

Infrastructure Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 202
Jefferson WI 53549

Wednesday, May 3, 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. 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. Communications
7. Approval of the April 11, 2017 Joint Highway & Infrastructure Committee meeting minutes
8. Approval of the April 11, 2017 Infrastructure Committee meeting minutes
9. Update on the outdoor space plan
10. Update on the restroom remodeling
11. Update on Highway Satellite Facilities
12. Report on courthouse parking plan
13. Discussion and possible action on judicial parking
14. Financial Reports (March)
 - a. Central Services
 - b. Management Information Systems (MIS)
15. Discuss future meeting schedule. Set next meeting date (June 7, 2017)
16. Discuss potential agenda items for the Committee's next meeting
17. Tour of Courthouse – South End
18. 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 HIGHWAY
COMMITTEE & INFRASTRUCTURE
COMMITTEE JOINT MEETING
MINUTES**

Tuesday, April 11, 2017

The Jefferson County Highway Committee and Infrastructure Committee met on Tuesday, April 11, 2017 for a joint meeting at the Jefferson County Courthouse, Room 202.

ROLL OF THE HIGHWAY & INFRASTRUCTURE COMMITTEES:

Members Present: Ron Buchanan, Mike Kelly, Blane Poulson, Don Reese
Glen Borland, Greg David, Dick Jones, John Kannard, Laura Payne

Members Excused: Jim Braughler

Also Present: Jim Schroeder, County Board Chair
William Kern, Highway Commissioner Ben Wehmeier, County Administrator
Brian Udovich, Operations Manager
John Kueny, Kueny Architects LLC

Purpose of the meeting was to discuss and take possible action on bids for the Highway Department Satellite Shops.

PUBLIC COMMENT

- NONE

HIGHWAY & INFRASTRUCTURE COMMITTEE MINUTES: The minutes from the February 1, 2016 Highway Committee/Infrastructure Committee joint meeting, having been distributed in advance.

Moved by Buchanan and seconded by Kelly from the Highway Committee to approve the minutes as printed. Motion Carried.

Moved by David and seconded by Borland from the Infrastructure Committee to approve the minutes as printed. Motion Carried. (Payne Abstained)

Communications

- Jefferson County Highways 2015-16 Maintenance Sections
- Main Shop & Satellite Shop Coverage

Discussion and possible action on Bids for Highway Satellite Shop

Three bids were received. KSW Construction, Verona, WI was the low bidder both times. The base bid without utilities, site work & paving for the Lake Mills site is \$799,320. The base bid without utilities, site work & paving for the Concord site is \$687,249. Kern discussed the work he has planned with the DOT on revised route plans for the satellite shops. Appraisals have been done on the Waterloo and Ixonia satellite locations. The townships may be interested in purchasing these properties. Wehmeier discussed the financing options. He is comfortable allocating \$200,000 per site using current resources, with the understanding that any funds from selling other site properties would go back in to that account.

It was moved by Jones and seconded by Borland, from the Infrastructure Committee, to accept the bid from KSW Construction, Verona, WI in the amount of \$1,590,084 for the Concord and Lake Mills Satellite Facilities. AYES-4 Motion Carried. (Kannard Opposed).

It was moved by Poulson and seconded by Buchanan, from the Highway Committee, to accept the bid from KSW Construction, Verona, WI in the amount of \$1,590,084 for the Concord and Lake Mills Satellite Facilities. AYES-All Motion Carried.

It was moved by Poulson and seconded by Buchanan, from the Highway Committee, to adjourn at 11:49 a.m.

It was moved by Jones and seconded by Borland, from the Infrastructure Committee, to adjourn at 11:49 a.m.

**Jefferson County Board
Committee Minutes
April 11, 2017
Infrastructure Committee**

1. **Call to order**
Meeting was called to order by David at 12:00 p.m.
2. **Roll call of Committee Members**
Greg David, Dick Jones, John Kannard, Glen Borland and Laura Payne
Others Present: Ben Wehmeier, County Administrator, Mark Miller, Central Services Supervisor
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**
None
5. **Public Comment**
None
6. **Communications**
None
7. **Approval of the March 14, 2017 Infrastructure Committee meeting minutes**
Motion by Kannard; Second by Payne to approve the March 14, 2017 Infrastructure Committee meeting minutes as presented. (Ayes -3, Jones Abstained) Motion Carried.
8. **Update on the outdoor space plan**
Wehmeier said that Parks and Central Services staff are finalizing the outdoor space plan. David would like the tree to be saved if possible. No action taken.
9. **Update on restroom remodeling**
Two bathroom plan options were provided for review. The plans include options for expansion of the employee break room and also a family bathroom. David suggested revisions to the plans. Staff will look into revising the plan to see if it would remain ADA compliant.

Motion by Kannard; Second by Payne to accept Design L with possible modifications. (Ayes-All) Motion Carried.
10. **Discussion and possible action on courthouse parking areas**
Wehmeier said that after the last Infrastructure Committee meeting there was a motion to create 5 4-hour spots, 8 judicial spots and 25-30 short term parking spots. US Marshalls have recommended that the county provide secure parking for judicial staff which may include a gate and fencing around their current parking area. After much discussion and debate the committee will look into the cost of accommodating secure parking for judicial staff, but there is a limit to what they will support. No action taken.

