

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Finance & Personnel Committee
DATE OF MEETING: February 7, 2018 (Wednesday)
PLACE OF MEETING: City Hall – 415 Main Street (Common Council Chambers)
TIME OF MEETING: 7:15 p.m. (no earlier than 7:15 p.m. or immediately following the Utilities Committee Meeting)

PURPOSE OF MEETING

1. Call to order and roll call.
2. Approval of minutes from the previous meeting.
3. Public Input (limited to 3 minutes/individual)

Consideration and possible action on the following items:

FINANCE

4. Omni Center financials for 2017
5. General Fund Financials 2017
 - a. Authorization to approve transfer of funds within each department to comply with Government Accounting Standards Board (GASB)/Generally Accepted Accounting Principles (GAAP)
6. **Resolution 8-2018** - To transfer funds to/from various departments 2017 General Fund Budget
7. Designated Fund Balance (DSFB) General Fund and/or Special Revenue Funds 2017
 - a. Adjust existing DSFB - 2017
 - b. Establish new DSFB - 2017
8. **Resolution 9-2018** – Authorization to transfer from General Fund to Special Project Fund Dare account in the amount of \$3,500

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the committee may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

Notices Mailed To:

Mayor Joe Chilsen	_____
*Ald. Jim Olson - Vice Chair	_____
Ald. Gerald Every	_____
*Ald. Harvey Bertrand	_____
Ald. Jim Binash	_____
Ald. Ron Gjertsen	_____
*Ald. Bob Muth – Chair	_____
City Administrator City Attorney	WPPA Steward IAFF Steward
Dept. Heads La Crosse Tribune	_____
Coulee Courier	Onalaska Omni Center
FOX WKTY WLXR WLAX WKBT WXOW	Onalaska Public Library
*Committee Members	

Date Notices Mailed and Posted: 2/1/18

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.

9. Authorization to proceed purchasing a City drone not to exceed \$10,200 using \$5,000 of donated funds and using designated fund balance for the remaining \$5,200
10. Authorization to approve for 2018 the contractual commercial appraisal services of Real Estate Appraisals, Inc.
11. Update regarding the City of Onalaska municipal court accounts receivable and cases for 2017
12. Update regarding credit card usage/cost, utility billing Insite usage, and E-box usage for 2017
13. **Resolution 10-2017** – To amend the 2017 General Fund Budget and Transfer to Special Projects Fund – Equipment Replacement Fund 2017
14. Gundersen Health Systems Parking Ramp 4th Quarter and annual for 2017
15. City of Onalaska 2018 Capital Projects -General Obligation Corporate Purpose Bonds and Note Anticipation Notes.
 - a. **Resolution 3-2018** – Initial Resolution Authorizing \$175,000 General Obligation Bonds for Parks and Public Grounds Projects.
 - b. **Resolution 4-2018** – Initial Resolution Authorizing \$3,450,000 General Obligation Bonds for Street Improvement Projects.
 - c. **Resolution 5-2018** - Resolution directing publication of Notice to Electors
 - d. **Resolution 6-2018** -Resolution providing the sale of \$3,625,000 General Obligation Corporate Purpose Bonds.
 - e. **Resolution 7-2018** -Resolution providing the sale of \$1,570,000 Note Anticipation Notes

PERSONNEL

16. Review and consideration to authorization to post, advertise, and fill budgeted position Public Works Operator
17. Review and consideration of changes to the following job descriptions:
 - a. Administrative Manager
 - b. Assistant Police Chief
 - c. Professional Standards Sergeant
 - d. Sergeant
 - e. Investigator
 - f. School Liaison Officer
 - g. DARE/GREAT Officer
 - h. Administrative Secretary – PD
18. Review and consideration of authorization to replace, post, and advertise Administrative Manager position

Adjournment



City of Onalaska

DRAFT
FINAL

F-4
Balance Sheet
Account Summary
As Of 12/31/2017

Fred
1-31-18

Account	Name	Balance
Fund: 640 - OMNI CENTER		
Assets		
640-11100	CASH	-105,339.05
640-11104	TEMPORARY CASH	0.00
640-11300	INVESTMENTS	0.00
640-11302	INVESTMENTS 95 & 96	0.00
640-11304	C.D.A. - INVESTMENT-RINK EXPANSION	0.00
640-11370	INVESTMENTS (BOND ACCT)	0.00
640-11501	RESERVE FUND 1992	0.00
640-11505	SPEC TRUST (ADOPT-A-PRO)	0.00
640-11800	PETTY CASH	7,040.00
640-12100	TAXES RECEIVABLE	0.00
640-13000	ACCOUNTS RECEIVABLE	54,908.62 <i>OK</i>
640-16202	PREPAID INSURANCE	7,794.82
640-16500	INVENTORY	3,912.88
640-18100	LAND	0.00
640-18104	LAND IMPROVEMENT	0.00
640-18150	CONSTRUCTION WORK IN PROGRESS	0.00
640-18152	C.W.I.P. - CAMPAIGN FUNDING	0.00
640-18153	C.W.I.P. CAMP FUND CDA	0.00
640-18201	BUILDING #1	0.00
640-18202	BUILDING #2	0.00
640-18203	BUILDING #3	0.00
640-18500	EQUIPMENT	0.00
640-18502	OFFICE EQUIPMENT	0.00
640-18504	C.D.A. - TRANSPORTATION EQUIP	0.00
640-18595	LEASE EQUIPMENT	0.00
640-18931	PROVISION FOR DEPRECIATION	0.00
640-18980	UNAMORTIZED BOND COSTS	0.00
640-19000	WRS NET PENSION ASSET	0.00
640-19200	DEF. OUTFLOW-WRS PENSION-CONTRIBL	68,453.00
	Total Assets:	36,770.27
		<u>36,770.27</u>
Liability		
640-21100	ACCOUNTS PAYABLE	22,062.64 <i>OK</i>
640-21110	AP PENDING (DUE TO POOL)	41,527.45
640-21111	PAYROLL CORRECTIONS	0.00
640-21112	SALES TAX PAYABLE	-548.63
640-21511	FICA W/H	755.16
640-21512	FEDERAL W/H	401.71
640-21513	STATE W/H - WI	186.17
640-21515	FICA W/H - MEDICARE	176.68
640-21520	RETIREMENT W/H	542.04
640-21528	BC/BS HEALTH INS	0.00
640-21529	HEALTH INS W/H (EMPL. HEAL. INS. CO.)	0.00
640-21530	HEALTH INS	318.91
640-21531	CANCER INS	117.77
640-21532	LIFE INSURANCE W/H	0.00
640-21533	HEALTH/DENTAL/LIFE INS PREMIUMS	0.00
640-21534	MEDICAL & DEP CARE - SECT. 125	28.17
640-21535	WI-RETIREMENT SYSTEM (P.T.EE)	0.00
640-21540	UNITED WAY	0.00
640-21560	COMMUNITY CREDIT UNION W/H	0.00
640-21570	UNION DUES	0.00
640-21571	LOCAL 150 UNION DUES W/H	0.00

Balance Sheet

As Of 12/31/2017

Account	Name	Balance
640-21572	1ST FINANCIAL SVGS.	0.00
640-21573	DEFERRED COMPENSATION	30.50
640-21581	SUPPORT PAYMENTS	6.88
640-21700	ACCRUED WAGES	0.00
640-21800	ACCUMULATED EMPLOYEE BENEFIT (VAC	7,753.95 <i>OK</i>
640-21820	ACCUMULATED EMPLOYEE BENEFIT (SICK	6,533.32
640-21900	LIQUOR SALES	2,000.00
640-22403	INTEREST ACCRUED - RESTRICTED ASSETS	0.00
640-22408	INTEREST ACCRUED - G.O.	0.00
640-22409	INTEREST ACCRUED - CITY	0.00
640-22901	CURRENT PORTION REDEV.	0.00
640-22903	CURRENT PORTION G.O. ISSUE	0.00
640-22905	CURRENT PORTION CITY LOAN	0.00
640-22906	CURRENT PORT. - CITY LOAN RLC	0.00
640-22907	CURRENT PORTION OF LEASE PAYABLE	0.00
640-23415	SECURITY DEPOSITS	1,810.50 <i>OK</i>
640-23421	SEC DEP - SPRING	3,570.00
640-23422	SEC DEP - FALL	5,440.00
640-23423	SEC DEP- SPORTS & ADVENT.	0.00
640-23424	SEC DEP- WEDDING EXPO	0.00
640-23425	SEC DEP - SERV./EQUIP./PRODUCT	0.00
640-23900	WRS NET PENSION LIAB.	12,014.00
640-25100	DUE TO GENERAL FUND	0.00
640-25200	DEFERRED INFLOW-WRS PENSION	25,535.00
640-26101	DEFERRED REVENUE	0.00
640-29000	LOAN PAYABLE TO TOURISM	0.00
640-29001	LOAN PAYABLE TO CITY	0.00
640-29002	LEASE PAYABLE	0.00
640-29204	BONDS PAYABLE 1993	0.00
640-29207	BONDS PAYABLE 1994	0.00
640-29210	BONDS PAYABLE 1995	0.00
640-29213	BONDS PAYABLE 1996	0.00
640-29216	BONDS PAYABLE 1997	0.00
640-29219	BONDS PAYABLE 1998	0.00
640-29221	DEF. LOSS ON EARLY RET.	0.00
640-29222	1998 REFUNDING L.R.B.I.	0.00
640-29224	BONDS PAYABLE - 2002	0.00
640-29225	BONDS PAYABLE - 2006	0.00
640-29226	S.T.F.L. LOAN - 2007	0.00
640-29227	C.D.A. G.O. BONDS PAYABLE-2010	0.00
Total Liability:		130,262.22

Equity		
640-31202	CONTRIBUTIONS FROM OTHERS	0.00
640-31203	DEPR./CHARGEBACK	0.00
640-31204	CONTRIBUTIONS FROM MUNIC.	0.00
640-32000	INVESTMENT IN CAPITAL ASSETS	0.00
640-34100	FUND BALANCE	-126,463.94
640-34141	SURPLUS/DEFICIT	0.00
640-34148	RESERVED RETAINED EARNINGS	0.00
640-34300	RESTRICTED FOR WRS PENSION	30,904.00
Total Beginning Equity:		-95,559.94
Total Revenue		628,988.70
Total Expense		626,920.71
Revenues Over/Under Expenses		2,067.99
Total Equity and Current Surplus (Deficit):		-93,491.95
Total Liabilities, Equity and Current Surplus (Deficit):		<u>36,770.27</u>



* Note: 1 month Room Tax to record as Revenue est. 6,400-

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 640 - OMNI CENTER							
Revenue							
640-00000-41110	GENERAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-41210	ROOM TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-46716	RECR FEES >AGE 18	3,200.00	3,200.00	0.00	-95.00	-3,295.00	102.97 %
640-00000-46741	ICE RENTAL INCOME (NONTAXABLE)	162,465.00	162,465.00	32,309.34	191,886.57	29,421.57	118.11 %
640-00000-46742	ICE RENTAL INCOME (TAXABLE)	47,794.00	47,794.00	0.00	9,720.07	-38,073.93	79.66 %
640-00000-46744	CONCESSION REV. (TAXABLE)	50,000.00	50,000.00	6,303.97	41,658.80	-8,341.20	16.68 %
640-00000-46745	CATERING REVENUE - (TAXABLE)	6,000.00	6,000.00	0.00	3,257.10	-2,742.90	45.72 %
640-00000-46746	CONCESSION REVENUE (VENDING)	0.00	0.00	0.00	650.26	650.26	0.00 %
640-00000-46747	CONCESSION REVENUE (EVENTS)	0.00	0.00	0.00	146.92	146.92	0.00 %
640-00000-46748	CONCESSION REVENUE - NON-ALC	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-46749	VENDING INCOME (NONTAXABLE)	1,750.00	1,750.00	0.00	1,702.85	-47.15	2.69 %
640-00000-46751	PRO SHOP REVENUE	9,000.00	9,000.00	600.25	4,681.10	-4,318.90	47.99 %
640-00000-46752	RENTALS INC. (ARENA) TAXAB	12,000.00	12,000.00	1,374.40	12,514.92	514.92	104.29 %
640-00000-46754	RENTAL INC. (ARENA NON-TAX.)	10,000.00	10,000.00	0.00	4,555.00	-5,445.00	54.45 %
640-00000-46755	RENTAL INC. (SHELTER - TAXABLE)	875.00	875.00	194.78	2,039.73	1,164.73	233.11 %
640-00000-46756	RENTAL INC. (MEETING NON-TAX.)	6,000.00	6,000.00	284.34	4,361.89	-1,638.11	27.30 %
640-00000-46757	RENTAL INC. (SPACE/ST-TAX.)	35,000.00	35,000.00	0.00	31,101.12	-3,898.88	11.14 %
640-00000-46758	RENTAL INC. (SUPPLIES - TAXABLE)	3,000.00	3,000.00	0.00	8,708.64	5,708.64	290.29 %
640-00000-46759	LABOR INC. (HOUSEPERSON NON-T	2,500.00	2,500.00	0.00	2,365.00	-135.00	5.40 %
640-00000-46760	RENTAL INC. (SHELTER NON-TAXAB	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
640-00000-46761	ADVERTISING INCOME	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-46763	ADMISSION SALES - TAXABLE	7,750.00	7,750.00	0.00	2,566.00	-5,184.00	66.89 %
640-00000-46765	ADMISSION SALES - NONTAXABLE	4,000.00	4,000.00	1,289.20	4,156.50	156.50	103.91 %
640-00000-46766	RENTAL INC. (MTG. ROOM - TAX)	3,000.00	3,000.00	-1,025.00	7,099.50	4,099.50	236.65 %
640-00000-46767	RENTAL INC. SUPPLIES - NONTAX	2,000.00	2,000.00	0.00	1,873.48	-126.52	6.33 %
640-00000-46768	LABOR INC. - HOUSEPERSON TAX	3,000.00	3,000.00	0.00	6,131.24	3,131.24	204.37 %
640-00000-46769	CATERING REVENUE-(NON TAX.)	3,500.00	3,500.00	0.00	2,427.50	-1,072.50	30.64 %
640-00000-48001	MISC. INCOME (NONTAXABLE)	8,000.00	8,000.00	28,070.24	39,582.48	31,582.48	494.78 %
640-00000-48002	MISC INCOME TAXABLE	2,000.00	2,000.00	0.00	745.45	-1,254.55	62.73 %
640-00000-48100	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-48102	INTEREST INC/RECEIVABLE	0.00	0.00	0.00	20.63	20.63	0.00 %
640-00000-48103	GAIN ON REFUNDING	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-48203	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-48205	RENTAL INCOME (CITY)	45,000.00	45,000.00	5,935.09	53,990.60	8,990.60	119.98 %
640-00000-48401	INS. RE-IMBURSEMENT CLAIMS - O	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-48500	DONATIONS	0.00	0.00	0.00	3,750.00	3,750.00	0.00 %
640-00000-48513	DONATIONS (O.E.C. LIQ.AGR)	11,000.00	11,000.00	5,004.19	5,004.19	-5,995.81	54.51 %
640-00000-48515	DONATIONS (SPONSORSHIPS)	5,000.00	5,000.00	0.00	6,510.20	1,510.20	130.20 %
640-00000-49201	OPERATING TRANSFER IN	183,174.00	183,174.00	25,123.61	175,875.96	-7,298.04	3.98 %
640-00000-49221	TRANSFER FROM CITY (TOURI)	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-49406	SALE OF CITY PROPERTY - OMNI	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-49900	DEPRECIATION/CHARGEBACK	0.00	0.00	0.00	0.00	0.00	0.00 %
	Revenue Total:	628,008.00	628,008.00	105,464.41	628,988.70	980.70	0.16 %
Expense							
640-55450-110	SALARIES - REGULAR	141,897.00	141,897.00	13,891.20	129,367.92	12,529.08	8.83 %
640-55450-120	WAGES - REGULAR	1,959.00	1,959.00	1,725.10	10,407.59	-8,448.59	-431.27 %
640-55450-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-124	WAGES - PERM PT	14,550.00	14,550.00	0.00	4,989.20	9,560.80	65.71 %
640-55450-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-126	WAGES - TEMP/SEAS	63,608.00	63,608.00	7,278.86	57,068.54	6,539.46	10.28 %

			Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
6	450-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	37.13	37.13	0.00 %
64	450-150	FICA	16,985.00	16,985.00	1,630.83	14,562.02	2,422.98	14.27 %
640-55450-151		RETIREMENT (WRS)	9,782.00	9,782.00	1,031.96	9,781.30	0.70	0.01 %
640-55450-152		HEALTH INSURANCE	43,171.00	43,171.00	2,551.21	39,087.40	4,083.60	9.46 %
640-55450-153		DENTAL INSURANCE	2,586.00	2,586.00	158.73	2,303.44	282.56	10.93 %
640-55450-154		LIFE INSURANCE	17.00	17.00	2.48	35.48	-18.48	-108.71 %
640-55450-211		BOILER CONTRACTUAL	500.00	500.00	0.00	0.00	500.00	100.00 %
640-55450-213		HVAC CONTRACTUAL	10,000.00	10,000.00	25,687.74	28,930.94	-18,930.94	-189.31 %
640-55450-214		FIRE CONTRACTUAL	1,930.00	1,930.00	626.80	1,695.80	234.20	12.13 %
640-55450-220		WATER/SEWER/STORM WATER	7,177.00	7,177.00	0.00	7,916.59	-739.59	-10.31 %
640-55450-221		ELECTRIC & GAS	175,000.00	175,000.00	39,556.74	179,874.83	-4,874.83	-2.79 %
640-55450-225		PHONE/INTERNET/CABLE	8,500.00	8,500.00	936.35	10,310.35	-1,810.35	-21.30 %
640-55450-240		SOFTWARE MAINTENANCE CONTR	3,500.00	3,500.00	2,772.00	3,372.00	128.00	3.66 %
640-55450-241		EQUIPMENT MAINTENANCE CONT	0.00	0.00	940.20	1,179.17	-1,179.17	0.00 %
640-55450-242		EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-243		LEASES	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-244		WEBSITE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-290		OTHER CONTRACTUAL SERVICES	16,500.00	16,500.00	1,763.13	8,399.72	8,100.28	49.09 %
640-55450-291		TRANSCRIPTION CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-292		ELECTRICAL CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
640-55450-293		PLUMBING CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
640-55450-301		SALES TAX	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-310		OFFICE SUPPLIES	400.00	400.00	72.43	298.67	101.33	25.33 %
640-55450-311		POSTAGE	25.00	25.00	0.46	4.86	20.14	80.56 %
640-55450-312		COPY USAGE & PAPER	1,440.00	1,440.00	285.01	3,469.94	-2,029.94	-140.97 %
640-55450-320		SUBSCRIPTIONS & DUES	250.00	250.00	0.00	770.00	-520.00	-208.00 %
640-55450-323		GENERAL ADVERTISING	16,000.00	16,000.00	5,658.00	20,959.74	-4,959.74	-31.00 %
640-55450-324		RECRUITMENT	100.00	100.00	96.00	562.75	-462.75	-462.75 %
64	450-330	SEMINARS, CONF & TRAVEL	1,000.00	1,000.00	716.22	1,035.45	-35.45	-3.55 %
64	450-340	OPERATING SUPPLIES	16,542.00	16,542.00	1,938.73	15,645.22	896.78	5.42 %
640-55450-341		PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-342		CLEANING & SANITARY SUPPLIES	4,500.00	4,500.00	381.29	5,464.16	-964.16	-21.43 %
640-55450-343		CONCESSIONS SUPPLIES	23,700.00	23,700.00	5,551.49	30,794.82	-7,094.82	-29.94 %
640-55450-344		VENDING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-345		BAR SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-346		CATERING SUPPLIES	3,785.00	3,785.00	38.80	240.68	3,544.32	93.64 %
640-55450-347		PRO SHOP	1,050.00	1,050.00	0.00	0.00	1,050.00	100.00 %
640-55450-350		BLDG & GRDS MAINT & REPAIRS	13,000.00	13,000.00	2,053.35	5,271.05	7,728.95	59.45 %
640-55450-360		VEHICLE MAINT. & REPAIRS	125.00	125.00	125.50	819.98	-694.98	-555.98 %
640-55450-361		REGULAR FUEL	1,275.00	1,275.00	0.00	49.69	1,225.31	96.10 %
640-55450-362		OFF ROAD FUEL	75.00	75.00	0.00	13.52	61.48	81.97 %
640-55450-363		EQUIPMENT MAINT & REPAIRS	5,500.00	5,500.00	62.05	7,294.41	-1,794.41	-32.63 %
640-55450-510		INS - WORKERS COMP	7,048.00	7,048.00	0.00	6,961.00	87.00	1.23 %
640-55450-511		INS - FIRE, COMP/COLL, BOILER	11,309.00	11,309.00	0.00	11,449.00	-140.00	-1.24 %
640-55450-512		INS - VEHICLES	144.00	144.00	0.00	120.00	24.00	16.67 %
640-55450-513		INS - CVMIC, LIABILITY, PROF	2,108.00	2,108.00	0.00	2,108.00	0.00	0.00 %
640-55450-514		SIR	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-515		INS - MONIES & SECURITIES	100.00	100.00	0.00	69.00	31.00	31.00 %
640-55450-516		EMPLOYEE BENEFITS	0.00	0.00	3,549.35	3,549.35	-3,549.35	0.00 %
640-55450-517		UNEMPLOYMENT	250.00	250.00	0.00	0.00	250.00	100.00 %
640-55450-540		DEPR - GENERAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-541		DEPR - VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-542		DEPR - OFFICE EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-543		DEPR - BLDG, STRUCTURE, BLDG I	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-544		DEPR - IMPROV OTHER THAN LAND	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-620		INTEREST	0.00	0.00	0.00	0.00	0.00	0.00 %
64	450-686	ALLOCATED - WRS	0.00	0.00	0.00	0.00	0.00	0.00 %
64	450-690	OTHER DEBT SERVICES	120.00	120.00	0.00	0.00	120.00	100.00 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
450-692	AMORTIZED BOND COSTS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-5450-693	BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-720	DONATIONS	0.00	0.00	0.00	650.00	-650.00	0.00 %
	Expense Total:	628,008.00	628,008.00	121,082.01	626,920.71	1,087.29	0.17 %
Fund: 640 - OMNI CENTER Surplus (Deficit):		0.00	0.00	-15,617.60	2,067.99	2,067.99	0.00 %
Report Surplus (Deficit):		0.00	0.00	-15,617.60	2,067.99	2,067.99	0.00 %

Note: Est 2700 in a WRS Adjustment
as an expense (GASB)
with estimated Net surplus = \$5,767-



City of Onalaska

F-5
Balance Sheet
Account Summary
As Of 12/31/2017

Feb 7-18

Account	Name	Balance
Fund: 100 - GENERAL FUND		
Assets		
100-11100	CASH	-4,585,038.73
100-11103	CASH-CAFE PLAN	14,703.33
100-11305	TEMPORARY INVESTMENTS	13,346,276.84
100-11400	ONAL FIRE DEPT. (CARINS IRIS)	0.00
100-11510	DONATIONS SAVINGS ACCT	4,631.10
100-11511	NON-CITY INVESTMENTS	141.68
100-11800	PETTY CASH	4,220.00
100-12101	R/E & P/P TAXES REC.	5,729,884.00
100-12110	DELQ. S/A FROM COUNTRY-2008	0.00
100-12111	DELQ. S/A FROM COUNTY-2009	0.00
100-12112	DELQ S/A FROM CO.-2010	0.00
100-12113	DELQ. S/A FROM CO.-2011	1,043.82
100-12114	DELQ.S/A FROM CO.-2012	883.16
100-12115	DELQ,S/A FROM CO.-2013	459.08
100-12116	DELQ. S/A FROM CO. - 2014	1,041.14
100-12117	DELQ,S/A FROM CO. - 2015	842.90
100-12118	DELQ. S/A FROM CO. 2016	3,053.87
100-12119	DELQ. S/A FROM CO. - 2017	0.00
100-12332	2010 DELQ. OMITTED PP TAXES	0.00
100-12333	2005 DELQ. P/P TAXES	0.00
100-12334	2006/07 DELQ. P/P TAXES	0.00
100-12335	2007/08 DELQ. P/P TAXES	0.00
100-12336	2008/09 DELQ P/P TAXES	0.00
100-12337	2009-10 DELQ. P/P TAXES	0.00
100-12338	2010-11 DELQ P/P TAXES	0.00
100-12339	2011-12 DELQ. P/P TAXES	0.00
100-12340	2012-13 DELQ. P/P TAXES	0.00
100-12341	2013-14 DELQ. P/P TAXES	0.00
100-12342	2014-15 DELQ. P/P TAXES	0.00
100-12343	2015-16 DELQ. P/P TAXES	0.00
100-12344	2016-17 DELQ. P/P TAXES	3,968.52
100-12609	S/A STORM SEWER	0.00
100-12611	S/A STREET CONSTRUCTION	138,218.96
100-12613	S/A CURB & GUTTER	50,265.28
100-12626	S/A SIDEWALK	63,456.18
100-12632	S/A ALLEY PAVING	18,453.42
100-13100	OTHER ACCOUNTS RECEIVABLE	16,500.24
100-13102	A/REC. - CDA/OMNI NOTE	0.00
100-13113	A/ REC. - OMNI	0.00
100-13115	ACCOUNTS RECEIVABLE - G. LUTH	0.00
100-13122	ALLOWANCE FOR UNCOLLECTIBLE ACCOL	0.00
100-13125	ACCOUNTS RECEIVABLE - C.D.A. MGMT	166.86
100-13300	INTEREST RECEIVABLE	0.00
100-14000	DUE FROM OTHER GOVERNMENTS	0.00
100-14207	DUE FROM SEWER	0.00
100-14209	DUE FROM CEMETERY	0.00
100-14210	DUE FROM OMNI CENTER	0.00
100-14213	DUE FROM TAX AGENCY FUND	0.00
100-14215	DUE FROM S/R-O.S.R.	0.00
100-14216	DUE FROM DEBT SERVICE	0.00
100-16200	PRE-PAID INSURANCE	41,260.32
Total Assets:		14,854,431.97
		<u><u>14,854,431.97</u></u>

