

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

Date: Thursday, May 10, 2018

Time: 8:30 a.m.

Committee members:	Jones, Richard	Kutz, Russell
	Rinard, Amy	Jaeckel, George
	Nelan, Conor	

Note-these are estimated times for agenda items

1. Call to order (8:30 a.m.)
2. Roll call (establish a quorum) (8:30 a.m.)
3. Certification of compliance with the Open Meetings Law (8:30 a.m.)
4. Approval of the agenda (8:30 a.m.)
5. Election of Committee Chair, Vice Chair, and Secretary (8:30 a.m.)
6. Approval of Finance Committee minutes for April 12, 2018 (8:35 a.m.)
7. Communications (8:35 a.m.)
8. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time) (8:35 a.m.)
9. Overview of Open Meetings law (8:35 a.m.)
10. Introduction of policy oversight department heads (8:35 a.m.)
11. Discussion and possible action on out-of-state travel – Human Services Department (8:35 a.m.)
12. Discussion and possible action on elimination of vacant Child Support Specialist position from 2019 budget (8:35 a.m.)
13. Discussion and possible action on making County loans to Drainage Districts (8:40 a.m.)
14. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties (8:45 a.m.)
15. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties. (9:20 a.m.)
16. Reconvene in open session (9:20 a.m.)
17. Review of the financial statements and department update for February 2018-Finance Department. (9:35 a.m.)
18. Review of the financial statements and department update for February 2018-Treasurer Department. (9:35 a.m.)
19. Review of the financial statements and department update for February 2018-Child Support Department. (9:35 a.m.)
20. Discussion on 2018 projections of budget vs. actual revenues and expenditures. (9:40 a.m.)
21. Update on contingency fund balance (9:40 a.m.)
22. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities (9:45 a.m.)
23. Set future meeting schedule, next meeting date, and possible agenda items (9:45 a.m.)
24. Review of invoices (9:45 a.m.)
25. Adjourn (10:00 a.m.)

Next scheduled meetings: Thursday June 14, 2018, Regular Meeting
 Thursday July 12, 2018 Regular Meeting
 Thursday August 9, 2018 Regular Meeting
 Thursday September 13, 2018 Regular Meeting

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 at 920-674-7101 so appropriate arrangements can be made.

Jefferson County
Finance Committee Minutes
April 12, 2018

Committee members: Jones, Richard (Chair) Kutz, Russell
Rinard, Amy Hanneman, Jennifer
Jaeckel, George

1. **Call to order** – Richard Jones called the meeting to order at 8:30 a.m.
2. **Roll call (establish a quorum)** – Finance Committee members present were Richard Jones, George Jaeckel, Russel Kutz, Amy Rinard and Jennifer Hanneman. No other County Board members were present. Staff in attendance were Ben Wehmeier, Blair Ward, Stacey Jensen, John Rageth, Marc DeVries, and John Jensen. Members of the public present were Tammy Beaudin.
3. **Certification of compliance with the Open Meetings Law** – Wehmeier certified that the notice of the meeting complied with the Open Meetings Law.
4. **Approval of the agenda** - A motion was made by Rinard/Jaekel to approve the agenda as submitted. Motion passed 5-0.
5. **Approval of Finance Committee minutes for March 8, 2018.** A motion was made by Rinard/Kutz to approve the March 8, 2018 minutes. The motion passed 4-0 with Jones abstaining.
6. **Communications** – None.
7. **Public Comment** – Richard Jones thanked Jennifer Hanneman for her service on the Finance Committee and the Board of Supervisors.
8. **Discussion and possible action on out-of-state travel – Human Services Department** – DeVries presented the request of the Human Services Department to attend the Janet Reno Forum: Transforming Juvenile Justice Systems. Kathi Cauley has requested permission to send Rebecca Brown, Dominic Alvarez, Codi Papcke, Jessie Godek, and Katie Mannix to attend. All costs for attendance are funded by the Youth Innovation Grant from the Wisconsin Department of Children and Families. Motion made by Rinard/Kutz to approve the out-of-state travel. Motion passed 5-0.
9. **Discussion and possible action on out-of-state travel – Child Support Department** – Child Support Director Jensen presented the request of the Child Support Department to attend the National Child Support Enforcement Association Leadership Symposium. Jensen has requested permission to send Sarana Stolar and Tammy Tomczak to attend. All costs for attendance are funded by the carryover that was approved by the Board during the March meeting, which included Incentive funding. Motion made by Jones/Jaekel to approve the out-of-state travel. Motion passed 5-0.
10. **Discussion and possible action on out-of-state travel – Finance Department** – Finance Director DeVries explained that a request for Tammy Worzalla to attend the Government Finance Officers Association Leadership Training conference in Madison had been approved in the 2018 budget. However, we have since discovered that this conference is only offered every other year. Therefore Finance Director DeVries requests that the funds allocated for the Leadership Training Conference be used to attend the GFOA Annual Conference in St. Louis. Adequate funds for the conference

exist in the Finance Department budget. Motion made by Hanneman/Jaekel to approve the out-of-state travel. Motion passed 5-0.

