

Infrastructure Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson WI 53549

Wednesday, November 2, 2016

9:00 a.m.

Committee Members

Glen Borland, Greg David-Chair, Dick Jones, John Kannard-Vice Chair, Russ Kutz-Secretary

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 specific agenda items must register their request at this time)
6. Approval of the October 5, 2016 Infrastructure Committee meeting minutes
7. Communications
8. Review and possible action on bids for Human Services camera project
9. Review Space Needs Analysis
10. Review suggestions for Dementia Friendly County – Courthouse Facilities
11. Discussion of incorporating tasks of Sustainability Task Force into Infrastructure Committee
12. Update on satellite shops
13. Facility Dude demonstration – Software program for maintenance, repair and improvement of county buildings
14. Update on remodeling courthouse employee break room, bathrooms and outdoor space
15. Update on potential property acquisition of 302. S. Center Avenue and 210 E. Dodge Street
16. Discuss potential agenda items for the Committee's next meeting
17. Financial Reports (September)
 - a. Central Services
 - b. MIS
18. Discuss future meeting schedule. Set next meeting date (December 7, 2016)
19. Possible tour of new parking lot
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
October 5, 2016
Infrastructure Committee**

1. **Call to order**
Meeting was called to order by David at 8:50 a.m.
2. **Roll call of Committee Members**
Glen Borland, Greg David, Dick Jones, John Kannard and Russ Kutz
Others Present: Ben Wehmeier, County Administrator and Brian Lamers, Finance Director
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**
No Changes made.
5. **Public Comment**
None
6. **Approval of the September 7, 2016 Infrastructure Committee meeting minutes**
Motion by Jones; Second by Kutz to approve the September 7, 2016 Infrastructure Committee meeting minutes as presented. (Ayes -All) Motion Carried.
7. **Communications**
 - Email from Sigma regarding Asbestos Removal
 - Asbestos/Hazardous Materials Removal and Disposal Bid Tabulation Sheet
8. **Update on bids for Human Services camera project**
They will be rebidding this project. No action taken.
9. **Review Space Needs Analysis**
Wehmeier discussed updating our space needs based on the current study. Actual dollar amounts should be determined for the needs of the county. No action taken.
10. **Discussion and possible action on bids for remediation of old highway building**
An email and a bid tabulation sheet were provided for review. Wehmeier reviewed the information on the bid document. Three bids were received 1) Balestrieri \$34,980 2) KPH \$59,000 and 3) Robinson Brothers \$68,052.

Motion by Kannard; Second by Jones to accept the bid from Balestrieri in the amount of \$34,980.00 and forward to the County Board for their consideration. (Ayes-All) Motion Carried.
11. **Discussion of incorporating tasks of Sustainability Task Force into Infrastructure Committee**
David discussed bio mass energy and the advancements in the technology. He encouraged everyone to attend a bio mass seminar in Escanaba, Michigan. He brought up the Peak Prosperity website (peakprosperity.com) and asked the committee to complete the Crash Course that is available on that site. No action taken.
12. **Update on remodeling courthouse employee break room, bathrooms and outdoor space**
Wehmeier said that they are putting some color samples in the break rooms. They will ask employees for their input. The employee break room tables and chairs will be updated. The second floor restrooms will be renovated in 2017. They will also add recycled picnic tables for employees outdoors. No action taken.
13. **Discussion and possible action on potential property acquisition of 302 S. Center Avenue and 210 E. Dodge Street**
Wehmeier showed the committee a map of the properties that are for sale. The committee supports the concept of purchasing these properties. No action taken.

14. Potential items for the Committee's next meeting

- Approval of the October 5, 2016 Infrastructure Committee minutes
- Review suggestions for Dementia Friendly County – Courthouse Facilities
- Discussion of incorporating tasks of Sustainability Task Force into Infrastructure Committee
- Update on Satellite Shops
- Facility Dude Demonstration
- Update on updating the county board room and conference rooms
- Update on employee breakroom and outdoor space
- Review of Space Needs Analysis
- Possible tour of the new parking lot
- Discussion and possible action on bids for Human Services camera project
- Update on potential property acquisition of 302 S Center Avenue and 210 E. Dodge Street

15. Financial Reports (August)

Financial Reports for Central Services and MIS were provided for review. No action taken.

