)	30,500.00	30,500.00	0.00%
594821	CAP IMPRV LAND	3,684.08	8,583.33	14,708.47	103,000.00	(88,291.53)	103,000.00	88,291.53	14.28%
594822	CAP IMPRV BLDG	21,040.12	18,000.00	21,040.12	216,000.00	(194,959.88)	216,000.00	194,959.88	9.74%
594829	CAP IMPRV OTHER	-	833.33	-	10,000.00	(10,000.00)	10,000.00	10,000.00	0.00%

Totals	113,961.43	100,044.00	762,403.16	1,200,528.00	(438,124.84)	1,200,528.00	438,124.84	63.51%
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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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Totals	-	-	-	-	-	-	-	-	-
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Total Business Unit	55,255.19	41,166.67	56,026.80	494,000.00	(437,973.20)	494,000.00	437,973.20	
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MIS
8501 PC Group

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474180	MIS BILLED	3,879.57	(55,493.00)	(606,546.17)	(665,916.00)	59,369.83	(665,916.00)	(59,369.83)	91.08%
Totals		3,879.57	(55,493.00)	(606,546.17)	(665,916.00)	59,369.83	(665,916.00)	(59,369.83)	91.08%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	565.66	6,947.25	70,424.94	83,367.00	(12,942.06)	83,367.00	12,942.06	84.48%
511210	WAGES-REGULAR	8,878.77	10,977.17	107,502.55	131,726.00	(24,223.45)	131,726.00	24,223.45	81.61%
511220	WAGES-OVERTIME	-	124.00	644.68	1,488.00	(843.32)	1,488.00	843.32	43.33%
511290	WAGES-OTHER WAGES	-	320.83	-	3,850.00	(3,850.00)	3,850.00	3,850.00	0.00%
511310	WAGES-SICK LEAVE	270.30	-	8,359.52	-	8,359.52	-	(8,359.52)	
511320	WAGES-VACATION PAY	3,622.21	-	15,981.13	-	15,981.13	-	(15,981.13)	
511330	WAGES-LONGEVITY PAY	(18.00)	48.08	577.00	577.00	-	577.00	-	100.00%
511340	WAGES-HOLIDAY PAY	1,892.84	-	9,172.57	-	9,172.57	-	(9,172.57)	
511350	WAGES-MISCELLANEOUS(COMP)	121.18	-	9,111.49	-	9,111.49	-	(9,111.49)	
512141	SOCIAL SECURITY	1,144.88	1,403.92	16,857.32	16,847.00	10.32	16,847.00	(10.32)	100.06%
512142	RETIREMENT (EMPLOYER)	1,018.79	1,270.83	15,071.77	15,250.00	(178.23)	15,250.00	178.23	98.83%
512144	HEALTH INSURANCE	998.61	2,255.33	26,195.49	27,064.00	(868.51)	27,064.00	868.51	96.79%
512145	LIFE INSURANCE	4.89	6.92	83.43	83.00	0.43	83.00	(0.43)	100.52%
512150	FSA CONTRIBUTION	-	-	375.00	-	375.00	-	(375.00)	
512173	DENTAL INSURANCE	99.71	310.50	3,568.37	3,726.00	(157.63)	3,726.00	157.63	95.77%
521220	CONSULTANT	5,172.29	5,833.33	25,553.54	70,000.00	(44,446.46)	70,000.00	44,446.46	36.51%
521296	COMPUTER SUPPORT	546.00	8,333.33	113,469.48	100,000.00	13,469.48	100,000.00	(13,469.48)	113.47%
531243	FURNITURE & FURNISHINGS	-	83.33	955.08	1,000.00	(44.92)	1,000.00	44.92	95.51%
531301	OFFICE EQUIPMENT	-	50.00	13.10	600.00	(586.90)	600.00	586.90	2.18%
531303	COMPUTER EQUIPMT & SOFTWARE	2,760.19	708.33	11,156.16	8,500.00	2,656.16	8,500.00	(2,656.16)	131.25%
531312	OFFICE SUPPLIES	-	416.67	3,282.61	5,000.00	(1,717.39)	5,000.00	1,717.39	65.65%
531313	PRINTING & DUPLICATING	-	8.33	-	100.00	(100.00)	100.00	100.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	25.00	-	300.00	(300.00)	300.00	300.00	0.00%
531322	SUBSCRIPTIONS	-	25.00	299.00	300.00	(1.00)	300.00	1.00	99.67%
531324	MEMBERSHIP DUES	-	4.17	-	50.00	(50.00)	50.00	50.00	0.00%
532325	REGISTRATION	-	166.67	450.00	2,000.00	(1,550.00)	2,000.00	1,550.00	22.50%
532332	MILEAGE	67.86	91.67	363.54	1,100.00	(736.46)	1,100.00	736.46	33.05%
532335	MEALS	-	8.33	20.80	100.00	(79.20)	100.00	79.20	20.80%
532336	LODGING	-	16.67	144.00	200.00	(56.00)	200.00	56.00	72.00%
532350	TRAINING MATERIALS	-	1,666.67	15,221.20	20,000.00	(4,778.80)	20,000.00	4,778.80	76.11%