- 11. Discussion and possible action on contingency transfer – MIS Department –** MIS Director Rageth explained that due to the extension of the go live date for Munis Payroll, it would be prudent for the County to extend the support agreement with Oracle for the JDE system through May 31, 2019. This was not anticipated during the 2018 budget process. Finance Director DeVries explained that the County splits the costs of support with Dodge County. He has spoken with Julie Kolp, Dodge County Finance Director, and they are also going live on Munis by the end of the year. Ms. Kolp also agrees that extending the support agreement for an additional year is prudent. Jefferson County's share of the support cost for Oracle is \$23,978.84. Rageth further explained that during the County's negotiations with Tyler, the offer for Tyler System Management that covers support of the Munis servers was waived by the County. Rageth explained the coverage that this support provides, including assistance with integrating Munis with other systems and assistance with data tables and reporting that will be necessary during the upcoming year. The County does have an option to purchase support units in 4-hour increments of \$500 per unit. During the implementation period he strongly recommends fully exploiting the use of the support which he expects would cost less than purchasing the service by unit. The cost of the support is \$16,372. Both of these support agreements are expected to be a one time only expense, with both agreements being allowed to lapse in 2019. A motion was made by Hanneman/Rinard to transfer \$40,351 from contingency to the MIS budget for Oracle and Munis support. The motion passed 5-0.
- 12. Discussion and possible action on amending the County Budget for fee increase – Medical Examiner –** DeVries explained that during the 2018 budget process, the Medical Examiner had agreed to propose an increase in fees for cremation permits to assist with covering the additional cost for increasing her position to full-time. State statute allows for fee increases consistent with the Consumer Price Index which was 2.1% for the year ended December 31, 2017. Therefore the cremation permit is proposed to increase by \$4 from \$200 to \$204. A motion was made by Hanneman/Jaekel to forward a resolution to increase Medical Examiner fees to the County Board of Supervisors. The motion passed 5-0.
- 13. Discussion and possible action on amending the Purchase Card Policy and Procedures –** DeVries presented the amended Purchasing Card Policy and Procedures. DeVries explained that some changes to the policy were necessary because of both the change in providers from JP Morgan to US Bank and also procedural changes due to the implementation of the Munis system. A motion was made by Jaekel/Rinard to adopt the changes to the Purchase Card Policy and Procedures. The motion passed 5-0.
- 14. Discussion and possible action on recommendation to the County Board regarding Purchasing Ordinance –** DeVries explained the changes to the Ordinance. The ordinance has been completely rewritten and the draft was distributed to the Department Heads for their comment in February. Since then there have been several comments from departments that have been considered for the final ordinance that is presented. Discussion followed regarding some suggested changes to the ordinance. Some changes to the definition of Financial Interest and some other grammatical changes were offered by the Committee. A motion was made by Jaekel/Rinard to forward the ordinance to the County Board of Supervisors with the proposed amendments. The motion passed 5-0.
- 15. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties.** Corporation Counsel Ward discussed the changes to the In Rem property

listing since the previous Finance Committee meeting. Ms. Beaudin addressed the Committee and requested an extension of the deadline for payment of her property taxes. No action taken.

- 16. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties.** The Committee voted to convene into closed session by roll call. Motion passed 5-0.
- 17. Reconvene in open session.** The Committee reconvened into open session following a motion by Jaeckel/Rinard. A motion was made to extend the deadline for Beaudin to pay taxes in full by 60 days contingent on proof that she demonstrates to Corporation Counsel Ward that she is working with a bank to close on a loan to pay the taxes within 30 days by Jones/Rinard. Motion passed 5-0. A motion was made by Hanneman/Jaekel to recommend to the County Board the sale of parcel number 290-0813-0544-089 to the City of Waterloo. Motion passed 5-0.
- 18. Review of the financial statements and department update for February 2018-Finance Department** – DeVries explained that there are currently no concerns. The 2018 carryovers were posted in March which is when the Board approved them so they are not shown in the February reports.
- 19. Review of the financial statements and department update for February 2018-Treasurers Department** – No action taken.
- 20. Review of the financial statements and department update for February 2018-Child Support Department.** No action taken.
- 21. Discussion 2018 projections of budget vs. actual.** No action taken.
- 22. Update on contingency fund balance.** DeVries noted that the final balance of 2017 general contingency funds is \$283,854. The other contingency fund balance is \$8,000 and the vested benefits balance is \$290,000. The current balance of 2018 general contingency funds is before action taken at this meeting is \$440,000. The other contingency fund balance is \$187,585 and the vested benefits balance is \$290,000.
- 23. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities.** Wehmeier discussed the progress on the new highway satellite shops.
- 24. Set future meeting schedule, next meeting date, and possible agenda items.** The next regular meeting was scheduled for Thursday May 10, 2018. Potential items for discussion are 2019 budget process update.
- 25. Payment of Invoices-**After review of the invoices, a motion was made by Hanneman/Jaekel to approve the payment of invoices totaling \$6,214,126.77. The motion passed 5-0.
- 26. Adjourn** – A motion was made by Hanneman/Kutz to adjourn at 10:30 a.m.. The motion passed 5-0.

