

# Infrastructure Committee

## AGENDA

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

Wednesday, January 4, 2017

9:00 a.m.

### Committee Members

Glen Borland, Greg David-Chair, Dick Jones, John Kannard-Vice Chair, Laura Payne-Secretary

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Election of Committee Secretary
5. Review of the Agenda
6. Public Comment  
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
7. Approval of the December 7, 2016 Infrastructure Committee meeting minutes
8. Communications
9. Review suggestions for Dementia Friendly County – Courthouse Facilities
10. Review of Space Needs Analysis
11. Update on property located at 302 S. Center Avenue and 210 E. Dodge Street
12. Presentation on ERP System
13. Discussion of incorporating tasks of Sustainability Task Force into Infrastructure Committee
14. Update on satellite shops
15. Update on remodeling courthouse employee break room, bathrooms and outdoor space
16. Discuss potential agenda items for the Committee's next meeting
17. Financial Reports (November)
  - a. Central Services
  - b. Management Information Systems (MIS)
18. Discuss future meeting schedule. Set next meeting date (February 1, 2017)
19. 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  
December 7, 2016  
Infrastructure Committee**

**1. Call to order**

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

**2. Roll call of Committee Members**

Glen Borland, Greg David, Dick Jones, John Kannard and Laura Payne.

Others Present: Ben Wehmeier, County Administrator; Mark Miller, Central Services Maintenance Supervisor and Ryan Mundt, Maintenance Supervisor for Human Services and Andy DeRocher, PE, from Sustainable Engineering Group LLC.

**3. Certification of compliance with the Open Meetings Law**

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

**4. Election of Committee Secretary**

Kannard nominated Payne; second by Borland.

The Chair made a motion by unanimous consent to elect Payne as committee chair. (Ayes-All) Motion Carried.

**5. Review of the Agenda**

No Changes made.

**6. Public Comment**

None

**7. Approval of the November 14, 2016 Infrastructure Committee meeting minutes**

Motion by Jones; Second by Borland to approve the November 14, 2016 Infrastructure Committee meeting minutes as presented. (Ayes -All) Motion Carried.

**8. Communications** None

**9. Presentation on Solar Energy**

Mundt explained that a feasibility study was conducted for Workforce Development. Andy DeRocher, PE, from Sustainable Engineering Group LLC gave a presentation on solar energy. This project will be discussed again at a future meeting. No action taken.

**10. Facility Dude demonstration – Software program for maintenance, repair and improvement of county buildings**

Eric Keen, from Facility Dude gave a demonstration on Facility Dude software. No action taken.

**11. Discussion of incorporating tasks of Sustainability Task Force into Infrastructure Committee**

David said that he appreciated the presentation on solar energy at today's meeting. He encouraged the committee to read the book "Prosper". No action taken.

**12. Update on satellite shops**

Wehmeier explained that there is no update. Options will be brought before the committee at a future meeting. No action taken.

**13. Update on remodeling courthouse employee break room, bathrooms and outdoor space**

Wehmeier said that room 203 has been painted and updated. Room 202 will be completed next. There are some issues with the Wi-Fi and projector system in the conference rooms. Staff is looking at adding extra benches to the outdoor space. No action taken.

**14. Discuss future meeting schedule. Set next meeting date (January 4, 2016 at 9:00 a.m.)**

- Approval of December 7, 2016 committee meeting minutes
- ERP Demonstration (May be future meeting)

**15. Financial Reports (October)**

- Central Services
- Management Information Systems (MIS)

**16. Adjourn**

Motion by Kannard; Second by Jones to adjourn at 10:55 a.m. (Ayes – All) Motion Carried

DRAFT

Central Services  
1901

Date Ran 12/21/2016  
Period 11  
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(599,855.63)	(599,855.67)	0.04	(654,388.00)	(54,532.37)	91.67%
474009	HOUSEKEEPING SERVICES	(2,200.00)	(2,016.67)	(183.33)	(2,200.00)	-	100.00%
483002	MISC SALE/MATERIAL & SUPPLY	(11.00)	(366.67)	355.67	(400.00)	(389.00)	2.75%
486001	VENDING COMMISSION	(805.60)	(1,054.17)	248.57	(1,150.00)	(344.40)	70.05%
<b>Totals</b>		<b>(602,872.23)</b>	<b>(603,293.17)</b>	<b>420.94</b>	<b>(658,138.00)</b>	<b>(55,265.77)</b>	<b>91.60%</b>