16. Discuss future meeting schedule. Set next meeting date (November 2, 2016 at 9:00 a.m.)

17. Adjourn

Motion by Kannard; Second by Kutz to adjourn at 9:45 a.m. (Ayes – All) Motion Carried

DRAFT

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474180	MIS BILLED	(488,030.22)	(488,028.75)	(1.47)	(650,705.00)	(162,674.78)	75.00%
Totals		(488,030.22)	(488,028.75)	(1.47)	(650,705.00)	(162,674.78)	75.00%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	61,789.56	63,147.75	(1,358.19)	84,197.00	22,407.44	73.39%
511210	WAGES-REGULAR	60,923.65	101,154.00	(40,230.35)	134,872.00	73,948.35	45.17%
511220	WAGES-OVERTIME	64.02	1,154.25	(1,090.23)	1,539.00	1,474.98	4.16%
511290	WAGES-OTHER WAGES	125.00	2,887.50	(2,762.50)	3,850.00	3,725.00	3.25%
511310	WAGES-SICK LEAVE	11,049.81	-	11,049.81	-	(11,049.81)	
511320	WAGES-VACATION PAY	13,772.48	-	13,772.48	-	(13,772.48)	
511330	WAGES-LONGEVITY PAY	-	454.50	(454.50)	606.00	606.00	0.00%
511340	WAGES-HOLIDAY PAY	5,723.04	-	5,723.04	-	(5,723.04)	
511350	WAGES-MISCELLANEOUS(COMP)	4,606.32	-	4,606.32	-	(4,606.32)	
511380	WAGES-BEREAVEMENT	2,299.84	-	2,299.84	-	(2,299.84)	
512141	SOCIAL SECURITY	12,001.03	12,779.25	(778.22)	17,039.00	5,037.97	70.43%
512142	RETIREMENT (EMPLOYER)	10,390.21	11,140.50	(750.29)	14,854.00	4,463.79	69.95%
512144	HEALTH INSURANCE	33,107.82	19,414.50	13,693.32	25,886.00	(7,221.82)	127.90%
512145	LIFE INSURANCE	74.68	63.00	11.68	84.00	9.32	88.90%
512150	FSA CONTRIBUTION	750.00	-	750.00	-	(750.00)	
512173	DENTAL INSURANCE	2,280.52	2,794.50	(513.98)	3,726.00	1,445.48	61.21%
521220	CONSULTANT	87,350.45	46,989.75	40,360.70	62,653.00	(24,697.45)	139.42%
521296	COMPUTER SUPPORT	119,598.28	64,664.25	54,934.03	86,219.00	(33,379.28)	138.71%
529299	PURCHASE CARE & SERVICES	1,250.00	-	1,250.00	-	(1,250.00)	
531243	FURNITURE & FURNISHINGS	-	750.00	(750.00)	1,000.00	1,000.00	0.00%
531301	OFFICE EQUIPMENT	-	450.00	(450.00)	600.00	600.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	4,571.21	7,125.00	(2,553.79)	9,500.00	4,928.79	48.12%
531307	MICROSOFT OFFICE UPGRADE	-	4,500.00	(4,500.00)	6,000.00	6,000.00	0.00%
531312	OFFICE SUPPLIES	1,998.40	3,750.00	(1,751.60)	5,000.00	3,001.60	39.97%
531313	PRINTING & DUPLICATING	2.50	75.00	(72.50)	100.00	97.50	2.50%
531314	SMALL ITEMS OF EQUIPMENT	-	225.00	(225.00)	300.00	300.00	0.00%
531322	SUBSCRIPTIONS	629.00	225.00	404.00	300.00	(329.00)	209.67%
531324	MEMBERSHIP DUES	-	37.50	(37.50)	50.00	50.00	0.00%
532325	REGISTRATION	175.00	1,500.00	(1,325.00)	2,000.00	1,825.00	8.75%
532332	MILEAGE	127.54	825.00	(697.46)	1,100.00	972.46	11.59%
532335	MEALS	243.20	75.00	168.20	100.00	(143.20)	243.20%
532336	LODGING	582.24	150.00	432.24	200.00	(382.24)	291.12%
532350	TRAINING MATERIALS	17,500.00	15,000.00	2,500.00	20,000.00	2,500.00	87.50%
533228	INTERNET	19,981.80	13,125.00	6,856.80	17,500.00	(2,481.80)	114.18%
535242	MAINTAIN MACHINERY & EQUIP	5,375.15	16,875.00	(11,499.85)	22,500.00	17,124.85	23.89%
535355	PLUMBING & ELECTRICAL	-	750.00	(750.00)	1,000.00	1,000.00	0.00%
571004	IP TELEPHONY ALLOCATION	1,935.00	1,935.00	-	2,580.00	645.00	75.00%
571008	MIS OVERHEAD ALLOCATION	54,479.27	58,458.75	(3,979.48)	77,945.00	23,465.73	69.89%
591519	OTHER INSURANCE	879.45	903.75	(24.30)	1,205.00	325.55	72.98%
593014	CREDIT CARD FEES	-	150.00	(150.00)	200.00	200.00	0.00%
594813	CAP OFC EQUIP	-	7,500.00	(7,500.00)	10,000.00	10,000.00	0.00%
594818	CAP COMPUTER	14,701.00	12,750.00	1,951.00	17,000.00	2,299.00	86.48%
594819	CAP OTHER EQUIPMENT	-	26,250.00	(26,250.00)	35,000.00	35,000.00	0.00%
594820	CAP OTHER	-	32,250.00	(32,250.00)	43,000.00	43,000.00	0.00%
Totals		550,337.47	532,278.75	18,058.72	709,705.00	159,367.53	77.54%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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691100 OPER REV ADJUST	-	52,500.00	(52,500.00)	70,000.00	70,000.00	0.00%
691200 CAP REV ADJUST	-	(52,500.00)	52,500.00	(70,000.00)	(70,000.00)	0.00%