Respectfully submitted,

Russell Kutz
Finance Committee
Jefferson County
/mad

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Healthy Transitions

Healthy Transitions Grantee Meeting 2018



Tuesday, June 19 - Wednesday, June 20, 2018

Hyatt Regency-Bethesda

1 Bethesda Metro Center, Bethesda, MD 20814

Dear Healthy Transitions Grantees,

The Healthy Transitions grantee meeting will be a learning forum that provides opportunities for you to share; learn from your peers and experts in the field; action plan with your state team; and meet with the SAMHSA GPO, NITT-TA Center, and evaluation teams.

Registration

Affirma Solutions will announce hotel reservation and meeting registration site. Please do not reserve rooms until the room block and meeting rate information is provided.

Who Should Attend?

You are being asked to bring team members that **must** include the following:

- Project Director
- Youth Coordinator(s)
- Key Evaluator
- Young Adult Professional (or volunteering in a workplace context)

In addition to the required individuals, you are highly encouraged to bring a fifth representative that may include:

- Principal Investigator
- Other Key Staff
- Local Lab/Community Representative(s)
- The Director of Adult Mental Health Services
- The Director of Children's Mental Health Services
- Other System Partners Critical to Implementation and Sustainability
- A Representative of a Youth or Adult Consumer-run Group or Organization
- Family Member
- A Representative of a Family-run Group or Organization

We ask that you keep your teams to a **maximum of 5 members**.

Key topics may include but are not limited to data-driven sustainability, innovative partnerships, transforming systems and infrastructure, lifting up youth and young adult voice, promoting program value; youth and young adult professional development opportunities are also under development for this meeting.

The **learning objectives** across all topics include:

- Enhance our sustainable policies and practices through exchange of ideas and information.
- Inspire capacity for innovation and partnerships that benefit young adults in their communities.
- Advance the transformation of developmentally and culturally appropriate systems and supports through full integration of youth, young adults, and family voice.
- Strengthen team cohesion to collaboratively pursue this work.
- Promote cross-site peer learning opportunities.

www.SAMHSA.gov/NITT-TA

The NITT-TA Center is administered by the Center for Applied Research Solutions (CARS) under contract number HHSS283201200030I from the Substance Abuse and Mental Health Services Administration (SAMHSA).

Disclaimer: The views, opinions, and content expressed in this newsletter do not necessarily reflect the views, opinions, or policies of the Center for Mental Health Services (CMHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), or the U.S. Department of Health and Human Services (HHS).



STAFFING LEVEL CHANGE FORM

Department: Child Support Agency Subdepartment/Unit: 11301

- New position (New JDQ required)
 Additional position (Classification already exists)
 Elimination of position
 Increase/Decrease of Hours

Proposed or Current Job Title: Child Support Specialist

Effective Date of change: 1/1/19

Date anticipated to be reviewed by Parent Committee, per HR0240: not sure

Requested by: Stacey Jensen

Please provide a brief summary of the purpose and duties of the new position. If the classification currently does not exist, a JDQ will need to be completed by the deadline established.

The CSA went through a reorganization, staff changes and LEAN process changes. As a result of the various changes, the job functions and work flow changed. One Child Support Specialist position has been vacant, pending the outcome of various changes to determine need for the position. Services are being provided, performance is being met and staff are comfortable with current caseloads. This position is not needed.

What are the consequences if this position is not approved?

N/a

How would this position be funded?

n/a

Please state the position or person previously responsible for the duties being performed by the new position, and the degree of involvement/responsibility this position will still have.

n/a

Please indicate what, if any, staffing changes you foresee in the next 5 years.

Possible two retirements: One Child Support Specialist and one Customer Service Representative may retire within the next five years.

eSigned via SeamlessDocs.com
Stacey Jensen
Key: ef793a78c20949e200374520d840b259

Department Head Signature

04/30/2018

Date

Human Resources Director Signature

Date

County Administrator Signature

Date

88.23 Power of board to levy assessments for costs.

88.23(1)(1) In addition to the assessments for cost of construction authorized by s. 88.35, the board may issue orders to levy assessments for costs of maintenance and repair or for any other lawful expenditures of a drainage district. All of the assessments shall be apportioned on the confirmed benefits then in effect in the district assessed.

88.23(2r) (2r) The board may authorize one or more owners of land in a drainage district to prepare a proposed assessment for cost of construction or maintenance and repair.

88.23(3) (3) Assessments made under this section are subject to ss. 88.40 to 88.43. In no case may the total assessments against any land exceed the benefits assessed against that land unless an interested person agrees to pay such excess and furnishes the drainage board with sufficient security for the excess benefits or unless the assessment is for the purpose of covering the cost of repair and maintenance as defined in s. 88.63.