533228	INTERNET	1,444.20	2,083.33	22,786.20	25,000.00	(2,213.80)	25,000.00	2,213.80	91.14%
535242	MAINTAIN MACHINERY & EQUIP	658.81	1,250.00	20,748.62	15,000.00	5,748.62	15,000.00	(5,748.62)	138.32%
535355	PLUMBING & ELECTRICAL	-	83.33	2,644.00	1,000.00	1,644.00	1,000.00	(1,644.00)	264.40%
571004	IP TELEPHONY ALLOCATION	388.31	192.33	2,564.44	2,308.00	256.44	2,308.00	(256.44)	111.11%
571008	MIS OVERHEAD ALLOCATION	10,743.64	5,055.92	59,243.87	60,671.00	(1,427.13)	60,671.00	1,427.13	97.65%
591519	OTHER INSURANCE	98.62	95.00	1,184.67	1,140.00	44.67	1,140.00	(44.67)	103.92%
593014	CREDIT CARD FEES	-	5.75	-	69.00	(69.00)	69.00	69.00	0.00%
594810	CAP EQUIPMENT	14,688.00	791.67	14,688.00	9,500.00	5,188.00	9,500.00	(5,188.00)	154.61%
594813	CAP OFC EQUIP	-	500.00	5,723.22	6,000.00	(276.78)	6,000.00	276.78	95.39%
594818	CAP COMPUTER	-	1,416.67	22,109.38	17,000.00	5,109.38	17,000.00	(5,109.38)	130.06%
594819	CAP OTHER EQUIPMENT	-	2,916.67	-	35,000.00	(35,000.00)	35,000.00	35,000.00	0.00%

Totals		55,167.76	55,493.00	606,546.17	665,916.00	(59,369.83)	665,916.00	59,369.83	91.08%
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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
691100	OPER REV ADJUST	-	5,625.00	-	67,500.00	(67,500.00)	67,500.00	67,500.00	0.00%
691200	CAP REV ADJUST	-	(5,625.00)	-	(67,500.00)	67,500.00	(67,500.00)	(67,500.00)	0.00%

Totals		-	-	-	-	-	-	-	-
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Total Business Unit		59,047.33	(0.00)	(0.00)	-	(0.00)	-	0.00	
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MIS
8502 IS Group