Totals

Total Business Unit 62,307.25 44,250.00 18,057.25 59,000.00 (3,307.25)

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451200	RECORDS & REPORTS	(600.00)	(1,125.00)	525.00	(1,500.00)	(900.00)	40.00%
474180	MIS BILLED	(318,325.23)	(318,325.50)	0.27	(424,434.00)	(106,108.77)	75.00%
Totals		(318,925.23)	(319,450.50)	525.27	(425,934.00)	(107,008.77)	74.88%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	111,389.03	122,438.25	(11,049.22)	163,251.00	51,861.97	68.23%
511210	WAGES-REGULAR	30,905.08	19,617.75	11,287.33	26,157.00	(4,748.08)	118.15%
511220	WAGES-OVERTIME	-	267.00	(267.00)	356.00	356.00	0.00%
511310	WAGES-SICK LEAVE	2,424.67	-	2,424.67	-	(2,424.67)	
511320	WAGES-VACATION PAY	10,741.46	-	10,741.46	-	(10,741.46)	
511330	WAGES-LONGEVITY PAY	-	462.75	(462.75)	617.00	617.00	0.00%
511340	WAGES-HOLIDAY PAY	4,451.56	-	4,451.56	-	(4,451.56)	
511350	WAGES-MISCELLANEOUS(COMP)	316.93	-	316.93	-	(316.93)	
512141	SOCIAL SECURITY	12,099.00	10,714.50	1,384.50	14,286.00	2,187.00	84.69%
512142	RETIREMENT (EMPLOYER)	10,575.45	9,423.75	1,151.70	12,565.00	1,989.55	84.17%
512144	HEALTH INSURANCE	39,468.54	33,740.25	5,728.29	44,987.00	5,518.46	87.73%
512145	LIFE INSURANCE	80.46	77.25	3.21	103.00	22.54	78.12%
512150	FSA CONTRIBUTION	1,000.00	-	1,000.00	-	(1,000.00)	
512173	DENTAL INSURANCE	2,322.00	2,040.75	281.25	2,721.00	399.00	85.34%
521220	CONSULTANT	2,510.00	2,250.00	260.00	3,000.00	490.00	83.67%
521296	COMPUTER SUPPORT	-	2,775.00	(2,775.00)	3,700.00	3,700.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	10,440.00	6,750.00	3,690.00	9,000.00	(1,440.00)	116.00%
531312	OFFICE SUPPLIES	3.19	37.50	(34.31)	50.00	46.81	6.38%
531322	SUBSCRIPTIONS	-	131.25	(131.25)	175.00	175.00	0.00%
531324	MEMBERSHIP DUES	420.00	337.50	82.50	450.00	30.00	93.33%
532325	REGISTRATION	1,830.00	1,800.00	30.00	2,400.00	570.00	76.25%
532332	MILEAGE	36.72	172.50	(135.78)	230.00	193.28	15.97%
532334	COMMERCIAL TRAVEL	362.46	300.00	62.46	400.00	37.54	90.62%
532335	MEALS	36.38	187.50	(151.12)	250.00	213.62	14.55%
532336	LODGING	1,126.20	1,125.00	1.20	1,500.00	373.80	75.08%
532339	OTHER TRAVEL & TOLLS	92.00	-	92.00	-	(92.00)	
532350	TRAINING MATERIALS	-	375.00	(375.00)	500.00	500.00	0.00%
535242	MAINTAIN MACHINERY & EQUIP	50,019.44	42,651.00	7,368.44	56,868.00	6,848.56	87.96%
571004	IP TELEPHONY ALLOCATION	2,083.50	2,083.50	-	2,778.00	694.50	75.00%
571008	MIS OVERHEAD ALLOCATION	54,479.26	58,458.75	(3,979.49)	77,945.00	23,465.74	69.89%
591519	OTHER INSURANCE	1,045.50	1,233.75	(188.25)	1,645.00	599.50	63.56%
Totals		350,258.83	319,450.50	30,808.33	425,934.00	75,675.17	82.23%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	
Total Business Unit		31,333.60	-	31,333.60	-	(31,333.60)	