88.23(4) (4) The board may borrow money and issue notes or bonds based upon any assessments levied under this section in the same manner as for original assessments.

88.54 Borrowing money.

88.54(1)(1) At any time after the filing of a petition for organization of a drainage district but before the court issues an order organizing the drainage district, the drainage board may, with the consent of the court, borrow money in the name of the proposed drainage district to defray the expenses of organization.

88.54(2) (2) The board may borrow money in an amount not exceeding the then unpaid assessments for costs, for the purpose of paying any or all obligations of a drainage district or for refunding existing notes or bonds. The board may secure the indebtedness by notes or bonds of the district, bearing interest at a rate approved by the board and running not beyond one year after the due date of the last installment of the assessments on account of which the money was borrowed. The notes and bonds constitute a lien upon all confirmed assessments for costs that are unpaid at the time the notes are given or bonds issued. Board members are not personally liable on the notes or bonds.

88.54(3) (3) If the board desires to borrow money upon the notes or bonds of a drainage district to be paid during a series of years and after the lapse of a period of not more than 3 years, the board shall first publish a class 2 notice, under ch. 985, to invite proposals to furnish the money desired at the most favorable rate of interest or, if notes or bonds are issued at a specific rate of interest approved by the board, proposals to purchase the notes or bonds at the best premium. If the advertisement is made without success and if the board is unable to sell the notes or bonds at par or above, the board may sell the notes or bonds at private sale at the best price it can obtain for them.

88.54(4) (4) If at any time the board finds that a district does not have or will not have sufficient funds on hand to pay any lawful indebtedness of the district when the indebtedness becomes due, or if any extraordinary emergency requires borrowing, the board may borrow money to pay the indebtedness or meet the emergency. If the amount to be borrowed does not exceed \$8,000 and the loan does not run beyond one year, the board may borrow the money without holding a hearing. In other cases, s. 88.065 applies. When necessary, additional assessments to pay the loans shall be made under s. 88.23.

88.54(6) (6) Except in the case of refunding bonds, no evidence of indebtedness of a district running for more than one year is valid unless approved by the attorney general and unless it bears a statement showing the approval.

88.54(7) **(7)** The board shall keep a record of all bonds and notes issued on behalf of a district. Such record shall show with respect to each bond and note the number, series, date, principal, rate of interest and date of maturity thereof, the date when interest is due thereon and any payments made. If a bond or note is refunded it shall be marked "Refunded by No.". The board shall execute all bonds or notes it offers to the public that mature after more than one year as provided in s. 67.08 (1) and may register these bonds or notes under s. 67.09.

88.54 History History: 1983 a. 24; 1987 a. 275; 1991 a. 316; 1993 a. 456.

05/08/2018
19:55:20

Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2018 01 TO 2018 03

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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12201 Finance							
12201 411100 General Property Taxes	-497,002	0	-497,002	-124,250.49	.00	-372,751.51	25.0%
12201 412100 Sales Taxes From County	-100	0	-100	-32.18	.00	-67.82	32.2%
12201 451004 Garnishment Fees	-15	0	-15	-15.00	.00	.00	100.0%
12201 451005 Child Support Fees	-1,000	0	-1,000	-336.00	.00	-664.00	33.6%
12201 451312 Emp Payroll Charges	-50	0	-50	-20.00	.00	-30.00	40.0%
12201 699992 Balance Forward Prior Year	0	-157,972	-157,972	.00	.00	-157,972.00	.0%
TOTAL Finance	-498,167	-157,972	-656,139	-124,653.67	.00	-531,485.33	19.0%
12202 Dental Insurance Allocation							
12202 451026 Retiree Ins Premium Recovery	-23,930	0	-23,930	-3,390.94	.00	-20,539.06	14.2%
12202 451032 Cobra Premium Recovery	-2,600	0	-2,600	-722.16	.00	-1,877.84	27.8%
12202 451043 County Board Premiums	0	0	0	-306.00	.00	306.00	.0%
12202 451045 Employee Premiums	0	0	0	-94,634.55	.00	94,634.55	.0%
TOTAL Dental Insurance Allocation	-26,530	0	-26,530	-99,053.65	.00	72,523.65	373.4%
TOTAL General Fund	-524,697	-157,972	-682,669	-223,707.32	.00	-458,961.68	32.8%
TOTAL REVENUES	-524,697	-157,972	-682,669	-223,707.32	.00	-458,961.68	