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451200	RECORDS & REPORTS	(275.00)	(125.00)	(1,425.00)	(1,500.00)	75.00	(1,500.00)	(75.00)	95.00%
474180	MIS BILLED	(3,335.91)	(33,271.58)	(369,320.57)	(399,259.00)	29,938.43	(399,259.00)	(29,938.43)	92.50%
Totals		(3,610.91)	(33,396.58)	(370,745.57)	(400,759.00)	30,013.43	(400,759.00)	(30,013.43)	92.51%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	(23,547.07)	13,291.83	118,745.37	159,502.00	(40,756.63)	159,502.00	40,756.63	74.45%
511210	WAGES-REGULAR	3,316.67	2,100.92	9,573.89	25,211.00	(15,637.11)	25,211.00	15,637.11	37.98%
511220	WAGES-OVERTIME	-	28.50	117.86	342.00	(224.14)	342.00	224.14	34.46%
511310	WAGES-SICK LEAVE	226.26	-	2,325.81	-	2,325.81	-	(2,325.81)	
511320	WAGES-VACATION PAY	2,588.38	-	15,880.16	-	15,880.16	-	(15,880.16)	
511330	WAGES-LONGEVITY PAY	-	50.25	602.50	603.00	(0.50)	603.00	0.50	99.92%
511340	WAGES-HOLIDAY PAY	1,941.93	-	6,984.80	-	6,984.80	-	(6,984.80)	
511350	WAGES-MISCELLANEOUS(COMP)	101.03	-	2,221.74	-	2,221.74	-	(2,221.74)	
512141	SOCIAL SECURITY	1,382.42	1,178.25	14,420.60	14,139.00	281.60	14,139.00	(281.60)	101.99%
512142	RETIREMENT (EMPLOYER)	1,224.75	1,067.50	12,790.07	12,810.00	(19.93)	12,810.00	19.93	99.84%
512144	HEALTH INSURANCE	2,787.54	3,907.58	38,576.58	46,891.00	(8,314.42)	46,891.00	8,314.42	82.27%
512145	LIFE INSURANCE	8.77	7.50	101.28	90.00	11.28	90.00	(11.28)	112.53%
512150	FSA CONTRIBUTION	-	-	500.00	-	500.00	-	(500.00)	
512173	DENTAL INSURANCE	108.37	226.75	2,274.19	2,721.00	(446.81)	2,721.00	446.81	83.58%
521220	CONSULTANT	-	250.00	615.00	3,000.00	(2,385.00)	3,000.00	2,385.00	20.50%
521296	COMPUTER SUPPORT	-	475.00	-	5,700.00	(5,700.00)	5,700.00	5,700.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWARE	4,950.00	500.00	10,068.00	6,000.00	4,068.00	6,000.00	(4,068.00)	167.80%
531312	OFFICE SUPPLIES	-	4.17	146.92	50.00	96.92	50.00	(96.92)	293.84%
531322	SUBSCRIPTIONS	-	14.58	-	175.00	(175.00)	175.00	175.00	0.00%
531324	MEMBERSHIP DUES	-	37.50	420.00	450.00	(30.00)	450.00	30.00	93.33%
531326	ADVERTISING	-	-	776.28	-	776.28	-	(776.28)	
532325	REGISTRATION	-	200.00	-	2,400.00	(2,400.00)	2,400.00	2,400.00	0.00%
532332	MILEAGE	-	19.17	-	230.00	(230.00)	230.00	230.00	0.00%
532334	COMMERCIAL TRAVEL	-	33.33	-	400.00	(400.00)	400.00	400.00	0.00%
532335	MEALS	-	20.83	-	250.00	(250.00)	250.00	250.00	0.00%
532336	LODGING	-	158.33	-	1,900.00	(1,900.00)	1,900.00	1,900.00	0.00%
532350	TRAINING MATERIALS	-	41.67	-	500.00	(500.00)	500.00	500.00	0.00%
535242	MAINTAIN MACHINERY & EQUIP	-	4,717.33	62,083.19	56,608.00	5,475.19	56,608.00	(5,475.19)	109.67%
571004	IP TELEPHONY ALLOCATION	388.31	197.83	2,564.44	2,374.00	190.44	2,374.00	(190.44)	108.02%

571008	MIS OVERHEAD ALLOCATION	10,743.65	5,055.92	59,243.88	60,671.00	(1,427.12)	60,671.00	1,427.12	97.65%
591519	OTHER INSURANCE	123.78	78.50	1,460.65	942.00	518.65	942.00	(518.65)	155.06%
594819	CAP OTHER EQUIPMENT	8,252.36	-	8,252.36	-	8,252.36	-	(8,252.36)	

Totals		14,597.15	33,663.25	370,745.57	403,959.00	(33,213.43)	403,959.00	33,213.43	91.78%
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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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Totals		-	-	-	-	-	-	-	
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Total Business Unit		10,986.24	266.67	-	3,200.00	(3,200.00)	3,200.00	3,200.00	
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MIS
8510 Overhead