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Balance Sheet

Account	Name	Balance
Liability		
100-21100	ACCOUNTS PAYABLE	63,754.95
100-21110	AP PENDING (DUE TO POOL)	203,569.80
100-21111	CORRECTIONS PAYABLE	-21.54
100-21112	G.F. SALES TAX PAYABLE	1,144.21
100-21405	DOT-PARKING TICKETS	-7,825.00
100-21511	FICA W/H	17,224.46
100-21512	FEDERAL W/H	17,659.81
100-21513	STATE W/H - WI	7,867.43
100-21515	FICA W/H - MEDICARE	5,015.86
100-21520	RETIREMENT W/H	29,933.92
100-21528	BC/BS HEALTH INS	0.00
100-21529	HEALTH INS W/H (EMPL. HEAL. INS. CO.)	0.00
100-21530	HEALTH INS	10,292.44
100-21531	CANCER INS	2,373.70
100-21532	LIFE INSURANCE W/H	1,201.46
100-21533	HEALTH/DENTAL/LIFE INS PREMIUMS	0.00
100-21534	MEDICAL & DEP CARE - SECT. 125	1,090.30
100-21535	WI-RETIREMENT SYSTEM (P.T.EE)	0.00
100-21540	UNITED WAY	32.00
100-21560	COMMUNITY CREDIT UNION W/H	0.00
100-21570	UNION DUES	2,128.80
100-21571	LOCAL 150 UNION DUES W/H	0.00
100-21572	1ST FINANCIAL SVGS.	0.00
100-21573	DEFERRED COMPENSATION	7,207.21
100-21574	DUE TO EMPLOYEES CAFE PLAN	14,121.89
100-21581	SUPPORT PAYMENTS	997.17
100-21700	ACCRUED WAGES	0.00
100-21901	PAYABLE TO SHARED RIDE	0.00
100-23420	ANTI-ANNEXATION FEES	1,573.37
100-24220	BAIL BOND DEPOSITS	0.00
100-24230	PARTIAL PMT. - POLICE CITATIONS	0.00
100-24330	DOG LICENSES DUE CO	3,492.00
100-24600	MOBILE HOME TAX DUE - OSD	0.00
100-25600	DUE TO WATER	0.00
100-26000	DEFERRED REVENUE	5,729,884.00
100-26151	DEFERRED REVENUE- C.D.A. MGMT.	0.00
100-26209	POSTPONED S/A -STORM SEWER	0.00
100-26210	POSTPONED S/A-STREET	138,218.96
100-26220	POSTPONED S/A-CURB & GUTTER	50,265.28
100-26230	POSTPONED S/A-SIDEWALK	63,456.18
100-26260	POSTPONED S/A-ALLEY PAVING	18,453.42
100-28000	NON-CITY FUNDS	141.68
	Total Liability:	6,383,253.76
Equity		
100-32000	INVESTMENT IN CAPITAL ASSETS	0.00
100-34100	FUND BALANCE	7,427,098.39
100-34142	RESERVED FUND BALANCE	0.00
100-34207	STREET DEPT-STREET DEPT EQUIPMENT	36,236.00
100-34208	STORM SWR EQUIPMENTS	0.00
100-34209	LIBRARY CONTRACTUAL	0.00
100-34210	ENG. STATION WAGON	0.00
100-34211	LACROSSE CO. HWY. STR. MAINT.	0.00
100-34212	F. DEPT. TURN-OUT GEAR/VEH. EQUIP.	0.00
100-34213	S.I.R INS. DEDUCTIBLE	146,990.00
100-34214	DOWNTOWN REDEVELOPMENT	18,500.00
100-34215	COMPUTER HDWR./SOFTWARE UPDATE	15,000.00
100-34216	HEA./DENTAL/VAC. FORMER EMPLOYEE	4,000.00
100-34217	ILLEGAL ASSESSMENTS	0.00
100-34218	TREE BRUSH	4,500.00

Balance Sheet

As Of 12/31/2017

Account	Name	Balance
100-34219	ENGINEERING EQUIPMENT	0.00
100-34220	PROP/COLLISION	0.00
100-34221	DIRECT PAYROLL SOFTWARE	0.00
100-34222	CARIN IRIS EQUIP	0.00
100-34223	CITY LIBRARY REPAIRS	0.00
100-34224	STREET SEALING	0.00
100-34225	STREET (MAINT. SHOP)	29,000.00
100-34226	STREET SNOW & ICE	142,000.00
100-34227	STREET LIGHTS	10,000.00
100-34228	RECR./PARKS/C.CTR./POOL	9,000.00
100-34229	CITY STUDY	45,270.00
100-34230	CITY ATTORNEY	0.00
100-34231	CITY HALL EQUIPMENT	0.00
100-34232	FIRE DEPT REPAIRS	0.00
100-34233	CITY HALL VEHICLE	3,000.00
100-34234	FIRE DEPT TRAINING EQUIP	0.00
100-34235	FIRE DEPT ATV	0.00
	Total Beginning Equity:	7,890,594.39
Total Revenue		9,178,952.83
Total Expense		8,598,369.01
Revenues Over/Under Expenses		580,583.82
	Total Equity and Current Surplus (Deficit):	8,471,178.21
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>14,854,431.97</u>



City of Onalaska

Budget Report Account Summary

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL FUND							
Revenue							
Department: 00000 - NON DEPARTMENTAL							
100-00000-41110	GENERAL PROPERTY TAXES	5,773,516.00	5,773,516.00	0.00	5,773,516.00	0.00	0.00 %
100-00000-41111	OMITTED TAXES (R/E & P/P)	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-41140	MOBILE HOME TAXES	65,000.00	65,000.00	7,365.68	63,060.58	-1,939.42	2.98 %
100-00000-41141	P/P CHARGEBACK TAXES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-41210	ROOM TAX REVENUE	40,037.00	40,037.00	2,961.21	37,093.15	-2,943.85	7.35 %
100-00000-41300	PAYMENTS IN LIEU OF TAXES	121,000.00	121,000.00	4,899.60	135,663.60	14,663.60	112.12 %
100-00000-41320	TAXES ON MUNICIPAL OWNED UTI	380,000.00	380,000.00	438,349.68	438,349.68	58,349.68	115.36 %
100-00000-41800	INTEREST ON TAXES	1,000.00	1,000.00	246.85	3,111.96	2,111.96	311.20 %
100-00000-42010	S/A STREET	7,581.00	7,581.00	0.00	7,581.17	0.17	100.00 %
100-00000-42020	S/A CURB & GUTTER	2,341.00	2,341.00	1,378.42	3,719.49	1,378.49	158.88 %
100-00000-42030	S/A SIDEWALK	4,182.00	4,182.00	16,289.67	21,041.68	16,859.68	503.15 %
100-00000-42050	S/A ALLEY	1,287.00	1,287.00	946.93	2,242.01	955.01	174.20 %
100-00000-42060	S/A STORM SEWER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43211	FEDERAL LAW ENFORCEMENT GRA	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43221	FEDERAL GRANT - HIGHWAY	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43300	FED GOV'T REVENUE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43307	FEMA MONEY	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43309	SHARED REVENUE FROM STATE	659,554.00	659,554.00	0.00	658,763.99	-790.01	0.12 %
100-00000-43401	STATE AID COMPUTERS	45,000.00	45,000.00	0.00	55,157.00	10,157.00	122.57 %
100-00000-43420	FIRE INSURANCE FOR STATE	70,000.00	70,000.00	0.00	79,567.30	9,567.30	113.67 %
100-00000-43521	LAW ENFORCEMENT TRAINING AID	3,500.00	3,500.00	0.00	3,680.00	180.00	105.14 %
100-00000-43530	STATE AID ROAD ALLOTMENT	677,000.00	677,000.00	0.00	676,212.65	-787.35	0.12 %
100-00000-43541	STATE AID FOR CONNECTING STRE	39,700.00	39,700.00	0.00	39,839.22	139.22	100.35 %
100-00000-43610	PAYMENT FOR MUNICIPAL SERVICE	3,500.00	3,500.00	0.00	3,362.59	-137.41	3.93 %
100-00000-43620	STATE AID IN LIEU OF TAXES	200.00	200.00	0.00	136.31	-63.69	31.85 %
100-00000-43690	STATE AID OTHER PAYMENTS	0.00	0.00	801.00	13,917.12	13,917.12	0.00 %
100-00000-44110	LIQUOR & MALT BEVERAGE LICENS	23,000.00	23,000.00	10,625.00	33,395.00	10,395.00	145.20 %
100-00000-44120	OPERATOR LICENSE	5,000.00	5,000.00	255.00	4,964.00	-36.00	0.72 %
100-00000-44160	CIGARETTE LICENSE	1,200.00	1,200.00	0.00	1,200.00	0.00	0.00 %
100-00000-44170	CABLE TV LICENSE	170,000.00	170,000.00	0.00	116,214.29	-53,785.71	31.64 %
100-00000-44171	CELL TOWER FEES	12,600.00	12,600.00	2,349.66	13,832.18	1,232.18	109.78 %
100-00000-44175	MOBILE HOME LICENSE	375.00	375.00	0.00	375.00	0.00	0.00 %
100-00000-44185	TAXIE CAB LICENSE	750.00	750.00	0.00	875.00	125.00	116.67 %
100-00000-44190	SOLICITERS LICENSE	100.00	100.00	0.00	500.00	400.00	500.00 %
100-00000-44193	ELECTRICAL LICENSE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44194	HTG/GAS PIPING LICENSES	1,500.00	1,500.00	820.00	1,160.00	-340.00	22.67 %
100-00000-44195	OTHER LICENSES	12,000.00	12,000.00	0.00	14,411.00	2,411.00	120.09 %
100-00000-44196	MOTEL/HOTEL PERMITS	100.00	100.00	0.00	210.00	110.00	210.00 %
100-00000-44210	BICYCLE LICENSE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44215	DOG LICENSE	33,000.00	33,000.00	879.00	6,522.24	-26,477.76	80.24 %
100-00000-44220	CAT LICENSE	21,800.00	21,800.00	2,490.00	28,617.00	6,817.00	131.27 %
100-00000-44300	INSPECTION FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44310	BUILDING PERMITS	105,000.00	105,000.00	2,077.50	141,663.50	36,663.50	134.92 %
100-00000-44311	PLAN REVIEW	500.00	500.00	0.00	1,240.00	740.00	248.00 %
100-00000-44315	ELECTRICAL PERMITS	20,000.00	20,000.00	1,231.55	35,367.89	15,367.89	176.84 %
100-00000-44320	HEATING & A/C PERMITS	17,000.00	17,000.00	1,862.50	25,080.00	8,080.00	147.53 %
100-00000-44323	PLUMBING PERMIT FEES	16,000.00	16,000.00	1,862.20	26,942.70	10,942.70	168.39 %
100-00000-44325	STREET OPENING PERMITS	1,000.00	1,000.00	50.00	900.00	-100.00	10.00 %
100-00000-44330	SIDEWALK PERMIT	1,000.00	1,000.00	20.00	860.00	-140.00	14.00 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	(Unfavorable)	Remaining
100-00000-44335	RAILROAD PERMIT	150.00	150.00	0.00	148.16	-1.84	1.23 %
100-00000-44336	RECREATIONAL BURNING PERMIT	11,000.00	11,000.00	0.00	11,360.00	360.00	103.27 %
100-00000-44340	OTHER PERMITS	200.00	200.00	50.00	400.00	200.00	200.00 %
100-00000-44345	P.U.D. PERMIT	0.00	0.00	0.00	700.00	700.00	0.00 %
100-00000-44347	SITE PLANS	1,000.00	1,000.00	0.00	3,425.00	2,425.00	342.50 %
100-00000-44410	ZONING	6,500.00	6,500.00	1,449.90	11,054.85	4,554.85	170.07 %
100-00000-45110	COURT PENALTIES	90,000.00	90,000.00	250.00	96,039.99	6,039.99	106.71 %
100-00000-45112	1/2 COURT COSTS DUE CITY	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-45115	PARKING VIOLATIONS	40,000.00	40,000.00	10,245.00	59,152.00	19,152.00	147.88 %
100-00000-46100	GEN'L GOV'T REVENUE (SHARED-RI	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46105	GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46110	PLAT FILING FEES	0.00	0.00	0.00	1,210.00	1,210.00	0.00 %
100-00000-46115	LICENSE PUBLICATION FEES	470.00	470.00	10.00	490.00	20.00	104.26 %
100-00000-46120	SALES MATERIAL & SUPLS	9,500.00	9,500.00	610.25	11,780.42	2,280.42	124.00 %
100-00000-46121	TOPO FEES	0.00	0.00	0.00	10.00	10.00	0.00 %
100-00000-46210	FIRE PROTECTION SERVICE	15,000.00	15,000.00	5,410.56	63,819.37	48,819.37	425.46 %
100-00000-46220	POLICE REPORTS	1,000.00	1,000.00	89.57	1,398.65	398.65	139.87 %
100-00000-46221	FALSE ALARMS	5,000.00	5,000.00	1,030.00	6,362.79	1,362.79	127.26 %
100-00000-46222	POLICE SECURITY FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46300	HIGHWAY MAINT. & SNOWPLOWI	700.00	700.00	0.00	219.60	-480.40	68.63 %
100-00000-46427	DEVELOPER CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46440	WEED CUTTING/MOWING REVENU	0.00	0.00	0.00	230.88	230.88	0.00 %
100-00000-46490	ENGINEERING SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46710	NON-PROFIT SHELTER/VENDING RE	1,200.00	1,200.00	239.15	1,459.98	259.98	121.67 %
100-00000-46711	PARK FACILITY RENTAL	11,000.00	11,000.00	392.24	15,361.37	4,361.37	139.65 %
100-00000-46715	RECREATION FEES	61,378.00	61,378.00	2,319.86	80,287.03	18,909.03	130.81 %
100-00000-46716	RECR. FEES > AGE 18	13,395.00	13,395.00	95.00	7,810.00	-5,585.00	41.69 %
100-00000-46725	SWIMMING POOL REVENUE	65,275.00	65,275.00	0.00	68,381.38	3,106.38	104.76 %
100-00000-46726	SWIMMING POOL LESSONS	7,680.00	7,680.00	0.00	5,975.29	-1,704.71	22.20 %
100-00000-46727	SWIMMING POOL MISC	0.00	0.00	0.00	303.98	303.98	0.00 %
100-00000-46728	SWIMMING POOL CONCESSIONS	28,920.00	28,920.00	0.00	26,379.03	-2,540.97	8.79 %
100-00000-46729	SWIMMING POOL ADVERT. INCOM	0.00	0.00	0.00	4,506.00	4,506.00	0.00 %
100-00000-46840	URBAN DEVELOPMENT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-47310	INTERGOV'T - GEN'L GOV'T	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-47320	OTHER LOCAL GOV'T/LAW ENFORC	33,700.00	33,700.00	0.00	32,552.52	-1,147.48	3.40 %
100-00000-47330	INTERGOV'T CHGS. FOR STR./OMNI	8,000.00	8,000.00	26,117.68	26,117.68	18,117.68	326.47 %
100-00000-48000	MISCELLANEOUS INCOME	13,000.00	13,000.00	14,916.78	23,984.81	10,984.81	184.50 %
100-00000-48100	INTEREST INCOME	56,000.00	56,000.00	7,810.85	83,130.84	27,130.84	148.45 %
100-00000-48130	INTEREST DONATION ACCT.	0.00	0.00	0.79	6.93	6.93	0.00 %
100-00000-48131	INTEREST - NON CITY	0.00	0.00	-0.06	0.00	0.00	0.00 %
100-00000-48150	INTEREST - STREET ASSMT.	3,180.00	3,180.00	0.00	3,180.44	0.44	100.01 %
100-00000-48155	INTEREST - CURB & GUTTER ASSMT	871.00	871.00	0.00	885.44	14.44	101.66 %
100-00000-48160	INTEREST - SIDEWALK ASSMT.	1,732.00	1,732.00	0.00	1,734.08	2.08	100.12 %
100-00000-48170	INTEREST - ALLEY ASSMT.	653.00	653.00	0.00	626.70	-26.30	4.03 %
100-00000-48180	INTEREST - STORM SEWER ASSMT.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48190	INVESTMENT INCOME (CVMIC)	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48200	RENTAL INCOME & CDA SUBLEASE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48210	RENT - FINLEY PROP (JAYCEES)	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48211	RENT LIBRARY FACILITIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48302	SALE OF FIRE EQUIP	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48403	INSURANCE REIMB - POLICE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48404	INSURANCE REIMB - HWY	0.00	0.00	0.00	5,128.56	5,128.56	0.00 %
100-00000-48405	INSURANCE REIMB - GENERAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48406	INSURANCE DIVIDENDS	12,500.00	12,500.00	18,705.00	31,209.00	18,709.00	249.67 %
100-00000-48408	INSURANCE WAIVER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48500	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48510	CONTRIBUTION FROM SCHOOL DIS	21,000.00	21,000.00	5,126.19	21,784.76	784.76	103.74 %
100-00000-48530	CAPITAL CONTRIBUTIONS PARK	0.00	0.00	0.00	0.00	0.00	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-00000-49000	GAIN ON SALE OF CITY PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49201	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49224	TRANSIT IN/5% SALES/COMP. PLAN	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49402	SALE OF CITY PROPERTY - OTHER E	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49403	SALE OF CITY PROPERTY - POLICE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49997	SURPLUS FUNDS APPLIED	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 00000 - NON DEPARTMENTAL Total:		8,856,327.00	8,856,327.00	592,630.21	9,178,952.83	322,625.83	3.64 %
Revenue Total:		8,856,327.00	8,856,327.00	592,630.21	9,178,952.83	322,625.83	3.64 %

Expense

Department: 51100 - COMMON COUNCIL							
100-51100-110	SALARIES - REGULAR	29,600.00	29,600.00	2,400.00	29,600.00	0.00	0.00 %
100-51100-150	FICA	2,264.00	2,264.00	183.60	2,264.40	-0.40	-0.02 %
100-51100-291	TRANSCRIPTION CONTRACTUAL	7,200.00	7,200.00	602.29	2,677.56	4,522.44	62.81 %
100-51100-310	OFFICE SUPPLIES	700.00	700.00	275.25	606.40	93.60	13.37 %
100-51100-311	POSTAGE	200.00	200.00	0.00	0.34	199.66	99.83 %
100-51100-312	COPY USAGE & PAPER	1,000.00	1,000.00	149.00	1,070.57	-70.57	-7.06 %
100-51100-320	SUBSCRIPTIONS & DUES	5,486.00	5,486.00	0.00	6,051.49	-565.49	-10.31 %
100-51100-322	LEGAL NOTICES	12,154.00	12,154.00	1,160.39	5,075.33	7,078.67	58.24 %
100-51100-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51100 - COMMON COUNCIL Total:		58,604.00	58,604.00	4,770.53	47,346.09	11,257.91	19.21 %

Department: 51110 - POLICE & FIRE COMMISSION							
100-51110-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	10.00	10.00	-10.00	0.00 %
100-51110-291	TRANSCRIPTION CONTRACTUAL	0.00	0.00	0.00	62.22	-62.22	0.00 %
100-51110-310	OFFICE SUPPLIES	0.00	0.00	0.00	30.00	-30.00	0.00 %
100-51110-311	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51110-312	COPY USAGE & PAPER	100.00	100.00	0.00	0.00	100.00	100.00 %
Department: 51110 - POLICE & FIRE COMMISSION Total:		100.00	100.00	10.00	102.22	-2.22	-2.22 %

Department: 51200 - MUNICIPAL COURT							
100-51200-290	OTHER CONTRACTUAL SERVICES	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51200-340	OPERATING SUPPLIES	425.00	425.00	608.85	703.76	-278.76	-65.59 %
Department: 51200 - MUNICIPAL COURT Total:		525.00	525.00	608.85	703.76	-178.76	-34.05 %

Department: 51300 - LEGAL							
100-51300-290	OTHER CONTRACTUAL SERVICES	130,000.00	130,000.00	26,212.69	102,837.14	27,162.86	20.89 %
100-51300-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51300-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51300 - LEGAL Total:		130,000.00	130,000.00	26,212.69	102,837.14	27,162.86	20.89 %