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474099	DEPT CAP PROGRAM CHARGES	(87,066.00)	(87,066.00)	-	(116,088.00)	(29,022.00)	75.00%
Totals		(87,066.00)	(87,066.00)	-	(116,088.00)	(29,022.00)	75.00%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511210	WAGES-REGULAR	33,449.53	57,607.50	(24,157.97)	76,810.00	43,360.47	43.55%
511220	WAGES-OVERTIME	-	267.00	(267.00)	356.00	356.00	0.00%
511310	WAGES-SICK LEAVE	1,875.90	-	1,875.90	-	(1,875.90)	
511320	WAGES-VACATION PAY	1,966.91	-	1,966.91	-	(1,966.91)	
511340	WAGES-HOLIDAY PAY	979.36	-	979.36	-	(979.36)	
511350	WAGES-MISCELLANEOUS(COMP)	135.36	-	135.36	-	(135.36)	
512141	SOCIAL SECURITY	2,885.18	4,347.00	(1,461.82)	5,796.00	2,910.82	49.78%
512142	RETIREMENT (EMPLOYER)	2,534.80	3,819.75	(1,284.95)	5,093.00	2,558.20	49.77%
512144	HEALTH INSURANCE	13,156.17	19,815.75	(6,659.58)	26,421.00	13,264.83	49.79%
512145	LIFE INSURANCE	4.44	10.50	(6.06)	14.00	9.56	31.71%
512173	DENTAL INSURANCE	773.99	1,198.50	(424.51)	1,598.00	824.01	48.43%
Totals		57,761.64	87,066.00	(29,304.36)	116,088.00	58,326.36	49.76%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	
Total Business Unit		(29,304.36)	-	(29,304.36)	-	29,304.36	

MIS
8510 Overhead

Date Ran 10/21/2016
Period 9
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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Totals

