

Building and Grounds Committee AGENDA

Videoconference or

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

Monday, December 2, 2024
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 November 4, 2024 Building and Grounds Committee Minutes
8. Update on courthouse/sheriff/jail project
9. Updates on projects and contingency
10. IT Project Update
11. Financial Reports (YTD)
 - a. Central Services
 - b. Management Information Systems (MIS)
12. Discussion and possible action on future meeting dates and agenda items
Next meeting scheduled for Monday, January 6, 2024 at 8:30 a.m.
13. 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 Jefferson County Courthouse)

MINUTES

Monday, November 4, 2024

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 Present via ZOOM: Robert Preuss
Others Present: John Rageth, IT Director; Michael Luckey, Administration; Ben Wehmeier, County Administrator; Ryan Hayes, Director of Facilities Management
Others present via ZOOM: Chief Don Hunter
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**
None
6. **Communications**
None
7. **Approval of the October 7, 2024 committee meeting minutes**
Draft minutes were provided for review.
Motion by Braughler/Lindl to approve the October 7, 2024 committee meeting minutes. Motion passed 5-0.
8. **Update on courthouse/sheriff/jail project**
Wehmeier shared photos of the building project. Hayes and Wehmeier talked about issues with AVI and the adjusted timeline. Wehmeier shared the schedule for the ventilation upgrade in the jail. No action taken.
9. **Updates on projects and contingency**
Wehmeier gave an update. No action taken.
10. **IT Project Update**
A written report was provided for review. Rageth went over the report. Cameras will be installed at Fair Park. No action taken.
11. **Discussion and possible action on Fair Park & Parks Maintenance facility cameras**
Cameras for Fair Park and the Parks Maintenance facility are not included in the 5-year capital plan currently. No action taken.
12. **Financial Reports (YTD)**
 - a. Central Services
 - b. Management Information SystemsFinancial reports were provided for review. Wehmeier talked about some projects that have been included in the Central Services operational budget. No action taken.
13. **Discuss potential agenda items for the Committee's next meeting**
 - a. Approval of November 4, 2024, Building and Grounds Committee meeting minutes
 - b. Updates on projects and contingency
 - c. IT Project Update
 - d. Update on schedule for Courthouse/Jail Project

Next meeting Monday, December 2, 2024 at 8:30 a.m. Jefferson County Courthouse

14. **Adjourn**

Motion by Lindl /Roberts to adjourn at 9:03 a.m.

MIS November - 2024

ADMIN/HR/Corp Counsel:

- Telecommuting working with Aristotle / looking at other options that may work
- Waiting on HR to test the new time and attendance software(Executime)
- Revise – Helping Tammie with issues
- Changes to the Strategic Plan application to display goal status on the public website

County Board :

- Continue testing the County Board meetings
- Scott is going to every conference room before the meeting to ensure the rooms are good to go

Child Support:

- Tried to find a solution for Stacey on her shredder request (p7 shredder)

Land Records/Zoning/ Land and Water Conservation:

- Meeting monthly on the progress of the new systems
- Adding auto imaging for zoning permits
- Receipting app for Zoning in test
- Daniels law changes
 - New main browse for public–in test
 - Working on changes to identify records that are protected

Treasurer:

- Assisted with Munis Check reconciliation issues
- Replace third-party form applications saving – \$8,000 annually

Clerk of Courts:

- Rooms 1200, 1220, and 1140 were having video issues we called AVI-SPL

Finance:

- Munis (monthly updates ongoing)
- Executime updates

Veterans Services:

- We will need to bring back the equipment from the Veterans Services temporary location

County Clerk:

- Oral had to fix a problem with one township on election night that was not being flagged as complete he stayed until the elections were done

Sheriff/EOC:

- We are in the process of pricing license plates, facial recognition cameras, and the necessary software licenses
- We reconfigured the cameras in the interview rooms, and Coban needs to connect them to its software. Sheriffs also need cable runs for their badge readers for those doors.

