

Building and Grounds Committee AGENDA

Videoconference or

Jefferson County Courthouse
311 S. Center Ave, C2003, Jefferson
Jefferson, WI 53549

Tuesday, November 7, 2023
8:30 a.m.

Building and Grounds Committee Members

Curtis Backlund, Jim Braugher, Roger Lindl, Robert Preuss, Mary Roberts

1. Call to order
2. Roll call
3. Certification of compliance with 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 October 3, 2023 Building and Grounds Committee Minutes
8. Update on courthouse/sheriff/jail project
9. Updates on projects and contingency
10. Financial Reports (YTD)
 - a. Central Services
 - b. Management Information Systems (MIS)
11. Discussion and possible action on future meeting dates and agenda items
Next meeting scheduled for Tuesday, December 5th.
12. Adjourn

Join Zoom Meeting

<https://us06web.zoom.us/j/87697754337?pwd=cnVKMzd0TkZFY3RPRHpxMW5kTGxVdz09>

Meeting ID: 876 9775 4337

Passcode: Meet2022

Dial by your location: 1 312 626 6799

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.

Building and Grounds Committee

(Via Zoom Videoconference and Highway Committee Room)

MINUTES

Tuesday, October 3, 2023

1. **Call to Order**
Meeting was called to order by Backlund at 8:30 a.m.
2. **Roll Call**
Members Present: Curtis Backlund, Jim Braughler, Roger Lindl, Mary Roberts
Members Absent: Robert Preuss
Others Present: Ben Wehmeier, County Administrator; John Rageth, IT Director; Ryan Hayes, Director of Facilities Management
3. **Certification of compliance with the Open Meetings Law**
Wehmeier reported that the meeting agenda was properly noticed in compliance with the law.
4. **Review of the Agenda**
No changes were made.
5. **Public Comment**
No action taken.
6. **Communications**
None
7. **Approval of the September 5, 2023 committee meeting minutes**
Draft minutes were provided for review.

Motion by Lindl/Roberts to approve the September 5, 2023 committee meeting minutes. Motion passed 4-0.
8. **Update on courthouse/sheriff/jail project**
Photos of the project were shared and Wehmeier gave an update. Hayes gave an update on move in dates. No action taken.
9. **Updates on projects and contingency**
This was included with the courthouse/sheriff/jail project update. No action taken.
10. **IT Projects Update**
Rageth gave an update on current and future projects and special programming. No action taken.
11. **Financial Reports (YTD)**
 - Central Services
 - Management Information SystemsFinancial reports were provided for review. No action taken.
12. **Discuss potential agenda items for the Committee's next meeting**
 - a. Approval of October 3, 2023, Building and Grounds Committee meeting minutes
 - b. Update on schedule for Courthouse/Sheriff/Jail ProjectNext meeting Tuesday, November 7, 2023 at 8:30 a.m. – Jefferson County Courthouse
13. **Adjourn**
Motion by Braughler/Lindl to adjourn at 9:16 a.m.

MIS

Software *Development*:

State Completely changed how billing services is performed.

Emergency Mental Health – State Billing Changes.

CCS - State Billing Changes.

County Incident Reporting app.

Changes and updates to Municipal Tax and Pet Collection applications.

Went live with Nutrition app for Human Services

Zoning land use permitting online app. Almost completed.

Land Records reports were rewritten and moved to the jclandrecords application.

Added alerts(or things to do) to jclandrecords for treasurer

-zoning violations alert process.

Software update to IBMi backup system

In process:

Health app changes

PPS State reporting changes

Land Records Tax Receipting app

Several Human Services reporting and update requests.

Revise HS note forms and enable speech-to-text.

Working on an ad-hoc query reporting app for use with land records and Human Services.

Networking:

Mimecast is improving its training module for security training

Verifying the Courthouse UPS is sized correctly once we add more data closets.

MCE will complete the Fiber map once the Handholes are repaired. We needed the city to use their hydro vac to locate them.