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	62,745.71	74,032.75	(11,287.04)	80,763.00	18,017.29	77.69%
511210	WAGES-REGULAR	147,180.68	171,766.83	(24,586.15)	187,382.00	40,201.32	78.55%
511220	WAGES-OVERTIME	3,937.24	2,411.75	1,525.49	2,631.00	(1,306.24)	149.65%
511290	WAGES-OTHER WAGES	4,530.00	4,730.00	(200.00)	5,160.00	630.00	87.79%
511310	WAGES-SICK LEAVE	3,446.83	-	3,446.83	-	(3,446.83)	
511320	WAGES-VACATION PAY	14,764.70	-	14,764.70	-	(14,764.70)	
511330	WAGES-LONGEVITY PAY	911.24	835.08	76.16	911.00	(0.24)	100.03%
511340	WAGES-HOLIDAY PAY	8,011.90	-	8,011.90	-	(8,011.90)	
511350	WAGES-MISCELLANEOUS(COMP)	2,271.22	-	2,271.22	-	(2,271.22)	
512141	SOCIAL SECURITY	18,609.98	19,154.67	(544.69)	20,896.00	2,286.02	89.06%
512142	RETIREMENT (EMPLOYER)	15,951.31	16,017.83	(66.52)	17,474.00	1,522.69	91.29%
512144	HEALTH INSURANCE	52,288.28	61,194.83	(8,906.55)	66,758.00	14,469.72	78.33%
512145	LIFE INSURANCE	109.96	97.17	12.79	106.00	(3.96)	103.74%
512150	FSA CONTRIBUTION	1,000.00	1,145.83	(145.83)	1,250.00	250.00	80.00%
512173	DENTAL INSURANCE	4,314.16	4,801.50	(487.34)	5,238.00	923.84	82.36%
512390	SAFETY EQUIPMENT	90.08	183.33	(93.25)	200.00	109.92	45.04%
521296	COMPUTER SUPPORT	-	366.67	(366.67)	400.00	400.00	0.00%
529170	GROUNDS KEEPING CHARGES	10,171.27	10,614.08	(442.81)	11,579.00	1,407.73	87.84%
529299	PURCHASE CARE & SERVICES	6,638.04	4,583.33	2,054.71	5,000.00	(1,638.04)	132.76%
531008	HAZARD RECYCLE CHARGES	-	458.33	(458.33)	500.00	500.00	0.00%
531243	FURNITURE & FURNISHINGS	15,483.62	-	15,483.62	-	(15,483.62)	
531298	UNITED PARCEL SERVICE UPS	-	1,054.17	(1,054.17)	1,150.00	1,150.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	-	8,387.50	(8,387.50)	9,150.00	9,150.00	0.00%
531311	POSTAGE & BOX RENT	1.99	-	1.99	-	(1.99)	
531312	OFFICE SUPPLIES	4.89	275.00	(270.11)	300.00	295.11	1.63%
531314	SMALL ITEMS OF EQUIPMENT	430.29	916.67	(486.38)	1,000.00	569.71	43.03%
531320	SAFETY SUPPLIES	147.48	-	147.48	-	(147.48)	
531326	ADVERTISING	807.70	-	807.70	-	(807.70)	
531351	GAS/DIESEL	296.27	1,375.00	(1,078.73)	1,500.00	1,203.73	19.75%
532332	MILEAGE	67.20	-	67.20	-	(67.20)	
533221	WATER	3,906.58	3,666.67	239.91	4,000.00	93.42	97.66%
533222	ELECTRIC	92,477.05	87,083.33	5,393.72	95,000.00	2,522.95	97.34%
533223	SEWER	4,387.06	4,125.00	262.06	4,500.00	112.94	97.49%
533224	NATURAL GAS	8,090.44	12,833.33	(4,742.89)	14,000.00	5,909.56	57.79%
533225	TELEPHONE & FAX	826.25	1,008.33	(182.08)	1,100.00	273.75	75.11%
533235	STORM WATER UTILITY	1,731.51	1,503.33	228.18	1,640.00	(91.51)	105.58%
535239	STREET REPAIR & MAINT	-	1,375.00	(1,375.00)	1,500.00	1,500.00	0.00%
535246	BUILDING SERVICE & MAINT	44,329.39	39,416.67	4,912.72	43,000.00	(1,329.39)	103.09%
535247	BLDG REPAIR & MAINT	68,448.79	76,541.67	(8,092.88)	83,500.00	15,051.21	81.97%
535297	REFUSE COLLECTION	1,404.80	1,705.00	(300.20)	1,860.00	455.20	75.53%
535344	HOUSEHOLD & JANITORIAL SUPP	10,577.40	10,541.67	35.73	11,500.00	922.60	91.98%
535349	OTHER SUPPLIES	9,176.22	7,791.67	1,384.55	8,500.00	(676.22)	107.96%
535352	VEHICLE PARTS & REPAIRS	717.53	-	717.53	-	(717.53)	
535353	MACHINERY & EQUIP PARTS	13,503.39	8,708.33	4,795.06	9,500.00	(4,003.39)	142.14%
535354	PAINT	2,700.72	2,291.67	409.05	2,500.00	(200.72)	108.03%
535355	PLUMBING & ELECTRICAL	6,703.48	5,500.00	1,203.48	6,000.00	(703.48)	111.72%
535452	GREEN INITIATIVES	6,886.00	4,583.33	2,302.67	5,000.00	(1,886.00)	137.72%
536531	LAND RENT & LEASE	1,800.00	1,650.00	150.00	1,800.00	-	100.00%
571004	IP TELEPHONY ALLOCATION	545.38	545.42	(0.04)	595.00	49.62	91.66%
571009	MIS PC GROUP ALLOCATION	4,411.88	4,411.92	(0.04)	4,813.00	401.12	91.67%