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521220	CONSULTANT	20,169.00	11,250.00	8,919.00	15,000.00	(5,169.00)	134.46%
521296	COMPUTER SUPPORT	43,946.26	42,678.75	1,267.51	56,905.00	12,958.74	77.23%
529299	PURCHASE CARE & SERVICES	2,532.35	4,875.00	(2,342.65)	6,500.00	3,967.65	38.96%
531298	UNITED PARCEL SERVICE UPS	107.43	450.00	(342.57)	600.00	492.57	17.91%
531303	COMPUTER EQUIPMT & SOFTWA	1,498.23	-	1,498.23	-	(1,498.23)	
531311	POSTAGE & BOX RENT	-	7.50	(7.50)	10.00	10.00	0.00%
531312	OFFICE SUPPLIES	-	75.00	(75.00)	100.00	100.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	562.50	(562.50)	750.00	750.00	0.00%
531320	SAFETY SUPPLIES	130.29	-	130.29	-	(130.29)	
533221	WATER	231.34	300.00	(68.66)	400.00	168.66	57.84%
533222	ELECTRIC	4,765.60	4,500.00	265.60	6,000.00	1,234.40	79.43%
533223	SEWER	242.39	431.25	(188.86)	575.00	332.61	42.15%
533224	NATURAL GAS	913.63	3,375.00	(2,461.37)	4,500.00	3,586.37	20.30%
533225	TELEPHONE & FAX	2,457.52	2,550.00	(92.48)	3,400.00	942.48	72.28%
533235	STORM WATER UTILITY	134.91	176.25	(41.34)	235.00	100.09	57.41%
533236	WIRELESS INTERNET	1,520.68	3,000.00	(1,479.32)	4,000.00	2,479.32	38.02%
535242	MAINTAIN MACHINERY & EQUIP	5,962.75	1,125.00	4,837.75	1,500.00	(4,462.75)	397.52%
535246	BUILDING SERVICE & MAINT	2.10	3,750.00	(3,747.90)	5,000.00	4,997.90	0.04%
535247	BLDG REPAIR & MAINT	-	1,875.00	(1,875.00)	2,500.00	2,500.00	0.00%
535297	REFUSE COLLECTION	401.13	356.25	44.88	475.00	73.87	84.45%
571003	HOUSEKEEPING	1,100.00	1,650.00	(550.00)	2,200.00	1,100.00	50.00%
571008	MIS OVERHEAD ALLOCATION	(108,958.53)	(116,917.50)	7,958.97	(155,890.00)	(46,931.47)	69.89%
591519	OTHER INSURANCE	158.40	180.00	(21.60)	240.00	81.60	66.00%
594810	CAP EQUIPMENT	22,848.60	18,750.00	4,098.60	25,000.00	2,151.40	91.39%
594813	CAP OFC EQUIP	-	15,000.00	(15,000.00)	20,000.00	20,000.00	0.00%
Totals		164.08	-	164.08	-	(164.08)	

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
691100	OPER REV ADJUST	-	33,750.00	(33,750.00)	45,000.00	45,000.00	0.00%
691200	CAP REV ADJUST	-	(33,750.00)	33,750.00	(45,000.00)	(45,000.00)	0.00%

Totals

Total Business Unit		164.08	-	164.08	-	(164.08)	
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Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474190	IP-TELEPHONY BILLED	(105,221.07)	(105,224.25)	3.18	(140,299.00)	(35,077.93)	75.00%
Totals		(105,221.07)	(105,224.25)	3.18	(140,299.00)	(35,077.93)	75.00%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	-	3,323.25	(3,323.25)	4,431.00	4,431.00	0.00%
511210	WAGES-REGULAR	17,223.42	17,745.75	(522.33)	23,661.00	6,437.58	72.79%
511220	WAGES-OVERTIME	-	404.25	(404.25)	539.00	539.00	0.00%
511230	WAGES-REGULAR OVERTIME	-	14.25	(14.25)	19.00	19.00	0.00%
511380	WAGES-BEREAVEMENT	153.16	-	153.16	-	(153.16)	
512141	SOCIAL SECURITY	1,291.37	1,611.00	(319.63)	2,148.00	856.63	60.12%
512142	RETIREMENT (EMPLOYER)	1,146.92	1,418.25	(271.33)	1,891.00	744.08	60.65%
512144	HEALTH INSURANCE	6,360.72	7,364.25	(1,003.53)	9,819.00	3,458.28	64.78%
512145	LIFE INSURANCE	5.20	6.75	(1.55)	9.00	3.80	57.78%
512173	DENTAL INSURANCE	366.16	445.50	(79.34)	594.00	227.84	61.64%
521220	CONSULTANT	2,988.50	12,000.00	(9,011.50)	16,000.00	13,011.50	18.68%
521296	COMPUTER SUPPORT	21,879.22	20,119.50	1,759.72	26,826.00	4,946.78	81.56%
531303	COMPUTER EQUIPMT & SOFTWA	-	750.00	(750.00)	1,000.00	1,000.00	0.00%
531312	OFFICE SUPPLIES	-	168.75	(168.75)	225.00	225.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	150.00	(150.00)	200.00	200.00	0.00%
532325	REGISTRATION	-	750.00	(750.00)	1,000.00	1,000.00	0.00%
532332	MILEAGE	-	37.50	(37.50)	50.00	50.00	0.00%
535242	MAINTAIN MACHINERY & EQUIP	2,106.75	4,875.00	(2,768.25)	6,500.00	4,393.25	32.41%
591519	OTHER INSURANCE	270.36	290.25	(19.89)	387.00	116.64	69.86%
594810	CAP EQUIPMENT	-	33,750.00	(33,750.00)	45,000.00	45,000.00	0.00%
594818	CAP COMPUTER	-	11,250.00	(11,250.00)	15,000.00	15,000.00	0.00%
Totals		53,791.78	116,474.25	(62,682.47)	155,299.00	101,507.22	34.64%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
691100	OPER REV ADJUST	-	33,750.00	(33,750.00)	45,000.00	45,000.00	0.00%
691200	CAP REV ADJUST	-	(33,750.00)	33,750.00	(45,000.00)	(45,000.00)	0.00%
Totals		-	-	-	-	-	
Total Business Unit		(51,429.29)	11,250.00	(62,679.29)	15,000.00	66,429.29	