We need to move ALL Departments to eFax(Courts and Sheriffs)

The redundant fiber has been redirected to the new west side of the Courthouse.

Next is working on getting the Rath system up and running,
December 2nd we will put out new phones throughout the County.

Continue helping departments returning to the courthouse

We are in the process of setting up new equipment for the different departments.

Cyber security with MS-ISAC and EI-ISAC (monthly)

Off-site (airgap) backups ThinkGard would protect the county from Ransome ware and malware
(go live October)

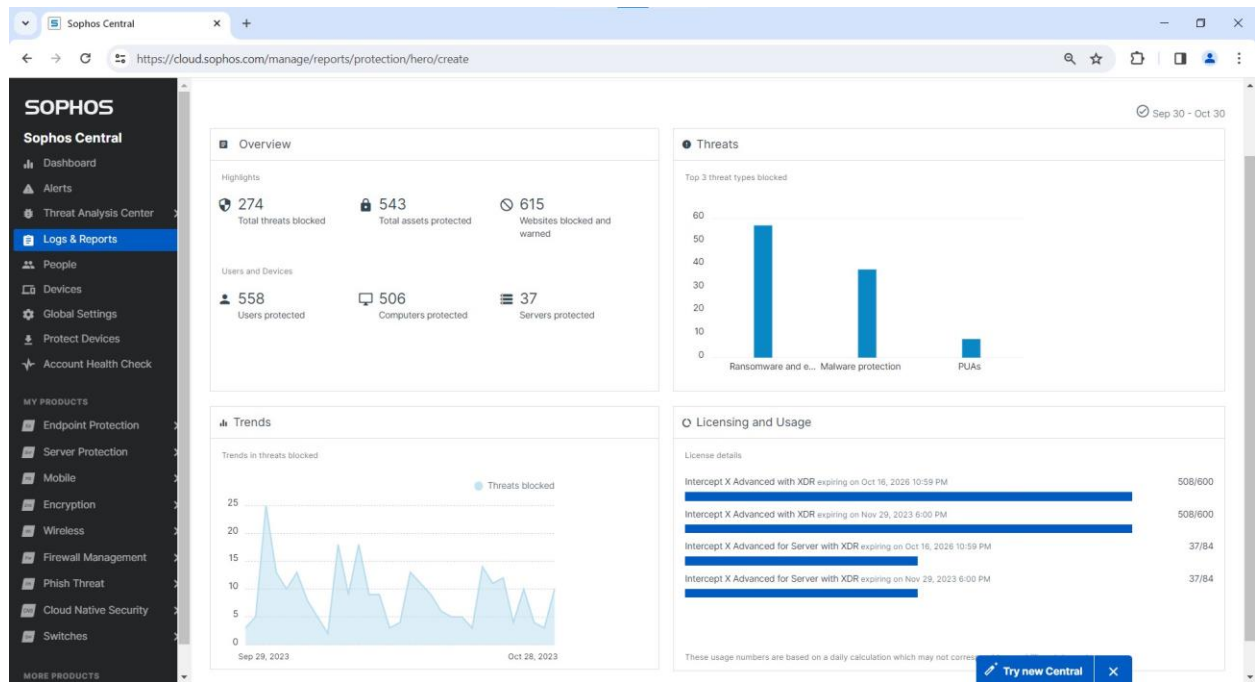
After the recent ransomware attacks on Rock County and Kwik Trip, we are conducting a review
of our security and incident recovery processes. (ongoing)

Updating the firmware on all switches for Security/Reliability (in progress)

Adding more Access Points to the courthouse reviewing the Camera needs

The Basement Server room is getting a split Air conditioning system installed.