571010	MIS SYSTEMS GRP ALLOC(ISIS)	4,771.25	4,771.25	-	5,205.00	433.75	91.67%
591519	OTHER INSURANCE	13,655.94	13,087.25	568.69	14,277.00	621.06	95.65%
594810	CAP EQUIPMENT	72,988.70	72,416.67	572.03	79,000.00	6,011.30	92.39%
594820	CAP OTHER	9,720.00	9,625.00	95.00	10,500.00	780.00	92.57%
594821	CAP IMPRV LAND	75,505.50	59,583.33	15,922.17	65,000.00	(10,505.50)	116.16%
594822	CAP IMPRV BLDG	237,136.00	298,833.33	(61,697.33)	326,000.00	88,864.00	72.74%
594829	CAP IMPRV OTHER	28,727.95	13,750.00	14,977.95	15,000.00	(13,727.95)	191.52%

<b>Totals</b>		1,099,341.25	1,131,751.50	(32,410.25)	1,234,638.00	135,296.75	89.04%
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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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<b>Totals</b>		-	-	-	-	-	
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<b>Total Business Unit</b>		496,469.02	528,458.33	(31,989.31)	576,500.00	80,030.98	
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MIS  
8501 PC Group

Date Ran 12/21/2016  
Period 11  
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474180	MIS BILLED	(596,481.38)	(596,479.58)	(1.80)	(650,705.00)	(54,223.62)	91.67%
<b>Totals</b>		<b>(596,481.38)</b>	<b>(596,479.58)</b>	<b>(1.80)</b>	<b>(650,705.00)</b>	<b>(54,223.62)</b>	<b>91.67%</b>