Schroeder questioned the committee's decision to create 5 4-hour parking spots because there is a perception that these spots are being created for use by County Board members to attend meetings. A drawing of the proposed reserved parking was passed around for review.

Motion by David; Second by Borland to relocate the 5 4-hour parking spots. Motion withdrawn.

Motion by Jones; Second by Payne to eliminate the 5 4-hour spots and add 1 and 2 hour spots. (Ayes-4 Kannard Opposed) Motion Carried.
11. **Financial Reports (January & February)**
Financial Reports for Central Services and Management Information Systems (MIS) were provided for review. No action taken.
12. **Discuss future meeting schedule. Set next meeting date (May 3, 2017)**

13. Discuss potential agenda items for the Committee's next meeting

- Report on courthouse parking plan
- Discussion and possible action on judicial parking
- Update on restroom remodeling
- Update on outdoor space plan
- Update on Highway Satellite Facilities

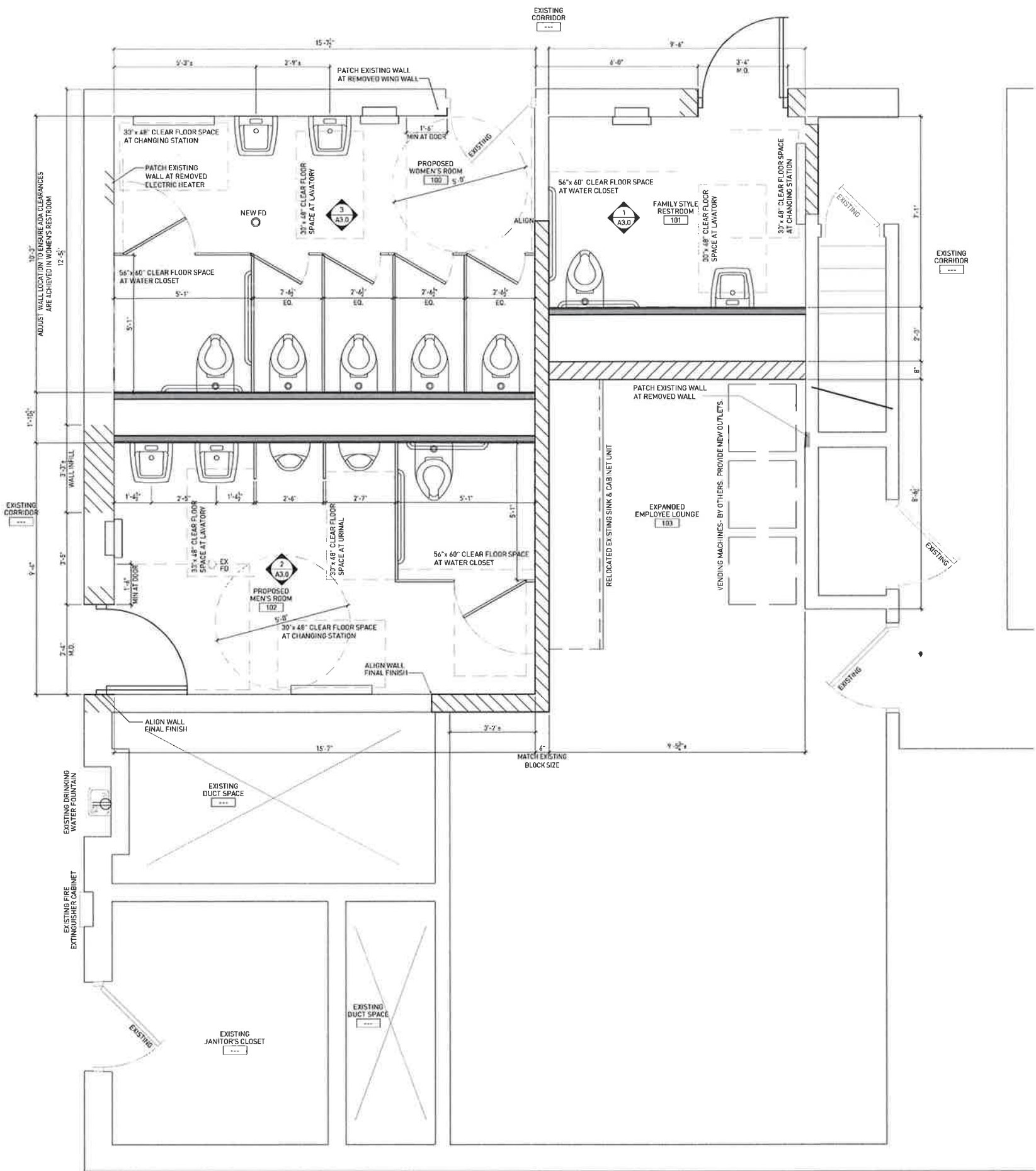
11. Tour of Courthouse – South End

The committee postponed their tour.

14. Adjourn

Motion by Kannard; Second by Payne to adjourn at 1:29 p.m. (Ayes – All) Motion Carried.