Cleaned the Server room equipment after the construction



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07:14:05

Jefferson County
CENTRAL SERVICES (YEAR TO DATE)

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FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
11201 Central Services							
11201 411100 General Property Taxes	-981,853	0	-981,853	-736,389.45	.00	-245,463.09	75.0%
11201 474009 Housekeeping Services	-3,000	0	-3,000	-1,100.00	.00	-1,900.00	36.7%
11201 486001 Vending Commission	-800	0	-800	.00	.00	-800.00	.0%
11201 511110 Salary-Permanent Regular	181,929	0	181,929	114,369.57	.00	67,559.45	62.9%
11201 511210 Wages-Regular	250,506	0	250,506	171,119.99	.00	79,385.91	68.3%
11201 511220 Wages-Overtime	7,137	0	7,137	4,186.92	.00	2,949.89	58.7%
11201 511330 Wages-Longevity Pay	514	0	514	.00	.00	513.75	.0%
11201 512141 Social Security	31,424	0	31,424	20,411.88	.00	11,011.94	65.0%
11201 512142 Retirement (Employer)	28,431	0	28,431	19,131.74	.00	9,299.05	67.3%
11201 512144 Health Insurance	117,589	0	117,589	92,571.69	.00	25,017.80	78.7%
11201 512145 Life Insurance	100	0	100	96.61	.00	3.59	96.4%
11201 512153 HRA Contribution	0	0	0	2,000.00	.00	-2,000.00	.0%
11201 512173 Dental Insurance	5,724	0	5,724	4,771.00	.00	953.00	83.4%
11201 512390 Safety Equipment	2,000	0	2,000	192.70	.00	1,807.30	9.6%
11201 521219 Other Professional Serv	3,000	0	3,000	.00	.00	3,000.00	.0%
11201 529170 Grounds Keeping Charges	14,252	0	14,252	6,110.66	.00	8,141.10	42.9%
11201 531008 Hazard Recycle Charges	1,000	0	1,000	.00	.00	1,000.00	.0%
11201 531243 Furniture & Furnishings	0	0	0	88.18	.00	-88.18	.0%
11201 531298 United Parcel Service	1,000	0	1,000	.00	.00	1,000.00	.0%
11201 531302 Building & Maint Equipment	12,000	0	12,000	9,152.33	.00	2,847.67	76.3%
11201 531312 Office Supplies	350	0	350	.00	.00	350.00	.0%
11201 531313 Printing & Duplicating	300	0	300	6.00	.00	294.00	2.0%
11201 531314 Small Items Of Equipment	5,000	0	5,000	5,412.83	.00	-412.83	108.3%
11201 531320 Safety Supplies	1,000	0	1,000	1,410.87	.00	-410.87	141.1%
11201 531321 Publication Of Legal Notice	0	0	0	104.90	.00	-104.90	.0%
11201 531326 Advertising	0	0	0	101.44	.00	-101.44	.0%
11201 531351 Gas/Diesel	3,000	0	3,000	3,059.47	.00	-59.47	102.0%
11201 532332 Mileage	0	0	0	129.72	.00	-129.72	.0%
11201 533221 Water	6,000	0	6,000	3,436.60	.00	2,563.40	57.3%
11201 533222 Electric	125,000	0	125,000	62,869.23	.00	62,130.77	50.3%
11201 533223 Sewer	0	0	0	3,405.55	.00	-3,405.55	.0%
11201 533224 Natural Gas	0	0	0	17,196.63	.00	-17,196.63	.0%
11201 533225 Telephone & Fax	1,500	0	1,500	964.31	.00	535.69	64.3%
11201 533235 Storm Water Utility	2,800	0	2,800	1,559.57	.00	1,240.43	55.7%
11201 535239 Street Repair & Maint	500	0	500	.00	.00	500.00	.0%

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Jefferson County
CENTRAL SERVICES (YEAR TO DATE)