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	77,065.40	77,180.58	(115.18)	84,197.00	7,131.60	91.53%
511210	WAGES-REGULAR	70,109.40	123,632.67	(53,523.27)	134,872.00	64,762.60	51.98%
511220	WAGES-OVERTIME	82.81	1,410.75	(1,327.94)	1,539.00	1,456.19	5.38%
511290	WAGES-OTHER WAGES	125.00	3,529.17	(3,404.17)	3,850.00	3,725.00	3.25%
511310	WAGES-SICK LEAVE	11,452.29	-	11,452.29	-	(11,452.29)	
511320	WAGES-VACATION PAY	15,397.74	-	15,397.74	-	(15,397.74)	
511330	WAGES-LONGEVITY PAY	625.00	555.50	69.50	606.00	(19.00)	103.14%
511340	WAGES-HOLIDAY PAY	7,616.20	-	7,616.20	-	(7,616.20)	
511350	WAGES-MISCELLANEOUS(COMP)	6,219.13	-	6,219.13	-	(6,219.13)	
511380	WAGES-BEREAVEMENT	2,299.84	-	2,299.84	-	(2,299.84)	
512141	SOCIAL SECURITY	14,278.58	15,619.08	(1,340.50)	17,039.00	2,760.42	83.80%
512142	RETIREMENT (EMPLOYER)	12,412.34	13,616.17	(1,203.83)	14,854.00	2,441.66	83.56%
512144	HEALTH INSURANCE	41,039.08	23,728.83	17,310.25	25,886.00	(15,153.08)	158.54%
512145	LIFE INSURANCE	93.34	77.00	16.34	84.00	(9.34)	111.12%
512150	FSA CONTRIBUTION	750.00	-	750.00	-	(750.00)	
512173	DENTAL INSURANCE	2,781.22	3,415.50	(634.28)	3,726.00	944.78	74.64%
521220	CONSULTANT	87,350.45	57,431.92	29,918.53	62,653.00	(24,697.45)	139.42%
521296	COMPUTER SUPPORT	119,598.28	79,034.08	40,564.20	86,219.00	(33,379.28)	138.71%
529299	PURCHASE CARE & SERVICES	1,250.00	-	1,250.00	-	(1,250.00)	
531243	FURNITURE & FURNISHINGS	-	916.67	(916.67)	1,000.00	1,000.00	0.00%
531301	OFFICE EQUIPMENT	-	550.00	(550.00)	600.00	600.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	4,685.52	8,708.33	(4,022.81)	9,500.00	4,814.48	49.32%
531307	MICROSOFT OFFICE UPGRADE	-	5,500.00	(5,500.00)	6,000.00	6,000.00	0.00%
531312	OFFICE SUPPLIES	3,851.96	4,583.33	(731.37)	5,000.00	1,148.04	77.04%
531313	PRINTING & DUPLICATING	2.50	91.67	(89.17)	100.00	97.50	2.50%
531314	SMALL ITEMS OF EQUIPMENT	-	275.00	(275.00)	300.00	300.00	0.00%
531322	SUBSCRIPTIONS	629.00	275.00	354.00	300.00	(329.00)	209.67%
531324	MEMBERSHIP DUES	-	45.83	(45.83)	50.00	50.00	0.00%
532325	REGISTRATION	175.00	1,833.33	(1,658.33)	2,000.00	1,825.00	8.75%
532332	MILEAGE	147.52	1,008.33	(860.81)	1,100.00	952.48	13.41%
532335	MEALS	238.20	91.67	146.53	100.00	(138.20)	238.20%
532336	LODGING	582.24	183.33	398.91	200.00	(382.24)	291.12%
532350	TRAINING MATERIALS	17,500.00	18,333.33	(833.33)	20,000.00	2,500.00	87.50%
533228	INTERNET	26,512.20	16,041.67	10,470.53	17,500.00	(9,012.20)	151.50%
535242	MAINTAIN MACHINERY & EQUIP	8,088.94	20,625.00	(12,536.06)	22,500.00	14,411.06	35.95%
535355	PLUMBING & ELECTRICAL	-	916.67	(916.67)	1,000.00	1,000.00	0.00%
571004	IP TELEPHONY ALLOCATION	2,365.00	2,365.00	-	2,580.00	215.00	91.67%
571008	MIS OVERHEAD ALLOCATION	54,479.27	71,449.58	(16,970.31)	77,945.00	23,465.73	69.89%
591519	OTHER INSURANCE	1,074.87	1,104.58	(29.71)	1,205.00	130.13	89.20%
593014	CREDIT CARD FEES	-	183.33	(183.33)	200.00	200.00	0.00%
594813	CAP OFC EQUIP	-	9,166.67	(9,166.67)	10,000.00	10,000.00	0.00%
594818	CAP COMPUTER	14,701.00	15,583.33	(882.33)	17,000.00	2,299.00	86.48%
594819	CAP OTHER EQUIPMENT	-	32,083.33	(32,083.33)	35,000.00	35,000.00	0.00%
594820	CAP OTHER	-	39,416.67	(39,416.67)	43,000.00	43,000.00	0.00%
<b>Totals</b>		<b>605,579.32</b>	<b>650,562.92</b>	<b>(44,983.60)</b>	<b>709,705.00</b>	<b>104,125.68</b>	<b>85.33%</b>

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	-	64,166.67	(64,166.67)	70,000.00	70,000.00	0.00%
691200 CAP REV ADJUST	-	(64,166.67)	64,166.67	(70,000.00)	(70,000.00)	0.00%