Department: 51408 - CITY ADMINISTRATOR							
100-51408-110	SALARIES REGULAR	88,800.00	88,800.00	7,846.14	62,919.15	25,880.85	29.15 %
100-51408-150	FICA	6,793.00	6,793.00	541.14	3,944.83	2,848.17	41.93 %
100-51408-151	RETIREMENT (WRS)	6,038.00	6,038.00	530.33	3,897.95	2,140.05	35.44 %
100-51408-152	HEALTH INSURANCE	11,844.00	11,844.00	414.87	7,497.83	4,346.17	36.70 %
100-51408-153	DENTAL INSURANCE	709.00	709.00	63.14	536.02	172.98	24.40 %
100-51408-154	LIFE INSURANCE	9.00	9.00	0.00	4.26	4.74	52.67 %
100-51408-225	PHONE/INTERNET/CABLE	1,100.00	1,100.00	50.18	730.95	369.05	33.55 %
100-51408-241	EQUIPMENT MAINT. CONTRACTUA	250.00	250.00	0.00	0.00	250.00	100.00 %
100-51408-290	OTHER CONTRACTUAL SERVICES	750.00	750.00	0.00	696.40	53.60	7.15 %
100-51408-310	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	1,127.58	-127.58	-12.76 %
100-51408-311	POSTAGE	270.00	270.00	6.12	30.70	239.30	88.63 %
100-51408-312	COPY USAGE/PAPER	400.00	400.00	1.24	6.41	393.59	98.40 %
100-51408-320	SUBSCRIPTIONS & DUES	600.00	600.00	0.00	0.00	600.00	100.00 %
100-51408-321	CERTIFICATIONS & LICENSES	200.00	200.00	0.00	0.00	200.00	100.00 %
100-51408-330	SEMINARS,CONF. & TRAVEL	1,000.00	1,000.00	0.00	699.53	300.47	30.05 %
100-51408-340	OPERATING SUPPLIES	3,000.00	3,000.00	0.00	163.50	2,836.50	94.55 %
100-51408-341	PRINTING & FORMS	400.00	400.00	0.00	0.00	400.00	100.00 %
Department: 51408 - CITY ADMINISTRATOR Total:		123,163.00	123,163.00	9,453.16	82,255.11	40,907.89	33.21 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 51410 - MAYOR							
100-51410-110	SALARIES - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51410-124	WAGES - PERM PT	10,620.00	10,620.00	1,429.59	12,389.78	-1,769.78	-16.66 %
100-51410-150	FICA	812.00	812.00	109.38	947.96	-135.96	-16.74 %
100-51410-151	RETIREMENT (WRS)	722.00	722.00	82.92	721.86	0.14	0.02 %
100-51410-152	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51410-153	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51410-154	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51410-225	PHONE/INTERNET/CABLE	828.00	828.00	22.16	715.35	112.65	13.61 %
100-51410-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51410-310	OFFICE SUPPLIES	343.00	343.00	25.08	73.07	269.93	78.70 %
100-51410-311	POSTAGE	62.00	62.00	0.00	3.87	58.13	93.76 %
100-51410-312	COPY USAGE & PAPER	100.00	100.00	3.48	44.33	55.67	55.67 %
100-51410-320	SUBSCRIPTIONS & DUES	175.00	175.00	0.00	175.00	0.00	0.00 %
100-51410-330	SEMINARS, CONF & TRAVEL	400.00	400.00	0.00	634.00	-234.00	-58.50 %
100-51410-340	OPERATING SUPPLIES	200.00	200.00	0.00	0.00	200.00	100.00 %
100-51410-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51410 - MAYOR Total:		14,262.00	14,262.00	1,672.61	15,705.22	-1,443.22	-10.12 %
Department: 51411 - FINANCE							
100-51411-110	SALARIES - REGULAR	75,308.00	75,308.00	2,847.13	75,374.26	-66.26	-0.09 %
100-51411-120	WAGES - REGULAR	60,217.00	60,217.00	3,579.72	51,334.07	8,882.93	14.75 %
100-51411-124	WAGES - PERM PT	14,700.00	14,700.00	4,216.32	10,698.57	4,001.43	27.22 %
100-51411-125	OVERTIME - PERM PT	0.00	0.00	0.00	10.69	-10.69	0.00 %
100-51411-126	WAGES - TEMP./SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51411-150	FICA	11,493.00	11,493.00	764.72	10,057.21	1,435.79	12.49 %
100-51411-151	RETIREMENT (WRS)	9,216.00	9,216.00	555.59	8,669.55	546.45	5.93 %
100-51411-152	HEALTH INSURANCE	18,231.00	18,231.00	631.19	15,825.33	2,405.67	13.20 %
100-51411-153	DENTAL INSURANCE	2,107.00	2,107.00	98.09	1,982.54	124.46	5.91 %
100-51411-154	LIFE INSURANCE	64.00	64.00	7.33	74.88	-10.88	-17.00 %
100-51411-225	PHONE/INTERNET/CABLE	570.00	570.00	33.41	460.32	109.68	19.24 %
100-51411-241	EQUIPMENT MAINTENANCE CONT	500.00	500.00	0.00	0.00	500.00	100.00 %
100-51411-290	OTHER CONTRACTUAL SERVICES	4,500.00	4,500.00	1,124.65	11,154.94	-6,654.94	-147.89 %
100-51411-310	OFFICE SUPPLIES	1,200.00	1,200.00	158.95	1,420.08	-220.08	-18.34 %
100-51411-311	POSTAGE	1,500.00	1,500.00	203.40	1,453.22	46.78	3.12 %
100-51411-312	COPY USAGE & PAPER	1,000.00	1,000.00	264.97	1,459.50	-459.50	-45.95 %
100-51411-320	SUBSCRIPTIONS & DUES	285.00	285.00	10.00	150.00	135.00	47.37 %
100-51411-322	LEGAL NOTICES	0.00	0.00	0.00	45.00	-45.00	0.00 %
100-51411-330	SEMINARS, CONF & TRAVEL	1,325.00	1,325.00	1,046.52	1,916.52	-591.52	-44.64 %
100-51411-340	OPERATING SUPPLIES	3,015.00	3,015.00	643.38	1,789.03	1,225.97	40.66 %
100-51411-341	PRINTING & FORMS	500.00	500.00	657.38	853.41	-353.41	-70.68 %
Department: 51411 - FINANCE Total:		205,731.00	205,731.00	16,842.75	194,729.12	11,001.88	5.35 %
Department: 51420 - CITY CLERK							
100-51420-110	SALARIES - REGULAR	69,451.00	69,451.00	8,125.62	69,519.18	-68.18	-0.10 %
100-51420-120	WAGES - REGULAR	49,253.00	49,253.00	5,764.47	49,300.34	-47.34	-0.10 %
100-51420-121	OVERTIME - REGULAR	286.00	286.00	0.00	0.00	286.00	100.00 %
100-51420-124	WAGES - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-126	WAGES - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-150	FICA	9,103.00	9,103.00	974.26	8,425.97	677.03	7.44 %
100-51420-151	RETIREMENT (WRS)	8,091.00	8,091.00	939.91	8,075.28	15.72	0.19 %
100-51420-152	HEALTH INSURANCE	20,341.00	20,341.00	1,750.22	20,395.77	-54.77	-0.27 %
100-51420-153	DENTAL INSURANCE	2,157.00	2,157.00	194.60	2,171.63	-14.63	-0.68 %
100-51420-154	LIFE INSURANCE	78.00	78.00	7.62	83.89	-5.89	-7.55 %
100-51420-225	PHONE/INTERNET/CABLE	1,200.00	1,200.00	74.54	945.78	254.22	21.19 %
100-51420-241	EQUIPMENT MAINTENANCE CONT	435.00	435.00	0.00	0.00	435.00	100.00 %
100-51420-291	TRANSCRIPTION CONTRATUAL	200.00	200.00	0.00	0.00	200.00	100.00 %
100-51420-310	OFFICE SUPPLIES	1,230.00	1,230.00	11.29	88.75	1,141.25	92.78 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51420-311	POSTAGE	2,200.00	2,200.00	78.26	1,238.40	961.60	43.71 %
100-51420-312	COPY USAGE & PAPER	1,000.00	1,000.00	47.17	448.61	551.39	55.14 %
100-51420-320	SUBSCRIPTIONS & DUES	383.00	383.00	0.00	290.00	93.00	24.28 %
100-51420-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	20.00	-20.00	0.00 %
100-51420-322	LEGAL NOTICES	210.00	210.00	28.06	160.14	49.86	23.74 %
100-51420-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-330	SEMINARS, CONF & TRAVEL	2,000.00	2,000.00	74.65	1,565.38	434.62	21.73 %
100-51420-340	OPERATING SUPPLIES	505.00	505.00	0.00	954.95	-449.95	-89.10 %
100-51420-341	PRINTING & FORMS	500.00	500.00	0.00	0.00	500.00	100.00 %
100-51420-381	EMPLOYMENT TESTING	80.00	80.00	0.00	140.00	-60.00	-75.00 %
Department: 51420 - CITY CLERK Total:		168,703.00	168,703.00	18,070.67	163,824.07	4,878.93	2.89 %
Department: 51440 - ELECTIONS							
100-51440-126	WAGES - TEMP/SEAS	5,912.00	5,912.00	3,174.98	7,983.49	-2,071.49	-35.04 %
100-51440-150	FICA	0.00	0.00	20.89	20.89	-20.89	0.00 %
100-51440-241	EQUIPMENT MAINTENANCE CONT	1,400.00	1,400.00	0.00	1,283.56	116.44	8.32 %
100-51440-310	OFFICE SUPPLIES	600.00	600.00	0.00	218.47	381.53	63.59 %
100-51440-311	POSTAGE	600.00	600.00	81.74	557.36	42.64	7.11 %
100-51440-312	COPY USAGE & PAPER	600.00	600.00	86.75	410.78	189.22	31.54 %
100-51440-322	LEGAL NOTICES	1,000.00	1,000.00	42.29	724.96	275.04	27.50 %
100-51440-324	RECRUITMENT	0.00	0.00	14.00	21.00	-21.00	0.00 %
100-51440-330	SEMINARS, CONF & TRAVEL	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51440-340	OPERATING SUPPLIES	1,380.00	1,380.00	69.49	1,935.93	-555.93	-40.28 %
100-51440-341	PRINTING & FORMS	1,000.00	1,000.00	0.00	196.85	803.15	80.32 %
Department: 51440 - ELECTIONS Total:		12,592.00	12,592.00	3,490.14	13,353.29	-761.29	-6.05 %
Department: 51500 - AUDIT							
100-51500-290	OTHER CONTRACTUAL SERVICES	17,253.00	17,253.00	0.00	18,580.00	-1,327.00	-7.69 %
Department: 51500 - AUDIT Total:		17,253.00	17,253.00	0.00	18,580.00	-1,327.00	-7.69 %
Department: 51510 - HUMAN RESOURCES							
100-51510-110	SALARIES - REGULAR	37,552.00	37,552.00	6,408.72	42,415.10	-4,863.10	-12.95 %
100-51510-120	WAGES - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51510-124	WAGES - PERM. PT	5,137.00	5,137.00	0.00	2,630.55	2,506.45	48.79 %
100-51510-150	FICA	3,266.00	3,266.00	442.24	3,153.25	112.75	3.45 %
100-51510-151	RETIREMENT (WRS)	2,554.00	2,554.00	433.65	2,882.09	-328.09	-12.85 %
100-51510-152	HEALTH INSURANCE	10,404.00	10,404.00	1,540.19	11,076.86	-672.86	-6.47 %
100-51510-153	DENTAL INSURANCE	623.00	623.00	90.81	721.84	-98.84	-15.87 %
100-51510-154	LIFE INSURANCE	7.00	7.00	1.05	8.27	-1.27	-18.14 %
100-51510-225	PHONE/INTERNET/CABLE	150.00	150.00	9.45	126.23	23.77	15.85 %
100-51510-241	EQUIPMENT MAINTENANCE CONT	190.00	190.00	0.00	0.00	190.00	100.00 %
100-51510-290	OTHER CONTRACTUAL SERVICES	6,213.00	6,213.00	216.00	3,728.25	2,484.75	39.99 %
100-51510-310	OFFICE SUPPLIES	445.00	445.00	77.62	571.69	-126.69	-28.47 %
100-51510-311	POSTAGE	200.00	200.00	12.64	104.79	95.21	47.61 %
100-51510-312	COPY USAGE & PAPER	295.00	295.00	60.63	314.95	-19.95	-6.76 %
100-51510-320	SUBSCRIPTIONS & DUES	520.00	520.00	0.00	524.00	-4.00	-0.77 %
100-51510-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51510-330	SEMINARS, CONF & TRAVEL	739.00	739.00	100.00	1,068.00	-329.00	-44.52 %
100-51510-340	OPERATING SUPPLIES	650.00	650.00	733.71	1,090.04	-440.04	-67.70 %
100-51510-341	PRINTING & FORMS	300.00	300.00	0.00	0.00	300.00	100.00 %
Department: 51510 - HUMAN RESOURCES Total:		69,245.00	69,245.00	10,126.71	70,415.91	-1,170.91	-1.69 %
Department: 51530 - ASSESSOR							
100-51530-120	WAGES - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-128	WAGES - BOR	300.00	300.00	0.00	400.00	-100.00	-33.33 %
100-51530-150	FICA	23.00	23.00	0.00	30.60	-7.60	-33.04 %
100-51530-151	RETIREMENT (WRS)	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-152	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-153	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-154	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51530-225	PHONE/INTERNET/CABLE	450.00	450.00	28.16	348.55	101.45	22.54 %
100-51530-240	SOFTWARE MAINTENANCE-CONTR	3,500.00	3,500.00	3,547.60	3,547.60	-47.60	-1.36 %
100-51530-290	OTHER CONTRACTUAL SERVICES	236,811.00	236,811.00	19,223.83	223,975.20	12,835.80	5.42 %
100-51530-291	TRANSCRIPTION CONTRACTUAL	250.00	250.00	0.00	392.59	-142.59	-57.04 %
100-51530-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-311	POSTAGE	1,000.00	1,000.00	348.20	1,780.25	-780.25	-78.03 %
100-51530-312	COPY USAGE & PAPER	250.00	250.00	0.00	45.27	204.73	81.89 %
100-51530-340	OPERATING SUPPLIES	250.00	250.00	0.00	290.64	-40.64	-16.26 %
100-51530-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51530 - ASSESSOR Total:		242,834.00	242,834.00	23,147.79	230,810.70	12,023.30	4.95 %

Department: 51540 - IT

100-51540-110	SALARIES - REGULAR	33,525.00	33,525.00	4,561.48	35,235.99	-1,710.99	-5.10 %
100-51540-120	WAGES-REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-124	WAGES - PERM. PT	5,137.00	5,137.00	0.00	2,630.55	2,506.45	48.79 %
100-51540-126	WAGES TEMP./SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-150	FICA	2,565.00	2,565.00	331.50	2,783.38	-218.38	-8.51 %
100-51540-151	RETIREMENT (WRS)	2,280.00	2,280.00	308.70	2,394.57	-114.57	-5.03 %
100-51540-152	HEALTH INSURANCE	3,962.00	3,962.00	556.70	4,188.68	-226.68	-5.72 %
100-51540-153	DENTAL INSURANCE	585.00	585.00	65.73	601.76	-16.76	-2.86 %
100-51540-154	LIFE INSURANCE	4.00	4.00	0.45	5.00	-1.00	-25.00 %
100-51540-225	PHONE/INTERNET/CABLE	1,504.00	1,504.00	1,080.39	4,648.93	-3,144.93	-209.10 %
100-51540-240	SOFTWARE MAINTENANCE CONTR	25,542.00	25,542.00	619.29	17,034.56	8,507.44	33.31 %
100-51540-241	EQUIPMENT MAINTENANCE CONT	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
100-51540-244	WEBSITE	1,200.00	1,200.00	0.00	1,088.00	112.00	9.33 %
100-51540-290	OTHER CONTRACTUAL SERVICES	13,703.00	13,703.00	3,109.30	33,370.90	-19,667.90	-143.53 %
100-51540-310	OFFICE SUPPLIES	0.00	0.00	0.00	285.66	-285.66	0.00 %
100-51540-311	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-312	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-330	SEMINARS, CONF & TRAVEL	1,000.00	1,000.00	0.00	12.50	987.50	98.75 %
100-51540-340	OPERATING SUPPLIES	2,936.00	2,936.00	915.09	3,907.38	-971.38	-33.09 %
100-51540-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-363	EQUIPMENT MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-399	ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51540 - IT Total:		95,943.00	95,943.00	11,548.63	108,187.86	-12,244.86	-12.76 %