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FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11201 535246 Building Service & Maint	60,000	0	60,000	27,157.85	10,635.91	22,206.24	63.0%
11201 535247 Building Repair & Maint	0	0	0	10,452.23	.00	-10,452.23	.0%
11201 535297 Refuse Collection	0	0	0	1,478.49	.00	-1,478.49	.0%
11201 535344 Household & Janitorial Supp	25,000	0	25,000	12,403.07	.00	12,596.93	49.6%
11201 535349 Other Supplies	12,000	0	12,000	4,296.73	.00	7,703.27	35.8%
11201 535352 Vehicle Parts & Repairs	1,000	0	1,000	348.92	.00	651.08	34.9%
11201 535353 Machinery & Equipment Parts	10,000	60,000	70,000	83,727.26	.00	-13,727.26	119.6%
11201 535354 Paint	20,000	0	20,000	522.21	.00	19,477.79	2.6%
11201 535355 Plumbing & Electrical	10,000	0	10,000	3,233.48	.00	6,766.52	32.3%
11201 536531 Land Rent & Lease	1,800	0	1,800	1,800.00	.00	.00	100.0%
11201 571004 IP Telephony Allocation	318	0	318	291.50	.00	26.50	91.7%
11201 571007 MIS Direct Charges	5,000	0	5,000	.00	.00	5,000.00	.0%
11201 571009 MIS PC Group Allocation	8,410	0	8,410	7,709.13	.00	700.87	91.7%
11201 571010 MIS Systems Grp Alloc(ISIS)	5,996	0	5,996	5,496.37	.00	499.63	91.7%
11201 591519 Other Insurance	24,073	0	24,073	31,375.48	.00	-7,302.48	130.3%
11201 594810 Capital Equipment	0	0	0	5,995.00	.00	-5,995.00	.0%
11201 594822 Capital Improvement Building	0	212,715	212,715	.00	.00	212,715.00	.0%
11201 699999 Budgetary Fund Balance	0	-212,715	-212,715	.00	.00	-212,715.00	.0%
TOTAL Central Services	0	60,000	60,000	2,658.66	10,635.91	46,705.43	22.2%
GRAND TOTAL	0	60,000	60,000	2,658.66	10,635.91	46,705.43	22.2%

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Jefferson County
MIS (YEAR TO DATE)

FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
700 MIS Department Fund							
77001 PC Group							
77001 411100 General Property Taxes	-224,572	0	-224,572	-168,429.06	.00	-56,142.98	75.0%
77001 474180 MIS Billed	-1,178,552	0	-1,178,552	-1,080,339.04	.00	-98,212.58	91.7%
77001 511110 Salary-Permanent Regular	0	0	0	66,566.36	.00	-66,566.36	.0%
77001 511210 Wages-Regular	293,926	-48,192	245,734	120,487.23	.00	125,247.21	49.0%
77001 511220 Wages-Overtime	1,139	0	1,139	166.78	.00	971.99	14.6%
77001 511330 wages-Longevity Pay	340	0	340	.00	.00	340.00	.0%
77001 512141 Social Security	21,298	0	21,298	13,622.61	.00	7,675.72	64.0%
77001 512142 Retirement (Employer)	20,088	0	20,088	12,731.06	.00	7,356.51	63.4%
77001 512144 Health Insurance	66,242	0	66,242	37,988.00	.00	28,254.02	57.3%
77001 512145 Life Insurance	66	0	66	44.21	.00	22.27	66.5%
77001 512173 Dental Insurance	3,792	0	3,792	2,700.00	.00	1,092.00	71.2%
77001 521220 Consultant	101,200	0	101,200	85,076.10	15,517.58	606.32	99.4%
77001 521296 Computer Support	433,413	0	433,413	426,348.93	8,720.00	-1,655.93	100.4%
77001 529299 Purchase Care & Services	135,000	0	135,000	93,345.69	33,645.00	8,009.31	94.1%
77001 531298 United Parcel Service	0	0	0	173.09	.00	-173.09	.0%
77001 531301 Office Equipment	300	0	300	.00	.00	300.00	.0%
77001 531303 Computer Equipmt & Software	58,000	0	58,000	46,624.75	7,690.47	3,684.78	93.6%
77001 531312 Office Supplies	300	0	300	511.71	.00	-211.71	170.6%
77001 531313 Printing & Duplicating	100	0	100	.00	.00	100.00	.0%
77001 531322 Subscriptions	300	0	300	.00	.00	300.00	.0%
77001 531324 Membership Dues	400	0	400	175.00	.00	225.00	43.8%
77001 532325 Registration	1,000	0	1,000	125.00	.00	875.00	12.5%
77001 532332 Mileage	200	0	200	73.36	.00	126.64	36.7%
77001 532335 Meals	100	0	100	.00	.00	100.00	.0%
77001 532336 Lodging	250	0	250	220.00	.00	30.00	88.0%
77001 532350 Training Materials	1,500	0	1,500	.00	.00	1,500.00	.0%
77001 533228 Internet	38,000	0	38,000	16,982.68	.00	21,017.32	44.7%
77001 535242 Maintain Machinery & Equip	0	0	0	598.03	.00	-598.03	.0%
77001 535355 Plumbing & Electrical	1,000	0	1,000	.00	.00	1,000.00	.0%
77001 571004 IP Telephony Allocation	2,866	0	2,866	2,627.13	.00	238.87	91.7%
77001 571008 MIS overhead Allocation	17,759	0	17,759	16,709.57	.00	1,049.48	94.1%
77001 591519 Other Insurance	3,544	0	3,544	2,799.50	.00	744.50	79.0%
77001 594810 Capital Equipment	201,000	0	201,000	154,159.87	.00	46,840.13	76.7%
TOTAL PC Group	0	-48,192	-48,192	-147,911.44	65,573.05	34,146.39	170.9%