DRAFT



FLOOR PLAN - GENERAL NOTES

- A. DIMENSIONS ON FLOOR PLAN ARE BASED ON FACE OF FINISHED WALL TO FACE OF FINISHED WALL (NOMINAL).
- B. VERIFY ALL DIMENSIONS AND CONDITIONS AT JOB SITE.
- C. MAINTAIN CONTINUOUS UTILITY SERVICE TO ALL SPACES IN THE BUILDING NOT AFFECTED BY THIS WORK. COORDINATE WITH OWNER ANY DISRUPTION IN SERVICES REQUIRED TO PERFORM WORK OR TO MODIFY EXISTING PIPING, DUCTWORK OR ANY ASSOCIATED EQUIPMENT.
- D. REFER TO SHEET A10.1 FOR ROOM FINISH SCHEDULE, MATERIALS SCHEDULE, AND NOTES NOT USED.
- E. PATCH ALL EXISTING WALL SURFACES WHERE EXISTING WALL MOUNTED ITEMS ARE REMOVED.
- F. ALL EXTERIOR WINDOWS IN WORK AREA TO RECEIVE BLACK OUT ROLLER SHADES.

INTERIOR PARTITION TYPE SCHEDULE (PRT-X)

- PRT-1 NOMINAL THICKNESS CONCRETE MASONRY UNITS AS INDICATED ON FLOOR PLANS. EXTEND CONCRETE MASONRY UNITS TO DECK ABOVE.
- PRT-2 5/8" DENSGLASS (OR EQUAL) GYPSUM BOARD ON (1) SIDE OF 2 1/2" STEEL STUDS. EXTEND STEEL STUDS AND GYPSUM BOARD TO DECK ABOVE.

INTERIOR PARTITION TYPE SCHEDULE - GENERAL NOTES

- A. DIMENSIONS OF PARTITIONS ON FLOOR PLAN ARE BASED ON FACE OF FINISHED PARTITION TO FACE OF FINISHED PARTITION (NOMINAL).
- B. REFER TO SPECIFICATION SECTION 09 29 00 - GYPSUM BOARD FOR SPECIFIC LOCATIONS AND TYPE OF GYPSUM BOARD REQUIRED.
- C. PROVIDE TYPE "X" FIRE RATED GYPSUM BOARD AT ALL FIRE RATED GYPSUM BOARD PARTITIONS.
- D. SEAL ALL WALL PENETRATIONS AT PERIMETER AND FIRESTOP ALL FIRE RATED PARTITIONS.
- E. EXTEND ALL GYPSUM BOARD PARTITIONS A AND FURRING FULL HEIGHT TO UNDERSIDE OF DECK ABOVE.

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Jefferson County Courthouse
Second Floor Restroom Renovations
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Jefferson, WI 53XXX

REVISIONS

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SET TYPE
Design Development Set