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<b>Totals</b>	-	-	-	-	-	-
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<b>Total Business Unit</b>	<b>9,097.94</b>	<b>54,083.33</b>	<b>(44,985.39)</b>	<b>59,000.00</b>	<b>49,902.06</b>	
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MIS  
8502 IS Group

Date Ran 12/21/2016  
Period 11  
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451200	RECORDS & REPORTS	(1,125.00)	(1,375.00)	250.00	(1,500.00)	(375.00)	75.00%
474180	MIS BILLED	(389,064.17)	(389,064.50)	0.33	(424,434.00)	(35,369.83)	91.67%
<b>Totals</b>		<b>(390,189.17)</b>	<b>(390,439.50)</b>	<b>250.33</b>	<b>(425,934.00)</b>	<b>(35,744.83)</b>	<b>91.61%</b>

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	132,854.49	149,646.75	(16,792.26)	163,251.00	30,396.51	81.38%
511210	WAGES-REGULAR	38,134.28	23,977.25	14,157.03	26,157.00	(11,977.28)	145.79%
511220	WAGES-OVERTIME	-	326.33	(326.33)	356.00	356.00	0.00%
511310	WAGES-SICK LEAVE	2,783.53	-	2,783.53	-	(2,783.53)	
511320	WAGES-VACATION PAY	13,472.48	-	13,472.48	-	(13,472.48)	
511330	WAGES-LONGEVITY PAY	617.50	565.58	51.92	617.00	(0.50)	100.08%
511340	WAGES-HOLIDAY PAY	6,092.68	-	6,092.68	-	(6,092.68)	
511350	WAGES-MISCELLANEOUS(COMP)	2,207.70	-	2,207.70	-	(2,207.70)	
512141	SOCIAL SECURITY	14,810.76	13,095.50	1,715.26	14,286.00	(524.76)	103.67%
512142	RETIREMENT (EMPLOYER)	12,947.08	11,517.92	1,429.16	12,565.00	(382.08)	103.04%
512144	HEALTH INSURANCE	49,118.43	41,238.08	7,880.35	44,987.00	(4,131.43)	109.18%
512145	LIFE INSURANCE	98.62	94.42	4.20	103.00	4.38	95.75%
512150	FSA CONTRIBUTION	1,000.00	-	1,000.00	-	(1,000.00)	
512173	DENTAL INSURANCE	2,943.84	2,494.25	449.59	2,721.00	(222.84)	108.19%
521220	CONSULTANT	2,510.00	2,750.00	(240.00)	3,000.00	490.00	83.67%
521296	COMPUTER SUPPORT	-	3,391.67	(3,391.67)	3,700.00	3,700.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	10,440.00	8,250.00	2,190.00	9,000.00	(1,440.00)	116.00%
531312	OFFICE SUPPLIES	8.18	45.83	(37.65)	50.00	41.82	16.36%
531322	SUBSCRIPTIONS	-	160.42	(160.42)	175.00	175.00	0.00%
531324	MEMBERSHIP DUES	420.00	412.50	7.50	450.00	30.00	93.33%
532325	REGISTRATION	1,830.00	2,200.00	(370.00)	2,400.00	570.00	76.25%
532332	MILEAGE	36.72	210.83	(174.11)	230.00	193.28	15.97%
532334	COMMERCIAL TRAVEL	362.46	366.67	(4.21)	400.00	37.54	90.62%
532335	MEALS	36.38	229.17	(192.79)	250.00	213.62	14.55%
532336	LODGING	1,126.20	1,375.00	(248.80)	1,500.00	373.80	75.08%
532339	OTHER TRAVEL & TOLLS	92.00	-	92.00	-	(92.00)	
532350	TRAINING MATERIALS	-	458.33	(458.33)	500.00	500.00	0.00%
535242	MAINTAIN MACHINERY & EQUIP	58,133.44	52,129.00	6,004.44	56,868.00	(1,265.44)	102.23%
571004	IP TELEPHONY ALLOCATION	2,546.50	2,546.50	-	2,778.00	231.50	91.67%
571008	MIS OVERHEAD ALLOCATION	54,479.26	71,449.58	(16,970.32)	77,945.00	23,465.74	69.89%
591519	OTHER INSURANCE	1,277.82	1,507.92	(230.10)	1,645.00	367.18	77.68%
<b>Totals</b>		<b>410,380.35</b>	<b>390,439.50</b>	<b>19,940.85</b>	<b>425,934.00</b>	<b>15,553.65</b>	<b>96.35%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Business Unit</b>		<b>20,191.18</b>	<b>(0.00)</b>	<b>20,191.18</b>	<b>-</b>	<b>(20,191.18)</b>	