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FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77002 Systems Group							
77002 411100 General Property Taxes	-16,633	0	-16,633	-12,474.99	.00	-4,158.31	75.0%
77002 451200 Records & Reports	-1,200	0	-1,200	-225.00	.00	-975.00	18.8%
77002 474180 MIS Billed	-419,750	0	-419,750	-384,771.09	.00	-34,979.17	91.7%
77002 511110 Salary-Permanent Regular	227,775	0	227,775	183,747.65	.00	44,027.78	80.7%
77002 511210 Wages-Regular	31,755	0	31,755	46,080.90	.00	-14,325.89	145.1%
77002 511330 Wages-Longevity Pay	708	0	708	.00	.00	707.50	.0%
77002 512141 Social Security	18,584	0	18,584	16,618.33	.00	1,966.02	89.4%
77002 512142 Retirement (Employer)	17,696	0	17,696	15,628.39	.00	2,067.79	88.3%
77002 512144 Health Insurance	50,792	0	50,792	50,032.09	.00	760.06	98.5%
77002 512145 Life Insurance	52	0	52	73.02	.00	-21.12	140.7%
77002 512153 HRA Contribution	0	0	0	2,343.17	.00	-2,343.17	.0%
77002 512173 Dental Insurance	2,466	0	2,466	2,184.00	.00	282.00	88.6%
77002 521220 Consultant	7,000	0	7,000	995.00	.00	6,005.00	14.2%
77002 531312 Office Supplies	200	0	200	180.18	.00	19.82	90.1%
77002 531322 Subscriptions	175	0	175	.00	.00	175.00	.0%
77002 531324 Membership Dues	300	0	300	.00	.00	300.00	.0%
77002 532325 Registration	1,700	0	1,700	1,500.00	.00	200.00	88.2%
77002 532332 Mileage	100	0	100	157.20	.00	-57.20	157.2%
77002 532335 Meals	50	0	50	22.00	.00	28.00	44.0%
77002 532350 Training Materials	1,000	0	1,000	.00	.00	1,000.00	.0%
77002 535242 Maintain Machinery & Equip	54,476	0	54,476	43,182.81	.00	11,293.19	79.3%
77002 571004 IP Telephony Allocation	531	0	531	486.75	.00	44.25	91.7%
77002 571008 MIS Overhead Allocation	17,759	0	17,759	16,709.57	.00	1,049.47	94.1%
77002 591519 Other Insurance	4,464	0	4,464	3,461.92	.00	1,002.08	77.6%
TOTAL Systems Group	0	0	0	-14,068.10	.00	14,068.10	.0%