BARRIENTOS DESIGN PROJECT NUMBER
50789

DATE
04-14-2017

SHEET TITLE
PROPOSED SECOND FLOOR RESTROOM PLAN

SHEET

2 PROPOSED SECOND FLOOR RESTROOM PLAN
1/2" = 1'-0"

A1.0

#14a

Central Services
1901Date Ran 4/21/2017
Period 3
Year 2017

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(169,424.76)	(169,424.75)	(0.01)	(677,699.00)	(508,274.24)	25.00%
474009	HOUSEKEEPING SERVICES	-	(550.00)	550.00	(2,200.00)	(2,200.00)	0.00%
483002	MISC SALE/MATERIAL & SUPPLY	-	(100.00)	100.00	(400.00)	(400.00)	0.00%
486001	VENDING COMMISSION	(146.78)	(287.50)	140.72	(1,150.00)	(1,003.22)	12.76%
Totals		(169,571.54)	(170,362.25)	790.71	(681,449.00)	(511,877.46)	24.88%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	17,050.02	20,896.75	(3,846.73)	83,587.00	66,536.98	20.40%
511210	WAGES-REGULAR	43,350.97	48,230.50	(4,879.53)	192,922.00	149,571.03	22.47%
511220	WAGES-OVERTIME	1,210.34	661.00	549.34	2,644.00	1,433.66	45.78%
511290	WAGES-OTHER WAGES	1,140.00	1,290.00	(150.00)	5,160.00	4,020.00	22.09%
511310	WAGES-SICK LEAVE	1,816.61	-	1,816.61	-	(1,816.61)	
511320	WAGES-VACATION PAY	3,494.76	-	3,494.76	-	(3,494.76)	
511330	WAGES-LONGEVITY PAY	-	231.25	(231.25)	925.00	925.00	0.00%
511340	WAGES-HOLIDAY PAY	1,218.64	-	1,218.64	-	(1,218.64)	
511350	WAGES-MISCELLANEOUS(COMP)	247.82	-	247.82	-	(247.82)	
511380	WAGES-BEREAVEMENT	251.36	-	251.36	-	(251.36)	
512141	SOCIAL SECURITY	5,268.69	5,385.50	(116.81)	21,542.00	16,273.31	24.46%
512142	RETIREMENT (EMPLOYER)	4,592.23	4,644.50	(52.27)	18,578.00	13,985.77	24.72%
512144	HEALTH INSURANCE	13,212.39	18,867.50	(5,655.11)	75,470.00	62,257.61	17.51%
512145	LIFE INSURANCE	32.07	25.75	6.32	103.00	70.93	31.14%
512150	FSA CONTRIBUTION	875.00	281.25	593.75	1,125.00	250.00	77.78%
512173	DENTAL INSURANCE	994.40	1,188.00	(193.60)	4,752.00	3,757.60	20.93%
512390	SAFETY EQUIPMENT	-	50.00	(50.00)	200.00	200.00	0.00%
521219	OTHER PROFESSIONAL SERV	2,803.82	-	2,803.82	-	(2,803.82)	
521296	COMPUTER SUPPORT	-	100.00	(100.00)	400.00	400.00	0.00%
529170	GROUNDS KEEPING CHARGES	971.14	1,864.25	(893.11)	7,457.00	6,485.86	13.02%
529299	PURCHASE CARE & SERVICES	-	1,250.00	(1,250.00)	5,000.00	5,000.00	0.00%
531008	HAZARD RECYCLE CHARGES	-	125.00	(125.00)	500.00	500.00	0.00%
531298	UNITED PARCEL SERVICE UPS	-	250.00	(250.00)	1,000.00	1,000.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	9,106.00	2,287.50	6,818.50	9,150.00	44.00	99.52%
531312	OFFICE SUPPLIES	127.38	75.00	52.38	300.00	172.62	42.46%
531314	SMALL ITEMS OF EQUIPMENT	49.26	250.00	(200.74)	1,000.00	950.74	4.93%
531320	SAFETY SUPPLIES	5.97	25.00	(19.03)	100.00	94.03	5.97%
531326	ADVERTISING	175.00	50.00	125.00	200.00	25.00	87.50%
531351	GAS/DIESEL	177.83	375.00	(197.17)	1,500.00	1,322.17	11.86%
532332	MILEAGE	1.80	-	1.80	-	(1.80)	
533221	WATER	1,243.04	1,300.00	(56.96)	5,200.00	3,956.96	23.90%
533222	ELECTRIC	23,671.19	24,225.00	(553.81)	96,900.00	73,228.81	24.43%
533223	SEWER	1,189.55	1,125.00	64.55	4,500.00	3,310.45	26.43%
533224	NATURAL GAS	9,495.26	3,500.00	5,995.26	14,000.00	4,504.74	67.82%
533225	TELEPHONE & FAX	229.75	275.00	(45.25)	1,100.00	870.25	20.89%
533235	STORM WATER UTILITY	478.37	410.00	68.37	1,640.00	1,161.63	29.17%
535239	STREET REPAIR & MAINT	-	375.00	(375.00)	1,500.00	1,500.00	0.00%
535246	BUILDING SERVICE & MAINT	21,013.00	10,750.00	10,263.00	43,000.00	21,987.00	48.87%
535247	BLDG REPAIR & MAINT	4,078.84	5,425.00	(1,346.16)	21,700.00	17,621.16	18.80%
535297	REFUSE COLLECTION	344.00	465.00	(121.00)	1,860.00	1,516.00	18.49%
535344	HOUSEHOLD & JANITORIAL SUPP	2,640.64	2,875.00	(234.36)	11,500.00	8,859.36	22.96%
535349	OTHER SUPPLIES	1,454.70	2,125.00	(670.30)	8,500.00	7,045.30	17.11%
535353	MACHINERY & EQUIP PARTS	2,564.74	2,375.00	189.74	9,500.00	6,935.26	27.00%
535354	PAINT	32.96	525.00	(492.04)	2,100.00	2,067.04	1.57%
535355	PLUMBING & ELECTRICAL	1,277.03	1,500.00	(222.97)	6,000.00	4,722.97	21.28%
535452	GREEN INITIATIVES	-	1,250.00	(1,250.00)	5,000.00	5,000.00	0.00%
536531	LAND RENT & LEASE	1,800.00	450.00	1,350.00	1,800.00	-	100.00%
571004	IP TELEPHONY ALLOCATION	102.75	102.75	-	411.00	308.25	25.00%
571005	DUPLICATING ALLOCATION	0.24	-	0.24	-	(0.24)	
571009	MIS PC GROUP ALLOCATION	1,231.74	1,231.75	(0.01)	4,927.00	3,695.26	25.00%

571010	MIS SYSTEMS GRP ALLOC(ISIS)	1,584.24	1,584.25	(0.01)	6,337.00	4,752.76	25.00%
591519	OTHER INSURANCE	4,156.52	3,839.75	316.77	15,359.00	11,202.48	27.06%
594820	CAP OTHER	-	8,750.00	(8,750.00)	35,000.00	35,000.00	0.00%
594822	CAP IMPRV BLDG	-	71,000.00	(71,000.00)	284,000.00	284,000.00	0.00%

Totals		186,762.06	253,862.25	(67,100.19)	1,015,449.00	828,686.94	18.39%
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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		17,190.52	83,500.00	(66,309.48)	334,000.00	316,809.48	
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#146