MIS  
8503 Programming Special

Date Ran 12/21/2016  
Period 11  
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474099	DEPT CAP PROGRAM CHARGES	(106,414.00)	(106,414.00)	-	(116,088.00)	(9,674.00)	91.67%
<b>Totals</b>		<b>(106,414.00)</b>	<b>(106,414.00)</b>	<b>-</b>	<b>(116,088.00)</b>	<b>(9,674.00)</b>	<b>91.67%</b>

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511210	WAGES-REGULAR	41,078.65	70,409.17	(29,330.52)	76,810.00	35,731.35	53.48%
511220	WAGES-OVERTIME	119.97	326.33	(206.36)	356.00	236.03	33.70%
511310	WAGES-SICK LEAVE	2,281.97	-	2,281.97	-	(2,281.97)	
511320	WAGES-VACATION PAY	1,966.91	-	1,966.91	-	(1,966.91)	
511340	WAGES-HOLIDAY PAY	1,373.12	-	1,373.12	-	(1,373.12)	
511350	WAGES-MISCELLANEOUS(COMP)	172.28	-	172.28	-	(172.28)	
512141	SOCIAL SECURITY	3,529.62	5,313.00	(1,783.38)	5,796.00	2,266.38	60.90%
512142	RETIREMENT (EMPLOYER)	3,101.46	4,668.58	(1,567.12)	5,093.00	1,991.54	60.90%
512144	HEALTH INSURANCE	16,370.11	24,219.25	(7,849.14)	26,421.00	10,050.89	61.96%
512145	LIFE INSURANCE	5.44	12.83	(7.39)	14.00	8.56	38.86%
512173	DENTAL INSURANCE	980.95	1,464.83	(483.88)	1,598.00	617.05	61.39%
<b>Totals</b>		<b>70,980.48</b>	<b>106,414.00</b>	<b>(35,433.52)</b>	<b>116,088.00</b>	<b>45,107.52</b>	<b>61.14%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Business Unit</b>		<b>(35,433.52)</b>	<b>(0.00)</b>	<b>(35,433.52)</b>	<b>-</b>	<b>35,433.52</b>	

MIS  
8510 Overhead

Date Ran 12/21/2016  
Period 11  
Year 2016

Revenues

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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Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
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521220	CONSULTANT	25,566.00	13,750.00	11,816.00	15,000.00	(10,566.00)	170.44%
521296	COMPUTER SUPPORT	44,065.26	52,162.92	(8,097.66)	56,905.00	12,839.74	77.44%
529299	PURCHASE CARE & SERVICES	2,829.85	5,958.33	(3,128.48)	6,500.00	3,670.15	43.54%
531298	UNITED PARCEL SERVICE UPS	205.58	550.00	(344.42)	600.00	394.42	34.26%
531303	COMPUTER EQUIPMT & SOFTWA	1,498.23	-	1,498.23	-	(1,498.23)	
531311	POSTAGE & BOX RENT	-	9.17	(9.17)	10.00	10.00	0.00%
531312	OFFICE SUPPLIES	-	91.67	(91.67)	100.00	100.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	687.50	(687.50)	750.00	750.00	0.00%
531320	SAFETY SUPPLIES	151.82	-	151.82	-	(151.82)	
533221	WATER	294.67	366.67	(72.00)	400.00	105.33	73.67%
533222	ELECTRIC	5,777.04	5,500.00	277.04	6,000.00	222.96	96.28%
533223	SEWER	294.74	527.08	(232.34)	575.00	280.26	51.26%
533224	NATURAL GAS	954.73	4,125.00	(3,170.27)	4,500.00	3,545.27	21.22%
533225	TELEPHONE & FAX	3,022.52	3,116.67	(94.15)	3,400.00	377.48	88.90%
533235	STORM WATER UTILITY	164.89	215.42	(50.53)	235.00	70.11	70.17%
533236	WIRELESS INTERNET	2,006.67	3,666.67	(1,660.00)	4,000.00	1,993.33	50.17%
535242	MAINTAIN MACHINERY & EQUIP	5,962.75	1,375.00	4,587.75	1,500.00	(4,462.75)	397.52%
535246	BUILDING SERVICE & MAINT	1,389.59	4,583.33	(3,193.74)	5,000.00	3,610.41	27.79%
535247	BLDG REPAIR & MAINT	-	2,291.67	(2,291.67)	2,500.00	2,500.00	0.00%
535297	REFUSE COLLECTION	490.27	435.42	54.85	475.00	(15.27)	103.21%
571003	HOUSEKEEPING	2,200.00	2,016.67	183.33	2,200.00	-	100.00%
571008	MIS OVERHEAD ALLOCATION	(108,958.53)	(142,899.17)	33,940.64	(155,890.00)	(46,931.47)	69.89%
591519	OTHER INSURANCE	193.60	220.00	(26.40)	240.00	46.40	80.67%
594810	CAP EQUIPMENT	22,848.60	22,916.67	(68.07)	25,000.00	2,151.40	91.39%
594813	CAP OFC EQUIP	-	18,333.33	(18,333.33)	20,000.00	20,000.00	0.00%