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Jefferson County
MIS (YEAR TO DATE)

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FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77003 Programming - Special							
77003 411100 General Property Taxes	-9,100	0	-9,100	-6,824.88	.00	-2,274.92	75.0%
77003 474099 Dept Cap Program Charges	-139,892	0	-139,892	-128,234.37	.00	-11,657.63	91.7%
77003 511210 Wages-Regular	105,062	0	105,062	104,864.64	.00	197.43	99.8%
77003 512141 Social Security	7,437	0	7,437	7,711.90	.00	-274.62	103.7%
77003 512142 Retirement (Employer)	7,144	0	7,144	7,040.20	.00	104.02	98.5%
77003 512144 Health Insurance	27,971	0	27,971	20,975.60	.00	6,995.45	75.0%
77003 512145 Life Insurance	15	0	15	9.42	.00	5.76	62.1%
77003 512173 Dental Insurance	1,362	0	1,362	920.00	.00	442.00	67.5%
TOTAL Programming - Special	0	0	0	6,462.51	.00	-6,462.51	.0%

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FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77004 MIS Overhead							
77004 529299 Purchase Care & Services	6,500	0	6,500	9,914.87	.00	-3,414.87	152.5%
77004 531298 United Parcel Service	200	0	200	.00	.00	200.00	.0%
77004 531320 Safety Supplies	50	0	50	285.78	.00	-235.78	571.6%
77004 533221 water	0	0	0	324.07	.00	-324.07	.0%
77004 533222 Electric	6,800	0	6,800	3,706.18	.00	3,093.82	54.5%
77004 533223 Sewer	400	0	400	286.70	.00	113.30	71.7%
77004 533224 Natural Gas	3,000	0	3,000	1,356.58	.00	1,643.42	45.2%
77004 533225 Telephone & Fax	3,400	0	3,400	3,840.43	.00	-440.43	113.0%
77004 533228 Internet	0	0	0	9,920.00	.00	-9,920.00	.0%
77004 533235 Storm Water Utility	180	0	180	166.58	.00	13.42	92.5%
77004 533236 wireless Internet	3,200	0	3,200	1,767.05	.00	1,432.95	55.2%
77004 533236 22209 wireless Internet	0	0	0	1,316.20	.00	-1,316.20	.0%
77004 535242 Maintain Machinery & Equip	6,500	0	6,500	.00	.00	6,500.00	.0%
77004 535246 Building Service & Maint	2,000	0	2,000	.00	.00	2,000.00	.0%
77004 535297 Refuse Collection	535	0	535	538.65	.00	-3.65	100.7%
77004 571003 Housekeeping	2,200	0	2,200	1,100.00	.00	1,100.00	50.0%
77004 571008 MIS Overhead Allocation	-35,518	0	-35,518	-33,419.14	.00	-2,098.86	94.1%
77004 591519 Other Insurance	553	0	553	690.14	.00	-137.14	124.8%
TOTAL MIS Overhead	0	0	0	1,794.09	.00	-1,794.09	.0%

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Jefferson County
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FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77005 IP-Telephony							
77005 411100 General Property Taxes	-286	0	-286	-214.29	.00	-71.45	75.0%
77005 474190 IP-Telephony Billed	-86,933	0	-86,933	-79,686.99	.00	-7,245.61	91.7%
77005 511210 wages-Regular	33,885	0	33,885	55,420.24	.00	-21,535.71	163.6%
77005 511220 wages-Overtime	455	0	455	.00	.00	454.57	.0%
77005 512141 Social Security	2,627	0	2,627	4,239.60	.00	-1,612.66	161.4%
77005 512142 Retirement (Employer)	2,335	0	2,335	3,768.61	.00	-1,433.55	161.4%
77005 512145 Life Insurance	16	0	16	50.53	.00	-34.69	319.0%
77005 512173 Dental Insurance	552	0	552	920.00	.00	-368.00	166.7%
77005 521220 Consultant	6,500	0	6,500	5,335.00	.00	1,165.00	82.1%
77005 521296 Computer Support	36,913	0	36,913	.00	.00	36,913.40	.0%
77005 531303 Computer Equipmt & Software	1,500	0	1,500	289.00	.00	1,211.00	19.3%
77005 533225 Telephone & Fax	0	0	0	11,766.45	.00	-11,766.45	.0%
77005 535242 Maintain Machinery & Equip	2,000	0	2,000	2,194.53	.00	-194.53	109.7%
77005 591519 Other Insurance	436	0	436	325.38	.00	110.62	74.6%
77005 594810 Capital Equipment	0	48,192	48,192	40,285.00	.00	7,907.00	83.6%
TOTAL IP-Telephony	0	48,192	48,192	44,693.06	.00	3,498.94	92.7%