MIS
8501 PC Group

Date Ran 4/21/2017
Period 3
Year 2017

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(26,750.01)	(26,750.00)	(0.01)	(107,000.00)	(80,249.99)	25.00%
474180	MIS BILLED	(166,533.00)	(166,533.00)	-	(666,132.00)	(499,599.00)	25.00%
Totals		(193,283.01)	(193,283.00)	(0.01)	(773,132.00)	(579,848.99)	25.00%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	17,589.36	21,256.75	(3,667.39)	85,027.00	67,437.64	20.69%
511210	WAGES-REGULAR	15,772.16	33,261.25	(17,489.09)	133,045.00	117,272.84	11.85%
511220	WAGES-OVERTIME	150.30	380.00	(229.70)	1,520.00	1,369.70	9.89%
511290	WAGES-OTHER WAGES	-	962.50	(962.50)	3,850.00	3,850.00	0.00%
511310	WAGES-SICK LEAVE	4,006.43	-	4,006.43	-	(4,006.43)	
511320	WAGES-VACATION PAY	1,560.60	-	1,560.60	-	(1,560.60)	
511330	WAGES-LONGEVITY PAY	-	155.25	(155.25)	621.00	621.00	0.00%
511340	WAGES-HOLIDAY PAY	1,094.41	-	1,094.41	-	(1,094.41)	
511350	WAGES-MISCELLANEOUS(COMP)	1,363.28	-	1,363.28	-	(1,363.28)	
512141	SOCIAL SECURITY	3,090.79	4,168.00	(1,077.21)	16,672.00	13,581.21	18.54%
512142	RETIREMENT (EMPLOYER)	2,824.52	3,809.00	(984.48)	15,236.00	12,411.48	18.54%
512144	HEALTH INSURANCE	10,147.48	11,337.50	(1,190.02)	45,350.00	35,202.52	22.38%
512145	LIFE INSURANCE	26.51	21.00	5.51	84.00	57.49	31.56%
512150	FSA CONTRIBUTION	612.50	153.25	459.25	613.00	0.50	99.92%
512173	DENTAL INSURANCE	546.19	661.50	(115.31)	2,646.00	2,099.81	20.64%
521220	CONSULTANT	46,636.66	8,750.00	37,886.66	35,000.00	(11,636.66)	133.25%
521296	COMPUTER SUPPORT	91,912.97	26,181.00	65,731.97	104,724.00	12,811.03	87.77%
531243	FURNITURE & FURNISHINGS	-	250.00	(250.00)	1,000.00	1,000.00	0.00%
531301	OFFICE EQUIPMENT	-	75.00	(75.00)	300.00	300.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	(280.02)	2,375.00	(2,655.02)	9,500.00	9,780.02	-2.95%
531312	OFFICE SUPPLIES	2,074.61	1,000.00	1,074.61	4,000.00	1,925.39	51.87%
531313	PRINTING & DUPLICATING	59.00	25.00	34.00	100.00	41.00	59.00%
531314	SMALL ITEMS OF EQUIPMENT	-	75.00	(75.00)	300.00	300.00	0.00%
531322	SUBSCRIPTIONS	-	75.00	(75.00)	300.00	300.00	0.00%
531324	MEMBERSHIP DUES	-	12.50	(12.50)	50.00	50.00	0.00%
532325	REGISTRATION	-	250.00	(250.00)	1,000.00	1,000.00	0.00%
532332	MILEAGE	17.69	125.00	(107.31)	500.00	482.31	3.54%
532335	MEALS	-	25.00	(25.00)	100.00	100.00	0.00%
532336	LODGING	-	50.00	(50.00)	200.00	200.00	0.00%
532350	TRAINING MATERIALS	-	4,000.00	(4,000.00)	16,000.00	16,000.00	0.00%
533228	INTERNET	7,995.60	6,132.50	1,863.10	24,530.00	16,534.40	32.60%
535242	MAINTAIN MACHINERY & EQUIP	2,893.96	3,750.00	(856.04)	15,000.00	12,106.04	19.29%
535355	PLUMBING & ELECTRICAL	-	250.00	(250.00)	1,000.00	1,000.00	0.00%
571004	IP TELEPHONY ALLOCATION	445.74	445.75	(0.01)	1,783.00	1,337.26	25.00%
571008	MIS OVERHEAD ALLOCATION	12,881.68	36,194.00	(23,312.32)	144,776.00	131,894.32	8.90%
591519	OTHER INSURANCE	237.24	301.25	(64.01)	1,205.00	967.76	19.69%
593014	CREDIT CARD FEES	-	25.00	(25.00)	100.00	100.00	0.00%
594810	CAP EQUIPMENT	-	26,750.00	(26,750.00)	107,000.00	107,000.00	0.00%
594820	CAP OTHER	19,550.66	10,750.00	8,800.66	43,000.00	23,449.34	45.47%
Totals		243,210.32	204,033.00	39,177.32	816,132.00	572,921.68	29.80%

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	-	-	-	-	-
Total Business Unit	49,927.31	10,750.00	39,177.31	43,000.00	(6,927.31)