Department: 51600 - CITY HALL

100-51600-110	SALARIES - REGULAR	47,348.00	47,348.00	5,575.75	47,435.48	-87.48	-0.18 %
100-51600-124	WAGES - PERM PT	0.00	0.00	893.10	8,471.46	-8,471.46	0.00 %
100-51600-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-126	WAGES - TEMP/SEAS	12,540.00	12,540.00	0.00	3,293.00	9,247.00	73.74 %
100-51600-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-150	FICA	4,581.00	4,581.00	471.04	4,340.21	240.79	5.26 %
100-51600-151	RETIREMENT (WRS)	3,220.00	3,220.00	377.33	3,223.84	-3.84	-0.12 %
100-51600-152	HEALTH INSURANCE	8,193.00	8,193.00	710.72	8,220.97	-27.97	-0.34 %
100-51600-153	DENTAL INSURANCE	454.00	454.00	41.00	457.55	-3.55	-0.78 %
100-51600-154	LIFE INSURANCE	23.00	23.00	2.55	27.55	-4.55	-19.78 %
100-51600-211	BOILER CONTRACTUAL	670.00	670.00	0.00	521.38	148.62	22.18 %
100-51600-212	ELEVATORS	6,000.00	6,000.00	0.00	6,513.57	-513.57	-8.56 %
100-51600-213	HVAC CONTRACTUAL	6,096.00	6,096.00	913.00	4,451.55	1,644.45	26.98 %
100-51600-214	FIRE CONTRACTUAL	2,944.00	2,944.00	0.00	2,857.90	86.10	2.92 %
100-51600-220	WATER/SEWER/STORM WATER	8,424.00	8,424.00	0.00	5,620.88	2,803.12	33.28 %
100-51600-221	ELECTRIC & GAS	40,000.00	40,000.00	7,437.89	36,168.43	3,831.57	9.58 %
100-51600-225	PHONE/INTERNET/CABLE	5,535.00	5,535.00	473.48	6,095.20	-560.20	-10.12 %
100-51600-240	SOFTWARE MAINT. CONTRACTUAL	600.00	600.00	0.00	610.74	-10.74	-1.79 %
100-51600-241	EQUIPMENT MAINTENANCE CONT	1,070.00	1,070.00	0.00	1,742.15	-672.15	-62.82 %
100-51600-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-243	LEASES	655.00	655.00	0.00	1,052.40	-397.40	-60.67 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51600-290	OTHER CONTRACTUAL SERVICES	3,923.00	3,923.00	163.20	1,077.90	2,845.10	72.52 %
100-51600-292	ELECTRICAL CONTRACTUAL	300.00	300.00	0.00	0.00	300.00	100.00 %
100-51600-293	PLUMBING CONTRACTUAL	300.00	300.00	0.00	0.00	300.00	100.00 %
100-51600-310	OFFICE SUPPLIES	283.00	283.00	0.00	17.45	265.55	93.83 %
100-51600-311	POSTAGE	500.00	500.00	0.00	440.00	60.00	12.00 %
100-51600-312	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-324	RECRUITMENT	50.00	50.00	0.00	0.00	50.00	100.00 %
100-51600-330	SEMINARS, CONF & TRAVEL	100.00	100.00	15.17	100.00	0.00	0.00 %
100-51600-340	OPERATING SUPPLIES	6,525.00	6,525.00	1,120.41	6,843.02	-318.02	-4.87 %
100-51600-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-342	CLEANING & SANITARY SUPPLIES	3,000.00	3,000.00	396.57	2,926.63	73.37	2.45 %
100-51600-350	BLDG & GRDS MAINT & REPAIRS	4,225.00	4,225.00	1,390.06	6,125.04	-1,900.04	-44.97 %
100-51600-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	0.00	365.28	134.72	26.94 %
100-51600-361	REGULAR FUEL	850.00	850.00	15.67	543.85	306.15	36.02 %
100-51600-362	OFF ROAD FUEL	250.00	250.00	0.00	249.74	0.26	0.10 %
100-51600-363	EQUIPMENT MAINT & REPAIRS	1,000.00	1,000.00	0.00	1,004.48	-4.48	-0.45 %
100-51600-381	EMPLOYMENT TESTING	50.00	50.00	0.00	54.00	-4.00	-8.00 %
Department: 51600 - CITY HALL Total:		170,209.00	170,209.00	19,996.94	160,851.65	9,357.35	5.50 %
Department: 51900 - OTHER GOVERNMENT							
100-51900-339	LOSS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51900-397	MISCELLANEOUS EXPENSE	0.00	0.00	-6,881.20	1,059.00	-1,059.00	0.00 %
Department: 51900 - OTHER GOVERNMENT Total:		0.00	0.00	-6,881.20	1,059.00	-1,059.00	0.00 %
Department: 51938 - SICK LEAVE PAYOUT							
100-51938-516	EMPLOYEE BENEFITS	0.00	0.00	8,305.98	11,807.22	-11,807.22	0.00 %
Department: 51938 - SICK LEAVE PAYOUT Total:		0.00	0.00	8,305.98	11,807.22	-11,807.22	0.00 %
Department: 51939 - WORKER'S COMPENSATION							
100-51939-510	INS - WORKERS COMP	96,462.00	96,462.00	0.00	94,885.00	1,577.00	1.63 %
Department: 51939 - WORKER'S COMPENSATION Total:		96,462.00	96,462.00	0.00	94,885.00	1,577.00	1.63 %
Department: 51940 - UNEMPLOYMENT COMPENSATION							
100-51940-517	UNEMPLOYMENT	6,000.00	6,000.00	128.17	9,025.43	-3,025.43	-50.42 %
Department: 51940 - UNEMPLOYMENT COMPENSATION Total:		6,000.00	6,000.00	128.17	9,025.43	-3,025.43	-50.42 %
Department: 51941 - SALES TAX							
100-51941-301	SALES TAX	9,700.00	9,700.00	71.30	6,458.31	3,241.69	33.42 %
Department: 51941 - SALES TAX Total:		9,700.00	9,700.00	71.30	6,458.31	3,241.69	33.42 %
Department: 51942 - ILLEGAL ASSESSMENTS							
100-51942-397	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	2,024.84	-2,024.84	0.00 %
Department: 51942 - ILLEGAL ASSESSMENTS Total:		0.00	0.00	0.00	2,024.84	-2,024.84	0.00 %
Department: 51943 - INS - FIRE, COMP / COLL, BOILER							
100-51943-511	INS - FIRE, COMP/COLL, BOILER	38,141.00	38,141.00	0.00	38,713.00	-572.00	-1.50 %
Department: 51943 - INS - FIRE, COMP / COLL, BOILER Total:		38,141.00	38,141.00	0.00	38,713.00	-572.00	-1.50 %
Department: 51944 - INS - VEHICLES							
100-51944-512	INS - VEHICLES	20,951.00	20,951.00	0.00	17,570.00	3,381.00	16.14 %
Department: 51944 - INS - VEHICLES Total:		20,951.00	20,951.00	0.00	17,570.00	3,381.00	16.14 %
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE							
100-51945-513	INS - CVMIC, LIABILITY, PROF	33,865.00	33,865.00	0.00	31,228.00	2,637.00	7.79 %
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE		33,865.00	33,865.00	0.00	31,228.00	2,637.00	7.79 %
Department: 51946 - SIR							
100-51946-514	SIR	2,000.00	2,000.00	0.00	3,577.47	-1,577.47	-78.87 %
Department: 51946 - SIR Total:		2,000.00	2,000.00	0.00	3,577.47	-1,577.47	-78.87 %
Department: 51947 - MONIES & SECURITIES INSURANCE MISC							
100-51947-515	INS - MONIES & SECURITIES	1,562.00	1,562.00	0.00	1,083.00	479.00	30.67 %
Department: 51947 - MONIES & SECURITIES INSURANCE MISC Tot		1,562.00	1,562.00	0.00	1,083.00	479.00	30.67 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 51980 - UNCOLLECTABLE ACCOUNTS							
100-51980-398	UNCOLLECTABLE ACCOUNTS	0.00	0.00	29,216.73	31,888.78	-31,888.78	0.00 %
Department: 51980 - UNCOLLECTABLE ACCOUNTS Total:		0.00	0.00	29,216.73	31,888.78	-31,888.78	0.00 %
Department: 52100 - POLICE							
100-52100-110	SALARIES - REGULAR	218,411.00	218,411.00	25,300.83	216,545.33	1,865.67	0.85 %
100-52100-120	WAGES - REGULAR	1,518,954.00	1,518,954.00	187,342.82	1,467,442.09	51,511.91	3.39 %
100-52100-121	OVERTIME - REGULAR	70,120.00	70,120.00	13,825.30	115,357.86	-45,237.86	-64.51 %
100-52100-122	OVERTIME - SPECIAL PROJECTS	0.00	0.00	3,496.58	17,994.80	-17,994.80	0.00 %
100-52100-124	WAGES - PERM PT	9,877.00	9,877.00	845.89	4,534.86	5,342.14	54.09 %
100-52100-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52100-126	WAGES - TEMP/SEAS	24,243.00	24,243.00	2,268.83	20,667.18	3,575.82	14.75 %
100-52100-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52100-140	SHIFT DIFFERENTIAL	4,000.00	4,000.00	707.43	5,937.61	-1,937.61	-48.44 %
100-52100-141	ON CALL	5,200.00	5,200.00	600.00	5,200.00	0.00	0.00 %
100-52100-150	FICA	141,586.00	141,586.00	16,675.48	132,432.53	9,153.47	6.46 %
100-52100-151	RETIREMENT (WRS)	242,506.00	242,506.00	33,067.59	260,447.81	-17,941.81	-7.40 %
100-52100-152	HEALTH INSURANCE	436,841.00	436,841.00	37,154.15	412,692.95	24,148.05	5.53 %
100-52100-153	DENTAL INSURANCE	25,789.00	25,789.00	2,227.51	24,201.49	1,587.51	6.16 %
100-52100-154	LIFE INSURANCE	484.00	484.00	43.13	489.98	-5.98	-1.24 %
100-52100-221	ELECTRIC & GAS	16,000.00	16,000.00	2,704.68	13,152.15	2,847.85	17.80 %
100-52100-225	PHONE/INTERNET/CABLE	5,940.00	5,940.00	539.82	7,931.80	-1,991.80	-33.53 %
100-52100-226	MOBILE DATA AIR CARDS	6,000.00	6,000.00	439.80	4,651.02	1,348.98	22.48 %
100-52100-240	SOFTWARE MAINTENANCE CONTR	11,416.00	11,416.00	1,000.00	16,447.87	-5,031.87	-44.08 %
100-52100-241	EQUIPMENT MAINTENANCE CONT	4,352.00	4,352.00	0.00	3,385.30	966.70	22.21 %
100-52100-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52100-290	OTHER CONTRACTUAL SERVICES	3,602.00	3,602.00	91.80	2,185.91	1,416.09	39.31 %
100-52100-310	OFFICE SUPPLIES	1,100.00	1,100.00	0.00	1,029.01	70.99	6.45 %
100-52100-311	POSTAGE	2,000.00	2,000.00	356.79	2,080.99	-80.99	-4.05 %
100-52100-312	COPY USAGE & PAPER	1,600.00	1,600.00	485.84	2,065.15	-465.15	-29.07 %
100-52100-320	SUBSCRIPTIONS & DUES	2,317.00	2,317.00	0.00	3,030.00	-713.00	-30.77 %
100-52100-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52100-324	RECRUITMENT	500.00	500.00	0.00	82.00	418.00	83.60 %
100-52100-330	SEMINARS, CONF & TRAVEL	14,700.00	14,700.00	0.00	11,369.59	3,330.41	22.66 %
100-52100-340	OPERATING SUPPLIES	12,000.00	12,000.00	1,344.32	11,007.79	992.21	8.27 %
100-52100-341	PRINTING & FORMS	1,800.00	1,800.00	98.97	1,597.37	202.63	11.26 %
100-52100-342	CLEANING & SANITARY SUPPLIES	150.00	150.00	0.00	146.87	3.13	2.09 %
100-52100-350	BLDG & GRDS MAINT & REPAIRS	1,300.00	1,300.00	823.02	2,448.47	-1,148.47	-88.34 %
100-52100-360	VEHICLE MAINT. & REPAIRS	12,000.00	12,000.00	2,591.78	6,854.23	5,145.77	42.88 %
100-52100-361	REGULAR FUEL	61,657.00	61,657.00	5,019.28	32,081.55	29,575.45	47.97 %
100-52100-363	EQUIPMENT MAINT & REPAIRS	3,500.00	3,500.00	46.40	1,432.91	2,067.09	59.06 %
100-52100-380	PUBLIC EDUCATION	500.00	500.00	0.00	345.00	155.00	31.00 %
100-52100-381	EMPLOYMENT TESTING	2,000.00	2,000.00	7.00	2,987.75	-987.75	-49.39 %
100-52100-382	UNIFORMS & SAFETY ATTIRE	9,000.00	9,000.00	4,678.88	15,244.33	-6,244.33	-69.38 %
100-52100-390	AMMUNITION	2,800.00	2,800.00	1,396.19	2,686.89	113.11	4.04 %
100-52100-391	ERT SUPPLIES	500.00	500.00	0.00	708.20	-208.20	-41.64 %
100-52100-392	NON LETHAL SUPPLIES	1,000.00	1,000.00	0.00	2,175.18	-1,175.18	-117.52 %
100-52100-399	ADD'L SOFTWARE & UPGRADES	1,500.00	1,500.00	0.00	1,401.80	98.20	6.55 %
Department: 52100 - POLICE Total:		2,877,245.00	2,877,245.00	345,180.11	2,832,473.62	44,771.38	1.56 %
Department: 52200 - FIRE							
100-52200-110	SALARIES - REGULAR	164,967.00	164,967.00	19,111.05	165,828.84	-861.84	-0.52 %
100-52200-120	WAGES - REGULAR	617,838.00	617,838.00	72,025.70	593,836.24	24,001.76	3.88 %
100-52200-121	OVERTIME - REGULAR	46,000.00	46,000.00	10,115.36	57,822.63	-11,822.63	-25.70 %
100-52200-123	OVERTIME - DOUBLE TIME	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-124	WAGES - PERM PT	72,516.00	72,516.00	11,449.78	59,836.66	12,679.34	17.48 %
100-52200-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-141	ON CALL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-150	FICA	17,565.00	17,565.00	2,235.99	15,622.79	1,942.21	11.06 %
100-52200-151	RETIREMENT (WRS)	167,370.00	167,370.00	20,631.74	164,042.76	3,327.24	1.99 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-52200-152	HEALTH INSURANCE	214,942.00	214,942.00	17,370.44	197,060.84	17,881.16	8.32 %
100-52200-153	DENTAL INSURANCE	12,798.00	12,798.00	1,068.23	11,281.68	1,516.32	11.85 %
100-52200-154	LIFE INSURANCE	217.00	217.00	18.86	215.46	1.54	0.71 %
100-52200-212	ELEVATORS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-221	ELECTRIC & GAS	17,256.00	17,256.00	3,380.86	16,440.21	815.79	4.73 %
100-52200-225	PHONE/INTERNET/CABLE	3,000.00	3,000.00	245.01	3,287.32	-287.32	-9.58 %
100-52200-226	MOBILE DATA AIR CARDS	0.00	0.00	226.02	2,291.84	-2,291.84	0.00 %
100-52200-240	SOFTWARE MAINTENANCE CONTR	5,250.00	5,250.00	0.00	5,407.50	-157.50	-3.00 %
100-52200-241	EQUIPMENT MAINTENANCE CONT	3,538.00	3,538.00	0.00	2,671.49	866.51	24.49 %
100-52200-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-290	OTHER CONTRACTUAL SERVICES	6,974.00	6,974.00	2,817.95	6,193.43	780.57	11.19 %
100-52200-310	OFFICE SUPPLIES	500.00	500.00	0.00	186.87	313.13	62.63 %
100-52200-311	POSTAGE	200.00	200.00	14.36	1,069.91	-869.91	-434.96 %
100-52200-312	COPY USAGE & PAPER	180.00	180.00	55.62	368.23	-188.23	-104.57 %
100-52200-320	SUBSCRIPTIONS & DUES	1,776.00	1,776.00	0.00	1,499.00	277.00	15.60 %
100-52200-321	CERTIFICATIONS & LICENSES	1,000.00	1,000.00	150.00	1,300.55	-300.55	-30.06 %
100-52200-324	RECRUITMENT	250.00	250.00	0.00	311.55	-61.55	-24.62 %
100-52200-330	SEMINARS, CONF & TRAVEL	4,300.00	4,300.00	0.00	4,576.15	-276.15	-6.42 %
100-52200-340	OPERATING SUPPLIES	9,756.00	9,756.00	4,760.24	10,103.55	-347.55	-3.56 %
100-52200-341	PRINTING & FORMS	200.00	200.00	0.00	92.95	107.05	53.53 %
100-52200-342	CLEANING & SANITARY SUPPLIES	2,000.00	2,000.00	0.00	1,762.65	237.35	11.87 %
100-52200-350	BLDG & GRDS MAINT & REPAIRS	1,000.00	1,000.00	143.20	1,591.14	-591.14	-59.11 %
100-52200-360	VEHICLE MAINT. & REPAIRS	6,000.00	6,000.00	348.35	5,971.47	28.53	0.48 %
100-52200-361	REGULAR FUEL	7,000.00	7,000.00	1,202.09	7,033.57	-33.57	-0.48 %
100-52200-362	OFF ROAD FUEL	500.00	500.00	0.00	219.42	280.58	56.12 %
100-52200-363	EQUIPMENT MAINT & REPAIRS	2,000.00	2,000.00	0.00	574.80	1,425.20	71.26 %
100-52200-380	PUBLIC EDUCATION	1,000.00	1,000.00	54.05	1,252.17	-252.17	-25.22 %
100-52200-381	EMPLOYMENT TESTING	2,000.00	2,000.00	983.00	3,169.75	-1,169.75	-58.49 %
100-52200-382	UNIFORMS & SAFETY ATTIRE	3,000.00	3,000.00	854.86	1,073.68	1,926.32	64.21 %
100-52200-394	EMS - SUPPLIES	3,424.00	3,424.00	360.98	3,789.17	-365.17	-10.67 %
100-52200-399	ADD'L SOFTWARE & UPGRADES	150.00	150.00	0.00	187.50	-37.50	-25.00 %
Department: 52200 - FIRE Total:		1,396,467.00	1,396,467.00	169,623.74	1,347,973.77	48,493.23	3.47 %
Department: 52210 - HYDRANTS							
100-52210-290	OTHER CONTRACTUAL SERVICES	403,078.00	403,078.00	403,078.00	403,078.00	0.00	0.00 %
Department: 52210 - HYDRANTS Total:		403,078.00	403,078.00	403,078.00	403,078.00	0.00	0.00 %
Department: 52400 - INSPECTIONS							
100-52400-110	SALARIES - REGULAR	37,346.00	37,346.00	4,368.99	34,493.53	2,852.47	7.64 %
100-52400-120	WAGES - REGULAR	253,474.00	253,474.00	28,961.07	251,604.08	1,869.92	0.74 %
100-52400-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-126	WAGES - TEMP./SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-150	FICA	22,248.00	22,248.00	2,337.21	20,348.12	1,899.88	8.54 %
100-52400-151	RETIREMENT (WRS)	19,776.00	19,776.00	2,255.49	19,443.91	332.09	1.68 %
100-52400-152	HEALTH INSURANCE	80,405.00	80,405.00	6,107.26	79,812.10	592.90	0.74 %
100-52400-153	DENTAL INSURANCE	4,076.00	4,076.00	367.74	4,103.67	-27.67	-0.68 %
100-52400-154	LIFE INSURANCE	172.00	172.00	15.72	181.74	-9.74	-5.66 %
100-52400-225	PHONE/INTERNET/CABLE	2,340.00	2,340.00	169.14	2,636.13	-296.13	-12.66 %
100-52400-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-290	OTHER CONTRACTUAL SERVICES	500.00	500.00	0.00	0.00	500.00	100.00 %
100-52400-294	WEIGHTS & MEASURES	8,800.00	8,800.00	0.00	8,800.00	0.00	0.00 %
100-52400-310	OFFICE SUPPLIES	800.00	800.00	0.00	280.15	519.85	64.98 %
100-52400-311	POSTAGE	700.00	700.00	86.65	453.47	246.53	35.22 %
100-52400-312	COPY USAGE & PAPER	1,500.00	1,500.00	43.47	502.53	997.47	66.50 %
100-52400-320	SUBSCRIPTIONS & DUES	390.00	390.00	0.00	370.00	20.00	5.13 %
100-52400-321	CERTIFICATIONS & LICENSES	120.00	120.00	0.00	0.00	120.00	100.00 %
100-52400-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-330	SEMINARS, CONF & TRAVEL	3,000.00	3,000.00	0.00	2,685.86	314.14	10.47 %
100-52400-340	OPERATING SUPPLIES	150.00	150.00	679.99	1,351.81	-1,201.81	-801.21 %
100-52400-341	PRINTING & FORMS	1,125.00	1,125.00	0.00	922.52	202.48	18.00 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-52400-360	VEHICLE MAINT. & REPAIRS	300.00	300.00	24.99	718.73	-418.73	-139.58 %
100-52400-361	REGULAR FUEL	3,100.00	3,100.00	328.75	2,153.40	946.60	30.54 %
100-52400-381	EMPLOYMENT TESTING	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 52400 - INSPECTIONS Total:		440,322.00	440,322.00	45,746.47	430,861.75	9,460.25	2.15 %
Department: 52601 - EMERGENCY GOVERNMENT							
100-52601-290	OTHER CONTRACTUAL SERVICES	7,000.00	7,000.00	0.00	8,512.33	-1,512.33	-21.60 %
100-52601-340	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
Department: 52601 - EMERGENCY GOVERNMENT Total:		8,000.00	8,000.00	0.00	8,512.33	-512.33	-6.40 %
Department: 52700 - JAIL							
100-52700-290	OTHER CONTRACTUAL SERVICES	200.00	200.00	0.00	0.00	200.00	100.00 %
Department: 52700 - JAIL Total:		200.00	200.00	0.00	0.00	200.00	100.00 %
Department: 53100 - ENGINEERING							
100-53100-110	SALARIES - REGULAR	74,714.00	74,714.00	8,700.24	75,309.59	-595.59	-0.80 %
100-53100-120	WAGES - REGULAR	2,106.00	2,106.00	246.84	2,122.80	-16.80	-0.80 %
100-53100-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53100-150	FICA	5,877.00	5,877.00	636.67	5,507.54	369.46	6.29 %
100-53100-151	RETIREMENT (WRS)	5,224.00	5,224.00	605.44	5,262.66	-38.66	-0.74 %
100-53100-152	HEALTH INSURANCE	17,606.00	17,606.00	1,498.60	17,637.58	-31.58	-0.18 %
100-53100-153	DENTAL INSURANCE	1,023.00	1,023.00	92.33	1,030.41	-7.41	-0.72 %
100-53100-154	LIFE INSURANCE	25.00	25.00	2.15	25.30	-0.30	-1.20 %
100-53100-225	PHONE/INTERNET/CABLE	2,326.00	2,326.00	166.04	2,239.98	86.02	3.70 %
100-53100-240	SOFTWARE MAINTENANCE CONTR	400.00	400.00	0.00	260.00	140.00	35.00 %
100-53100-241	EQUIPMENT MAINTENANCE CONT	400.00	400.00	0.00	164.50	235.50	58.88 %
100-53100-310	OFFICE SUPPLIES	1,300.00	1,300.00	415.05	927.82	372.18	28.63 %
100-53100-311	POSTAGE	500.00	500.00	2.87	79.43	420.57	84.11 %
100-53100-312	COPY USAGE & PAPER	1,200.00	1,200.00	25.88	665.96	534.04	44.50 %
100-53100-320	SUBSCRIPTIONS & DUES	250.00	250.00	0.00	205.00	45.00	18.00 %
100-53100-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53100-322	LEGAL NOTICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53100-323	GENERAL ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53100-330	SEMINARS, CONF & TRAVEL	700.00	700.00	600.00	691.61	8.39	1.20 %
100-53100-340	OPERATING SUPPLIES	1,000.00	1,000.00	714.80	1,117.11	-117.11	-11.71 %
100-53100-341	PRINTING & FORMS	125.00	125.00	186.34	186.34	-61.34	-49.07 %
100-53100-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	0.00	289.39	210.61	42.12 %
100-53100-361	REGULAR FUEL	700.00	700.00	344.85	1,163.80	-463.80	-66.26 %
100-53100-399	ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	541.55	-541.55	0.00 %
Department: 53100 - ENGINEERING Total:		115,976.00	115,976.00	14,238.10	115,428.37	547.63	0.47 %
Department: 53310 - BOARD OF PUBLIC WORKS							
100-53310-291	TRANSCRIPTION CONTRACTUAL	1,200.00	1,200.00	206.96	882.18	317.82	26.49 %
100-53310-311	POSTAGE	50.00	50.00	0.00	0.00	50.00	100.00 %
100-53310-312	COPY USAGE & PAPER	600.00	600.00	0.00	0.00	600.00	100.00 %
100-53310-322	LEGAL NOTICES	400.00	400.00	0.00	0.00	400.00	100.00 %
Department: 53310 - BOARD OF PUBLIC WORKS Total:		2,250.00	2,250.00	206.96	882.18	1,367.82	60.79 %
Department: 53311 - STREET							
100-53311-110	SALARIES - REGULAR	61,588.00	61,588.00	1,705.41	59,893.28	1,694.72	2.75 %
100-53311-120	WAGES - REGULAR	271,123.00	271,123.00	22,167.16	271,420.42	-297.42	-0.11 %
100-53311-121	OVERTIME - REGULAR	14,000.00	14,000.00	2,509.59	7,681.29	6,318.71	45.13 %
100-53311-124	WAGES - PERM PT	305.00	305.00	75.94	546.43	-241.43	-79.16 %
100-53311-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-126	WAGES - TEMP/SEAS	5,070.00	5,070.00	0.00	2,885.00	2,185.00	43.10 %
100-53311-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-150	FICA	26,934.00	26,934.00	1,882.72	24,533.59	2,400.41	8.91 %
100-53311-151	RETIREMENT (WRS)	23,576.00	23,576.00	1,780.32	21,860.61	1,715.39	7.28 %
100-53311-152	HEALTH INSURANCE	101,479.00	101,479.00	5,659.12	97,392.60	4,086.40	4.03 %
100-53311-153	DENTAL INSURANCE	6,589.00	6,589.00	441.18	6,404.23	184.77	2.80 %
100-53311-154	LIFE INSURANCE	214.00	214.00	14.74	201.35	12.65	5.91 %
100-53311-211	BOILER CONTRACTUAL	100.00	100.00	0.00	140.69	-40.69	-40.69 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-53311-213	HVAC CONTRACTUAL	800.00	800.00	56.19	1,178.31	-378.31	-47.29 %
100-53311-214	FIRE CONTRACTUAL	650.00	650.00	0.00	370.62	279.38	42.98 %
100-53311-220	WATER/SEWER/STORM WATER	2,100.00	2,100.00	0.00	2,177.67	-77.67	-3.70 %
100-53311-221	ELECTRIC & GAS	8,662.00	8,662.00	1,193.81	5,385.93	3,276.07	37.82 %
100-53311-225	PHONE/INTERNET/CABLE	2,694.00	2,694.00	333.71	3,086.61	-392.61	-14.57 %
100-53311-230	COUNTY HWY DEPT SERVICES	250.00	250.00	0.00	0.00	250.00	100.00 %
100-53311-240	SOFTWARE MAINTENANCE CONTR	710.00	710.00	0.00	748.12	-38.12	-5.37 %
100-53311-241	EQUIPMENT MAINTENANCE CONT	100.00	100.00	67.29	141.33	-41.33	-41.33 %
100-53311-242	EQUIPMENT RENTAL	11,500.00	11,500.00	4,215.00	11,635.00	-135.00	-1.17 %
100-53311-243	LEASES	0.00	0.00	39.92	39.92	-39.92	0.00 %
100-53311-290	OTHER CONTRACTUAL SERVICES	16,000.00	16,000.00	252.87	15,948.59	51.41	0.32 %
100-53311-310	OFFICE SUPPLIES	200.00	200.00	49.18	65.30	134.70	67.35 %
100-53311-311	POSTAGE	300.00	300.00	0.46	21.48	278.52	92.84 %
100-53311-312	COPY USAGE & PAPER	50.00	50.00	16.88	122.41	-72.41	-144.82 %
100-53311-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-322	LEGAL NOTICES	100.00	100.00	0.00	1,166.58	-1,066.58	-1,066.58 %
100-53311-324	RECRUITMENT	50.00	50.00	0.00	0.00	50.00	100.00 %
100-53311-330	SEMINARS, CONF & TRAVEL	500.00	500.00	0.00	1,271.52	-771.52	-154.30 %
100-53311-340	OPERATING SUPPLIES	4,850.00	4,850.00	1,402.53	4,524.76	325.24	6.71 %
100-53311-341	PRINTING & FORMS	100.00	100.00	0.00	0.00	100.00	100.00 %
100-53311-342	CLEANING & SANITARY SUPPLIES	600.00	600.00	6.99	358.57	241.43	40.24 %
100-53311-350	BLDG & GRDS MAINT & REPAIRS	1,500.00	1,500.00	359.72	1,718.75	-218.75	-14.58 %
100-53311-360	VEHICLE MAINT. & REPAIRS	5,500.00	5,500.00	5,063.47	14,550.69	-9,050.69	-164.56 %
100-53311-361	REGULAR FUEL	20,000.00	20,000.00	2,167.46	14,301.52	5,698.48	28.49 %
100-53311-362	OFF ROAD FUEL	5,000.00	5,000.00	292.20	3,010.99	1,989.01	39.78 %
100-53311-363	EQUIPMENT MAINT & REPAIRS	12,000.00	12,000.00	1,164.82	5,887.67	6,112.33	50.94 %
100-53311-370	SALT & SAND	77,105.00	77,105.00	33,797.77	88,146.69	-11,041.69	-14.32 %
100-53311-371	TREE & BRUSH MAINTENANCE	2,500.00	2,500.00	1,782.93	2,523.73	-23.73	-0.95 %
100-53311-375	STREET MAINT & REPAIRS	5,000.00	5,000.00	0.00	7,465.13	-2,465.13	-49.30 %
100-53311-381	EMPLOYMENT TESTING	500.00	500.00	0.00	319.43	180.57	36.11 %
100-53311-382	UNIFORMS & SAFETY ATTIRE	1,000.00	1,000.00	470.35	973.35	26.65	2.67 %
100-53311-399	ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 53311 - STREET Total:		691,299.00	691,299.00	88,969.73	680,100.16	11,198.84	1.62 %
Department: 53312 - STREET SIGNS & SIGNALS							
100-53312-221	ELECTRIC & GAS	7,800.00	7,800.00	-2,104.65	3,284.40	4,515.60	57.89 %
100-53312-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53312-292	ELECTRICAL CONTRACTUAL	800.00	800.00	3,278.75	3,279.50	-2,479.50	-309.94 %
100-53312-372	STREET SIGN MAINT & REPAIRS	9,000.00	9,000.00	2,903.11	10,917.41	-1,912.41	-21.25 %
100-53312-373	STREET SIGNAL MAINT & REPAIRS	1,500.00	1,500.00	897.12	897.12	602.88	40.19 %
Department: 53312 - STREET SIGNS & SIGNALS Total:		19,100.00	19,100.00	4,974.33	18,373.43	726.57	3.80 %
Department: 53315 - STREET LIGHTS							
100-53315-221	ELECTRIC & GAS	233,605.00	233,605.00	36,200.56	192,728.10	40,876.90	17.50 %
100-53315-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53315-292	ELECTRICAL CONTRACTUAL	8,300.00	8,300.00	3,425.50	14,363.75	-6,063.75	-73.06 %
100-53315-374	STREET LIGHT MAINT & REPAIRS	1,500.00	1,500.00	7,116.77	8,871.14	-7,371.14	-491.41 %
Department: 53315 - STREET LIGHTS Total:		243,405.00	243,405.00	46,742.83	215,962.99	27,442.01	11.27 %
Department: 53440 - STORM WATER							
100-53440-200	GF STORM WATER ERU	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 53440 - STORM WATER Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 54110 - ANIMAL CONTROL							
100-54110-290	OTHER CONTRACTUAL SERVICES	65,232.00	65,232.00	10,872.00	65,232.00	0.00	0.00 %
Department: 54110 - ANIMAL CONTROL Total:		65,232.00	65,232.00	10,872.00	65,232.00	0.00	0.00 %
Department: 55110 - LIBRARY							
100-55110-110	SALARIES - REGULAR	27,852.00	27,852.00	3,282.20	27,905.68	-53.68	-0.19 %
100-55110-124	WAGES - PERM PT	11,092.00	11,092.00	1,170.00	7,756.59	3,335.41	30.07 %
100-55110-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-126	WAGES - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
100-55110-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-150	FICA	2,980.00	2,980.00	326.41	2,615.93	364.07	12.22 %
100-55110-151	RETIREMENT (WRS)	1,894.00	1,894.00	222.10	1,896.39	-2.39	-0.13 %
100-55110-152	HEALTH INSURANCE	4,877.00	4,877.00	422.94	4,893.45	-16.45	-0.34 %
100-55110-153	DENTAL INSURANCE	271.00	271.00	24.46	272.95	-1.95	-0.72 %
100-55110-154	LIFE INSURANCE	14.00	14.00	1.52	16.34	-2.34	-16.71 %
100-55110-211	BOILER CONTRACTUAL	635.00	635.00	0.00	258.63	376.37	59.27 %
100-55110-213	HVAC CONTRACTUAL	4,196.00	4,196.00	433.50	4,246.83	-50.83	-1.21 %
100-55110-214	FIRE CONTRACTUAL	1,468.00	1,468.00	0.00	1,072.58	395.42	26.94 %
100-55110-220	WATER/SEWER/STORM WATER	3,520.00	3,520.00	0.00	2,540.70	979.30	27.82 %
100-55110-221	ELECTRIC & GAS	24,376.00	24,376.00	5,749.33	23,833.83	542.17	2.22 %
100-55110-225	PHONE/INTERNET/CABLE	750.00	750.00	58.53	652.09	97.91	13.05 %
100-55110-240	SOFTWARE MAINTENANCE CONTR	750.00	750.00	0.00	607.58	142.42	18.99 %
100-55110-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-290	OTHER CONTRACTUAL SERVICES	1,200.00	1,200.00	0.00	209.95	990.05	82.50 %
100-55110-291	TRANSCRIPTION CONTRACTUAL	75.00	75.00	0.00	0.00	75.00	100.00 %
100-55110-292	ELECTRICAL CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
100-55110-293	PLUMBING CONTRACTUAL	300.00	300.00	0.00	0.00	300.00	100.00 %
100-55110-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-311	POSTAGE	25.00	25.00	0.00	0.00	25.00	100.00 %
100-55110-312	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-340	OPERATING SUPPLIES	2,475.00	2,475.00	237.46	3,899.83	-1,424.83	-57.57 %
100-55110-342	CLEANING & SANITARY SUPPLIES	2,100.00	2,100.00	412.66	2,456.03	-356.03	-16.95 %
100-55110-350	BLDG & GRDS MAINT & REPAIRS	1,750.00	1,750.00	124.86	633.07	1,116.93	63.82 %
100-55110-360	VEHICLE MAINT. & REPAIRS	150.00	150.00	0.00	0.00	150.00	100.00 %
100-55110-363	EQUIPMENT MAINT. & REPAIRS	150.00	150.00	0.00	439.14	-289.14	-192.76 %
	Department: 55110 - LIBRARY Total:	93,150.00	93,150.00	12,465.97	86,207.59	6,942.41	7.45 %
Department: 55200 - PARKS							
100-55200-110	SALARIES - REGULAR	59,256.00	59,256.00	6,974.79	59,313.98	-57.98	-0.10 %
100-55200-120	WAGES - REGULAR	74,350.00	74,350.00	9,182.16	74,926.32	-576.32	-0.78 %
100-55200-121	OVERTIME - REGULAR	1,000.00	1,000.00	162.41	162.41	837.59	83.76 %
100-55200-124	WAGES - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-126	WAGES - TEMP/SEAS	30,290.00	30,290.00	0.00	22,540.98	7,749.02	25.58 %
100-55200-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	237.66	-237.66	0.00 %
100-55200-150	FICA	12,614.00	12,614.00	1,173.42	11,420.90	1,193.10	9.46 %
100-55200-151	RETIREMENT (WRS)	9,806.00	9,806.00	1,104.53	9,664.15	141.85	1.45 %
100-55200-152	HEALTH INSURANCE	41,775.00	41,775.00	2,808.60	32,384.30	9,390.70	22.48 %
100-55200-153	DENTAL INSURANCE	2,492.00	2,492.00	168.73	1,882.97	609.03	24.44 %
100-55200-154	LIFE INSURANCE	69.00	69.00	4.93	58.31	10.69	15.49 %
100-55200-214	FIRE CONTRACTUAL	250.00	250.00	0.00	123.38	126.62	50.65 %
100-55200-220	WATER/SEWER/STORM WATER	17,104.00	17,104.00	0.00	15,503.68	1,600.32	9.36 %
100-55200-221	ELECTRIC & GAS	20,750.00	20,750.00	3,664.77	22,193.83	-1,443.83	-6.96 %
100-55200-225	PHONE/INTERNET/CABLE	2,700.00	2,700.00	316.73	3,583.98	-883.98	-32.74 %
100-55200-240	SOFTWARE MAINTENANCE CONTR	600.00	600.00	0.00	610.75	-10.75	-1.79 %
100-55200-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-290	OTHER CONTRACTUAL SERVICES	384.00	384.00	0.00	449.39	-65.39	-17.03 %
100-55200-291	TRANSCRIPTION CONTRACTUAL	600.00	600.00	38.09	502.58	97.42	16.24 %
100-55200-292	ELECTRICAL CONTRACTUAL	450.00	450.00	0.00	440.12	9.88	2.20 %
100-55200-293	PLUMBING CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
100-55200-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-311	POSTAGE	0.00	0.00	0.00	1,622.28	-1,622.28	0.00 %
100-55200-312	COPY USAGE & PAPER	0.00	0.00	0.00	106.00	-106.00	0.00 %
100-55200-320	SUBSCRIPTIONS & DUES	400.00	400.00	0.00	245.00	155.00	38.75 %
100-55200-321	CERTIFICATIONS & LICENSES	150.00	150.00	0.00	0.00	150.00	100.00 %
100-55200-330	SEMINARS, CONF & TRAVEL	590.00	590.00	644.00	786.83	-196.83	-33.36 %
100-55200-340	OPERATING SUPPLIES	11,675.00	11,675.00	141.53	12,036.57	-361.57	-3.10 %
100-55200-342	CLEANING & SANITARY SUPPLIES	3,000.00	3,000.00	0.00	4,705.88	-1,705.88	-56.86 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-55200-350	BLDG & GRDS MAINT & REPAIRS	12,000.00	12,000.00	537.19	13,092.48	-1,092.48	-9.10 %
100-55200-360	VEHICLE MAINT. & REPAIRS	3,000.00	3,000.00	1,131.76	4,362.49	-1,362.49	-45.42 %
100-55200-361	REGULAR FUEL	7,000.00	7,000.00	655.39	6,676.27	323.73	4.62 %
100-55200-362	OFF ROAD FUEL	3,200.00	3,200.00	272.68	4,041.77	-841.77	-26.31 %
100-55200-363	EQUIPMENT MAINT & REPAIRS	4,500.00	4,500.00	631.91	7,389.87	-2,889.87	-64.22 %
100-55200-371	TREE & BRUSH MAINTENANCE	2,500.00	2,500.00	41.52	256.36	2,243.64	89.75 %
100-55200-381	EMPLOYMENT TESTING	90.00	90.00	0.00	68.00	22.00	24.44 %
100-55200-382	UNIFORMS & SAFETY ATTIRE	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 55200 - PARKS Total:		322,845.00	322,845.00	29,655.14	311,389.49	11,455.51	3.55 %