Date Ran 2/26/2016
Period 12
Year 2015

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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Totals									
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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
521220	CONSULTANT	1,450.00	833.33	4,622.50	10,000.00	(5,377.50)	10,000.00	5,377.50	46.23%
521296	COMPUTER SUPPORT	328.90	416.67	25,052.93	5,000.00	20,052.93	5,000.00	(20,052.93)	501.06%
529299	PURCHASE CARE & SERVICES	280.00	441.67	5,192.60	5,300.00	(107.40)	5,300.00	107.40	97.97%
531298	UNITED PARCEL SERVICE UPS	35.84	50.00	361.10	600.00	(238.90)	600.00	238.90	60.18%
531311	POSTAGE & BOX RENT	-	0.83	-	10.00	(10.00)	10.00	10.00	0.00%
531312	OFFICE SUPPLIES	-	-	38.42	-	38.42	-	(38.42)	
531314	SMALL ITEMS OF EQUIPMENT	-	62.50	-	750.00	(750.00)	750.00	750.00	0.00%
533221	WATER	25.42	33.33	304.83	400.00	(95.17)	400.00	95.17	76.21%
533222	ELECTRIC	502.19	500.00	5,509.98	6,000.00	(490.02)	6,000.00	490.02	91.83%
533223	SEWER	26.62	43.67	300.51	524.00	(223.49)	524.00	223.49	57.35%
533224	NATURAL GAS	493.68	291.67	2,213.10	3,500.00	(1,286.90)	3,500.00	1,286.90	63.23%
533225	TELEPHONE & FAX	272.61	383.33	3,237.78	4,600.00	(1,362.22)	4,600.00	1,362.22	70.39%
533228	INTERNET	-	-	1,444.20	-	1,444.20	-	(1,444.20)	
533235	STORM WATER UTILITY	14.99	17.33	178.29	208.00	(29.71)	208.00	29.71	85.72%
533236	WIRELESS INTERNET	158.71	250.00	2,443.45	3,000.00	(556.55)	3,000.00	556.55	81.45%
535242	MAINTAIN MACHINERY & EQUIP	-	125.00	-	1,500.00	(1,500.00)	1,500.00	1,500.00	0.00%
535246	BUILDING SERVICE & MAINT	-	416.67	-	5,000.00	(5,000.00)	5,000.00	5,000.00	0.00%
535247	BLDG REPAIR & MAINT	-	208.33	1,560.00	2,500.00	(940.00)	2,500.00	940.00	62.40%
535297	REFUSE COLLECTION	44.57	-	501.42	-	501.42	-	(501.42)	
571003	HOUSEKEEPING	-	183.33	2,200.00	2,200.00	-	2,200.00	-	100.00%
571008	MIS OVERHEAD ALLOCATION	(21,487.29)	(10,111.83)	(118,487.75)	(121,342.00)	2,854.25	(121,342.00)	(2,854.25)	97.65%
591519	OTHER INSURANCE	15.56	20.83	187.23	250.00	(62.77)	250.00	62.77	74.89%
594810	CAP EQUIPMENT	12,485.00	2,333.33	12,485.00	28,000.00	(15,515.00)	28,000.00	15,515.00	44.59%
594813	CAP OFC EQUIP	-	4,583.33	50,654.41	55,000.00	(4,345.59)	55,000.00	4,345.59	92.10%
594822	CAP IMPRV BLDG	-	2,916.67	-	35,000.00	(35,000.00)	35,000.00	35,000.00	0.00%
Totals		(5,353.20)	4,000.00	-	48,000.00	(48,000.00)	48,000.00	48,000.00	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
691100	OPER REV ADJUST	-	5,833.33	-	70,000.00	(70,000.00)	70,000.00	70,000.00	0.00%
691200	CAP REV ADJUST	-	(5,833.33)	-	(70,000.00)	70,000.00	(70,000.00)	(70,000.00)	0.00%
Totals		-	-	-	-	-	-	-	-
Total Business Unit		(5,353.20)	4,000.00	-	48,000.00	(48,000.00)	48,000.00	48,000.00	