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451200	RECORDS & REPORTS	(325.00)	(500.00)	175.00	(2,000.00)	(1,675.00)	16.25%
474180	MIS BILLED	(129,184.74)	(129,185.50)	0.76	(516,742.00)	(387,557.26)	25.00%
Totals		(129,509.74)	(129,685.50)	175.76	(518,742.00)	(389,232.26)	24.97%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	37,666.20	41,210.00	(3,543.80)	164,840.00	127,173.80	22.85%
511210	WAGES-REGULAR	4,235.43	6,779.00	(2,543.57)	27,116.00	22,880.57	15.62%
511220	WAGES-OVERTIME	-	92.25	(92.25)	369.00	369.00	0.00%
511310	WAGES-SICK LEAVE	509.61	-	509.61	-	(509.61)	
511320	WAGES-VACATION PAY	2,925.54	-	2,925.54	-	(2,925.54)	
511330	WAGES-LONGEVITY PAY	-	158.25	(158.25)	633.00	633.00	0.00%
511340	WAGES-HOLIDAY PAY	1,212.88	-	1,212.88	-	(1,212.88)	
512141	SOCIAL SECURITY	3,509.86	3,608.50	(98.64)	14,434.00	10,924.14	24.32%
512142	RETIREMENT (EMPLOYER)	3,165.43	3,280.25	(114.82)	13,121.00	9,955.57	24.12%
512144	HEALTH INSURANCE	10,114.78	11,661.50	(1,546.72)	46,646.00	36,531.22	21.68%
512145	LIFE INSURANCE	26.75	26.00	0.75	104.00	77.25	25.72%
512150	FSA CONTRIBUTION	630.00	157.50	472.50	630.00	-	100.00%
512173	DENTAL INSURANCE	497.82	680.50	(182.68)	2,722.00	2,224.18	18.29%
521220	CONSULTANT	-	750.00	(750.00)	3,000.00	3,000.00	0.00%
521296	COMPUTER SUPPORT	-	875.00	(875.00)	3,500.00	3,500.00	0.00%
531303	COMPUTER EQUIPMT & SOFTWA	8,482.00	2,250.00	6,232.00	9,000.00	518.00	94.24%
531312	OFFICE SUPPLIES	1,458.15	625.00	833.15	2,500.00	1,041.85	58.33%
531322	SUBSCRIPTIONS	-	43.75	(43.75)	175.00	175.00	0.00%
531324	MEMBERSHIP DUES	175.00	112.50	62.50	450.00	275.00	38.89%
532325	REGISTRATION	1,250.00	600.00	650.00	2,400.00	1,150.00	52.08%
532332	MILEAGE	-	25.00	(25.00)	100.00	100.00	0.00%
532334	COMMERCIAL TRAVEL	-	100.00	(100.00)	400.00	400.00	0.00%
532335	MEALS	-	62.50	(62.50)	250.00	250.00	0.00%
532336	LODGING	-	375.00	(375.00)	1,500.00	1,500.00	0.00%
532339	OTHER TRAVEL & TOLLS	-	25.00	(25.00)	100.00	100.00	0.00%
532350	TRAINING MATERIALS	-	125.00	(125.00)	500.00	500.00	0.00%
535242	MAINTAIN MACHINERY & EQUIP	19,073.74	19,032.00	41.74	76,128.00	57,054.26	25.05%
571004	IP TELEPHONY ALLOCATION	480.00	480.00	-	1,920.00	1,440.00	25.00%
571008	MIS OVERHEAD ALLOCATION	12,881.67	36,194.00	(23,312.33)	144,776.00	131,894.33	8.90%
591519	OTHER INSURANCE	283.32	357.00	(73.68)	1,428.00	1,144.68	19.84%
Totals		108,578.18	129,685.50	(21,107.32)	518,742.00	410,163.82	20.93%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	-
Total Business Unit		(20,931.56)	-	(20,931.56)	-	20,931.56	

MIS
8503 Programming Special

Date Ran 4/21/2017
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Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474099	DEPT CAP PROGRAM CHARGES	(28,650.75)	(28,650.75)	-	(114,603.00)	(85,952.25)	25.00%
Totals		(28,650.75)	(28,650.75)	-	(114,603.00)	(85,952.25)	25.00%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511210	WAGES-REGULAR	17,980.37	18,566.25	(585.88)	74,265.00	56,284.63	24.21%
511220	WAGES-OVERTIME	-	92.25	(92.25)	369.00	369.00	0.00%
511310	WAGES-SICK LEAVE	675.01	-	675.01	-	(675.01)	
511320	WAGES-VACATION PAY	1,374.68	-	1,374.68	-	(1,374.68)	
511340	WAGES-HOLIDAY PAY	203.68	-	203.68	-	(203.68)	
512141	SOCIAL SECURITY	1,492.33	1,379.25	113.08	5,517.00	4,024.67	27.05%
512142	RETIREMENT (EMPLOYER)	1,375.88	1,268.75	107.13	5,075.00	3,699.12	27.11%
512144	HEALTH INSURANCE	6,330.46	6,848.75	(518.29)	27,395.00	21,064.54	23.11%
512145	LIFE INSURANCE	1.99	3.50	(1.51)	14.00	12.01	14.21%
512150	FSA CONTRIBUTION	370.00	92.50	277.50	370.00	-	100.00%
512173	DENTAL INSURANCE	402.18	399.50	2.68	1,598.00	1,195.82	25.17%
Totals		30,206.58	28,650.75	1,555.83	114,603.00	84,396.42	26.36%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	
Total Business Unit		1,555.83	-	1,555.83	-	(1,555.83)	