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451002	PRIVATE PARTY PHOTOCOPY	(1,372.02)	(1,050.00)	(322.02)	(1,400.00)	(27.98)	98.00%
472003	MUNICIPALITY COPIES & PRINTIN	(253.63)	(412.50)	158.87	(550.00)	(296.37)	46.11%
474180	MIS BILLED	(23,554.62)	(23,556.00)	1.38	(31,408.00)	(7,853.38)	75.00%
474200	COPYING & PRINTING INTERDEP/	(30,658.23)	(21,000.00)	(9,658.23)	(28,000.00)	2,658.23	109.49%
Totals		(55,838.50)	(46,018.50)	(9,820.00)	(61,358.00)	(5,519.50)	91.00%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511210	WAGES-REGULAR	9,061.92	11,996.25	(2,934.33)	15,995.00	6,933.08	56.65%
511310	WAGES-SICK LEAVE	243.60	-	243.60	-	(243.60)	
511320	WAGES-VACATION PAY	357.28	-	357.28	-	(357.28)	
511340	WAGES-HOLIDAY PAY	609.00	-	609.00	-	(609.00)	
511380	WAGES-BEREAVEMENT	211.12	-	211.12	-	(211.12)	
512141	SOCIAL SECURITY	775.73	864.00	(88.27)	1,152.00	376.27	67.34%
512142	RETIREMENT (EMPLOYER)	691.79	792.00	(100.21)	1,056.00	364.21	65.51%
512144	HEALTH INSURANCE	6,498.58	6,426.75	71.83	8,569.00	2,070.42	75.84%
512145	LIFE INSURANCE	2.96	3.00	(0.04)	4.00	1.04	74.00%
512150	FSA CONTRIBUTION	120.00	-	120.00	-	(120.00)	
512173	DENTAL INSURANCE	375.61	388.50	(12.89)	518.00	142.39	72.51%
531298	UNITED PARCEL SERVICE UPS	3.92	15.00	(11.08)	20.00	16.08	19.60%
531311	POSTAGE & BOX RENT	-	7.50	(7.50)	10.00	10.00	0.00%
531312	OFFICE SUPPLIES	8,620.69	7,500.00	1,120.69	10,000.00	1,379.31	86.21%
531314	SMALL ITEMS OF EQUIPMENT	500.00	375.00	125.00	500.00	-	100.00%
531349	OTHER OPERATING EXPENSES	142.57	262.50	(119.93)	350.00	207.43	40.73%
532332	MILEAGE	32.40	30.00	2.40	40.00	7.60	81.00%
533225	TELEPHONE & FAX	12.74	67.50	(54.76)	90.00	77.26	14.16%
535242	MAINTAIN MACHINERY & EQUIP	1,908.29	3,750.00	(1,841.71)	5,000.00	3,091.71	38.17%
535252	PRINTING EQUIP MAINTENANCE	7,150.98	10,875.00	(3,724.02)	14,500.00	7,349.02	49.32%
571004	IP TELEPHONY ALLOCATION	148.50	148.50	-	198.00	49.50	75.00%
571009	MIS PC GROUP ALLOCATION	2,164.50	2,164.50	-	2,886.00	721.50	75.00%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	286.47	286.50	(0.03)	382.00	95.53	74.99%
591519	OTHER INSURANCE	62.48	66.00	(3.52)	88.00	25.52	71.00%
Totals		39,981.13	46,018.50	(6,037.37)	61,358.00	21,376.87	65.16%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	
Total Business Unit		(15,857.37)	-	(15,857.37)	-	15,857.37	