Department: 55300 - RECREATION

100-55300-110	SALARIES - REGULAR	125,448.00	125,448.00	19,930.26	163,300.11	-37,852.11	-30.17 %
100-55300-120	WAGES - REGULAR	41,691.00	41,691.00	3,504.73	20,341.77	21,349.23	51.21 %
100-55300-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-124	WAGES - PERM PT	31,413.00	31,413.00	877.50	20,586.33	10,826.67	34.47 %
100-55300-125	OVERTIME - PERM PT	0.00	0.00	0.00	9.19	-9.19	0.00 %
100-55300-126	WAGES - TEMP/SEAS	63,771.00	63,771.00	2,444.58	47,413.15	16,357.85	25.65 %
100-55300-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-150	FICA	20,068.00	20,068.00	1,928.51	18,260.30	1,807.70	9.01 %
100-55300-151	RETIREMENT (WRS)	12,814.00	12,814.00	1,585.98	12,664.07	149.93	1.17 %
100-55300-152	HEALTH INSURANCE	40,821.00	40,821.00	3,626.48	38,029.62	2,791.38	6.84 %
100-55300-153	DENTAL INSURANCE	2,158.00	2,158.00	215.93	2,106.83	51.17	2.37 %
100-55300-154	LIFE INSURANCE	61.00	61.00	3.76	45.18	15.82	25.93 %
100-55300-225	PHONE/INTERNET/CABLE	3,500.00	3,500.00	252.25	3,289.41	210.59	6.02 %
100-55300-240	SOFTWARE MAINTENANCE CONTR	250.00	250.00	0.00	269.50	-19.50	-7.80 %
100-55300-241	EQUIPMENT MAINTENANCE CONT	500.00	500.00	0.00	0.00	500.00	100.00 %
100-55300-290	OTHER CONTRACTUAL SERVICES	500.00	500.00	0.00	0.00	500.00	100.00 %
100-55300-310	OFFICE SUPPLIES	1,350.00	1,350.00	379.18	850.39	499.61	37.01 %
100-55300-311	POSTAGE	4,500.00	4,500.00	73.73	749.95	3,750.05	83.33 %
100-55300-312	COPY USAGE & PAPER	3,600.00	3,600.00	178.61	3,087.04	512.96	14.25 %
100-55300-320	SUBSCRIPTIONS & DUES	775.00	775.00	0.00	825.00	-50.00	-6.45 %
100-55300-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	50.00	-50.00	0.00 %
100-55300-330	SEMINARS, CONF & TRAVEL	2,100.00	2,100.00	1,328.67	1,665.11	434.89	20.71 %
100-55300-340	OPERATING SUPPLIES	27,300.00	27,300.00	3,055.39	30,047.03	-2,747.03	-10.06 %
100-55300-341	PRINTING & FORMS	5,000.00	5,000.00	2,193.53	6,785.83	-1,785.83	-35.72 %
100-55300-381	EMPLOYMENT TESTING	450.00	450.00	0.00	0.00	450.00	100.00 %
Department: 55300 - RECREATION Total:		388,070.00	388,070.00	41,579.09	370,375.81	17,694.19	4.56 %

Department: 55420 - AQUATIC CENTER

100-55420-120	WAGES - REGULAR	19,932.00	19,932.00	2,660.64	20,293.28	-361.28	-1.81 %
100-55420-121	OVERTIME - REGULAR	0.00	0.00	43.38	43.38	-43.38	0.00 %
100-55420-126	WAGES - TEMP/SEAS	80,318.00	80,318.00	0.00	74,295.49	6,022.51	7.50 %
100-55420-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55420-150	FICA	7,669.00	7,669.00	191.13	7,114.76	554.24	7.23 %
100-55420-151	RETIREMENT (WRS)	1,355.00	1,355.00	183.10	1,382.10	-27.10	-2.00 %
100-55420-152	HEALTH INSURANCE	6,509.00	6,509.00	560.07	6,526.69	-17.69	-0.27 %
100-55420-153	DENTAL INSURANCE	383.00	383.00	34.60	386.05	-3.05	-0.80 %
100-55420-154	LIFE INSURANCE	4.00	4.00	0.32	3.79	0.21	5.25 %
100-55420-220	WATER/SEWER/STORM WATER	7,433.00	7,433.00	0.00	7,629.68	-196.68	-2.65 %
100-55420-221	ELECTRIC & GAS	16,000.00	16,000.00	1,067.59	17,491.57	-1,491.57	-9.32 %
100-55420-225	PHONE/INTERNET/CABLE	350.00	350.00	46.78	392.01	-42.01	-12.00 %
100-55420-290	OTHER CONTRACTUAL SERVICES	11,265.00	11,265.00	0.00	11,031.04	233.96	2.08 %
100-55420-321	CERTIFICATIONS & LICENSES	250.00	250.00	0.00	250.00	0.00	0.00 %
100-55420-330	SEMINARS, CONF & TRAVEL	250.00	250.00	0.00	0.00	250.00	100.00 %
100-55420-340	OPERATING SUPPLIES	4,450.00	4,450.00	0.00	5,072.79	-622.79	-14.00 %
100-55420-342	CLEANING & SANITARY SUPPLIES	100.00	100.00	0.00	205.63	-105.63	-105.63 %
100-55420-343	CONCESSIONS SUPPLIES	15,579.00	15,579.00	0.00	15,687.14	-108.14	-0.69 %
100-55420-350	BLDG & GRDS MAINT & REPAIRS	4,600.00	4,600.00	0.00	5,445.15	-845.15	-18.37 %

Budget Report

For Fiscal: 2017 Period Ending: 12/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-55420-363	EQUIPMENT MAINT & REPAIRS	500.00	500.00	0.00	1,278.83	-778.83	-155.77 %
Department: 55420 - AQUATIC CENTER Total:		176,947.00	176,947.00	4,787.61	174,529.38	2,417.62	1.37 %
Department: 56600 - URBAN PLANNING							
100-56600-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56600-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56600 - URBAN PLANNING Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56610 - CITY STUDY							
100-56610-295	CITY STUDY	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56610 - CITY STUDY Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56700 - ECONOMIC DEVELOPMENT							
100-56700-290	OTHER CONTRACTUAL SERVICES	13,811.00	13,811.00	0.00	13,811.64	-0.64	0.00 %
Department: 56700 - ECONOMIC DEVELOPMENT Total:		13,811.00	13,811.00	0.00	13,811.64	-0.64	0.00 %
Department: 56900 - PLANNING & ZONING							
100-56900-110	SALARIES - REGULAR	39,450.00	39,450.00	4,068.12	31,856.22	7,593.78	19.25 %
100-56900-120	WAGES - REGULAR	4,212.00	4,212.00	493.68	4,245.60	-33.60	-0.80 %
100-56900-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-126	WAGES - TEMP/SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-150	FICA	3,340.00	3,340.00	311.58	2,491.27	848.73	25.41 %
100-56900-151	RETIREMENT (WRS)	2,969.00	2,969.00	308.68	2,453.40	515.60	17.37 %
100-56900-152	HEALTH INSURANCE	12,138.00	12,138.00	966.95	12,093.12	44.88	0.37 %
100-56900-153	DENTAL INSURANCE	657.00	657.00	59.25	661.28	-4.28	-0.65 %
100-56900-154	LIFE INSURANCE	14.00	14.00	1.33	15.26	-1.26	-9.00 %
100-56900-225	PHONE/INTERNET/CABLE	2,100.00	2,100.00	78.06	1,417.81	682.19	32.49 %
100-56900-240	SOFTWARE MAINTENANCE CONTR	320.00	320.00	0.00	260.00	60.00	18.75 %
100-56900-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-290	OTHER CONTRACTUAL SERVICES	500.00	500.00	0.00	0.00	500.00	100.00 %
100-56900-291	TRANSCRIPTION CONTRACTUAL	3,000.00	3,000.00	149.11	1,912.67	1,087.33	36.24 %
100-56900-310	OFFICE SUPPLIES	820.00	820.00	0.00	284.45	535.55	65.31 %
100-56900-311	POSTAGE	920.00	920.00	139.49	916.48	3.52	0.38 %
100-56900-312	COPY USAGE & PAPER	2,745.00	2,745.00	225.95	1,801.30	943.70	34.38 %
100-56900-320	SUBSCRIPTIONS & DUES	660.00	660.00	0.00	543.80	116.20	17.61 %
100-56900-322	LEGAL NOTICES	3,640.00	3,640.00	48.36	2,549.68	1,090.32	29.95 %
100-56900-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-330	SEMINARS, CONF & TRAVEL	1,800.00	1,800.00	95.00	817.15	982.85	54.60 %
100-56900-340	OPERATING SUPPLIES	700.00	700.00	119.05	280.55	419.45	59.92 %
100-56900-360	VEHICLE MAINT. & REPAIRS	300.00	300.00	0.00	46.83	253.17	84.39 %
100-56900-361	REGULAR FUEL	800.00	800.00	24.98	-492.56	1,292.56	161.57 %
Department: 56900 - PLANNING & ZONING Total:		81,085.00	81,085.00	7,089.59	64,154.31	16,930.69	20.88 %
Department: 59200 - TRANSFERS							
100-59200-590	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 59200 - TRANSFERS Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Expense Total:		8,856,327.00	8,856,327.00	1,402,002.12	8,598,369.01	257,957.99	2.91 %
Fund: 100 - GENERAL FUND Surplus (Deficit):		0.00	0.00	-809,371.91	580,583.82	580,583.82	0.00 %
Report Surplus (Deficit):		0.00	0.00	-809,371.91	580,583.82	580,583.82	0.00 %

Transfer

$$\frac{225,000}{355,583.82}$$

F 5a → F-6 ← K-5a
Fund 2-1-18

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN
Fund: 100 - GENERAL FUND								
Expense								
Department: 51100 - COMMON COUNCIL								
100-51100-110	SALARIES - REGULAR	29600	29,600.00	2,400.00	29,600.00	0.00	0.00	
100-51100-150	FICA	2264	2,264.00	183.60	2,264.40	(0.40)	0.00	
100-51100-291	TRANSCRIPTION CONTR	7200	7,200.00	602.29	2,677.56	4,522.44	(570.00)	
100-51100-310	OFFICE SUPPLIES	700	700.00	275.25	606.40	93.60	0.00	
100-51100-311	POSTAGE	200	200.00	0.00	0.34	199.66	0.00	
100-51100-312	COPY USAGE & PAPER	1000	1,000.00	149.00	1,070.57	(70.57)	0.00	
100-51100-320	SUBSCRIPTIONS & DUES	5486	5,486.00	0.00	6,051.49	(565.49)	570.00	
100-51100-322	LEGAL NOTICES	12154	12,154.00	1,160.39	5,075.33	7,078.67	0.00	
100-51100-341	PRINTING & FORMS	0	0.00	0.00	0.00	0.00	0.00	
Department: 51100 - COMMON COUNCIL Total:		58604	58,604.00	4,770.53	47,346.09	11,257.91	0.00	0.00
Department: 51110 - POLICE & FIRE COMMISSION								
100-51110-290	OTHER CONTRACTUAL S	0	0.00	10.00	10.00	(10.00)		
100-51110-291	TRANSCRIPTION CONTR	0	0.00	0.00	62.22	(62.22)		
100-51110-310	OFFICE SUPPLIES	0	0.00	0.00	30.00	(30.00)		
100-51110-311	POSTAGE	0	0.00	0.00	0.00	0.00		
100-51110-312	COPY USAGE & PAPER	100	100.00	0.00	0.00	100.00		
Department: 51110 - POLICE & FIRE COMMISSION Total:		100	100.00	10.00	102.22	(2.22)	0.00	0.00
Department: 51200 - MUNICIPAL COURT								
100-51200-290	OTHER CONTRACTUAL S	100	100.00	0.00	0.00	100.00		
100-51200-340	OPERATING SUPPLIES	425	425.00	608.85	703.76	(278.76)		
Department: 51200 - MUNICIPAL COURT Total:		525	525.00	608.85	703.76	(178.76)	0.00	0.00
Department: 51300 - LEGAL								
100-51300-290	OTHER CONTRACTUAL S	130000	130,000.00	26,212.69	102,837.14	27,162.86	(20,000)	
100-51300-310	OFFICE SUPPLIES	0	0.00	0.00	0.00	0.00		
100-51300-320	SUBSCRIPTIONS & DUES	0	0.00	0.00	0.00	0.00		
Department: 51300 - LEGAL Total:		130000	130,000.00	26,212.69	102,837.14	27,162.86	0.00	(20,000.00)
Department: 51408 - CITY ADMINISTRATOR								
100-51408-110	SALARIES REGULAR	88800	88,800.00	7,846.14	62,919.15	25,880.85		
100-51408-150	FICA	6793	6,793.00	541.14	3,944.83	2,848.17		
100-51408-151	RETIREMENT (WRS)	6038	6,038.00	530.33	3,897.95	2,140.05		
100-51408-152	HEALTH INSURANCE	11844	11,844.00	414.87	7,497.83	4,346.17		
100-51408-153	DENTAL INSURANCE	709	709.00	63.14	536.02	172.98		
100-51408-154	LIFE INSURANCE	9	9.00	0.00	4.26	4.74		
100-51408-225	PHONE/INTERNET/CABL	1100	1,100.00	50.18	730.95	369.05		
100-51408-241	EQUIPMENT MAINT. CO	250	250.00	0.00	0.00	250.00		
100-51408-290	OTHER CONTRACTUAL S	750	750.00	0.00	696.40	53.60		
100-51408-310	OFFICE SUPPLIES	1000	1,000.00	0.00	1,127.58	(127.58)		
100-51408-311	POSTAGE	270	270.00	6.12	30.70	239.30		
100-51408-312	COPY USAGE/PAPER	400	400.00	1.24	6.41	393.59		
100-51408-320	SUBSCRIPTIONS & DUES	600	600.00	0.00	0.00	600.00		
100-51408-321	CERTIFICATIONS & LICEP	200	200.00	0.00	0.00	200.00		
100-51408-330	SEMINARS, CONF. & TRA	1000	1,000.00	0.00	699.53	300.47		
100-51408-340	OPERATING SUPPLIES	3000	3,000.00	0.00	163.50	2,836.50		
100-51408-341	PRINTING & FORMS	400	400.00	0.00	0.00	400.00		
Department: 51408 - CITY ADMINISTRATOR Total:		123163	123,163.00	9,453.16	82,255.11	40,907.89	0.00	0.00
Department: 51410 - MAYOR								
100-51410-110	SALARIES - REGULAR	0	0.00	0.00	0.00	0.00		
100-51410-124	WAGES - PERM PT	10620	10,620.00	1,429.59	12,389.78	(1,769.78)		1,800.00
100-51410-150	FICA	812	812.00	109.38	947.96	(135.96)		
100-51410-151	RETIREMENT (WRS)	722	722.00	82.92	721.86	0.14		
100-51410-152	HEALTH INSURANCE	0	0.00	0.00	0.00	0.00		
100-51410-153	DENTAL INSURANCE	0	0.00	0.00	0.00	0.00		
100-51410-154	LIFE INSURANCE	0	0.00	0.00	0.00	0.00		
100-51410-225	PHONE/INTERNET/CABL	828	828.00	22.16	715.35	112.65		
100-51410-290	OTHER CONTRACTUAL S	0	0.00	0.00	0.00	0.00		
100-51410-310	OFFICE SUPPLIES	343	343.00	25.08	73.07	269.93		
100-51410-311	POSTAGE	62	62.00	0.00	3.87	58.13		
100-51410-312	COPY USAGE & PAPER	100	100.00	3.48	44.33	55.67		
100-51410-320	SUBSCRIPTIONS & DUES	175	175.00	0.00	175.00	0.00		
100-51410-330	SEMINARS, CONF & TRA	400	400.00	0.00	634.00	(234.00)		
100-51410-340	OPERATING SUPPLIES	200	200.00	0.00	0.00	200.00		
100-51410-341	PRINTING & FORMS	0	0.00	0.00	0.00	0.00		
Department: 51410 - MAYOR Total:		14262	14,262.00	1,672.61	15,705.22	(1,443.22)	0.00	0.00
Department: 51411 - FINANCE								
100-51411-110	SALARIES - REGULAR	75308	75,308.00	2,847.13	75,374.26	(66.26)	0.00	
100-51411-120	WAGES - REGULAR	60217	60,217.00	3,579.72	51,334.07	8,882.93	(7,300.00)	
100-51411-124	WAGES - PERM PT	14700	14,700.00	4,216.32	10,698.57	4,001.43	0.00	
100-51411-125	OVERTIME - PERM PT	0	0.00	0.00	10.69	(10.69)	0.00	
100-51411-126	WAGES - TEMP./SEAS.	0	0.00	0.00	0.00	0.00	0.00	
100-51411-150	FICA	11493	11,493.00	764.72	10,057.21	1,435.79	0.00	
100-51411-151	RETIREMENT (WRS)	9216	9,216.00	555.59	8,669.55	546.45	0.00	
100-51411-152	HEALTH INSURANCE	18231	18,231.00	631.19	15,825.33	2,405.67	0.00	
100-51411-153	DENTAL INSURANCE	2107	2,107.00	98.09	1,982.54	124.46	0.00	
100-51411-154	LIFE INSURANCE	64	64.00	7.33	74.88	(10.88)	0.00	
100-51411-225	PHONE/INTERNET/CABL	570	570.00	33.41	460.32	109.68	0.00	
100-51411-241	EQUIPMENT MAINTENA	500	500.00	0.00	0.00	500.00	0.00	
100-51411-290	OTHER CONTRACTUAL S	4500	4,500.00	1,124.65	11,154.94	(6,654.94)	6,700.00	
100-51411-310	OFFICE SUPPLIES	1200	1,200.00	158.95	1,420.08	(220.08)	0.00	
100-51411-311	POSTAGE	1500	1,500.00	203.40	1,453.22	46.78	0.00	
100-51411-312	COPY USAGE & PAPER	1000	1,000.00	264.97	1,459.50	(459.50)	0.00	
100-51411-320	SUBSCRIPTIONS & DUES	285	285.00	10.00	150.00	135.00	0.00	
100-51411-322	LEGAL NOTICES	0	0.00	0.00	45.00	(45.00)	0.00	
100-51411-330	SEMINARS, CONF & TRA	1325	1,325.00	1,046.52	1,916.52	(591.52)	600.00	
100-51411-340	OPERATING SUPPLIES	3015	3,015.00	643.38	1,789.03	1,225.97	0.00	
100-51411-341	PRINTING & FORMS	500	500.00	657.38	853.41	(353.41)	0.00	
Department: 51411 - FINANCE Total:		205731.0	205,731.00	16,842.75	194,729.12	11,001.88	0.00	0.00

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 51420 - CITY CLERK								
100-51420-110	SALARIES - REGULAR	69451	69,451.00	8,125.62	69,519.18	(68.18)		
100-51420-120	WAGES - REGULAR	49253	49,253.00	5,764.47	49,300.34	(47.34)		
100-51420-121	OVERTIME - REGULAR	286	286.00	0.00	0.00	286.00		
100-51420-124	WAGES - PERM PT	0	0.00	0.00	0.00	0.00		
100-51420-125	OVERTIME - PERM PT	0	0.00	0.00	0.00	0.00		
100-51420-126	WAGES - TEMP/SEAS	0	0.00	0.00	0.00	0.00		
100-51420-127	OVERTIME - TEMP/SEAS	0	0.00	0.00	0.00	0.00		
100-51420-150	FICA	9103	9,103.00	974.26	8,425.97	677.03		
100-51420-151	RETIREMENT (WRS)	8091	8,091.00	939.91	8,075.28	15.72		
100-51420-152	HEALTH INSURANCE	20341	20,341.00	1,750.22	20,395.77	(54.77)		
100-51420-153	DENTAL INSURANCE	2157	2,157.00	194.60	2,171.63	(14.63)		
100-51420-154	LIFE INSURANCE	78	78.00	7.62	83.89	(5.89)		
100-51420-225	PHONE/INTERNET/CABL	1200	1,200.00	74.54	945.78	254.22		
100-51420-241	EQUIPMENT MAINTENA	435	435.00	0.00	0.00	435.00		
100-51420-291	TRANSCRIPTION CONTR	200	200.00	0.00	0.00	200.00		
100-51420-310	OFFICE SUPPLIES	1230	1,230.00	11.29	88.75	1,141.25		
100-51420-311	POSTAGE	2200	2,200.00	78.26	1,238.40	961.60		
100-51420-312	COPY USAGE & PAPER	1000	1,000.00	47.17	448.61	551.39		
100-51420-320	SUBSCRIPTIONS & DUES	383	383.00	0.00	290.00	93.00		
100-51420-321	CERTIFICATIONS & LICEP	0	0.00	0.00	20.00	(20.00)		
100-51420-322	LEGAL NOTICES	210	210.00	28.06	160.14	49.86		
100-51420-324	RECRUITMENT	0	0.00	0.00	0.00	0.00		
100-51420-330	SEMINARS, CONF & TRA	2000	2,000.00	74.65	1,565.38	434.62		
100-51420-340	OPERATING SUPPLIES	505	505.00	0.00	954.95	(449.95)		
100-51420-341	PRINTING & FORMS	500	500.00	0.00	0.00	500.00		
100-51420-381	EMPLOYMENT TESTING	80	80.00	0.00	140.00	(60.00)		
Department: 51420 - CITY CLERK Total:		168703	168,703.00	18,070.67	163,824.07	4,878.93	0.00	0.00
Department: 51440 - ELECTIONS								
100-51440-126	WAGES - TEMP/SEAS	5912	5,912.00	3,174.98	7,983.49	(2,071.49)	0.00	2,100.00
100-51440-150	FICA	0	0.00	20.89	20.89	(20.89)	0.00	0.00
100-51440-241	EQUIPMENT MAINTENA	1400	1,400.00	0.00	1,283.56	116.44	0.00	0.00
100-51440-310	OFFICE SUPPLIES	600	600.00	0.00	218.47	381.53	0.00	0.00
100-51440-311	POSTAGE	600	600.00	81.74	557.36	42.64	0.00	0.00
100-51440-312	COPY USAGE & PAPER	600	600.00	86.75	410.78	189.22	0.00	0.00
100-51440-322	LEGAL NOTICES	1000	1,000.00	42.29	724.96	275.04	0.00	0.00
100-51440-324	RECRUITMENT	0	0.00	14.00	21.00	(21.00)	0.00	0.00
100-51440-330	SEMINARS, CONF & TRA	100	100.00	0.00	0.00	100.00	0.00	0.00
100-51440-340	OPERATING SUPPLIES	1380	1,380.00	69.49	1,935.93	(555.93)	500.00	0.00
100-51440-341	PRINTING & FORMS	1000	1,000.00	0.00	196.85	803.15	(500.00)	0.00
Department: 51440 - ELECTIONS Total:		12592	12,592.00	3,490.14	13,353.29	(761.29)	0.00	2,100.00
Department: 51500 - AUDIT								
100-51500-290	OTHER CONTRACTUAL S	17253	17,253.00	0.00	18,580.00	(1,327.00)	0.00	1,350.00
Department: 51500 - AUDIT Total:		17253	17,253.00	0.00	18,580.00	(1,327.00)	0.00	1,350.00
Department: 51510 - HUMAN RESOURCES								
100-51510-110	SALARIES - REGULAR	37552	37,552.00	6,408.72	42,415.10	(4,863.10)	4,650.00	0.00
100-51510-120	WAGES - REGULAR	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51510-124	WAGES - PERM. PT	5137	5,137.00	0.00	2,630.55	2,506.45	(2,500.00)	0.00
100-51510-150	FICA	3266	3,266.00	442.24	3,153.25	112.75	0.00	0.00
100-51510-151	RETIREMENT (WRS)	2554	2,554.00	433.65	2,882.09	(328.09)	0.00	0.00
100-51510-152	HEALTH INSURANCE	10404	10,404.00	1,540.19	11,076.86	(672.86)	250.00	0.00
100-51510-153	DENTAL INSURANCE	623	623.00	90.81	721.84	(98.84)	0.00	0.00
100-51510-154	LIFE INSURANCE	7	7.00	1.05	8.27	(1.27)	0.00	0.00
100-51510-225	PHONE/INTERNET/CABL	150	150.00	9.45	126.23	23.77	0.00	0.00
100-51510-241	EQUIPMENT MAINTENA	190	190.00	0.00	0.00	190.00	0.00	0.00
100-51510-290	OTHER CONTRACTUAL S	6213	6,213.00	216.00	3,728.25	2,484.75	(2,400.00)	0.00
100-51510-310	OFFICE SUPPLIES	445	445.00	77.62	571.69	(126.69)	0.00	0.00
100-51510-311	POSTAGE	200	200.00	12.64	104.79	95.21	0.00	0.00
100-51510-312	COPY USAGE & PAPER	295	295.00	60.63	314.95	(19.95)	0.00	0.00
100-51510-320	SUBSCRIPTIONS & DUES	520	520.00	0.00	524.00	(4.00)	0.00	0.00
100-51510-321	CERTIFICATIONS & LICEP	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51510-330	SEMINARS, CONF & TRA	739	739.00	100.00	1,068.00	(329.00)	0.00	0.00
100-51510-340	OPERATING SUPPLIES	650	650.00	733.71	1,090.04	(440.04)	0.00	0.00
100-51510-341	PRINTING & FORMS	300	300.00	0.00	0.00	300.00	0.00	0.00
Department: 51510 - HUMAN RESOURCES Total:		69245	69,245.00	10,126.71	70,415.91	(1,170.91)	0.00	0.00
Department: 51530 - ASSESSOR								
100-51530-120	WAGES - REGULAR	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51530-121	OVERTIME - REGULAR	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51530-128	WAGES - BOR	300	300.00	0.00	400.00	(100.00)	0.00	0.00
100-51530-150	FICA	23	23.00	0.00	30.60	(7.60)	0.00	0.00
100-51530-151	RETIREMENT (WRS)	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51530-152	HEALTH INSURANCE	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51530-153	DENTAL INSURANCE	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51530-154	LIFE INSURANCE	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51530-225	PHONE/INTERNET/CABL	450	450.00	28.16	348.55	101.45	0.00	0.00
100-51530-240	SOFTWARE MAINTENAN	3500	3,500.00	3,547.60	3,547.60	(47.60)	0.00	0.00
100-51530-290	OTHER CONTRACTUAL S	236811	236,811.00	19,223.83	223,975.20	12,835.80	(800.00)	(7,000.00)
100-51530-291	TRANSCRIPTION CONTR	250	250.00	0.00	392.59	(142.59)	0.00	0.00
100-51530-310	OFFICE SUPPLIES	0	0.00	0.00	0.00	0.00	0.00	0.00
100-51530-311	POSTAGE	1000	1,000.00	348.20	1,780.25	(780.25)	800.00	0.00
100-51530-312	COPY USAGE & PAPER	250	250.00	0.00	45.27	204.73	0.00	0.00
100-51530-340	OPERATING SUPPLIES	250	250.00	0.00	290.64	(40.64)	0.00	0.00
100-51530-341	PRINTING & FORMS	0	0.00	0.00	0.00	0.00	0.00	0.00
Department: 51530 - ASSESSOR Total:		242834	242,834.00	23,147.79	230,810.70	12,023.30	0.00	(7,000.00)