Totals		10,958.28	-	10,958.28	-	(10,958.28)	#DIV/0!
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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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691100	OPER REV ADJUST	-	41,250.00	(41,250.00)	45,000.00	45,000.00	0.00%
691200	CAP REV ADJUST	-	(41,250.00)	41,250.00	(45,000.00)	(45,000.00)	0.00%

Totals		-	-	-	-	-	-
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Total Business Unit		10,958.28	-	10,958.28	-	(10,958.28)	
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MIS  
8520 IP Telephone

Date Ran 12/21/2016  
Period 11  
Year 2016

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474190	IP-TELEPHONY BILLED	(128,603.53)	(128,607.42)	3.89	(140,299.00)	(11,695.47)	91.66%
<b>Totals</b>		<b>(128,603.53)</b>	<b>(128,607.42)</b>	<b>3.89</b>	<b>(140,299.00)</b>	<b>(11,695.47)</b>	<b>91.66%</b>

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	-	4,061.75	(4,061.75)	4,431.00	4,431.00	0.00%
511210	WAGES-REGULAR	21,421.45	21,689.25	(267.80)	23,661.00	2,239.55	90.53%
511220	WAGES-OVERTIME	-	494.08	(494.08)	539.00	539.00	0.00%
511230	WAGES-REGULAR OVERTIME	-	17.42	(17.42)	19.00	19.00	0.00%
511380	WAGES-BEREAVEMENT	153.16	-	153.16	-	(153.16)	
512141	SOCIAL SECURITY	1,602.17	1,969.00	(366.83)	2,148.00	545.83	74.59%
512142	RETIREMENT (EMPLOYER)	1,424.04	1,733.42	(309.38)	1,891.00	466.96	75.31%
512144	HEALTH INSURANCE	7,962.07	9,000.75	(1,038.68)	9,819.00	1,856.93	81.09%
512145	LIFE INSURANCE	6.31	8.25	(1.94)	9.00	2.69	70.11%
512173	DENTAL INSURANCE	473.17	544.50	(71.33)	594.00	120.83	79.66%
521220	CONSULTANT	2,988.50	14,666.67	(11,678.17)	16,000.00	13,011.50	18.68%
521296	COMPUTER SUPPORT	21,879.22	24,590.50	(2,711.28)	26,826.00	4,946.78	81.56%
531303	COMPUTER EQUIPMT & SOFTWA	-	916.67	(916.67)	1,000.00	1,000.00	0.00%
531312	OFFICE SUPPLIES	-	206.25	(206.25)	225.00	225.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	183.33	(183.33)	200.00	200.00	0.00%
532325	REGISTRATION	-	916.67	(916.67)	1,000.00	1,000.00	0.00%
532332	MILEAGE	-	45.83	(45.83)	50.00	50.00	0.00%
535242	MAINTAIN MACHINERY & EQUIP	2,993.75	5,958.33	(2,964.58)	6,500.00	3,506.25	46.06%
591519	OTHER INSURANCE	330.44	354.75	(24.31)	387.00	56.56	85.39%
594810	CAP EQUIPMENT	-	41,250.00	(41,250.00)	45,000.00	45,000.00	0.00%
594818	CAP COMPUTER	-	13,750.00	(13,750.00)	15,000.00	15,000.00	0.00%
<b>Totals</b>		<b>61,234.28</b>	<b>142,357.42</b>	<b>(81,123.14)</b>	<b>155,299.00</b>	<b>94,064.72</b>	<b>39.43%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
691100	OPER REV ADJUST	-	41,250.00	(41,250.00)	45,000.00	45,000.00	0.00%
691200	CAP REV ADJUST	-	(41,250.00)	41,250.00	(45,000.00)	(45,000.00)	0.00%
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Business Unit</b>		<b>(67,369.25)</b>	<b>13,750.00</b>	<b>(81,119.25)</b>	<b>15,000.00</b>	<b>82,369.25</b>	