MIS
8510 Overhead

Date Ran 4/21/2017
Period 3
Year 2017

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
411100	GENERAL PROPERTY TAXES	(5,749.92)	(5,750.00)	0.08	(23,000.00)	(17,250.08)	25.00%
Totals		(5,749.92)	(5,750.00)	0.08	(23,000.00)	(17,250.08)	25.00%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
521220	CONSULTANT	1,080.00	1,250.00	(170.00)	5,000.00	3,920.00	21.60%
521296	COMPUTER SUPPORT	26,140.02	12,405.75	13,734.27	49,623.00	23,482.98	52.68%
529299	PURCHASE CARE & SERVICES	666.15	1,500.00	(833.85)	6,000.00	5,333.85	11.10%
531298	UNITED PARCEL SERVICE UPS	10.77	50.00	(39.23)	200.00	189.23	5.39%
531312	OFFICE SUPPLIES	-	50.00	(50.00)	200.00	200.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	125.00	(125.00)	500.00	500.00	0.00%
531320	SAFETY SUPPLIES	5.97	-	5.97	-	(5.97)	
533221	WATER	93.40	100.00	(6.60)	400.00	306.60	23.35%
533222	ELECTRIC	1,343.35	1,500.00	(156.65)	6,000.00	4,656.65	22.39%
533223	SEWER	77.00	143.75	(66.75)	575.00	498.00	13.39%
533224	NATURAL GAS	445.97	750.00	(304.03)	3,000.00	2,554.03	14.87%
533225	TELEPHONE & FAX	1,412.01	850.00	562.01	3,400.00	1,987.99	41.53%
533235	STORM WATER UTILITY	44.97	58.75	(13.78)	235.00	190.03	19.14%
533236	WIRELESS INTERNET	307.10	750.00	(442.90)	3,000.00	2,692.90	10.24%
535242	MAINTAIN MACHINERY & EQUIP	5,201.52	375.00	4,826.52	1,500.00	(3,701.52)	346.77%
535246	BUILDING SERVICE & MAINT	-	1,250.00	(1,250.00)	5,000.00	5,000.00	0.00%
535247	BLDG REPAIR & MAINT	-	500.00	(500.00)	2,000.00	2,000.00	0.00%
535297	REFUSE COLLECTION	133.71	125.00	8.71	500.00	366.29	26.74%
571003	HOUSEKEEPING	-	550.00	(550.00)	2,200.00	2,200.00	0.00%
571008	MIS OVERHEAD ALLOCATION	(25,763.35)	(72,388.00)	46,624.65	(289,552.00)	(263,788.65)	8.90%
591519	OTHER INSURANCE	43.77	54.75	(10.98)	219.00	175.23	19.99%
594810	CAP EQUIPMENT	-	55,750.00	(55,750.00)	223,000.00	223,000.00	0.00%
594813	CAP OFC EQUIP	-	5,000.00	(5,000.00)	20,000.00	20,000.00	0.00%
Totals		11,242.36	10,750.00	492.36	43,000.00	31,757.64	26.15%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	
Total Business Unit		5,492.44	5,000.00	492.44	20,000.00	14,507.56	

MIS
8520 IP Telephone

Date Ran 4/21/2017
Period 3
Year 2017

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
474190	IP-TELEPHONY BILLED	(24,206.76)	(24,206.75)	(0.01)	(96,827.00)	(72,620.24)	25.00%
Totals		(24,206.76)	(24,206.75)	(0.01)	(96,827.00)	(72,620.24)	25.00%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511110	SALARY-PERMANENT REGULAR	-	1,118.75	(1,118.75)	4,475.00	4,475.00	0.00%
511210	WAGES-REGULAR	6,134.80	6,131.00	3.80	24,524.00	18,389.20	25.02%
511220	WAGES-OVERTIME	-	139.75	(139.75)	559.00	559.00	0.00%
511310	WAGES-SICK LEAVE	58.65	-	58.65	-	(58.65)	
511330	WAGES-LONGEVITY PAY	-	4.75	(4.75)	19.00	19.00	0.00%
511340	WAGES-HOLIDAY PAY	187.68	-	187.68	-	(187.68)	
512141	SOCIAL SECURITY	471.31	543.25	(71.94)	2,173.00	1,701.69	21.69%
512142	RETIREMENT (EMPLOYER)	433.87	502.75	(68.88)	2,011.00	1,577.13	21.57%
512144	HEALTH INSURANCE	2,186.45	2,545.25	(358.80)	10,181.00	7,994.55	21.48%
512145	LIFE INSURANCE	1.78	2.25	(0.47)	9.00	7.22	19.78%
512150	FSA CONTRIBUTION	137.50	34.50	103.00	138.00	0.50	99.64%
512173	DENTAL INSURANCE	128.81	148.50	(19.69)	594.00	465.19	21.69%
521220	CONSULTANT	-	4,000.00	(4,000.00)	16,000.00	16,000.00	0.00%
521296	COMPUTER SUPPORT	24,538.28	6,700.50	17,837.78	26,802.00	2,263.72	91.55%
531303	COMPUTER EQUIPMT & SOFTWA	-	250.00	(250.00)	1,000.00	1,000.00	0.00%
531312	OFFICE SUPPLIES	-	56.25	(56.25)	225.00	225.00	0.00%
531314	SMALL ITEMS OF EQUIPMENT	-	50.00	(50.00)	200.00	200.00	0.00%
532325	REGISTRATION	-	250.00	(250.00)	1,000.00	1,000.00	0.00%
532332	MILEAGE	-	12.50	(12.50)	50.00	50.00	0.00%
535242	MAINTAIN MACHINERY & EQUIP	1,289.75	1,625.00	(335.25)	6,500.00	5,210.25	19.84%
591519	OTHER INSURANCE	75.09	91.75	(16.66)	367.00	291.91	20.46%
Totals		35,643.97	24,206.75	11,437.22	96,827.00	61,183.03	36.81%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	
Total Business Unit		11,437.21	-	11,437.21	-	(11,437.21)	