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 51540 - IT								
100-51540-110	SALARIES - REGULAR	33525	33,525.00	4,561.48	35,235.99	(1,710.99)	1,700.00	
100-51540-120	WAGES-REGULAR	0	0.00	0.00	0.00	0.00	0.00	
100-51540-124	WAGES - PERM. PT	5137	5,137.00	0.00	2,630.55	2,506.45	(2,500.00)	
100-51540-126	WAGES TEMP./SEAS.	0	0.00	0.00	0.00	0.00	0.00	
100-51540-150	FICA	2565	2,565.00	331.50	2,783.38	(218.38)	0.00	
100-51540-151	RETIREMENT (WRS)	2280	2,280.00	308.79	2,394.57	(114.57)	0.00	
100-51540-152	HEALTH INSURANCE	3962	3,962.00	556.70	4,188.68	(226.68)	0.00	
100-51540-153	DENTAL INSURANCE	585	585.00	65.73	601.76	(16.76)	0.00	
100-51540-154	LIFE INSURANCE	4	4.00	0.45	5.00	(1.00)	0.00	
100-51540-225	PHONE/INTERNET/CABL	1504	1,504.00	1,080.39	4,648.93	(3,144.93)	3,200.00	
100-51540-240	SOFTWARE MAINTENAN	25542	25,542.00	619.29	17,034.56	8,507.44	(8,000.00)	
100-51540-241	EQUIPMENT MAINTENA	2000	2,000.00	0.00	0.00	2,000.00	(2,000.00)	
100-51540-244	WEBSITE	1200	1,200.00	0.00	1,088.00	112.00	0.00	
100-51540-290	OTHER CONTRACTUAL S	13703	13,703.00	3,109.30	33,370.90	(19,667.90)	7,600.00	12,200.00
100-51540-310	OFFICE SUPPLIES	0	0.00	0.00	285.66	(285.66)	0.00	
100-51540-311	POSTAGE	0	0.00	0.00	0.00	0.00	0.00	
100-51540-312	COPY USAGE & PAPER	0	0.00	0.00	0.00	0.00	0.00	
100-51540-320	SUBSCRIPTIONS & DUES	0	0.00	0.00	0.00	0.00	0.00	
100-51540-321	CERTIFICATIONS & LICEN	0	0.00	0.00	0.00	0.00	0.00	
100-51540-330	SEMINARS, CONF & TRA	1000	1,000.00	0.00	12.50	987.50	(970.00)	
100-51540-340	OPERATING SUPPLIES	2936	2,936.00	915.09	3,907.38	(971.38)	970.00	
100-51540-341	PRINTING & FORMS	0	0.00	0.00	0.00	0.00	0.00	
100-51540-363	EQUIPMENT MAINT & R	0	0.00	0.00	0.00	0.00	0.00	
100-51540-399	ADD'L SOFTWARE & UPD	0	0.00	0.00	0.00	0.00	0.00	
Department: 51540 - IT Total:		95943	95,943.00	11,548.63	108,187.86	(12,244.86)	0.00	12,200.00
Department: 51600 - CITY HALL								
100-51600-110	SALARIES - REGULAR	47348	47,348.00	5,575.75	47,435.48	(87.48)		
100-51600-124	WAGES - PERM PT	0	0.00	893.10	8,471.46	(8,471.46)	8,500.00	
100-51600-125	OVERTIME - PERM PT	0	0.00	0.00	0.00	0.00	0.00	
100-51600-126	WAGES - TEMP/SEAS	12540	12,540.00	0.00	3,293.00	9,247.00	(9,000.00)	
100-51600-127	OVERTIME - TEMP/SEAS	0	0.00	0.00	0.00	0.00	0.00	
100-51600-150	FICA	4581	4,581.00	471.04	4,340.21	240.79	0.00	
100-51600-151	RETIREMENT (WRS)	3220	3,220.00	377.33	3,223.84	(3.84)	0.00	
100-51600-152	HEALTH INSURANCE	8193	8,193.00	710.72	8,220.97	(27.97)	0.00	
100-51600-153	DENTAL INSURANCE	454	454.00	41.00	457.55	(3.55)	0.00	
100-51600-154	LIFE INSURANCE	23	23.00	2.55	27.55	(4.55)	0.00	
100-51600-211	BOILER CONTRACTUAL	670	670.00	0.00	521.38	148.62	0.00	
100-51600-212	ELEVATORS	6000	6,000.00	0.00	6,513.57	(513.57)	500.00	
100-51600-213	HVAC CONTRACTUAL	6096	6,096.00	913.00	4,451.55	1,644.45	0.00	
100-51600-214	FIRE CONTRACTUAL	2944	2,944.00	0.00	2,857.90	86.10	0.00	
100-51600-220	WATER/SEWER/STORM	8424	8,424.00	0.00	5,620.88	2,803.12	(635.00)	
100-51600-221	ELECTRIC & GAS	40000	40,000.00	7,437.89	36,168.43	3,831.57	0.00	
100-51600-225	PHONE/INTERNET/CABL	5535	5,535.00	473.48	6,095.20	(560.20)	560.00	
100-51600-240	SOFTWARE MAINT. COM	600	600.00	0.00	610.74	(10.74)	0.00	
100-51600-241	EQUIPMENT MAINTENA	1070	1,070.00	0.00	1,742.15	(672.15)	675.00	
100-51600-242	EQUIPMENT RENTAL	0	0.00	0.00	0.00	0.00	0.00	
100-51600-243	LEASES	655	655.00	0.00	1,052.40	(397.40)	0.00	
100-51600-290	OTHER CONTRACTUAL S	3923	3,923.00	163.20	1,077.90	2,845.10	(2,500.00)	
100-51600-292	ELECTRICAL CONTRACT	300	300.00	0.00	0.00	300.00	0.00	
100-51600-293	PLUMBING CONTRACTU	300	300.00	0.00	0.00	300.00	0.00	
100-51600-310	OFFICE SUPPLIES	283	283.00	0.00	17.45	265.55	0.00	
100-51600-311	POSTAGE	500	500.00	0.00	440.00	60.00	0.00	
100-51600-312	COPY USAGE & PAPER	0	0.00	0.00	0.00	0.00	0.00	
100-51600-320	SUBSCRIPTIONS & DUES	0	0.00	0.00	0.00	0.00	0.00	
100-51600-324	RECRUITMENT	50	50.00	0.00	0.00	50.00	0.00	
100-51600-330	SEMINARS, CONF & TRA	100	100.00	15.17	100.00	0.00	0.00	
100-51600-340	OPERATING SUPPLIES	6525	6,525.00	1,120.41	6,843.02	(318.02)	0.00	
100-51600-341	PRINTING & FORMS	0	0.00	0.00	0.00	0.00	0.00	
100-51600-342	CLEANING & SANITARY :	3000	3,000.00	396.57	2,926.63	73.37	0.00	
100-51600-350	BLDG & GRDS MAINT &	4225	4,225.00	1,390.06	6,125.04	(1,900.04)	1,900.00	
100-51600-360	VEHICLE MAINT. & REPA	500	500.00	0.00	365.28	134.72	0.00	
100-51600-361	REGULAR FUEL	850	850.00	15.67	543.85	306.15	0.00	
100-51600-362	OFF ROAD FUEL	250	250.00	0.00	249.74	0.26	0.00	
100-51600-363	EQUIPMENT MAINT & R	1000	1,000.00	0.00	1,004.48	(4.48)	0.00	
100-51600-381	EMPLOYMENT TESTING	50	50.00	0.00	54.00	(4.00)	0.00	
Department: 51600 - CITY HALL Total:		170209	170,209.00	19,996.94	160,851.65	9,357.35	0.00	0.00
Department: 51900 - OTHER GOVERNMENT								
00-51900-339	LOSS	0	0.00	0.00	0.00	0.00		
00-51900-397	MISCELLANEOUS EXPEN	0	0.00	(6,881.20)	1,059.00	(1,059.00)		
Department: 51900 - OTHER GOVERNMENT Total:		0	0.00	(6,881.20)	1,059.00	(1,059.00)	0.00	0.00
Department: 51938 - SICK LEAVE PAYOUT								
00-51938-516	EMPLOYEE BENEFITS	0	0.00	8,305.98	11,807.22	(11,807.22)		11,850.00
Department: 51938 - SICK LEAVE PAYOUT Total:		0	0.00	8,305.98	11,807.22	(11,807.22)	0.00	11,850.00
Department: 51939 - WORKER'S COMPENSATION								
00-51939-510	INS - WORKERS COMP	96462	96,462.00	0.00	94,885.00	1,577.00		
Department: 51939 - WORKER'S COMPENSATION Total:		96462	96,462.00	0.00	94,885.00	1,577.00	0.00	0.00
Department: 51940 - UNEMPLOYMENT COMPENSATION								
00-51940-517	UNEMPLOYMENT	6000	6,000.00	128.17	9,025.43	(3,025.43)	3,100.00	
Department: 51940 - UNEMPLOYMENT COMPENSATION Total:		6000	6,000.00	128.17	9,025.43	(3,025.43)	3,100.00	0.00

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 51941 - SALES TAX								
00-51941-301 SALES TAX	9700	9,700.00	71.30	6,458.31	3,241.69	(3,100.00)		
Department: 51941 - SALES TAX Total:	9700	9,700.00	71.30	6,458.31	3,241.69	(3,100.00)	0.00	0.00
Department: 51942 - ILLEGAL ASSESSMENTS								
00-51942-397 MISCELLANEOUS EXPEN	0	0.00	0.00	2,024.84	(2,024.84)	2,100.00		
Department: 51942 - ILLEGAL ASSESSMENTS Total:	0	0.00	0.00	2,024.84	(2,024.84)	2,100.00	0.00	0.00
Department: 51943 - INS - FIRE, COMP / COLL, BOILER								
00-51943-511 INS - FIRE, COMP/COLL	38141	38,141.00	0.00	38,713.00	(572.00)	600.00		
Department: 51943 - INS - FIRE, COMP / COLL, BOILER Total:	38141	38,141.00	0.00	38,713.00	(572.00)	600.00	0.00	0.00
Department: 51944 - INS - VEHICLES								
00-51944-512 INS - VEHICLES	20951	20,951.00	0.00	17,570.00	3,381.00	(2,700.00)		
Department: 51944 - INS - VEHICLES Total:	20951	20,951.00	0.00	17,570.00	3,381.00	(2,700.00)	0.00	0.00
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE								
00-51945-513 INS - CVMIC, LIABILITY, F	33865	33,865.00	0.00	31,228.00	2,637.00	(1,600.00)		
PROPERTY & LIABILITY VEHICLE INSURANCE Total:	33865	33,865.00	0.00	31,228.00	2,637.00	(1,600.00)	0.00	0.00
Department: 51946 - SIR								
00-51946-514 SIR	2000	2,000.00	0.00	3,577.47	(1,577.47)	1,600.00		
Department: 51946 - SIR Total:	2000	2,000.00	0.00	3,577.47	(1,577.47)	1,600.00	0.00	0.00
Department: 51947 - MONIES & SECURITIES INSURANCE MISC								
00-51947-515 INS - MONIES & SECURIT	1562	1,562.00	0.00	1,083.00	479.00			
MONIES & SECURITIES INSURANCE MISC Total:	1562	1,562.00	0.00	1,083.00	479.00	0.00	0.00	0.00
Department: 51980 - UNCOLLECTABLE ACCOUNTS								
00-51980-398 UNCOLLECTABLE ACCO	0	0.00	29,216.73	31,888.78	(31,888.78)			31,900.00
Department: 51980 - UNCOLLECTABLE ACCOUNTS Total:	0	0.00	29,216.73	31,888.78	(31,888.78)	0.00	0.00	31,900.00
Department: 52100 - POLICE								
00-52100-110 SALARIES - REGULAR	218411	218,411.00	25,300.83	216,545.33	1,865.67	0.00		
00-52100-120 WAGES - REGULAR	1518954	1,518,954.00	187,342.82	1,467,442.09	51,511.91	(36,100.00)	(14,000.00)	
00-52100-121 OVERTIME - REGULAR	70120	70,120.00	13,825.30	115,357.86	(45,237.86)	46,000.00		
00-52100-122 OVERTIME - SPECIAL PR	0	0.00	3,496.58	17,994.80	(17,994.80)	18,000.00		
00-52100-124 WAGES - PERM PT	9877	9,877.00	845.89	4,534.86	5,342.14	0.00		
00-52100-125 OVERTIME - PERM PT	0	0.00	0.00	0.00	0.00	0.00		
00-52100-126 WAGES - TEMP/SEAS	24243	24,243.00	2,268.83	20,667.18	3,575.82	0.00		
00-52100-127 OVERTIME - TEMP/SEAS	0	0.00	0.00	0.00	0.00	0.00		
00-52100-140 SHIFT DIFFERENTIAL	4000	4,000.00	707.43	5,937.61	(1,937.61)	1,900.00		
00-52100-141 ON CALL	5200	5,200.00	600.00	5,200.00	0.00	0.00		
00-52100-150 FICA	141586	141,586.00	16,675.48	132,432.53	9,153.47	(9,000.00)		
00-52100-151 RETIREMENT (WRS)	242506	242,506.00	33,067.59	260,447.81	(17,941.81)	18,000.00		
00-52100-152 HEALTH INSURANCE	436841	436,841.00	37,154.15	412,692.95	24,148.05	(23,000.00)		
00-52100-153 DENTAL INSURANCE	25789	25,789.00	2,227.51	24,201.49	1,587.51	0.00		
00-52100-154 LIFE INSURANCE	484	484.00	43.13	489.98	(5.98)	0.00		
00-52100-221 ELECTRIC & GAS	16000	16,000.00	2,704.68	13,152.15	2,847.85	0.00		
00-52100-225 PHONE/INTERNET/CABL	5940	5,940.00	539.82	7,931.80	(1,991.80)	2,000.00		
00-52100-226 MOBILE DATA AIR CARD	6000	6,000.00	439.80	4,651.02	1,348.98	0.00		
00-52100-240 SOFTWARE MAINTENAN	11416	11,416.00	1,000.00	16,447.87	(5,031.87)	5,100.00		
00-52100-241 EQUIPMENT MAINTENA	4352	4,352.00	0.00	3,385.30	966.70	0.00		
00-52100-242 EQUIPMENT RENTAL	0	0.00	0.00	0.00	0.00	0.00		
00-52100-290 OTHER CONTRACTUAL S	3602	3,602.00	91.80	2,185.91	1,416.09	0.00		
00-52100-310 OFFICE SUPPLIES	1100	1,100.00	0.00	1,029.01	70.99	0.00		
00-52100-311 POSTAGE	2000	2,000.00	356.79	2,080.99	(80.99)	0.00		
00-52100-312 COPY USAGE & PAPER	1600	1,600.00	485.84	2,065.15	(465.15)	0.00		
00-52100-320 SUBSCRIPTIONS & DUES	2317	2,317.00	0.00	3,030.00	(713.00)	700.00		
00-52100-321 CERTIFICATIONS & LICEN	0	0.00	0.00	0.00	0.00	0.00		
00-52100-324 RECRUITMENT	500	500.00	0.00	82.00	418.00	0.00		
00-52100-330 SEMINARS, CONF & TRA	14700	14,700.00	0.00	11,369.59	3,330.41	(3,300.00)		
00-52100-340 OPERATING SUPPLIES	12000	12,000.00	1,344.32	11,007.79	992.21	0.00		
00-52100-341 PRINTING & FORMS	1800	1,800.00	98.97	1,597.37	202.63	0.00		
00-52100-342 CLEANING & SANITARY	150	150.00	0.00	146.87	3.13	0.00		
00-52100-350 BLDG & GRDS MAINT &	1300	1,300.00	823.02	2,448.47	(1,148.47)	1,200.00		
00-52100-360 VEHICLE MAINT. & REPA	12000	12,000.00	2,591.78	6,854.23	5,145.77	0.00		
00-52100-361 REGULAR FUEL	61657	61,657.00	5,019.28	32,081.55	29,575.45	(28,000.00)		
00-52100-363 EQUIPMENT MAINT & R	3500	3,500.00	46.40	1,432.91	2,067.09	(2,000.00)		
00-52100-380 PUBLIC EDUCATION	500	500.00	0.00	345.00	155.00	0.00		
00-52100-381 EMPLOYMENT TESTING	2000	2,000.00	7.00	2,987.75	(987.75)	1,000.00		
00-52100-382 UNIFORMS & SAFETY A	9000	9,000.00	4,678.88	15,244.33	(6,244.33)	6,300.00		
00-52100-390 AMMUNITION	2800	2,800.00	1,396.19	2,686.89	113.11	0.00		
00-52100-391 ERT SUPPLIES	500	500.00	0.00	708.20	(208.20)	0.00		
00-52100-392 NON LETHAL SUPPLIES	1000	1,000.00	0.00	2,175.18	(1,175.18)	1,200.00		
00-52100-399 ADD'L SOFTWARE & UP	1500	1,500.00	0.00	1,401.80	98.20	0.00		
Department: 52100 - POLICE Total:	2877245	2,877,245.00	345,180.11	2,832,473.62	44,771.38	0.00	(14,000.00)	0.00

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN	
Department: 52200 - FIRE									
100-52200-110	SALARIES - REGULAR	164967	164,967.00	19,111.05	165,828.84	(861.84)	900.00		
100-52200-120	WAGES - REGULAR	617838	617,838.00	72,025.70	593,836.24	24,001.76	0.00	(20,200.00)	
100-52200-121	OVERTIME - REGULAR	46000	46,000.00	10,115.36	57,822.63	(11,822.63)	12,000.00		
100-52200-123	OVERTIME - DOUBLE TIM	0	0.00	0.00	0.00	0.00	0.00		
100-52200-124	WAGES - PERM PT	72516	72,516.00	11,449.78	59,836.66	12,679.34	(12,000.00)		
100-52200-125	OVERTIME - PERM PT	0	0.00	0.00	0.00	0.00	0.00		
100-52200-141	ON CALL	0	0.00	0.00	0.00	0.00	0.00		
100-52200-150	FICA	17565	17,565.00	2,235.99	15,622.79	1,942.21	0.00		
100-52200-151	RETIREMENT (WRS)	167370	167,370.00	20,631.74	164,042.76	3,327.24	0.00		
100-52200-152	HEALTH INSURANCE	214942	214,942.00	17,370.44	197,060.84	17,881.16	(5,900.00)		
100-52200-153	DENTAL INSURANCE	12798	12,798.00	1,068.23	11,281.68	1,516.32	0.00		
100-52200-154	LIFE INSURANCE	217	217.00	18.86	215.46	1.54	0.00		
100-52200-212	ELEVATORS	0	0.00	0.00	0.00	0.00	0.00		
100-52200-221	ELECTRIC & GAS	17256	17,256.00	3,380.86	16,440.21	815.79	0.00		
100-52200-225	PHONE/INTERNET/CABL	3000	3,000.00	245.01	3,287.32	(287.32)	0.00		
100-52200-226	MOBILE DATA AIR CARD	0	0.00	226.02	2,291.84	(2,291.84)	2,300.00		
100-52200-240	SOFTWARE MAINTENAN	5250	5,250.00	0.00	5,407.50	(157.50)	0.00		
100-52200-241	EQUIPMENT MAINTENA	3538	3,538.00	0.00	2,671.49	866.51	0.00		
100-52200-242	EQUIPMENT RENTAL	0	0.00	0.00	0.00	0.00	0.00		
100-52200-290	OTHER CONTRACTUAL S	6974	6,974.00	2,817.95	6,193.43	780.57	0.00		
100-52200-310	OFFICE SUPPLIES	500	500.00	0.00	186.87	313.13	0.00		
100-52200-311	POSTAGE	200	200.00	14.36	1,069.91	(869.91)	900.00		
100-52200-312	COPY USAGE & PAPER	180	180.00	55.62	368.23	(188.23)	0.00		
100-52200-320	SUBSCRIPTIONS & DUES	1776	1,776.00	0.00	1,499.00	277.00	0.00		
100-52200-321	CERTIFICATIONS & LICEN	1000	1,000.00	150.00	1,300.55	(300.55)	0.00		
100-52200-324	RECRUITMENT	250	250.00	0.00	311.55	(61.55)	0.00		
100-52200-330	SEMINARS, CONF & TRA	4300	4,300.00	0.00	4,576.15	(276.15)	0.00		
100-52200-340	OPERATING SUPPLIES	9756	9,756.00	4,760.24	10,103.55	(347.55)	0.00		
100-52200-341	PRINTING & FORMS	200	200.00	0.00	92.95	107.05	0.00		
100-52200-342	CLEANING & SANITARY	2000	2,000.00	0.00	1,762.65	237.35	0.00		
100-52200-350	BLDG & GRDS MAINT &	1000	1,000.00	143.20	1,591.14	(591.14)	600.00		
100-52200-360	VEHICLE MAINT. & REPA	6000	6,000.00	348.35	5,971.47	28.53	0.00		
100-52200-361	REGULAR FUEL	7000	7,000.00	1,202.09	7,033.57	(33.57)	0.00		
100-52200-362	OFF ROAD FUEL	500	500.00	0.00	219.42	280.58	0.00		
100-52200-363	EQUIPMENT MAINT & R	2000	2,000.00	0.00	574.80	1,425.20	0.00		
100-52200-380	PUBLIC EDUCATION	1000	1,000.00	54.05	1,252.17	(252.17)	0.00		
100-52200-381	EMPLOYMENT TESTING	2000	2,000.00	983.00	3,169.75	(1,169.75)	1,200.00		
100-52200-382	UNIFORMS & SAFETY AT	3000	3,000.00	854.86	1,073.68	1,926.32	0.00		
100-52200-394	EMS - SUPPLIES	3424	3,424.00	360.98	3,789.17	(365.17)	0.00		
100-52200-399	ADD'L SOFTWARE & UPD	150	150.00	0.00	187.50	(37.50)	0.00		
Department: 52200 - FIRE Total:		1396467	1,396,467.00	169,623.74	1,347,973.77	48,493.23	0.00	(20,200.00)	0.00

Department: 52210 - HYDRANTS									
100-52210-290	OTHER CONTRACTUAL S	403078	403,078.00	403,078.00	403,078.00	0.00			
Department: 52210 - HYDRANTS Total:		403078	403,078.00	403,078.00	403,078.00	0.00	0.00	0.00	0.00

Department: 52400 - INSPECTIONS									
100-52400-110	SALARIES - REGULAR	37346	37,346.00	4,368.99	34,493.53	2,852.47	0.00		
100-52400-120	WAGES - REGULAR	253474	253,474.00	28,961.07	251,604.08	1,869.92	0.00		
100-52400-121	OVERTIME - REGULAR	0	0.00	0.00	0.00	0.00	0.00		
100-52400-126	WAGES - TEMP./SEAS.	0	0.00	0.00	0.00	0.00	0.00		
100-52400-150	FICA	22248	22,248.00	2,337.21	20,348.12	1,899.88	(1,300.00)		
100-52400-151	RETIREMENT (WRS)	19776	19,776.00	2,255.49	19,443.91	332.09	0.00		
100-52400-152	HEALTH INSURANCE	80405	80,405.00	6,107.26	79,812.10	592.90	0.00		
100-52400-153	DENTAL INSURANCE	4076	4,076.00	367.74	4,103.67	(27.67)	0.00		
100-52400-154	LIFE INSURANCE	172	172.00	15.72	181.74	(9.74)	0.00		
100-52400-225	PHONE/INTERNET/CABL	2340	2,340.00	169.14	2,636.13	(296.13)	0.00		
100-52400-241	EQUIPMENT MAINTENA	0	0.00	0.00	0.00	0.00	0.00		
100-52400-290	OTHER CONTRACTUAL S	500	500.00	0.00	0.00	500.00	0.00		
100-52400-294	WEIGHTS & MEASURES	8800	8,800.00	0.00	8,800.00	0.00	0.00		
100-52400-310	OFFICE SUPPLIES	800	800.00	0.00	280.15	519.85	0.00		
100-52400-311	POSTAGE	700	700.00	86.65	453.47	246.53	0.00		
100-52400-312	COPY USAGE & PAPER	1500	1,500.00	43.47	502.53	997.47	0.00		
100-52400-320	SUBSCRIPTIONS & DUES	390	390.00	0.00	370.00	20.00	0.00		
100-52400-321	CERTIFICATIONS & LICEN	120	120.00	0.00	0.00	120.00	0.00		
100-52400-324	RECRUITMENT	0	0.00	0.00	0.00	0.00	0.00		
100-52400-330	SEMINARS, CONF & TRA	3000	3,000.00	0.00	2,685.86	314.14	0.00		
100-52400-340	OPERATING SUPPLIES	150	150.00	679.99	1,351.81	(1,201.81)	1,300.00		
100-52400-341	PRINTING & FORMS	1125	1,125.00	0.00	922.52	202.48	0.00		
100-52400-360	VEHICLE MAINT. & REPA	300	300.00	24.99	718.73	(418.73)	0.00		
100-52400-361	REGULAR FUEL	3100	3,100.00	328.75	2,153.40	946.60	0.00		
100-52400-381	EMPLOYMENT TESTING	0	0.00	0.00	0.00	0.00	0.00		
Department: 52400 - INSPECTIONS Total:		440322	440,322.00	45,746.47	430,861.75	9,460.25	0.00	0.00	0.00