HUMAN SERVICES/ Health:

- Enhanced CHR(clinic Health Record) main view, due to latency
- Billing changes
- Note monitoring

MIS:

Software Development:

Locking down security on the IFS (ongoing)

Verifying Anti-Virus results on the IBMi (ongoing)

Fix errors on the server log (ongoing)

Working on web application SQL browser – reporting for users, replacing our third-party vendor NGS, and increasing maintenance costs. Est saving \$12,000 annually.

Networking:

Working on acceptable use policy

Setting up new equipment for sheriffs 15 new computers

Working with ARC-GIS to replace their servers

Reconfigured the second-floor server room Rack now that all cables have been run

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

ThinkGard Recovery Test

Comparing ZTNA(Zero trust network access) and EMS(Endpoint manager Server)

Starting to prepare for the new VMware changes

Beginning the process of moving the rest of the employees to Microsoft Office 365

We needed to add more storage because of the additional cameras, and this will continue to be an issue that we must address.

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Jefferson County
CENTRAL SERVICES (YEAR TO DATE)

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FROM 2024 01 TO 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
11201 Central Services							
11201 411100 General Property Taxes	-1,047,211	0	-1,047,211	-959,943.38	.00	-87,267.62	91.7%
11201 424001 12101 Federal Grants	0	-75,000	-75,000	.00	.00	-75,000.00	.0%
11201 474009 Housekeeping Services	-2,000	0	-2,000	-1,100.00	.00	-900.00	55.0%
11201 474120 Sheriff Interdepart Billed	-20,000	0	-20,000	.00	.00	-20,000.00	.0%
11201 483002 Misc Sale/Material & Supply	0	0	0	-175.00	.00	175.00	.0%
11201 484001 11201 Insurance Recovery	0	0	0	-1,512.50	.00	1,512.50	.0%
11201 511110 Salary-Permanent Regular	191,420	0	191,420	173,369.87	.00	18,049.86	90.6%
11201 511210 Wages-Regular	266,833	0	266,833	224,321.51	.00	42,511.35	84.1%
11201 511220 Wages-Overtime	7,746	0	7,746	9,335.13	.00	-1,589.06	120.5%
11201 511330 Wages-Longevity Pay	574	0	574	.00	.00	573.75	.0%
11201 512141 Social Security	33,967	0	33,967	28,848.27	.00	5,118.43	84.9%
11201 512142 Retirement (Employer)	31,567	0	31,567	27,578.09	.00	3,988.79	87.4%
11201 512144 Health Insurance	132,195	0	132,195	88,333.57	.00	43,861.33	66.8%
11201 512145 Life Insurance	122	0	122	124.98	.00	-2.70	102.2%
11201 512151 HSA Contribution	5,572	0	5,572	.00	.00	5,572.16	.0%
11201 512153 HRA Contribution	0	0	0	2,925.49	.00	-2,925.49	.0%
11201 512173 Dental Insurance	6,900	0	6,900	6,753.87	.00	146.13	97.9%
11201 512390 Safety Equipment	2,000	0	2,000	3,803.01	6,261.87	-8,064.88	503.2%
11201 521219 Other Professional Serv	0	0	0	5,556.22	.00	-5,556.22	.0%
11201 521219 12101 Other Professional Serv	0	75,000	75,000	.00	.00	75,000.00	.0%
11201 521296 Computer Support	0	0	0	4,313.36	.00	-4,313.36	.0%
11201 529170 Grounds Keeping Charges	15,764	0	15,764	24,238.75	.00	-8,475.18	153.8%
11201 531008 Hazard Recycle Charges	2,000	0	2,000	.00	.00	2,000.00	.0%
11201 531243 Furniture & Furnishings	0	0	0	6,339.00	.00	-6,339.00	.0%
11201 531298 United Parcel Service	500	0	500	.00	.00	500.00	.0%
11201 531302 Building & Maint Equipment	10,000	0	10,000	11,880.56	1,410.00	-3,290.56	132.9%
11201 531303 Computer Equipmt & Software	3,000	0	3,000	.00	.00	3,000.00	.0%
11201 531311 Postage & Box Rent	500	0	500	.00	.00	500.00	.0%
11201 531312 Office Supplies	800	0	800	183.37	.00	616.63	22.9%
11201 531313 Printing & Duplicating	500	0	500	107.20	.00	392.80	21.4%
11201 531314 Small Items Of Equipment	7,000	0	7,000	4,032.63	.00	2,967.37	57.6%
11201 531320 Safety Supplies	1,500	0	1,500	2,377.32	.00	-877.32	158.5%
11201 531326 Advertising	500	0	500	102.55	.00	397.45	20.5%
11201 531351 Gas/Diesel	3,000	0	3,000	3,434.40	.00	-434.40	114.5%
11201 532332 Mileage	300	0	300	22.99	.00	277.01	7.7%