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Jefferson County
MIS (YEAR TO DATE)

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FROM 2023 01 TO 2023 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77006 Central Duplication							
77006 411100 General Property Taxes	-3,669	0	-3,669	-2,751.75	.00	-917.26	75.0%
77006 451002 Private Party Photocopy	-1,200	0	-1,200	-170.63	.00	-1,029.37	14.2%
77006 472003 Municipality Copies & Printin	-1,800	0	-1,800	-26.84	.00	-1,773.16	1.5%
77006 474180 MIS Billed	-51,892	0	-51,892	-47,567.63	.00	-4,324.31	91.7%
77006 474200 Copying & Printing Interdepa	-36,000	0	-36,000	-20,927.27	.00	-15,072.73	58.1%
77006 511210 wages-Regular	20,908	0	20,908	3,561.60	.00	17,345.92	17.0%
77006 511220 wages-Overtime	62	0	62	.00	.00	62.00	.0%
77006 511240 wages-Temporary	0	0	0	4,106.25	.00	-4,106.25	.0%
77006 511330 wages-Longevity Pay	70	0	70	.00	.00	70.00	.0%
77006 512141 Social Security	1,599	0	1,599	586.59	.00	1,012.84	36.7%
77006 512142 Retirement (Employer)	1,213	0	1,213	.00	.00	1,213.00	.0%
77006 512144 Health Insurance	8,316	0	8,316	.00	.00	8,316.00	.0%
77006 512145 Life Insurance	20	0	20	.00	.00	20.00	.0%
77006 512173 Dental Insurance	1,104	0	1,104	.00	.00	1,104.00	.0%
77006 531298 United Parcel Service	0	0	0	13.15	.00	-13.15	.0%
77006 531303 Computer Equipmt & Software	0	0	0	507.40	.00	-507.40	.0%
77006 531312 Office Supplies	12,000	0	12,000	7,836.51	.00	4,163.49	65.3%
77006 531314 Small Items Of Equipment	600	0	600	.00	.00	600.00	.0%
77006 531349 Other Operating Expenses	200	0	200	.00	.00	200.00	.0%
77006 532332 Mileage	110	0	110	.00	.00	110.00	.0%
77006 535242 Maintain Machinery & Equip	4,000	0	4,000	1,733.01	.00	2,266.99	43.3%
77006 535252 Printing Equip Maintenance	12,000	0	12,000	3,393.98	.00	8,606.02	28.3%
77006 571004 IP Telephony Allocation	106	0	106	97.13	.00	8.87	91.6%
77006 571009 MIS PC Group Allocation	3,604	0	3,604	3,303.63	.00	300.37	91.7%
77006 571010 MIS Systems Grp Alloc(ISIS)	358	0	358	328.13	.00	29.87	91.7%
77006 591519 Other Insurance	291	0	291	199.43	.00	91.57	68.5%
77006 594810 Capital Equipment	28,000	0	28,000	31,405.00	.00	-3,405.00	112.2%
TOTAL Central Duplication	0	0	0	-14,372.31	.00	14,372.31	.0%
GRAND TOTAL	0	0	0	-123,402.19	65,573.05	57,829.14	.0%