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 52601 - EMERGENCY GOVERNMENT								
100-52601-290	OTHER CONTRACTUAL S	7000	7,000.00	0.00	8,512.33	(1,512.33)	1,000.00	
100-52601-340	OPERATING SUPPLIES	1000	1,000.00	0.00	0.00	1,000.00	(1,000.00)	
Department: 52601 - EMERGENCY GOVERNMENT Total:								
		8000	8,000.00	0.00	8,512.33	(512.33)	0.00	0.00
Department: 52700 - JAIL								
100-52700-290	OTHER CONTRACTUAL S	200	200.00	0.00	0.00	200.00		
Department: 52700 - JAIL Total:								
		200	200.00	0.00	0.00	200.00	0.00	0.00
Department: 53100 - ENGINEERING								
100-53100-110	SALARIES - REGULAR	74714	74,714.00	8,700.24	75,309.59	(595.59)	600.00	
100-53100-120	WAGES - REGULAR	2106	2,106.00	246.84	2,122.80	(16.80)	0.00	
100-53100-121	OVERTIME - REGULAR	0	0.00	0.00	0.00	0.00	0.00	
100-53100-150	FICA	5877	5,877.00	636.67	5,507.54	369.46	0.00	
100-53100-151	RETIREMENT (WRS)	5224	5,224.00	605.44	5,262.66	(38.66)	0.00	
100-53100-152	HEALTH INSURANCE	17606	17,606.00	1,498.60	17,637.58	(31.58)	0.00	
100-53100-153	DENTAL INSURANCE	1023	1,023.00	92.33	1,030.41	(7.41)	0.00	
100-53100-154	LIFE INSURANCE	25	25.00	2.15	25.30	(0.30)	0.00	
100-53100-225	PHONE/INTERNET/CABL	2326	2,326.00	166.04	2,239.98	86.02	0.00	
100-53100-240	SOFTWARE MAINTENAN	400	400.00	0.00	260.00	140.00	0.00	
100-53100-241	EQUIPMENT MAINTENA	400	400.00	0.00	164.50	235.50	0.00	
100-53100-310	OFFICE SUPPLIES	1300	1,300.00	415.05	927.82	372.18	(350.00)	
100-53100-311	POSTAGE	500	500.00	2.87	79.43	420.57	(300.00)	
100-53100-312	COPY USAGE & PAPER	1200	1,200.00	25.88	665.96	534.04	(500.00)	
100-53100-320	SUBSCRIPTIONS & DUES	250	250.00	0.00	205.00	45.00	0.00	
100-53100-321	CERTIFICATIONS & LICEN	0	0.00	0.00	0.00	0.00	0.00	
100-53100-322	LEGAL NOTICES	0	0.00	0.00	0.00	0.00	0.00	
100-53100-323	GENERAL ADVERTISING	0	0.00	0.00	0.00	0.00	0.00	
100-53100-330	SEMINARS, CONF & TRA	700	700.00	600.00	691.61	8.39	0.00	
100-53100-340	OPERATING SUPPLIES	1000	1,000.00	714.80	1,117.11	(117.11)	0.00	
100-53100-341	PRINTING & FORMS	125	125.00	186.34	186.34	(61.34)	0.00	
100-53100-360	VEHICLE MAINT. & REPA	500	500.00	0.00	289.39	210.61	0.00	
100-53100-361	REGULAR FUEL	700	700.00	344.85	1,163.80	(463.80)	0.00	
100-53100-399	ADD'L SOFTWARE & UPD	0	0.00	0.00	541.55	(541.55)	550.00	
Department: 53100 - ENGINEERING Total:								
		115976	115,976.00	14,238.10	115,428.37	547.63	0.00	0.00
Department: 53310 - BOARD OF PUBLIC WORKS								
100-53310-291	TRANSCRIPTION CONTR	1200	1,200.00	206.96	882.18	317.82		
100-53310-311	POSTAGE	50	50.00	0.00	0.00	50.00		
100-53310-312	COPY USAGE & PAPER	600	600.00	0.00	0.00	600.00		
100-53310-322	LEGAL NOTICES	400	400.00	0.00	0.00	400.00		
Department: 53310 - BOARD OF PUBLIC WORKS Total:								
		2250	2,250.00	206.96	882.18	1,367.82	0.00	0.00
Department: 53311 - STREET								
100-53311-110	SALARIES - REGULAR	61588	61,588.00	1,705.41	59,893.28	1,694.72	0.00	
100-53311-120	WAGES - REGULAR	271123	271,123.00	22,167.16	271,420.42	(297.42)	0.00	
100-53311-121	OVERTIME - REGULAR	14000	14,000.00	2,509.59	7,681.29	6,318.71	(6,000.00)	
100-53311-124	WAGES - PERM PT	305	305.00	75.94	546.43	(241.43)	0.00	
100-53311-125	OVERTIME - PERM PT	0	0.00	0.00	0.00	0.00	0.00	
100-53311-126	WAGES - TEMP/SEAS	5070	5,070.00	0.00	2,885.00	2,185.00	0.00	
100-53311-127	OVERTIME - TEMP/SEAS	0	0.00	0.00	0.00	0.00	0.00	
100-53311-150	FICA	26934	26,934.00	1,882.72	24,533.59	2,400.41	0.00	
100-53311-151	RETIREMENT (WRS)	23576	23,576.00	1,780.32	21,860.61	1,715.39	0.00	
100-53311-152	HEALTH INSURANCE	101479	101,479.00	5,659.12	97,392.60	4,086.40	(4,000.00)	
100-53311-153	DENTAL INSURANCE	6589	6,589.00	441.18	6,404.23	184.77	0.00	
100-53311-154	LIFE INSURANCE	214	214.00	14.74	201.35	12.65	0.00	
100-53311-211	BOILER CONTRACTUAL	100	100.00	0.00	140.69	(40.69)	0.00	
100-53311-213	HVAC CONTRACTUAL	800	800.00	56.19	1,178.31	(378.31)	0.00	
100-53311-214	FIRE CONTRACTUAL	650	650.00	0.00	370.62	279.38	0.00	
100-53311-220	WATER/SEWER/STORM	2100	2,100.00	0.00	2,177.67	(77.67)	0.00	
100-53311-221	ELECTRIC & GAS	8662	8,662.00	1,193.81	5,385.93	3,276.07	(3,200.00)	
100-53311-225	PHONE/INTERNET/CABL	2694	2,694.00	333.71	3,086.61	(392.61)	0.00	
100-53311-230	COUNTY HWY DEPT SER	250	250.00	0.00	0.00	250.00	0.00	
100-53311-240	SOFTWARE MAINTENAN	710	710.00	0.00	748.12	(38.12)	0.00	
100-53311-241	EQUIPMENT MAINTENA	100	100.00	67.29	141.33	(41.33)	0.00	
100-53311-242	EQUIPMENT RENTAL	11500	11,500.00	4,215.00	11,635.00	(135.00)	0.00	
100-53311-243	LEASES	0	0.00	39.92	39.92	(39.92)	0.00	
100-53311-290	OTHER CONTRACTUAL S	16000	16,000.00	252.87	15,948.59	51.41	0.00	
100-53311-310	OFFICE SUPPLIES	200	200.00	49.18	65.30	134.70	0.00	
100-53311-311	POSTAGE	300	300.00	0.46	21.48	278.52	0.00	
100-53311-312	COPY USAGE & PAPER	50	50.00	16.88	122.41	(72.41)	0.00	
100-53311-320	SUBSCRIPTIONS & DUES	0	0.00	0.00	0.00	0.00	0.00	
100-53311-322	LEGAL NOTICES	100	100.00	0.00	1,166.58	(1,066.58)	1,000.00	
100-53311-324	RECRUITMENT	50	50.00	0.00	0.00	50.00	0.00	
100-53311-330	SEMINARS, CONF & TRA	500	500.00	0.00	1,271.52	(771.52)	800.00	
100-53311-340	OPERATING SUPPLIES	4850	4,850.00	1,402.53	4,524.76	325.24	0.00	
100-53311-341	PRINTING & FORMS	100	100.00	0.00	0.00	100.00	0.00	
100-53311-342	CLEANING & SANITARY	600	600.00	6.99	358.57	241.43	0.00	
100-53311-350	BLDG & GRDS MAINT &	1500	1,500.00	359.72	1,718.75	(218.75)	0.00	
100-53311-360	VEHICLE MAINT. & REPA	5500	5,500.00	5,063.47	14,550.69	(9,050.69)	9,100.00	
100-53311-361	REGULAR FUEL	20000	20,000.00	2,167.46	14,301.52	5,698.48	(5,000.00)	
100-53311-362	OFF ROAD FUEL	5000	5,000.00	292.20	3,010.99	1,989.01	(1,700.00)	
100-53311-363	EQUIPMENT MAINT & R	12000	12,000.00	1,164.82	5,887.67	6,112.33	(4,600.00)	
100-53311-370	SALT & SAND	77105	77,105.00	33,797.77	88,146.69	(11,041.69)	11,100.00	
100-53311-371	TREE & BRUSH MAINTEN	2500	2,500.00	1,782.93	2,523.73	(23.73)	0.00	
100-53311-375	STREET MAINT & REPAIR	5000	5,000.00	0.00	7,465.13	(2,465.13)	2,500.00	
100-53311-381	EMPLOYMENT TESTING	500	500.00	0.00	319.43	180.57	0.00	
100-53311-382	UNIFORMS & SAFETY A	1000	1,000.00	470.35	973.35	26.65	0.00	
100-53311-399	ADD'L SOFTWARE & UPD	0	0.00	0.00	0.00	0.00	0.00	
Department: 53311 - STREET Total:								
		691299	691,299.00	88,969.73	680,100.16	11,198.84	0.00	0.00

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 53312 - STREET SIGNS & SIGNALS								
100-53312-221	ELECTRIC & GAS	7800	7,800.00	(2,104.65)	3,284.40	4,515.60	(2,000.00)	
100-53312-290	OTHER CONTRACTUAL S	0	0.00	0.00	0.00	0.00	0.00	
100-53312-292	ELECTRICAL CONTRACT	800	800.00	3,278.75	3,279.50	695.50	0.00	
100-53312-372	STREET SIGN MAINT & F	9000	9,000.00	2,903.11	10,912.41	(1,912.41)	2,000.00	
100-53312-373	STREET SIGNAL MAINT & F	1500	1,500.00	897.12	897.12	602.88	0.00	
Department: 53312 - STREET SIGNS & SIGNALS Total:	19100	19,100.00	4,974.33	18,373.43	726.57	0.00	0.00	0.00
Department: 53315 - STREET LIGHTS								
100-53315-221	ELECTRIC & GAS	233605	233,605.00	36,200.56	192,728.10	40,876.90	(16,800.00)	
100-53315-290	OTHER CONTRACTUAL S	0	0.00	0.00	0.00	0.00	0.00	
100-53315-292	ELECTRICAL CONTRACT	8300	8,300.00	3,425.50	14,363.75	(6,063.75)	9,400.00	
100-53315-374	STREET LIGHT MAINT & F	1500	1,500.00	7,116.77	8,871.14	(7,371.14)	7,400.00	
Department: 53315 - STREET LIGHTS Total:	243405	243,405.00	46,742.83	215,962.99	27,442.01	0.00	0.00	0.00
Department: 53440 - STORM WATER								
100-53440-200	GF STORM WATER ERU	0	0.00	0.00	0.00	0.00		
Department: 53440 - STORM WATER Total:	0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Department: 54110 - ANIMAL CONTROL								
100-54110-290	OTHER CONTRACTUAL S	65232	65,232.00	10,872.00	65,232.00	0.00		
Department: 54110 - ANIMAL CONTROL Total:	65232	65,232.00	10,872.00	65,232.00	0.00	0.00	0.00	0.00
Department: 55110 - LIBRARY								
100-55110-110	SALARIES - REGULAR	27852	27,852.00	3,282.20	27,905.68	(53.68)	0.00	
100-55110-124	WAGES - PERM PT	11092	11,092.00	1,170.00	7,756.59	3,335.41	(1,500.00)	
100-55110-125	OVERTIME - PERM PT	0	0.00	0.00	0.00	0.00	0.00	
100-55110-126	WAGES - TEMP/SEAS	0	0.00	0.00	0.00	0.00	0.00	
100-55110-127	OVERTIME - TEMP/SEAS	0	0.00	0.00	0.00	0.00	0.00	
100-55110-150	FICA	2980	2,980.00	326.41	2,615.93	364.07	0.00	
100-55110-151	RETIREMENT (WRS)	1894	1,894.00	222.10	1,896.39	(2.39)	0.00	
100-55110-152	HEALTH INSURANCE	4877	4,877.00	422.94	4,893.45	(16.45)	0.00	
100-55110-153	DENTAL INSURANCE	271	271.00	24.46	272.95	(1.95)	0.00	
100-55110-154	LIFE INSURANCE	14	14.00	1.52	16.34	(2.34)	0.00	
100-55110-211	BOILER CONTRACTUAL	635	635.00	0.00	258.63	376.37	0.00	
100-55110-213	HVAC CONTRACTUAL	4196	4,196.00	433.50	4,246.83	(50.83)	0.00	
100-55110-214	FIRE CONTRACTUAL	1468	1,468.00	0.00	1,072.58	395.42	0.00	
100-55110-220	WATER/SEWER/STORM	3520	3,520.00	0.00	2,540.70	979.30	0.00	
100-55110-221	ELECTRIC & GAS	24376	24,376.00	5,749.33	23,833.83	542.17	0.00	
100-55110-225	PHONE/INTERNET/CABL	750	750.00	58.53	652.09	97.91	0.00	
100-55110-240	SOFTWARE MAINTENAN	750	750.00	0.00	607.58	142.42	0.00	
100-55110-242	EQUIPMENT RENTAL	0	0.00	0.00	0.00	0.00	0.00	
100-55110-290	OTHER CONTRACTUAL S	1200	1,200.00	0.00	209.95	990.05	0.00	
100-55110-291	TRANSCRIPTION CONTR	75	75.00	0.00	0.00	75.00	0.00	
100-55110-292	ELECTRICAL CONTRACT	250	250.00	0.00	0.00	250.00	0.00	
100-55110-293	PLUMBING CONTRACTU	300	300.00	0.00	0.00	300.00	0.00	
100-55110-310	OFFICE SUPPLIES	0	0.00	0.00	0.00	0.00	0.00	
100-55110-311	POSTAGE	25	25.00	0.00	0.00	25.00	0.00	
100-55110-312	COPY USAGE & PAPER	0	0.00	0.00	0.00	0.00	0.00	
100-55110-340	OPERATING SUPPLIES	2475	2,475.00	237.46	3,899.83	(1,424.83)	1,500.00	
100-55110-342	CLEANING & SANITARY :	2100	2,100.00	412.66	2,456.03	(356.03)	0.00	
100-55110-350	BLDG & GRDS MAINT & REPA	1750	1,750.00	124.86	633.07	1,116.93	0.00	
100-55110-360	VEHICLE MAINT. & REPA	150	150.00	0.00	0.00	150.00	0.00	
100-55110-363	EQUIPMENT MAINT. & F	150	150.00	0.00	439.14	(289.14)	0.00	
Department: 55110 - LIBRARY Total:	93150	93,150.00	12,465.97	86,207.59	6,942.41	0.00	0.00	0.00
Department: 55200 - PARKS								
00-55200-110	SALARIES - REGULAR	59256	59,256.00	6,974.79	59,313.98	(57.98)	0.00	
00-55200-120	WAGES - REGULAR	74350	74,350.00	9,182.16	74,926.32	(576.32)	600.00	
00-55200-121	OVERTIME - REGULAR	1000	1,000.00	162.41	162.41	837.59	0.00	
00-55200-124	WAGES - PERM PT	0	0.00	0.00	0.00	0.00	0.00	
00-55200-125	OVERTIME - PERM PT	0	0.00	0.00	0.00	0.00	0.00	
00-55200-126	WAGES - TEMP/SEAS	30290	30,290.00	0.00	22,540.98	7,749.02	0.00	
00-55200-127	OVERTIME - TEMP/SEAS	0	0.00	0.00	237.66	(237.66)	0.00	
00-55200-150	FICA	12614	12,614.00	1,173.42	11,420.90	1,193.10	(900.00)	
00-55200-151	RETIREMENT (WRS)	9806	9,806.00	1,104.53	9,664.15	141.85	0.00	
00-55200-152	HEALTH INSURANCE	41775	41,775.00	2,808.60	32,384.30	9,390.70	(9,300.00)	
00-55200-153	DENTAL INSURANCE	2492	2,492.00	168.73	1,882.97	609.03	(350.00)	
00-55200-154	LIFE INSURANCE	69	69.00	4.93	58.31	10.69	0.00	
00-55200-214	FIRE CONTRACTUAL	250	250.00	0.00	123.38	126.62	0.00	
00-55200-220	WATER/SEWER/STORM	17104	17,104.00	0.00	15,503.68	1,600.32	0.00	
00-55200-221	ELECTRIC & GAS	20750	20,750.00	3,664.77	22,193.83	(1,443.83)	1,500.00	
00-55200-225	PHONE/INTERNET/CABL	2700	2,700.00	316.73	3,583.98	(883.98)	900.00	
00-55200-240	SOFTWARE MAINTENAN	600	600.00	0.00	610.75	(10.75)	0.00	
00-55200-242	EQUIPMENT RENTAL	0	0.00	0.00	0.00	0.00	0.00	
00-55200-290	OTHER CONTRACTUAL S	384	384.00	0.00	449.39	(65.39)	0.00	
00-55200-291	TRANSCRIPTION CONTR	600	600.00	38.09	502.58	97.42	0.00	
00-55200-292	ELECTRICAL CONTRACT	450	450.00	0.00	440.12	9.88	0.00	
00-55200-293	PLUMBING CONTRACTU	250	250.00	0.00	0.00	250.00	0.00	
00-55200-310	OFFICE SUPPLIES	0	0.00	0.00	0.00	0.00	0.00	
00-55200-311	POSTAGE	0	0.00	0.00	1,622.28	(1,622.28)	1,700.00	
00-55200-312	COPY USAGE & PAPER	0	0.00	0.00	106.00	(106.00)	0.00	
00-55200-320	SUBSCRIPTIONS & DUES	400	400.00	0.00	245.00	155.00	0.00	
00-55200-321	CERTIFICATIONS & LICEN	150	150.00	0.00	0.00	150.00	0.00	
00-55200-330	SEMINARS, CONF & TRA	590	590.00	644.00	786.83	(196.83)	0.00	
00-55200-340	OPERATING SUPPLIES	11675	11,675.00	141.53	12,036.57	(361.57)	0.00	
00-55200-342	CLEANING & SANITARY :	3000	3,000.00	0.00	4,705.88	(1,705.88)	1,800.00	
00-55200-350	BLDG & GRDS MAINT & REPA	12000	12,000.00	537.19	13,092.48	(1,092.48)	1,100.00	
00-55200-360	VEHICLE MAINT. & REPA	3000	3,000.00	1,121.76	4,362.49	(1,362.49)	1,400.00	
00-55200-361	REGULAR FUEL	7000	7,000.00	655.39	6,676.27	323.73	0.00	
00-55200-362	OFF ROAD FUEL	3200	3,200.00	272.68	4,041.77	(841.77)	850.00	
00-55200-363	EQUIPMENT MAINT & R	4500	4,500.00	631.91	7,389.87	(2,889.87)	2,900.00	
00-55200-371	TREE & BRUSH MAINTEN	2500	2,500.00	41.52	256.36	2,243.64	(2,200.00)	
00-55200-381	EMPLOYMENT TESTING	90	90.00	0.00	68.00	22.00	0.00	
00-55200-382	UNIFORMS & SAFETY AT	0	0.00	0.00	0.00	0.00	0.00	
Department: 55200 - PARKS Total:	322845	322,845.00	29,655.14	311,389.49	11,455.51	0.00	0.00	0.00

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 55300 - RECREATION								
100-55300-110	SALARIES - REGULAR	125448	125,448.00	19,930.26	163,300.11	(37,852.11)	38,000.00	
100-55300-120	WAGES - REGULAR	41691	41,691.00	3,504.73	20,341.77	21,349.23	(13,000.00)	
100-55300-121	OVERTIME - REGULAR	0	0.00	0.00	0.00	0.00	0.00	
100-55300-124	WAGES - PERM PT	31413	31,413.00	877.50	20,586.33	10,826.67	(10,000.00)	
100-55300-125	OVERTIME - PERM PT	0	0.00	0.00	9.19	(9.19)	0.00	
100-55300-126	WAGES - TEMP/SEAS	63771	63,771.00	2,444.58	47,413.15	16,357.85	(16,000.00)	
100-55300-127	OVERTIME - TEMP/SEAS	0	0.00	0.00	0.00	0.00	0.00	
100-55300-150	FICA	20068	20,068.00	1,928.51	18,260.30	1,807.70	(1,600.00)	
100-55300-151	RETIREMENT (WRS)	12814	12,814.00	1,585.98	12,664.07	149.93	0.00	
100-55300-152	HEALTH INSURANCE	40821	40,821.00	3,626.48	38,029.62	2,791.38	(2,000.00)	
100-55300-153	DENTAL INSURANCE	2158	2,158.00	215.93	2,106.83	51.17	0.00	
100-55300-154	LIFE INSURANCE	61	61.00	3.76	45.18	15.82	0.00	
100-55300-225	PHONE/INTERNET/CABL	3500	3,500.00	252.25	3,289.41	210.59	0.00	
100-55300-240	SOFTWARE MAINTENAN	250	250.00	0.00	269.50	(19.50)	0.00	
100-55300-241	EQUIPMENT MAINTENA	500	500.00	0.00	0.00	500.00	0.00	
100-55300-290	OTHER CONTRACTUAL S	500	500.00	0.00	0.00	500.00	0.00	
100-55300-310	OFFICE SUPPLIES	1350	1,350.00	379.18	850.39	499.61	0.00	
100-55300-311	POSTAGE	4500	4,500.00	73.73	749.95	3,750.05	0.00	
100-55300-312	COPY USAGE & PAPER	3600	3,600.00	178.61	3,087.04	512.96	0.00	
100-55300-320	SUBSCRIPTIONS & DUES	775	775.00	0.00	825.00	(50.00)	0.00	
100-55300-321	CERTIFICATIONS & LICEN	0	0.00	0.00	50.00	(50.00)	0.00	
100-55300-330	SEMINARS, CONF & TRA	2100	2,100.00	1,328.67	1,665.11	434.89	0.00	
100-55300-340	OPERATING SUPPLIES	27300	27,300.00	3,055.39	30,047.03	(2,747.03)	2,800.00	
100-55300-341	PRINTING & FORMS	5000	5,000.00	2,193.53	6,785.83	(1,785.83)	1,800.00	
100-55300-381	EMPLOYMENT TESTING	450	450.00	0.00	0.00	450.00	0.00	
Department: 55300 - RECREATION Total:		388070	388,070.00	41,579.09	370,375.81	17,694.19	0.00	0.00
Department: 55420 - AQUATIC CENTER								
100-55420-120	WAGES - REGULAR	19932	19,932.00	2,660.64	20,293.28	(361.28)	0.00	
100-55420-121	OVERTIME - REGULAR	0	0.00	43.38	43.38	(43.38)	0.00	
100-55420-126	WAGES - TEMP/SEAS	80318	80,318.00	0.00	74,295.49	6,022.51	(5,350.00)	
100-55420-127	OVERTIME - TEMP/SEAS	0	0.00	0.00	0.00	0.00	0.00	
100-55420-150	FICA	7669	7,669.00	191.13	7,114.76	554.24	0.00	
100-55420-151	RETIREMENT (WRS)	1355	1,355.00	183.10	1,382.10	(27.10)	0.00	
100-55420-152	HEALTH INSURANCE	6509	6,509.00	560.07	6,526.69	(17.69)	0.00	
100-55420-153	DENTAL INSURANCE	383	383.00	34.60	386.05	(3.05)	0.00	
100-55420-154	LIFE INSURANCE	4	4.00	0.32	3.79	0.21	0.00	
100-55420-220	WATER/SEWER/STORM	7433	7,433.00	0.00	7,629.68	(196.68)	0.00	
100-55420-221	ELECTRIC & GAS	16000	16,000.00	1,067.59	17,491.57	(1,491.57)	3,000.00	
100-55420-225	PHONE/INTERNET/CABL	350	350.00	46.78	392.01	(42.01)	0.00	
100-55420-290	OTHER CONTRACTUAL S	11265	11,265.00	0.00	11,031.04	233.96	0.00	
100-55420-321	CERTIFICATIONS & LICEN	250	250.00	0.00	250.00	0.00	0.00	
100-55420-330	SEMINARS, CONF & TRA	250	250.00	0.00	0.00	250.00	0.00	
100-55420-340	OPERATING SUPPLIES	4450	4,450.00	0.00	5,072.79	(622.79)	700.00	
100-55420-342	CLEANING & SANITARY S	100	100.00	0.00	205.63	(105.63)	0.00	
100-55420-343	CONCESSIONS SUPPLIES	15579	15,579.00	0.00	15,687.14	(108.14)	0.00	
100-55420-350	BLDG & GRDS MAINT &	4600	4,600.00	0.00	5,445.15	(845.15)	850.00	
100-55420-363	EQUIPMENT MAINT & R	500	500.00	0.00	1,278.83	(778.83)	800.00	
Department: 55420 - AQUATIC CENTER Total:		176947	176,947.00	4,787.61	174,529.38	2,417.62	0.00	0.00
Department: 56600 - URBAN PLANNING								
100-56600-290	OTHER CONTRACTUAL S	0	0.00	0.00	0.00	0.00	0.00	0.00
100-56600-320	SUBSCRIPTIONS & DUES	0	0.00	0.00	0.00	0.00	0.00	0.00
Department: 56600 - URBAN PLANNING Total:		0	0.00	0.00	0.00	0.00	0.00	0.00
Department: 56610 - CITY STUDY								
100-56610-295	CITY STUDY	0	0.00	0.00	0.00	0.00	0.00	0.00
Department: 56610 - CITY STUDY Total:		0	0.00	0.00	0.00	0.00	0.00	0.00
Department: 56700 - ECONOMIC DEVELOPMENT								
100-56700-290	OTHER CONTRACTUAL S	13811	13,811.00	0.00	13,811.64	(0.64)	0.00	0.00
Department: 56700 - ECONOMIC DEVELOPMENT Total:		13811	13,811.00	0.00	13,811.64	(0.64)	0.00	0.00