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19:59:28

Jefferson County
FLEXIBLE PERIOD REPORT

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FROM 2018 01 TO 2018 03

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
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12201 Finance							
12201 511110 Salary-Permanent Regular	177,607	0	177,607	41,815.31	.00	135,791.69	23.5%
12201 511210 Wages-Regular	130,723	0	130,723	30,637.90	.00	100,085.10	23.4%
12201 511220 Wages-Overtime	0	0	0	163.31	.00	-163.31	.0%
12201 511310 Wages-Sick Leave	0	0	0	503.33	.00	-503.33	.0%
12201 511320 Wages-Vacation Pay	0	0	0	922.45	.00	-922.45	.0%
12201 511330 Wages-Longevity Pay	855	0	855	.00	.00	855.00	.0%
12201 511340 Wages-Holiday Pay	0	0	0	2,099.75	.00	-2,099.75	.0%
12201 511350 Wages-Miscellaneous(Comp)	0	0	0	1,495.67	.00	-1,495.67	.0%
12201 512141 Social Security	23,064	0	23,064	5,702.45	.00	17,361.55	24.7%
12201 512142 Retirement (Employer)	20,715	0	20,715	5,213.16	.00	15,501.84	25.2%
12201 512144 Health Insurance	92,075	0	92,075	21,086.99	.00	70,988.01	22.9%
12201 512145 Life Insurance	148	0	148	35.25	.00	112.75	23.8%
12201 512150 FSA Contribution	1,250	0	1,250	1,250.00	.00	.00	100.0%
12201 512173 Dental Insurance	4,824	0	4,824	1,003.45	.00	3,820.55	20.8%
12201 521213 Accounting & Auditing	13,687	0	13,687	.00	.00	13,687.00	.0%
12201 521219 Other Professional Serv	2,900	0	2,900	.00	.00	2,900.00	.0%
12201 521296 Computer Support	3,772	0	3,772	7,127.00	.00	-3,355.00	188.9%
12201 531303 Computer Equipmt & Software	500	0	500	.00	.00	500.00	.0%
12201 531311 Postage & Box Rent	2,300	0	2,300	766.19	.00	1,533.81	33.3%
12201 531312 Office Supplies	2,900	0	2,900	23.85	.00	2,876.15	.8%
12201 531313 Printing & Duplicating	700	0	700	529.33	.00	170.67	75.6%
12201 531324 Membership Dues	955	0	955	856.14	.00	98.86	89.6%
12201 532325 Registration	2,185	0	2,185	1,045.00	.00	1,140.00	47.8%
12201 532332 Mileage	740	0	740	.00	.00	740.00	.0%
12201 532334 Commercial Travel	500	0	500	235.96	.00	264.04	47.2%
12201 532335 Meals	300	0	300	.00	.00	300.00	.0%
12201 532336 Lodging	1,240	0	1,240	.00	.00	1,240.00	.0%
12201 533225 Telephone & Fax	100	0	100	26.40	.00	73.60	26.4%
12201 535242 Maintain Machinery & Equip	400	0	400	113.55	.00	286.45	28.4%
12201 571004 IP Telephony Allocation	543	0	543	135.75	.00	407.25	25.0%
12201 571005 Duplicating Allocation	28	0	28	6.99	.00	21.01	25.0%
12201 571009 MIS PC Group Allocation	7,900	0	7,900	1,974.99	.00	5,925.01	25.0%
12201 571010 MIS Systems Grp Alloc(ISIS)	3,959	0	3,959	989.76	.00	2,969.24	25.0%
12201 591519 Other Insurance	1,297	0	1,297	324.36	.00	972.64	25.0%
12201 594818 Capital Computer	0	157,972	157,972	87,146.88	.00	70,825.12	55.2%
TOTAL Finance	498,167	157,972	656,139	213,231.17	.00	442,907.83	32.5%
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12202 Dental Insurance Allocation							
12202 599951 Year End Alloc	2,650	0	2,650	.00	.00	2,650.00	.0%

05/08/2018
19:59:28

Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2018 01 TO 2018 03

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12202 599982 Retiree Dental Claims	16,880	0	16,880	3,831.20	.00	13,048.80	22.7%
12202 599984 Cobra Dental Claims	7,000	0	7,000	316.80	.00	6,683.20	4.5%
12202 599986 Administrative Fees Dental	0	0	0	11,940.10	.00	-11,940.10	.0%
12202 599989 Employee Dental Claims	0	0	0	100,194.81	.00	-100,194.81	.0%
12202 599992 Administrative Dental Retiree	0	0	0	203.00	.00	-203.00	.0%
TOTAL Dental Insurance Allocation	26,530	0	26,530	116,485.91	.00	-89,955.91	439.1%
TOTAL General Fund	524,697	157,972	682,669	329,717.08	.00	352,951.92	48.3%
TOTAL EXPENSES	524,697	157,972	682,669	329,717.08	.00	352,951.92	