MIS
8525 Central Duplication

Date Ran 4/21/2017
Period 3
Year 2017

Revenues

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
451002	PRIVATE PARTY PHOTOCOPY	(138.92)	(350.00)	211.08	(1,400.00)	(1,261.08)	9.92%
472003	MUNICIPALITY COPIES & PRINTIN	(2.25)	(137.50)	135.25	(550.00)	(547.75)	0.41%
474180	MIS BILLED	(7,290.24)	(7,290.25)	0.01	(29,161.00)	(21,870.76)	25.00%
474200	COPYING & PRINTING INTERDEP/	(8,737.66)	(7,250.00)	(1,487.66)	(29,000.00)	(20,262.34)	30.13%
Totals		(16,169.07)	(15,027.75)	(1,141.32)	(60,111.00)	(43,941.93)	26.90%

Expenditures

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
511210	WAGES-REGULAR	3,356.79	4,148.00	(791.21)	16,592.00	13,235.21	20.23%
511320	WAGES-VACATION PAY	117.67	-	117.67	-	(117.67)	
511340	WAGES-HOLIDAY PAY	106.34	-	106.34	-	(106.34)	
512141	SOCIAL SECURITY	266.63	301.75	(35.12)	1,207.00	940.37	22.09%
512142	RETIREMENT (EMPLOYER)	243.49	282.00	(38.51)	1,128.00	884.51	21.59%
512144	HEALTH INSURANCE	2,099.06	2,221.25	(122.19)	8,885.00	6,785.94	23.62%
512145	LIFE INSURANCE	0.95	1.00	(0.05)	4.00	3.05	23.75%
512150	FSA CONTRIBUTION	120.00	30.00	90.00	120.00	-	100.00%
512173	DENTAL INSURANCE	125.59	129.50	(3.91)	518.00	392.41	24.25%
531298	UNITED PARCEL SERVICE UPS	-	5.00	(5.00)	20.00	20.00	0.00%
531311	POSTAGE & BOX RENT	-	2.50	(2.50)	10.00	10.00	0.00%
531312	OFFICE SUPPLIES	2,488.74	2,250.00	238.74	9,000.00	6,511.26	27.65%
531314	SMALL ITEMS OF EQUIPMENT	-	125.00	(125.00)	500.00	500.00	0.00%
531349	OTHER OPERATING EXPENSES	-	87.50	(87.50)	350.00	350.00	0.00%
532332	MILEAGE	-	10.00	(10.00)	40.00	40.00	0.00%
533225	TELEPHONE & FAX	5.23	22.50	(17.27)	90.00	84.77	5.81%
535242	MAINTAIN MACHINERY & EQUIP	312.82	1,000.00	(687.18)	4,000.00	3,687.18	7.82%
535252	PRINTING EQUIP MAINTENANCE	1,173.27	3,500.00	(2,326.73)	14,000.00	12,826.73	8.38%
571004	IP TELEPHONY ALLOCATION	34.26	34.25	0.01	137.00	102.74	25.01%
571009	MIS PC GROUP ALLOCATION	738.99	739.00	(0.01)	2,956.00	2,217.01	25.00%
571010	MIS SYSTEMS GRP ALLOC(ISIS)	116.25	116.25	-	465.00	348.75	25.00%
591519	OTHER INSURANCE	17.58	22.25	(4.67)	89.00	71.42	19.75%
Totals		11,323.66	15,027.75	(3,704.09)	60,111.00	48,787.34	18.84%

Other Financing Sources (Uses)

Acct Number	Description	YTD Actual	YTD Budget	Prorated Variance	Total Budget	Annual Remaining	Percentage Of Budget
Totals		-	-	-	-	-	
Total Business Unit		(4,845.41)	-	(4,845.41)	-	4,845.41	