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Jefferson County
CENTRAL SERVICES (YEAR TO DATE)

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FROM 2024 01 TO 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
11201 533221 Water	6,000	0	6,000	2,681.28	.00	3,318.72	44.7%
11201 533222 Electric	100,000	0	100,000	81,681.53	.00	18,318.47	81.7%
11201 533223 Sewer	5,000	0	5,000	2,531.04	.00	2,468.96	50.6%
11201 533224 Natural Gas	50,000	0	50,000	20,836.70	.00	29,163.30	41.7%
11201 533225 Telephone & Fax	1,500	0	1,500	1,221.94	.00	278.06	81.5%
11201 533235 Storm Water Utility	3,000	0	3,000	1,579.50	.00	1,420.50	52.7%
11201 535239 Street Repair & Maint	500	0	500	.00	.00	500.00	.0%
11201 535246 Building Service & Maint	60,000	0	60,000	20,960.60	.00	39,039.40	34.9%
11201 535247 Building Repair & Maint	5,000	10,000	15,000	12,263.82	.00	2,736.18	81.8%
11201 535297 Refuse Collection	4,000	0	4,000	1,850.12	.00	2,149.88	46.3%
11201 535344 Household & Janitorial Supp	25,000	0	25,000	23,908.06	.00	1,091.94	95.6%
11201 535349 Other Supplies	10,000	0	10,000	11,613.57	.00	-1,613.57	116.1%
11201 535352 Vehicle Parts & Repairs	1,000	0	1,000	.00	.00	1,000.00	.0%
11201 535353 Machinery & Equipment Parts	5,000	0	5,000	5,745.35	.00	-745.35	114.9%
11201 535354 Paint	5,000	0	5,000	.00	.00	5,000.00	.0%
11201 535355 Plumbing & Electrical	5,000	0	5,000	8,980.00	.00	-3,980.00	179.6%
11201 535361 11201 Repair & Maintenance In	0	0	0	32,656.00	.00	-32,656.00	.0%
11201 536531 Land Rent & Lease	1,800	0	1,800	1,800.00	.00	.00	100.0%
11201 536533 Equipment Rent & Lease	0	0	0	53,270.22	.00	-53,270.22	.0%
11201 571004 IP Telephony Allocation	120	0	120	110.00	.00	10.00	91.7%
11201 571005 Duplicating Allocation	1	0	1	.88	.00	.12	88.0%
11201 571009 MIS PC Group Allocation	11,832	0	11,832	10,846.00	.00	986.00	91.7%
11201 571010 MIS Systems Grp Alloc(ISIS)	7,631	0	7,631	6,995.12	.00	635.88	91.7%
11201 571020 Fleet Allocation	1,000	0	1,000	.00	.00	1,000.00	.0%
11201 591519 Other Insurance	36,568	0	36,568	34,566.77	.00	2,001.33	94.5%
11201 594822 Capital Improvement Building	0	212,715	212,715	19,420.00	.00	193,295.00	9.1%
11201 699999 Budgetary Fund Balance	0	-212,715	-212,715	.00	.00	-212,715.00	.0%
TOTAL Central Services	0	10,000	10,000	20,769.76	7,671.87	-18,441.63	284.4%
GRAND TOTAL	0	10,000	10,000	20,769.76	7,671.87	-18,441.63	284.4%

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Jefferson County
MIS (YEAR TO DATE)