05/08/2018
19:56:50

Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2018 01 TO 2018 03

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
13201 County Treasurer							
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13201 411100 General Property Taxes	859,511	0	859,511	214,877.76	.00	644,633.24	25.0%
13201 411300 DNR Pilot	-60,000	0	-60,000	-61,665.76	.00	1,665.76	102.8%
13201 411500 Managed Forest	-2,500	0	-2,500	-3,663.52	.00	1,163.52	146.5%
13201 418100 Interest On Taxes	-450,000	0	-450,000	-106,358.54	.00	-343,641.46	23.6%
13201 441030 Ag Use Conversion Penalty	-5,000	0	-5,000	-573.39	.00	-4,426.61	11.5%
13201 451007 Treasurers Fees	-500	0	-500	-150.00	.00	-350.00	30.0%
13201 481001 Interest & Dividends	-566,000	0	-566,000	-197,414.45	.00	-368,585.55	34.9%
13201 481004 Fair Market Value Adjustment	0	0	0	191,647.78	.00	-191,647.78	.0%
TOTAL County Treasurer	-224,489	0	-224,489	36,699.88	.00	-261,188.88	-16.3%
<hr/>							
13202 Tax Deed Expense							
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13202 411100 General Property Taxes	-25,000	0	-25,000	-6,249.99	.00	-18,750.01	25.0%
13202 482002 Rent Of County Property	0	0	0	-627.94	.00	627.94	.0%
13202 483005 Gain/Loss-Sale Forclosed Prpt	0	0	0	-17,649.41	.00	17,649.41	.0%
TOTAL Tax Deed Expense	-25,000	0	-25,000	-24,527.34	.00	-472.66	98.1%
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13203 Plat Books							
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13203 411100 General Property Taxes	1,750	0	1,750	437.49	.00	1,312.51	25.0%
13203 451010 Sale Of Maps & Plat Books	-2,500	0	-2,500	-394.29	.00	-2,105.71	15.8%
13203 451308 Postage Fees	-50	0	-50	-9.00	.00	-41.00	18.0%
13203 471212 State Plat Book Sales	0	0	0	-60.66	.00	60.66	.0%
13203 474014 Dept Plat Book Charges	-200	0	-200	-60.66	.00	-139.34	30.3%
TOTAL Plat Books	-1,000	0	-1,000	-87.12	.00	-912.88	8.7%
TOTAL General Fund	-250,489	0	-250,489	12,085.42	.00	-262,574.42	-4.8%
TOTAL REVENUES	-250,489	0	-250,489	12,085.42	.00	-262,574.42	

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FROM 2018 01 TO 2018 03

ACCOUNTS FOR:
100 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<hr/>							
13201 County Treasurer							
13201 511110 Salary-Permanent Regular	69,536	0	69,536	17,383.60	.00	52,152.40	25.0%
13201 511210 Wages-Regular	46,563	0	46,563	9,954.20	.00	36,608.80	21.4%
13201 511310 Wages-Sick Leave	0	0	0	381.57	.00	-381.57	.0%
13201 511330 Wages-Longevity Pay	165	0	165	.00	.00	165.00	.0%
13201 511340 Wages-Holiday Pay	0	0	0	267.34	.00	-267.34	.0%
13201 511350 Wages-Miscellaneous(Comp)	0	0	0	43.20	.00	-43.20	.0%
13201 512141 Social Security	8,704	0	8,704	2,073.24	.00	6,630.76	23.8%
13201 512142 Retirement (Employer)	7,790	0	7,790	1,878.01	.00	5,911.99	24.1%
13201 512144 Health Insurance	39,040	0	39,040	8,842.67	.00	30,197.33	22.7%
13201 512145 Life Insurance	88	0	88	21.20	.00	66.80	24.1%
13201 512150 FSA Contribution	530	0	530	530.00	.00	.00	100.0%
13201 512173 Dental Insurance	2,290	0	2,290	454.59	.00	1,835.41	19.9%
13201 521232 Investment Advisor Fees	29,000	0	29,000	7,226.65	.00	21,773.35	24.9%
13201 531311 Postage & Box Rent	6,500	0	6,500	737.09	.00	5,762.91	11.3%
13201 531312 Office Supplies	1,000	0	1,000	19.91	.00	980.09	2.0%
13201 531313 Printing & Duplicating	200	0	200	45.35	.00	154.65	22.7%
13201 531321 Publication Of Legal Notice	2,000	0	2,000	943.80	.00	1,056.20	47.2%
13201 531324 Membership Dues	100	0	100	100.00	.00	.00	100.0%
13201 532325 Registration	250	0	250	.00	.00	250.00	.0%
13201 532332 Mileage	250	0	250	.00	.00	250.00	.0%
13201 532335 Meals	30	0	30	.00	.00	30.00	.0%
13201 532336 Lodging	350	0	350	.00	.00	350.00	.0%
13201 533225 Telephone & Fax	100	0	100	21.23	.00	78.77	21.2%
13201 535242 Maintain Machinery & Equip	0	0	0	70.90	.00	-70.90	.0%
13201 571004 IP Telephony Allocation	326	0	326	81.51	.00	244.49	25.0%
13201 571005 Duplicating Allocation	104	0	104	26.01	.00	77.99	25.0%
13201 571009 MIS PC Group Allocation	5,821	0	5,821	1,455.24	.00	4,365.76	25.0%
13201 571010 MIS Systems Grp Alloc(ISIS)	1,764	0	1,764	441.00	.00	1,323.00	25.0%
13201 591519 Other Insurance	488	0	488	122.04	.00	365.96	25.0%
13201 593256 Bank Charges	1,500	0	1,500	388.79	.00	1,111.21	25.9%
TOTAL County Treasurer	224,489	0	224,489	53,509.14	.00	170,979.86	23.8%