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451002	PRIVATE PARTY PHOTOCOPY	(1,536.53)	(1,283.33)	(253.20)	(1,400.00)	136.53	109.75%
472003	MUNICIPALITY COPIES & PRINTIN	(318.59)	(504.17)	185.58	(550.00)	(231.41)	57.93%
474180	MIS BILLED	(28,788.98)	(28,790.67)	1.69	(31,408.00)	(2,619.02)	91.66%
474200	COPYING & PRINTING INTERDEPA	(35,584.60)	(25,666.67)	(9,917.93)	(28,000.00)	7,584.60	127.09%
<b>Totals</b>		<b>(66,228.70)</b>	<b>(56,244.83)</b>	<b>(9,983.87)</b>	<b>(61,358.00)</b>	<b>4,870.70</b>	<b>107.94%</b>

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511210	WAGES-REGULAR	11,290.86	14,662.08	(3,371.22)	15,995.00	4,704.14	70.59%
511310	WAGES-SICK LEAVE	243.60	-	243.60	-	(243.60)	
511320	WAGES-VACATION PAY	479.08	-	479.08	-	(479.08)	
511340	WAGES-HOLIDAY PAY	828.24	-	828.24	-	(828.24)	
511380	WAGES-BEREAVEMENT	211.12	-	211.12	-	(211.12)	
512141	SOCIAL SECURITY	965.50	1,056.00	(90.50)	1,152.00	186.50	83.81%
512142	RETIREMENT (EMPLOYER)	861.38	968.00	(106.62)	1,056.00	194.62	81.57%
512144	HEALTH INSURANCE	8,270.65	7,854.92	415.73	8,569.00	298.35	96.52%
512145	LIFE INSURANCE	3.65	3.67	(0.02)	4.00	0.35	91.25%
512150	FSA CONTRIBUTION	120.00	-	120.00	-	(120.00)	
512173	DENTAL INSURANCE	499.00	474.83	24.17	518.00	19.00	96.33%
531298	UNITED PARCEL SERVICE UPS	3.92	18.33	(14.41)	20.00	16.08	19.60%
531311	POSTAGE & BOX RENT	0.48	9.17	(8.69)	10.00	9.52	4.80%
531312	OFFICE SUPPLIES	9,123.03	9,166.67	(43.64)	10,000.00	876.97	91.23%
531314	SMALL ITEMS OF EQUIPMENT	500.00	458.33	41.67	500.00	-	100.00%
531349	OTHER OPERATING EXPENSES	160.07	320.83	(160.76)	350.00	189.93	45.73%
532332	MILEAGE	48.60	36.67	11.93	40.00	(8.60)	121.50%
533225	TELEPHONE & FAX	15.28	82.50	(67.22)	90.00	74.72	16.98%
535242	MAINTAIN MACHINERY & EQUIP	2,283.43	4,583.33	(2,299.90)	5,000.00	2,716.57	45.67%
535252	PRINTING EQUIP MAINTENANCE	11,174.86	13,291.67	(2,116.81)	14,500.00	3,325.14	77.07%
571004	IP TELEPHONY ALLOCATION	181.50	181.50	-	198.00	16.50	91.67%
571009	MIS PC GROUP ALLOCATION	2,645.50	2,645.50	-	2,886.00	240.50	91.67%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	350.13	350.17	(0.04)	382.00	31.87	91.66%
591519	OTHER INSURANCE	76.36	80.67	(4.31)	88.00	11.64	86.77%
<b>Totals</b>		<b>50,336.24</b>	<b>56,244.83</b>	<b>(5,908.59)</b>	<b>61,358.00</b>	<b>11,021.76</b>	<b>82.04%</b>

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
<b>Totals</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Total Business Unit</b>		<b>(15,892.46)</b>	<b>-</b>	<b>(15,892.46)</b>	<b>-</b>	<b>15,892.46</b>	