FROM 2024 01 TO 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
700 MIS Department Fund							
77001 PC Group							
77001 474180 MIS Billed	-1,499,677	0	-1,499,677	-1,374,703.88	.00	-124,973.04	91.7%
77001 511110 Salary-Permanent Regular	90,546	0	90,546	79,711.83	.00	10,834.62	88.0%
77001 511210 wages-Regular	194,116	0	194,116	136,743.51	.00	57,372.83	70.4%
77001 511220 wages-Overtime	7,472	0	7,472	914.23	.00	6,558.03	12.2%
77001 511330 wages-Longevity Pay	370	0	370	212.18	.00	157.82	57.3%
77001 512141 Social Security	21,510	0	21,510	16,033.30	.00	5,476.97	74.5%
77001 512142 Retirement (Employer)	20,183	0	20,183	13,954.99	.00	6,227.84	69.1%
77001 512144 Health Insurance	42,472	0	42,472	36,355.08	.00	6,116.82	85.6%
77001 512145 Life Insurance	52	0	52	28.88	.00	22.96	55.7%
77001 512151 HSA Contribution	1,938	0	1,938	.00	.00	1,938.14	.0%
77001 512173 Dental Insurance	3,240	0	3,240	2,398.72	.00	841.28	74.0%
77001 521220 Consultant	126,300	0	126,300	69,780.08	.00	56,519.92	55.2%
77001 521296 Computer Support	587,002	0	587,002	652,637.46	.00	-65,635.66	111.2%
77001 529299 Purchase Care & Services	145,000	0	145,000	63,138.07	.00	81,861.93	43.5%
77001 531298 United Parcel Service	0	0	0	813.53	.00	-813.53	.0%
77001 531301 Office Equipment	300	0	300	532.74	.00	-232.74	177.6%
77001 531303 Computer Equipmt & Software	77,300	0	77,300	38,761.43	8,961.75	29,576.82	61.7%
77001 531312 Office Supplies	300	0	300	432.65	.00	-132.65	144.2%
77001 531313 Printing & Duplicating	100	0	100	.00	.00	100.00	.0%
77001 531324 Membership Dues	400	0	400	.00	.00	400.00	.0%
77001 532325 Registration	1,600	0	1,600	1,333.50	.00	266.50	83.3%
77001 532332 Mileage	200	0	200	.00	.00	200.00	.0%
77001 532335 Meals	150	0	150	.00	.00	150.00	.0%
77001 532336 Lodging	325	0	325	6.00	.00	319.00	1.8%
77001 532350 Training Materials	1,500	0	1,500	.00	.00	1,500.00	.0%
77001 533228 Internet	0	0	0	16,099.93	.00	-16,099.93	.0%
77001 535242 Maintain Machinery & Equip	0	0	0	695.86	.00	-695.86	.0%
77001 571004 IP Telephony Allocation	3,854	0	3,854	3,532.87	.00	321.13	91.7%
77001 571008 MIS Overhead Allocation	19,115	0	19,115	11,456.07	.00	7,659.21	59.9%
77001 591519 Other Insurance	3,331	0	3,331	2,526.92	.00	803.89	75.9%
77001 594810 Capital Equipment	151,000	0	151,000	73,753.86	72,602.51	4,643.63	96.9%
TOTAL PC Group	0	0	0	-152,850.19	81,564.26	71,285.93	.0%