13202 Tax Deed Expense

13202 521212 Legal	100	0	100	.00	.00	100.00	.0%
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Jefferson County
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FROM 2018 01 TO 2018 03

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
13202 521219 Other Professional Serv	2,000	0	2,000	.00	.00	2,000.00	.0%
13202 521255 Paper Service	200	0	200	.00	.00	200.00	.0%
13202 521273 Title Search	2,000	0	2,000	-1,775.00	.00	3,775.00	88.8%
13202 531311 Postage & Box Rent	200	0	200	.00	.00	200.00	.0%
13202 531321 Publication Of Legal Notice	5,000	0	5,000	2,370.25	.00	2,629.75	47.4%
13202 531326 Advertising	500	0	500	.00	.00	500.00	.0%
13202 535242 Maintain Machinery & Equip	0	0	0	455.00	.00	-455.00	.0%
13202 593742 Uncollected Taxes	15,000	0	15,000	.00	.00	15,000.00	.0%
TOTAL Tax Deed Expense	25,000	0	25,000	1,050.25	.00	23,949.75	4.2%
13203 Plat Books							
13203 531349 Other Operating Expenses	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL Plat Books	1,000	0	1,000	.00	.00	1,000.00	.0%
TOTAL General Fund	250,489	0	250,489	54,559.39	.00	195,929.61	21.8%
TOTAL EXPENSES	250,489	0	250,489	54,559.39	.00	195,929.61	

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FROM 2018 01 TO 2018 03

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
<hr/>							
11301 Child Support							
11301 411100 General Property Taxes	-167,389	0	-167,389	-41,847.24	.00	-125,541.76	25.0%
11301 421001 State Aid	-107,827	0	-107,827	.00	.00	-107,827.00	.0%
11301 421010 M S L Incentives	-19,000	0	-19,000	.00	.00	-19,000.00	.0%
11301 421012 State Aid Cs + All Others	-697,839	0	-697,839	.00	.00	-697,839.00	.0%
11301 421013 Other Dept Wage Retention	-37,121	0	-37,121	.00	.00	-37,121.00	.0%
11301 421050 CS Performance Based Inc	-164,729	0	-164,729	.00	.00	-164,729.00	.0%
11301 421096 State Aid Medical Support	-9,200	0	-9,200	.00	.00	-9,200.00	.0%
11301 442004 Extradition Reimbursement	-500	0	-500	-67.95	.00	-432.05	13.6%
11301 451011 CS Prog Fee Reduce 66%	6,930	0	6,930	.00	.00	6,930.00	.0%
11301 451013 NIVD Activities Reduction	-3,400	0	-3,400	.00	.00	-3,400.00	.0%
11301 451014 CS Program Fees	-10,500	0	-10,500	-2,302.93	.00	-8,197.07	21.9%
11301 455003 Non-IVD Service Fees	-1,270	0	-1,270	-315.00	.00	-955.00	24.8%
11301 699992 Balance Forward Prior Year	0	-11,000	-11,000	.00	.00	-11,000.48	.0%
TOTAL Child Support	-1,211,845	-11,000	-1,222,845	-44,533.12	.00	-1,178,312.36	3.6%
TOTAL General Fund	-1,211,845	-11,000	-1,222,845	-44,533.12	.00	-1,178,312.36	3.6%
TOTAL REVENUES	-1,211,845	-11,000	-1,222,845	-44,533.12	.00	-1,178,312.36	

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Jefferson County
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FROM 2018 01 TO 2018 03