MIS
8520 IP Telephone

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474190	IP-TELEPHONY BILLED	(19,985.43)	(10,180.00)	(131,970.05)	(122,160.00)	(9,810.05)	(122,160.00)	9,810.05	108.03%
Totals		(19,985.43)	(10,180.00)	(131,970.05)	(122,160.00)	(9,810.05)	(122,160.00)	9,810.05	108.03%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	4,387.76	365.67	4,387.76	4,388.00	(0.24)	4,388.00	0.24	99.99%
511210	WAGES-REGULAR	2,066.91	1,902.50	22,442.53	22,830.00	(387.47)	22,830.00	387.47	98.30%
511220	WAGES-OVERTIME	-	43.33	-	520.00	(520.00)	520.00	520.00	0.00%
511230	WAGES-REGULAR OVERTIME	-	1.50	-	18.00	(18.00)	18.00	18.00	0.00%
511330	WAGES-LONGEVITY PAY	18.00	1.50	18.00	18.00	-	18.00	-	100.00%
511340	WAGES-HOLIDAY PAY	-	-	179.76	-	179.76	-	(179.76)	
511350	WAGES-MISCELLANEOUS(COMP)	-	-	796.11	-	796.11	-	(796.11)	
512141	SOCIAL SECURITY	487.64	176.67	2,117.50	2,120.00	(2.50)	2,120.00	2.50	99.88%
512142	RETIREMENT (EMPLOYER)	437.34	159.58	1,889.00	1,915.00	(26.00)	1,915.00	26.00	98.64%
512144	HEALTH INSURANCE	1,438.07	834.50	9,345.69	10,014.00	(668.31)	10,014.00	668.31	93.33%
512145	LIFE INSURANCE	2.84	0.75	8.89	9.00	(0.11)	9.00	0.11	98.78%
512150	FSA CONTRIBUTION	-	-	125.00	-	125.00	-	(125.00)	
512173	DENTAL INSURANCE	67.65	49.50	561.45	594.00	(32.55)	594.00	32.55	94.52%
521220	CONSULTANT	-	2,666.67	30,098.04	32,000.00	(1,901.96)	32,000.00	1,901.96	94.06%
521296	COMPUTER SUPPORT	-	2,697.50	27,784.94	32,370.00	(4,585.06)	32,370.00	4,585.06	85.84%
531303	COMPUTER EQUIPMT & SOFTW/	4,900.00	-	4,980.00	-	4,980.00	-	(4,980.00)	
531312	OFFICE SUPPLIES	-	18.75	9.35	225.00	(215.65)	225.00	215.65	4.16%
531314	SMALL ITEMS OF EQUIPMENT	-	16.67	-	200.00	(200.00)	200.00	200.00	0.00%
532325	REGISTRATION	-	83.33	-	1,000.00	(1,000.00)	1,000.00	1,000.00	0.00%
532332	MILEAGE	-	4.17	-	50.00	(50.00)	50.00	50.00	0.00%
535242	MAINTAIN MACHINERY & EQUIP	70.00	208.33	6,253.32	2,500.00	3,753.32	2,500.00	(3,753.32)	250.13%
591519	OTHER INSURANCE	27.93	32.42	334.71	389.00	(54.29)	389.00	54.29	86.04%
594810	CAP EQUIPMENT	(4,900.00)	1,250.00	-	15,000.00	(15,000.00)	15,000.00	15,000.00	0.00%
594813	CAP OFC EQUIP	20,638.00	1,500.00	20,638.00	18,000.00	2,638.00	18,000.00	(2,638.00)	114.66%
Totals		29,642.14	12,013.33	131,970.05	144,160.00	(12,189.95)	144,160.00	12,189.95	91.54%

Other Financing Sources (Uses)

	Current Period	Current Period	YTD	YTD	Prorated	Total	Annual	Percentage
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Acct Number	Description	Actual	Budget	Actual	Budget	Variance	Budget	Remaining	Of Budget
691100	OPER REV ADJUST	-	2,750.00	-	33,000.00	(33,000.00)	33,000.00	33,000.00	0.00%
691200	CAP REV ADJUST	-	(2,750.00)	-	(33,000.00)	33,000.00	(33,000.00)	(33,000.00)	0.00%
Totals		-	-	-	-	-	-	-	-
Total Business Unit		9,656.71	1,833.33	-	22,000.00	(22,000.00)	22,000.00	22,000.00	