Central Services
1901

Date Ran 10/21/2016
Period 9
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(490,790.97)	(490,791.00)	0.03	(654,388.00)	(163,597.03)	75.00%
474009	HOUSEKEEPING SERVICES	(1,100.00)	(1,650.00)	550.00	(2,200.00)	(1,100.00)	50.00%
483002	MISC SALE/MATERIAL & SUPPLY	(11.00)	(300.00)	289.00	(400.00)	(389.00)	2.75%
486001	VENDING COMMISSION	(613.92)	(862.50)	248.58	(1,150.00)	(536.08)	53.38%
Totals		(492,515.89)	(493,603.50)	1,087.61	(658,138.00)	(165,622.11)	74.83%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	53,025.19	60,572.25	(7,547.06)	80,763.00	27,737.81	65.66%
511210	WAGES-REGULAR	121,630.54	140,536.50	(18,905.96)	187,382.00	65,751.46	64.91%
511220	WAGES-OVERTIME	3,133.59	1,973.25	1,160.34	2,631.00	(502.59)	119.10%
511290	WAGES-OTHER WAGES	3,780.00	3,870.00	(90.00)	5,160.00	1,380.00	73.26%
511310	WAGES-SICK LEAVE	2,645.35	-	2,645.35	-	(2,645.35)	
511320	WAGES-VACATION PAY	10,549.61	-	10,549.61	-	(10,549.61)	
511330	WAGES-LONGEVITY PAY	31.24	683.25	(652.01)	911.00	879.76	3.43%
511340	WAGES-HOLIDAY PAY	5,714.24	-	5,714.24	-	(5,714.24)	
511350	WAGES-MISCELLANEOUS(COMP)	1,636.25	-	1,636.25	-	(1,636.25)	
512141	SOCIAL SECURITY	15,183.63	15,672.00	(488.37)	20,896.00	5,712.37	72.66%
512142	RETIREMENT (EMPLOYER)	13,059.29	13,105.50	(46.21)	17,474.00	4,414.71	74.74%
512144	HEALTH INSURANCE	41,995.28	50,068.50	(8,073.22)	66,758.00	24,762.72	62.91%
512145	LIFE INSURANCE	88.52	79.50	9.02	106.00	17.48	83.51%
512150	FSA CONTRIBUTION	1,000.00	937.50	62.50	1,250.00	250.00	80.00%
512173	DENTAL INSURANCE	3,413.86	3,928.50	(514.64)	5,238.00	1,824.14	65.17%
512390	SAFETY EQUIPMENT	90.08	150.00	(59.92)	200.00	109.92	45.04%
521296	COMPUTER SUPPORT	-	300.00	(300.00)	400.00	400.00	0.00%
529170	GROUNDS KEEPING CHARGES	6,193.26	8,684.25	(2,490.99)	11,579.00	5,385.74	53.49%
529299	PURCHASE CARE & SERVICES	6,638.04	3,750.00	2,888.04	5,000.00	(1,638.04)	132.76%
531008	HAZARD RECYCLE CHARGES	-	375.00	(375.00)	500.00	500.00	0.00%
531243	FURNITURE & FURNISHINGS	15,483.62	-	15,483.62	-	(15,483.62)	
531298	UNITED PARCEL SERVICE UPS	-	862.50	(862.50)	1,150.00	1,150.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	-	6,862.50	(6,862.50)	9,150.00	9,150.00	0.00%
531311	POSTAGE & BOX RENT	1.99	-	1.99	-	(1.99)	
531312	OFFICE SUPPLIES	4.89	225.00	(220.11)	300.00	295.11	1.63%
531314	SMALL ITEMS OF EQUIPMENT	430.29	750.00	(319.71)	1,000.00	569.71	43.03%
531320	SAFETY SUPPLIES	115.08	-	115.08	-	(115.08)	
531326	ADVERTISING	807.70	-	807.70	-	(807.70)	