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FROM 2024 01 TO 2024 12

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77002 Systems Group							
77002 451200 Records & Reports	-1,200	0	-1,200	-375.00	.00	-825.00	31.3%
77002 474180 MIS Billed	-554,018	0	-554,018	-507,849.43	.00	-46,168.13	91.7%
77002 511110 Salary-Permanent Regular	241,861	0	241,861	214,486.73	.00	27,374.64	88.7%
77002 511210 Wages-Regular	69,443	0	69,443	46,079.09	.00	23,363.65	66.4%
77002 511330 Wages-Longevity Pay	738	0	738	.00	.00	737.50	.0%
77002 512141 Social Security	22,751	0	22,751	18,465.25	.00	4,285.40	81.2%
77002 512142 Retirement (Employer)	21,393	0	21,393	17,898.38	.00	3,494.49	83.7%
77002 512144 Health Insurance	70,079	0	70,079	48,535.59	.00	21,543.75	69.3%
77002 512145 Life Insurance	84	0	84	79.64	.00	4.60	94.5%
77002 512151 HSA Contribution	2,423	0	2,423	.00	.00	2,422.68	.0%
77002 512173 Dental Insurance	2,724	0	2,724	2,406.79	.00	317.21	88.4%
77002 521220 Consultant	7,000	0	7,000	14,328.00	5,500.00	-12,828.00	283.3%
77002 521296 Computer Support	0	0	0	12,805.00	.00	-12,805.00	.0%
77002 531303 Computer Equipmt & Software	0	0	0	5,204.00	.00	-5,204.00	.0%
77002 531312 Office Supplies	200	0	200	.00	.00	200.00	.0%
77002 531324 Membership Dues	300	0	300	375.00	.00	-75.00	125.0%
77002 531326 Advertising	0	0	0	258.06	.00	-258.06	.0%
77002 532325 Registration	2,000	0	2,000	125.00	.00	1,875.00	6.3%
77002 532332 Mileage	100	0	100	.00	.00	100.00	.0%
77002 532335 Meals	50	0	50	.00	.00	50.00	.0%
77002 532336 Lodging	0	0	0	418.39	.00	-418.39	.0%
77002 532350 Training Materials	500	0	500	.00	.00	500.00	.0%
77002 535242 Maintain Machinery & Equip	49,736	0	49,736	29,218.69	2,146.00	18,371.31	63.1%
77002 571004 IP Telephony Allocation	602	0	602	551.87	.00	50.13	91.7%
77002 571008 MIS Overhead Allocation	19,115	0	19,115	11,456.07	.00	7,659.20	59.9%
77002 591519 Other Insurance	4,119	0	4,119	2,300.65	.00	1,818.25	55.9%
77002 594818 Capital Computer	40,000	0	40,000	52,213.78	.00	-12,213.78	130.5%
TOTAL Systems Group	0	0	0	-31,018.45	7,646.00	23,372.45	.0%

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	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77003 Programming - Special							
77003 474099 Dept Cap Program Charges	0	0	0	-175,595.42	.00	175,595.42	.0%
77003 511110 Salary-Permanent Regular	-191,559	0	-191,559	.00	.00	-191,558.62	.0%
77003 511210 wages-Regular	145,171	0	145,171	128,851.86	.00	16,319.12	88.8%
77003 511220 wages-Overtime	665	0	665	.00	.00	665.17	.0%
77003 512141 Social Security	10,801	0	10,801	9,698.97	.00	1,101.95	89.8%
77003 512142 Retirement (Employer)	10,052	0	10,052	8,896.90	.00	1,154.66	88.5%
77003 512144 Health Insurance	22,786	0	22,786	6,635.94	.00	16,150.18	29.1%
77003 512145 Life Insurance	11	0	11	9.97	.00	.83	92.3%
77003 512151 HSA Contribution	969	0	969	.00	.00	969.07	.0%
77003 512173 Dental Insurance	1,104	0	1,104	453.43	.00	650.57	41.1%
TOTAL Programming - Special	0	0	0	-21,048.35	.00	21,048.35	.0%

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FROM 2024 01 TO 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77004 MIS Overhead							
77004 521296 Computer Support	0	0	0	1,296.28	.00	-1,296.28	.0%
77004 529299 Purchase Care & Services	8,500	0	8,500	3,371.75	.00	5,128.25	39.7%
77004 531298 United Parcel Service	200	0	200	.00	.00	200.00	.0%
77004 531320 Safety Supplies	75	0	75	436.23	.00	-361.23	581.6%
77004 533221 Water	435	0	435	613.17	.00	-178.17	141.0%
77004 533222 Electric	6,800	0	6,800	3,188.56	.00	3,611.44	46.9%
77004 533223 Sewer	400	0	400	536.74	.00	-136.74	134.2%
77004 533224 Natural Gas	3,000	0	3,000	1,073.40	.00	1,926.60	35.8%
77004 533225 Telephone & Fax	3,400	0	3,400	3,322.44	.00	77.56	97.7%
77004 533228 Internet	0	0	0	4,960.00	.00	-4,960.00	.0%
77004 533235 Storm Water Utility	180	0	180	211.95	.00	-31.95	117.8%
77004 533236 Wireless Internet	3,200	0	3,200	2,462.95	.00	737.05	77.0%
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	530.51	.00	4.49	99.2%
77004 571003 Housekeeping	2,200	0	2,200	1,100.00	.00	1,100.00	50.0%
77004 571008 MIS Overhead Allocation	-38,231	0	-38,231	-22,912.14	.00	-15,318.41	59.9%
77004 591519 Other Insurance	806	0	806	750.97	.00	54.58	93.2%
TOTAL MIS Overhead	0	0	0	942.81	.00	-942.81	.0%