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED	ACTUALS	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	ADJSTMTS	BUDGET			BUDGET	USED
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11301 Child Support							
11301 511110 Salary-Permanent Regular	239,146	0	239,146	52,156.37	.00	186,989.63	21.8%
11301 511210 Wages-Regular	480,191	0	480,191	94,190.01	.00	386,000.99	19.6%
11301 511220 Wages-Overtime	4,971	0	4,971	1,914.72	.00	3,056.28	38.5%
11301 511310 Wages-Sick Leave	0	0	0	7,207.13	.00	-7,207.13	.0%
11301 511320 Wages-Vacation Pay	0	0	0	5,246.42	.00	-5,246.42	.0%
11301 511330 Wages-Longevity Pay	2,159	0	2,159	.00	.00	2,159.00	.0%
11301 511340 Wages-Holiday Pay	0	0	0	5,052.32	.00	-5,052.32	.0%
11301 511350 Wages-Miscellaneous(Comp)	0	0	0	708.89	.00	-708.89	.0%
11301 512141 Social Security	54,074	0	54,074	12,188.89	.00	41,885.11	22.5%
11301 512142 Retirement (Employer)	48,215	0	48,215	11,153.93	.00	37,061.07	23.1%
11301 512144 Health Insurance	183,585	0	183,585	37,719.00	.00	145,866.00	20.5%
11301 512145 Life Insurance	289	0	289	58.78	.00	230.22	20.3%
11301 512150 FSA Contribution	2,575	0	2,575	2,375.00	.00	200.00	92.2%
11301 512173 Dental Insurance	11,592	0	11,592	2,189.99	.00	9,402.01	18.9%
11301 521255 Paper Service	7,350	0	7,350	3,089.00	.00	4,261.00	42.0%
11301 521256 Genetic Tests	7,500	0	7,500	1,311.00	.00	6,189.00	17.5%
11301 521296 Computer Support	1,301	0	1,301	1,301.00	.00	.00	100.0%
11301 529160 Interpreter Fee	2,600	0	2,600	875.00	.00	1,725.00	33.7%
11301 529299 Purchase Care & Services	60,480	0	60,480	15,120.00	.00	45,360.00	25.0%
11301 531003 Notary Public Related	180	0	180	20.00	.00	160.00	11.1%
11301 531246 FPLS Fees	2,800	0	2,800	.00	.00	2,800.00	.0%
11301 531301 Office Equipment	4,405	0	4,405	.00	.00	4,405.00	.0%
11301 531303 Computer Equipmt & Software	0	11,000	11,000	.00	.00	11,000.48	.0%
11301 531310 Postage Special	450	0	450	88.42	.00	361.58	19.6%
11301 531311 Postage & Box Rent	17,200	0	17,200	4,104.27	.00	13,095.73	23.9%
11301 531312 Office Supplies	14,000	0	14,000	350.99	.00	13,649.01	2.5%
11301 531313 Printing & Duplicating	3,903	0	3,903	161.14	.00	3,741.86	4.1%
11301 531314 Small Items Of Equipment	2,000	0	2,000	.00	.00	2,000.00	.0%
11301 531321 Publication Of Legal Notice	1,200	0	1,200	283.00	.00	917.00	23.6%
11301 531323 Subscriptions-Tax & Law	1,680	0	1,680	390.09	.00	1,289.91	23.2%
11301 531324 Membership Dues	1,958	0	1,958	405.00	.00	1,553.00	20.7%
11301 531326 Advertising	0	0	0	35.26	.00	-35.26	.0%
11301 531348 Educational Supplies	1,300	0	1,300	415.04	.00	884.96	31.9%
11301 531351 Gas/Diesel	0	0	0	40.00	.00	-40.00	.0%
11301 532325 Registration	1,580	0	1,580	80.00	.00	1,500.00	5.1%
11301 532332 Mileage	1,030	0	1,030	201.33	.00	828.67	19.5%
11301 532335 Meals	714	0	714	95.59	.00	618.41	13.4%
11301 532336 Lodging	1,965	0	1,965	.00	.00	1,965.00	.0%

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Jefferson County
FLEXIBLE PERIOD REPORT

FROM 2018 01 TO 2018 03

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11301 532339 Other Travel & Tolls	700	0	700	94.40	.00	605.60	13.5%
11301 532340 Contracted Extraditions	7,000	0	7,000	3,835.25	.00	3,164.75	54.8%
11301 533225 Telephone & Fax	785	0	785	113.31	.00	671.69	14.4%
11301 535242 Maintain Machinery & Equip	1,550	0	1,550	1,569.55	.00	-19.55	101.3%
11301 571004 IP Telephony Allocation	1,846	0	1,846	461.49	.00	1,384.51	25.0%
11301 571005 Duplicating Allocation	285	0	285	71.25	.00	213.75	25.0%
11301 571009 MIS PC Group Allocation	23,283	0	23,283	5,820.75	.00	17,462.25	25.0%
11301 571010 MIS Systems Grp Alloc(ISIS)	10,894	0	10,894	2,723.49	.00	8,170.51	25.0%
11301 591519 Other Insurance	3,109	0	3,109	777.21	.00	2,331.79	25.0%
TOTAL Child Support	1,211,845	11,000	1,222,845	275,994.28	.00	946,851.20	22.6%
TOTAL General Fund	1,211,845	11,000	1,222,845	275,994.28	.00	946,851.20	22.6%
TOTAL EXPENSES	1,211,845	11,000	1,222,845	275,994.28	.00	946,851.20	

**Jefferson County
Contingency Fund
For the Year Ended December 31, 2018**

Ledger Date	Description	General (599900)	Other (599908)	Vested Benefits (599909)	Authority	Publish Date
1-Jan-18	Tax Levy	500,000.00	187,585.00	290,000.00		
1-Jan-18	Extend Contract with Tyler for purchase of Executime	(60,000.00)			Finance Committee	12-Dec-17
12-Apr-18	JDE and TSM Support - one year	(40,351.00)			Finance Committee	12-Apr-18
Total amount available		399,649.00	187,585.00	290,000.00		
Net		399,649.00	187,585.00	290,000.00		