MIS
8525 Central Duplication

Date Ran 2/26/2016
Period 12
Year 2015

Revenues

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451002	PRIVATE PARTY PHOTOCOPY	(868.80)	(100.00)	(3,030.39)	(1,200.00)	(1,830.39)	(1,200.00)	1,830.39	252.53%
472003	MUNICIPALITY COPIES & PRINTIN	(583.01)	(20.83)	(840.09)	(250.00)	(590.09)	(250.00)	590.09	336.04%
474180	MIS BILLED	26,099.62	(2,820.75)	(4,928.63)	(33,849.00)	28,920.37	(33,849.00)	(28,920.37)	14.56%
474200	COPYING & PRINTING INTERDEP	(8,112.67)	(2,250.00)	(37,498.49)	(27,000.00)	(10,498.49)	(27,000.00)	10,498.49	138.88%
Totals		16,535.14	(5,191.58)	(46,297.60)	(62,299.00)	16,001.40	(62,299.00)	(16,001.40)	74.32%

Expenditures

Acct Number	Description	Current Period Actual	Current Period Budget	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511210	WAGES-REGULAR	812.84	1,291.50	10,121.87	15,498.00	(5,376.13)	15,498.00	5,376.13	65.31%
511310	WAGES-SICK LEAVE	145.84	-	380.44	-	380.44	-	(380.44)	
511320	WAGES-VACATION PAY	160.80	-	551.80	-	551.80	-	(551.80)	
511340	WAGES-HOLIDAY PAY	124.62	-	975.56	-	975.56	-	(975.56)	
511380	WAGES-BEREAVEMENT	-	-	132.94	-	132.94	-	(132.94)	
512141	SOCIAL SECURITY	91.62	176.67	897.39	2,120.00	(1,222.61)	2,120.00	1,222.61	42.33%
512142	RETIREMENT (EMPLOYER)	82.77	89.08	825.24	1,069.00	(243.76)	1,069.00	243.76	77.20%
512144	HEALTH INSURANCE	767.26	758.00	7,821.73	9,096.00	(1,274.27)	9,096.00	1,274.27	85.99%
512145	LIFE INSURANCE	0.45	-	3.12	-	3.12	-	(3.12)	
512150	FSA CONTRIBUTION	-	-	118.75	-	118.75	-	(118.75)	
512173	DENTAL INSURANCE	16.78	43.17	425.17	518.00	(92.83)	518.00	92.83	82.08%
531298	UNITED PARCEL SERVICE UPS	-	1.67	22.39	20.00	2.39	20.00	(2.39)	111.95%
531303	COMPUTER EQUIPMT & SOFTWA	-	41.67	-	500.00	(500.00)	500.00	500.00	0.00%
531311	POSTAGE & BOX RENT	-	0.83	28.76	10.00	18.76	10.00	(18.76)	287.60%
531312	OFFICE SUPPLIES	128.41	583.33	6,317.63	7,000.00	(682.37)	7,000.00	682.37	90.25%
531314	SMALL ITEMS OF EQUIPMENT	-	41.67	236.39	500.00	(263.61)	500.00	263.61	47.28%
531349	OTHER OPERATING EXPENSES	17.25	50.00	136.62	600.00	(463.38)	600.00	463.38	22.77%
532332	MILEAGE	-	-	17.25	-	17.25	-	(17.25)	
533225	TELEPHONE & FAX	-	7.50	13.92	90.00	(76.08)	90.00	76.08	15.47%
535242	MAINTAIN MACHINERY & EQUIP	497.14	416.67	3,384.00	5,000.00	(1,616.00)	5,000.00	1,616.00	67.68%
535252	PRINTING EQUIP MAINTENANCE	989.19	1,333.33	10,100.44	16,000.00	(5,899.56)	16,000.00	5,899.56	63.13%
571004	IP TELEPHONY ALLOCATION	29.51	15.25	197.26	183.00	14.26	183.00	(14.26)	107.79%
571009	MIS PC GROUP ALLOCATION	(8.88)	302.67	3,153.62	3,632.00	(478.38)	3,632.00	478.38	86.83%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	3.53	32.25	354.61	387.00	(32.39)	387.00	32.39	91.63%
591519	OTHER INSURANCE	5.41	6.33	80.70	76.00	4.70	76.00	(4.70)	106.18%

Totals	3,864.54	5,191.58	46,297.60	62,299.00	(16,001.40)	62,299.00	16,001.40	74.32%
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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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Totals	-	-	-	-	-	-	-	-	-
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Total Business Unit	20,399.68	(0.00)	-	-	0.00	-	(0.00)
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