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FROM 2024 01 TO 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77005 IP-Telephony							
77005 474190 IP-Telephony Billed	-96,839	0	-96,839	-88,769.12	.00	-8,069.96	91.7%
77005 511210 Wages-Regular	73,662	0	73,662	64,754.17	.00	8,907.65	87.9%
77005 511220 Wages-Overtime	360	0	360	.00	.00	359.77	.0%
77005 512141 Social Security	5,663	0	5,663	4,953.66	.00	708.99	87.5%
77005 512142 Retirement (Employer)	5,107	0	5,107	4,468.06	.00	639.43	87.5%
77005 512145 Life Insurance	56	0	56	52.24	.00	3.92	93.0%
77005 512173 Dental Insurance	1,104	0	1,104	1,005.43	.00	98.57	91.1%
77005 521220 Consultant	6,500	0	6,500	3,402.00	.00	3,098.00	52.3%
77005 531303 Computer Equipmt & Software	1,500	0	1,500	430.00	.00	1,070.00	28.7%
77005 533225 Telephone & Fax	0	0	0	12,285.02	.00	-12,285.02	.0%
77005 535242 Maintain Machinery & Equip	2,500	0	2,500	.00	.00	2,500.00	.0%
77005 591519 Other Insurance	387	0	387	639.43	.00	-252.24	165.1%
TOTAL IP-Telephony	0	0	0	3,220.89	.00	-3,220.89	.0%

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FROM 2024 01 TO 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
77006 Central Duplication							
77006 451002 Private Party Photocopy	0	0	0	-363.54	.00	363.54	.0%
77006 472003 Municipality Copies & Printin	0	0	0	-778.37	.00	778.37	.0%
77006 474180 MIS Billed	-17,394	0	-17,394	-15,944.72	.00	-1,449.46	91.7%
77006 474200 Copying & Printing Interdepa	-36,000	0	-36,000	-14,659.07	.00	-21,340.93	40.7%
77006 511210 Wages-Regular	16,768	0	16,768	10,345.99	.00	6,422.19	61.7%
77006 512141 Social Security	1,283	0	1,283	791.48	.00	491.29	61.7%
77006 531312 Office Supplies	13,200	0	13,200	3,179.18	.00	10,020.82	24.1%
77006 531313 Printing & Duplicating	0	0	0	34.40	.00	-34.40	.0%
77006 531314 Small Items Of Equipment	600	0	600	600.00	.00	.00	100.0%
77006 531349 Other Operating Expenses	200	0	200	109.00	.00	91.00	54.5%
77006 532332 Mileage	110	0	110	.00	.00	110.00	.0%
77006 535242 Maintain Machinery & Equip	4,000	0	4,000	2,716.90	.00	1,283.10	67.9%
77006 535252 Printing Equip Maintenance	12,000	0	12,000	2,615.88	.00	9,384.12	21.8%
77006 571004 IP Telephony Allocation	120	0	120	110.00	.00	10.00	91.7%
77006 571009 MIS PC Group Allocation	4,437	0	4,437	4,067.25	.00	369.75	91.7%
77006 571010 MIS Systems Grp Alloc(ISIS)	439	0	439	402.38	.00	36.62	91.7%
77006 591519 Other Insurance	237	0	237	144.87	.00	92.36	61.1%
TOTAL Central Duplication	0	0	0	-6,628.37	.00	6,628.37	.0%
GRAND TOTAL	0	0	0	-207,381.66	89,210.26	118,171.40	.0%