531351	GAS/DIESEL	258.51	1,125.00	(866.49)	1,500.00	1,241.49	17.23%
532332	MILEAGE	63.15	-	63.15	-	(63.15)	
533221	WATER	3,071.78	3,000.00	71.78	4,000.00	928.22	76.79%
533222	ELECTRIC	75,412.78	71,250.00	4,162.78	95,000.00	19,587.22	79.38%
533223	SEWER	3,571.76	3,375.00	196.76	4,500.00	928.24	79.37%
533224	NATURAL GAS	7,523.98	10,500.00	(2,976.02)	14,000.00	6,476.02	53.74%
533225	TELEPHONE & FAX	676.09	825.00	(148.91)	1,100.00	423.91	61.46%
533235	STORM WATER UTILITY	1,416.69	1,230.00	186.69	1,640.00	223.31	86.38%
535239	STREET REPAIR & MAINT	-	1,125.00	(1,125.00)	1,500.00	1,500.00	0.00%
535246	BUILDING SERVICE & MAINT	43,916.30	32,250.00	11,666.30	43,000.00	(916.30)	102.13%
535247	BLDG REPAIR & MAINT	21,957.26	62,625.00	(40,667.74)	83,500.00	61,542.74	26.30%
535297	REFUSE COLLECTION	1,191.00	1,395.00	(204.00)	1,860.00	669.00	64.03%
535344	HOUSEHOLD & JANITORIAL SUPP	9,124.54	8,625.00	499.54	11,500.00	2,375.46	79.34%
535349	OTHER SUPPLIES	8,867.47	6,375.00	2,492.47	8,500.00	(367.47)	104.32%
535352	VEHICLE PARTS & REPAIRS	717.53	-	717.53	-	(717.53)	
535353	MACHINERY & EQUIP PARTS	12,699.37	7,125.00	5,574.37	9,500.00	(3,199.37)	133.68%
535354	PAINT	5.72	1,875.00	(1,869.28)	2,500.00	2,494.28	0.23%
535355	PLUMBING & ELECTRICAL	5,629.57	4,500.00	1,129.57	6,000.00	370.43	93.83%
535452	GREEN INITIATIVES	6,886.00	3,750.00	3,136.00	5,000.00	(1,886.00)	137.72%
536531	LAND RENT & LEASE	1,800.00	1,350.00	450.00	1,800.00	-	100.00%
571004	IP TELEPHONY ALLOCATION	446.22	446.25	(0.03)	595.00	148.78	74.99%
571009	MIS PC GROUP ALLOCATION	3,609.72	3,609.75	(0.03)	4,813.00	1,203.28	75.00%

571010	MIS SYSTEMS GRP ALLOC(ISIS)	3,903.75	3,903.75	-	5,205.00	1,301.25	75.00%
591519	OTHER INSURANCE	11,412.46	10,707.75	704.71	14,277.00	2,864.54	79.94%
594810	CAP EQUIPMENT	72,988.70	59,250.00	13,738.70	79,000.00	6,011.30	92.39%
594820	CAP OTHER	9,720.00	7,875.00	1,845.00	10,500.00	780.00	92.57%
594821	CAP IMPRV LAND	13,465.50	48,750.00	(35,284.50)	65,000.00	51,534.50	20.72%
594822	CAP IMPRV BLDG	115,494.00	244,500.00	(129,006.00)	326,000.00	210,506.00	35.43%
594829	CAP IMPRV OTHER	256.00	11,250.00	(10,994.00)	15,000.00	14,744.00	1.71%

Totals		742,737.39	925,978.50	(183,241.11)	1,234,638.00	491,900.61	60.16%
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Other Financing Sources (Uses)

Acct Number	Description	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		250,221.50	432,375.00	(182,153.50)	576,500.00	326,278.50	
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