	Org Budget	Current Budget	Period Budget	Fiscal Activity	Variance	INTER-DEPT TRF	FUND TRF OUT	FUND TRF IN	
Department: 56900 - PLANNING & ZONING									
100-56900-110	SALARIES - REGULAR	39450	39,450.00	4,068.12	31,856.22	7,593.78			
100-56900-120	WAGES - REGULAR	4212	4,212.00	493.68	4,245.60	(33.60)			
100-56900-121	OVERTIME - REGULAR	0	0.00	0.00	0.00	0.00			
100-56900-126	WAGES - TEMP/SEAS.	0	0.00	0.00	0.00	0.00			
100-56900-150	FICA	3340	3,340.00	311.58	2,491.27	848.73			
100-56900-151	RETIREMENT (WRS)	2969	2,969.00	308.68	2,453.40	515.60			
100-56900-152	HEALTH INSURANCE	12138	12,138.00	966.95	12,093.12	44.88			
100-56900-153	DENTAL INSURANCE	657	657.00	59.25	661.28	(4.28)			
100-56900-154	LIFE INSURANCE	14	14.00	1.33	15.26	(1.26)			
100-56900-225	PHONE/INTERNET/CABL	2100	2,100.00	78.06	1,417.81	682.19			
100-56900-240	SOFTWARE MAINTENAN	320	320.00	0.00	260.00	60.00			
100-56900-241	EQUIPMENT MAINTENA	0	0.00	0.00	0.00	0.00			
100-56900-290	OTHER CONTRACTUAL S	500	500.00	0.00	0.00	500.00			
100-56900-291	TRANSCRIPTION CONTR	3000	3,000.00	149.11	1,912.67	1,087.33			
100-56900-310	OFFICE SUPPLIES	820	820.00	0.00	284.45	535.55			
100-56900-311	POSTAGE	920	920.00	139.49	916.48	3.52			
100-56900-312	COPY USAGE & PAPER	2745	2,745.00	225.95	1,801.30	943.70			
100-56900-320	SUBSCRIPTIONS & DUES	660	660.00	0.00	543.80	116.20			
100-56900-322	LEGAL NOTICES	3640	3,640.00	48.36	2,549.68	1,090.32			
100-56900-324	RECRUITMENT	0	0.00	0.00	0.00	0.00			
100-56900-330	SEMINARS, CONF & TRA	1800	1,800.00	95.00	817.15	982.85			
100-56900-340	OPERATING SUPPLIES	700	700.00	119.05	280.55	419.45			
100-56900-360	VEHICLE MAINT. & REPA	300	300.00	0.00	46.83	253.17			
100-56900-361	REGULAR FUEL	800	800.00	24.98	(492.56)	1,292.56			
Department: 56900 - PLANNING & ZONING Total:		81085	81,085.00	7,089.59	64,154.31	16,930.69	0.00	0.00	0.00
Department: 59200 - TRANSFERS									
100-59200-590	TRANSFERS OUT	0	0.00	0.00	0.00	0.00			
Department: 59200 - TRANSFERS Total:		0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expense Total:		8856327	8,856,327.00	1,402,002.12	8,598,369.01	257,957.99			
Fund: 100 - GENERAL FUND Total:		8856327	8,856,327.00	1,402,002.12	8,598,369.01	257,957.99			
Report Total:		8856327	8,856,327.00	1,402,002.12	8,598,369.01	257,957.99	(61,200.00)	61,200.00	

F-6

RESOLUTION NO. 8-2018
A RESOLUTION TO TRANSFER TO/FROM VARIOUS DEPARTMENTS IN THE 2017 GENERAL FUND BUDGET

TO: HONORABLE MAYOR AND COMMON COUNCIL OF THE CITY OF ONALASKA, WISCONSIN

WHEREAS, The City of Onalaska budgeted in 2017 General Fund Budget for:

City Attorney	Contractual	100-51300-290	\$20,000
Assessor	Contractual	100-51530-290	\$7,000
Police	Wages Regular	100-52100-120	\$14,000
Fire	Wages-Regular	100-52200-120	\$20,200
<u>TOTAL</u>			\$61,200

WHEREAS, the above accounts are non-expended balances.

THEREFORE BE IT FURTHER RESOLVED, that the City of Onalaska Common Council hereby authorizes the above amounts to the following accounts:

Mayor	Wages –Perm PT	100-51410-124	\$1,800
Elections	Wages-Temp. Seasonal	100-51440-126	\$2,100
Audit	Other Contractual	100-51500-290	\$1,350
IT	Other Contractual	100-51540-290	\$12,200
Sick Leave Payout	Employee Benefits	100-51930-516	\$11,850
Uncollectable Accts.	Uncollectable Accts.	100-51980-398	\$31,900
<u>TOTAL</u>			\$61,200

Date this 13th day of February, 2018

City of Onalaska BY:

Joe Chilsen, Mayor

Caroline Burmaster, City Clerk

Passed:
Approval:
Published:

F-7

CITY OF ONALASKA

TO: Finance and Personnel/Common Council
FROM: Fred Buehler
SUBJECT: Adjust/Create Designated Fund Balances
DATE: February 1, 2018

7a. Motion to adjust existing designated fund balances Equipment Replacement Fund – 2017

<u>Changes to Designated Fund Balances Account #</u>	<u>Balance 12/31/2016</u>	<u>Adjustment 12/31/2017</u>	<u>Balances 12/31/2017</u>
Hardware/software sinking /fund	55,993	3,500	59,493
Fire Dept. Turnout Gear	3,900	(3,900)	-0-
Insurance Check Fraud	51,624		

7b. Motion to establish new designated fund balances Equipment Replacement Fund – 2016

<u>Designated Fund Balances</u>	<u>Account #</u>	<u>Balance 12/31/2016</u>	<u>Adjustment 12/31/2017</u>	<u>Balances 12/31/2017</u>
Police Dept. Drone		\$-0-	\$5,200	\$5,200
Park Dept. Equipment/Vehicle		8,735	\$3,156	\$11,891

Memo

To: Fred Buehler

CC: Eric Rindfleisch

From: Daniel Wick 

RE: 2018 Truck Purchase

I am requesting to put \$3,156 in a reserved account of funds not used in 2017 from the following General Fund accounts: Parks, Recreation and/or Aquatics. These funds will be utilized to cover the increase from the 2017 Wisconsin State Vehicle Bid to the 2018 Wisconsin State Vehicle bid along with having funds able to put a spray in bed liner in the truck. Each year's bids are attached. In each of the 2017 & 2018 bids the Dodge Ram 1500 4X4 is lowest cost, but City Mechanic has encouraged us to go with either the Ford or Chevy, due to past history we have had with the Dodge trucks.

Equipment Replacement amount is \$22,705 (2017 Dodge 4X4), we are requesting \$24,461 (2018 Chevy Silverado 1500 4X4) plus \$200 for delivery for a total of \$24,861. We are requesting an additional funds to cover a spray in bed liner.

MY 2017 RAM Truck

Bidder	Make	Model	Bid Item	Body Style	Drive			Engine			Equipment Appendices	
					FWD	2.4L	E85 (Y/N)	Required	Optional			
Ewald Motors of Oconomowoc, LLC	Ram	Promaster City	R1	Passenger	X	\$19,970	NO	R3	O16			
	Ram	Promaster City	RIA	Cargo	X	\$19,112	NO	R4				

Bidder	Make	Model	Bid Item	Roof	Wheel Base	Drive			Engine			Equipment Appendices	
						FWD	V6	E85 (Y/N)	3.0L Diesel	Required	Optional		
Ewald Motors of Oconomowoc, LLC	Ram	Promaster 1500 Cargo	R3	Low	118	X	\$21,946	NO					
	Ram	Promaster 1500 Cargo	R3A	Low	136	X	\$21,416	NO	\$32,777				
	Ram	Promaster 1500 Cargo	R3	High	136	X	\$24,717	NO	\$33,728				
	Ram	Promaster 1500 Cargo	R4	High	136	X	\$22,907	NO	\$27,418				
	Ram	Promaster 2500 Cargo	R4A	High	159	X	\$24,331	NO	\$28,842				
	Ram	Promaster 2500 Cargo	R5	High	159	X	\$25,812	NO	\$30,323				
	Ram	Promaster 3500 Cargo Est. Van	R6	High	159	X	\$26,524	NO	\$31,035				
	Ram	Promaster 2500 Window	R7	High	159	X	\$24,415	NO	\$33,926				
	Ram	Promaster 3500 Window Est Van	R7A	High	159	X	\$31,364	NO	\$36,575				
	Ram	Promaster 3500 Cab Chassis	R8	Low	136	X	\$21,123	NO	\$27,633				
	Ram	Promaster 3500 Cab Chassis	R9	Low	159	X	\$23,081	NO	\$29,591				
	Ram	Promaster 3500 Cab Chassis Est Frame	R10	Low	159	X	\$23,747	NO	\$30,257				
	Ram	Promaster 3500 CUTAWAY	R11	Low	136	X	\$20,422	NO	\$25,932				
Ram	Promaster 3500 CUTAWAY	R12	Low	159	X	\$21,447	NO	\$26,957					
Ram	Promaster 3500 CUTAWAY Est Frame	R13	Low	159	X	\$22,159	NO	\$27,669					

Bidder	Make	Model	Bid Item	Cab	Bed Length	Drive			Engine				Equipment Appendices			
						RWD	4x4	6 BASE	E85 (Y/N)	8 BASE	E85 (Y/N)	Diesel	Required	Optional		
Ewald Motors of Oconomowoc, LLC	Ram	1500 Pickup	R14	REG	6.4 Ft	X		\$20,182	YES	\$22,417	NO					
	Ram	1500 Pickup	R15	REG	6.4 Ft	X		\$22,417	YES	\$24,641	NO					
	Ram	1500 Pickup	R16	REG	8 Ft	X		\$20,182	YES	\$22,417	NO	\$27,994				
	Ram	1500 Pickup	R17	REG	8 Ft	X		\$22,705	YES	\$23,641	NO	\$32,017				
	Ram	1500 Pickup	R18	Quad	6.4 Ft	X		\$21,865	YES	\$22,400	NO	\$30,777				
	Ram	1500 Pickup	R19	Quad	6.4 Ft	X		\$24,218	YES	\$26,253	NO	\$33,742				
	Ram	1500 Pickup	R20	CREW	5.7 Ft	X		\$23,315	YES	\$26,749	NO	\$33,125				
	Ram	1500 Pickup	R21	CREW	5.7 Ft	X		\$26,734	YES	\$30,189	NO	\$33,466				
	Ram	1500 Pickup	R22	CREW	6.4 Ft	X				\$26,183	NO					
	Ram	1500 Pickup	R23	CREW	6.4 Ft	X				\$29,276	NO	\$32,634				
	Ram	1500 Pickup	R24	CREW	5.7 Ft	X				\$28,255	NO					
	Ram	1500 Pickup SSV														

twald

MY 2018 Chevrolet Trucks

Make	Model	Bid Item	Cab	Rear Wheel	Bed Length	Drive		Engine			
						RWD	4x4	G-BASE	E85 (Y/N)	B-BASE	E85 (Y/N)
Chevrolet	Silverado 1500	C43	Regular	SRW	6.5 ft	X		\$21,083	YES	\$22,135	Add \$91
Chevrolet	Silverado 1500	C44	Regular	SRW	6.5 ft		X	\$24,084	YES	\$25,135	Add \$91
Chevrolet	Silverado 1500	C45	Regular	SRW	8 ft	X		\$21,644	YES	\$22,696	Add \$91
Chevrolet	Silverado 1500	C46	Regular	SRW	8 ft		X	\$24,461	YES	\$25,513	Add \$91
Chevrolet	Silverado 1500	C47	Double	SRW	6.5 ft	X		\$22,673	YES	\$23,725	Add \$91
Chevrolet	Silverado 1500	C48	Double	SRW	6.5 ft		X	\$25,911	YES	\$26,962	Add \$91
Chevrolet	Silverado 1500	C49	CREW	SRW	5.7 ft	X		\$25,048	YES	\$26,099	Add \$91
Chevrolet	Silverado 1500	C50	CREW	SRW	5.7 ft		X	\$27,517	YES	\$28,569	Add \$91
Chevrolet	Silverado 1500	C51	CREW	SRW	6.5 ft	X				\$26,338	Add \$91
Chevrolet	Silverado 1500	C51	CREW	SRW	6.5 ft		X			\$28,808	Add \$91

Make	Model	Bid Item	Cab	Rear Wheel	Wheel Base	Drive		Engine			Equipment
						RWD	4x4	G-BASE	E85 (Y/N)	Diesel	Required
Chevrolet	3500 LCF Chassis	C82	Regular	DRW	109	X		\$33,885	NO		
Chevrolet	3500 LCF Chassis	C83	Regular	DRW	133	X		\$34,515	NO		
Chevrolet	3500 LCF Chassis	C84	Regular	DRW	150	X		\$35,402	NO		
Chevrolet	3500 LCF Chassis	C85	Regular	DRW	176	X		\$35,886	NO		
Chevrolet	3500 LCF Chassis	C86	CREW	DRW	150	X		\$39,936	NO		
Chevrolet	3500 LCF Chassis	C87	CREW	DRW	176	X		\$40,425	NO		
Chevrolet	4500 LCF Chassis	C88	Regular	DRW	109	X		\$34,892	NO		
Chevrolet	4500 LCF Chassis	C89	Regular	DRW	133	X		\$35,518	NO		
Chevrolet	4500 LCF Chassis	C90	Regular	DRW	150	X		\$36,405	NO		
Chevrolet	4500 LCF Chassis	C91	Regular	DRW	176	X		\$36,889	NO		
Chevrolet	4500 LCF Chassis	C92	CREW	DRW	150	X		\$40,939	NO		
Chevrolet	4500 LCF Chassis	C93	CREW	DRW	176	X		\$41,420	NO		
Chevrolet	3500HD LCF Chassis	C94	Regular	DRW	109	X					
Chevrolet	3500HD LCF Chassis	C95	Regular	DRW	133	X					
Chevrolet	3500HD LCF Chassis	C96	Regular	DRW	150	X					
Chevrolet	3500HD LCF Chassis	C97	Regular	DRW	176	X					
Chevrolet	4500HD LCF Chassis	C98	Regular	DRW	109	X				\$39,991	

RESOLUTION NO. 9-2018

F-8

**A RESOLUTION TO TRANSFER FROM THE 2017 GENERAL FUND BUDGET TO
THE SPECIAL REVENUE FUND – SPECIAL PROJECTS**

TO: HONORABLE MAYOR AND COMMON COUNCIL OF THE CITY OF ONALASKA,
WISCONSIN

WHEREAS, The City of Onalaska budgeted in 2017 General Fund Budget for:

Fines/Forfeitures	Court Penalties/Deposit	100-45110	\$3,500
<u>TOTAL</u>			<u>\$3,500</u>

WHEREAS, the above account has exceeded projected revenue.

THEREFORE BE IT FURTHER RESOLVED, that the City of Onalaska Common Council hereby authorizes the above amount to the following account:

Donation – Misc. Dare/Great OPD	204-48514	\$3,500
<u>TOTAL</u>		<u>\$3,500</u>

Date this 13th day of February, 2018

City of Onalaska
BY:

Joe Chilsen, Mayor

Caroline Burmaster, City Clerk

Passed:
Approval:
Published:

Memo

To: Eric Rindfleisch
Mayor Joe Chilsen
Fred Buehler
From: Jeffrey S. Trotnic
Date: 12/01/17
Re: Purchase of Drone

F-9
EJOY

Recently the city took in a donation from a citizen (s) for the purchase of a drone. It was decided that the \$5,000 would be set aside until all the money could be identified so the drone and all accessories could be purchased at the same time.

Previously we were given a demonstration by Chief Chuck Ashbeck with the West Salem P.D. of the drone that he currently uses. We were all impressed with what he was able to do with his drone. The feeling that I got was to work with the company that Chief Ashbeck purchased his drone, which is what I have been working on.

The company, DSLR Pros, sent me two proposals. One was for the Inspire 1 and the second one was for the Matrice 100. I asked Chief Ashbeck to study both proposals and he recommended that we go with the Inspire 1, which was the unit he demonstrated for us. He stated that if we were to go with the Matrice unit, we should go with the newer version, Matrice 200, which is much more costly. I decided to concentrate on the Inspire 1.

On December 1st I contact Kevin Hale with DSLR and went over the quote he sent for the Inspire 1. After going over it line item by line item he re-submitted a proposal, which is attached to this memo. The complete pricing would be no more than \$10,200, leaving \$5,200 to find elsewhere.

I propose that we proceed with the purchase of the Inspire 1. There are a couple of ways that we identified to offset the costs above the \$5,000 that was donated. The first was to raise the funds through other means. If we go that route, I'm not sure who will take the lead. I have been successful in getting the community to support many of our initiatives but am not in favor of me going to those supporters and hitting them up again for more money for another cause. Many of those that support the police department programs are annual givers, so they already have recurring donations on an annual basis. I do not know what other department heads would want to work on this.

The simpler method would be the use of police department funds that can be identified as end of the year savings to complete the purchase. I believe that the police department budget would be an appropriate place to take the funds based on the addition of the thermal imaging, which would be primarily a police department tool.

I have completed my annual budget exercise, which I complete after the November council meeting in order to project how my budget will be ending the year. I have identified areas where the additional money can come from.

For starters, I have identified at least \$30,000+ in unspent budgeted money. It is worth noting that I believe that this is a very conservative number. I know Fred has to do end of the year shuffling of dollars in order to balance department budgets, but I feel that we can make this purchase and still leave Fred with some flexibility.

There are two areas where money is being saved at the end of the year. The first is in vacated salaries. The math that I did was based on the best guesstimates that I could. See attached document. Fred would have to give a more accurate number. However, the numbers that I used regarding OT spent is a worst case scenario and the money from vacated salaries is a conservative number because I did not factor in benefits, just salary. I am also estimating that we will have a \$22,600 surplus in our budgets accounting from our 221 account through the 399 account. One of the areas that I am not even accounting for is the money that has been refunded from the state for the OT grant details the officers have been working. There has been enough reimbursable dollars to pay for the remaining part of the drone.

I personally think it is crucial that we pursue the purchase of the drone as expeditiously as possible. I have no idea who donated the money for the purchase of a drone but the amount that they donated was more than enough to purchase the drone absent the infrared camera. I would like to thank you in advance for any consideration regarding this matter.

2017 Budget Review: Anticipated End Year Account Totals

	Budget	Spent	Anticipated Ending	+/-
121-Overtime Regular	70,120	96,420	116,000	-45,880

---This will hopefully be offset by revenue from grants and vacated salaries

Ben started 08/14 (3 months of vacated salary = \$12,750 vacated salary without benefits)

Took place of Nick Graham who left employment 04/10/17

Danni started 08/15 (2 months of vacated salary = \$8,500 vacated salary without benefits)

Took place of Tony Cavadini who left employment 06/23/17

Dassler started 09/11 (8+ months of vacated salary = \$34,000 vacated salary without benefits)

This was the 28th position which was newly created in 2017. It did not replace anyone.

(\$55,250 minimum of vacated salaries. This does not factor in benefits, just salary)

(\$55,250-\$45,880 = a positive offset of \$7,630 (This does not factor in reimbursement for special projects OT used)

***There are two things to factor in regarding the \$7,630. The vacated salary is a conservative number and the negative OT number is a worst case scenario, NOT FACTORING IN GRANT REIMBURSEMENT FUNDS. We do not think we will actually go \$45,880 in the hole on OT.

	Budget	Spent	Anticipated Ending	+/-
221-Electric/Gas	16,000	10,447	12,600	+3,400 (\$2,153 to spend)
225-Phone/internet	5,940	7,233	8,700	-1,467 (\$1,467 to spend)
226-Mobile Data	6,000	3,730	4,500	+1,500 (\$770)
240-Software Maint.	11,416	15,447	15,777	-4,361 (DONE)
241-Equip. Maint.	4,352	3,385	4,100	+252 (1,815)
290-Other Contractual	3,602	2,094	2,520	+1,082 (\$426)
310-Office Supplies	1,100	1,029	1,240	-140 (211 to spend)
311-Postage	2,000	1,724	2,070	+70 (\$346 to spend)
312-Copy Usage	1,600	1,440	1,730	-130 (290 to spend)
320-Subscript/Dues	2,317	3,030	3,030	-713 (DONE)
324-Recruitment	500	82	82	+418 (DONE)
330-Seminars	14,700	11,369	11,369	+3,330 (DONE)
340-Operat. Supplies	12,000	9,613	11,540 (1,927 to spend)	+60 (\$1,927 to spend)
341-Printing Forms	1,800	1,444	2,044	-244 (Done besides what waiting on)
342-Cleaning	150	147	160 (\$13 to spend)	-10 (\$13 to spend)
350-Bldg & Grounds	1,300	1,625	2,225	-925 (\$600 to spend on P.M.)
360-Veh. Maint.	12,000	4,233	12,000	0

	Budget	Spent	Anticipated Ending	+/-
361-Fuel	61,657	27,062	32,480	+29,177 (\$5,418 to spend)
363-Equip. Rep.	3,500	1,386	1,670	+1,830 (THIS ACCT. Is Probably done!)
380-Public Education	500	345	500	0 (\$155 to spend)
381-Emp. Testing	2,000	2,980	2,980	-981 (DONE)
382-Uniforms	9,000	10,546	16,660	-7,660 (\$4,114 to spend)
390-Ammunition	2,800	1,290	2,900	-100 (Done excepts what's on order)
391-ERT Supplies	500	709	709	-209 (DONE)
392-Non-Lethal	1,000	2,175	2,175	-1,176 (DONE)
399-Add'l Software	1,500	1401	1901	-401 (Done other than what's on order)
				(+\$22,602 projected)

Inspire 1 v2.0 - First Responder - Aerial Kit

Prepared by:

Kevin Hale

DSLRPros.com

sales@dslrpros.com

Pricing valid for 7 days after date received

Prepared for:

Jeffrey Trotnic

Onalaska PD

RFQR ID: 8EUYP-FTBNQ-A6EQU-Q9TOZ

Date Created: Oct 27, 2017

Pricing Matrix

Zenmuse XT Thermal Imaging System

Gimbal and Camera Controls

Camera Frames Per Second Comparison Video

Lens Options

Lume Cube Lighting Kit

Skyzimir STORK - Payload Drop System

Night Operations Strobe Light Kit

OPTIONAL: DSLRPros EO FPV Pilot's Cam

Payment Options

Financing Available

Purchase Orders

Credit Cards

Wire Transfer Method

Signatures

Pricing Matrix

Name	Price	QTY	Subtotal
ESSENTIAL KIT			
Inspire 1 v2.0 Craft with (X3 Gimbal)	\$1,999.00	1	\$1,999.00
Comes with			
<ul style="list-style-type: none"> • Inspire 1 V2.0 Craft • Remote Controller • 4K HD Camera with Gimbal • Propellers (Pair) x4 • Intelligent Flight Battery (TB47) x1 • Battery Charger • Power Cable • Complementary SD Card - 16GB • Complementary ND Filter • Complementary Micro-USB Cables x2 • Complementary Remote Controller Charging Cable • Complementary Harness • Complementary Camera & Gimbal Box • Complementary Carrying Case (If no Tough Case purchased) 			
Zenmuse XT 336 @ 30 Hz P (In Stock)	\$5,175.00	1	\$5,175.00
336 x 256 @ 30 Hz Performance (9mm)			
Firmware Test & Upgrade Service	\$45.00	1	\$45.00
We'll upgrade your drone to the latest firmware and activate the product before shipping to ensure it's Ready To Fly upon delivery.			
SWAG BAG	\$0.00	1	\$0.00
Free with your purchase			
<ul style="list-style-type: none"> • 1x Transcend 32 GB SD Card • 1x DSLRPros Deluxe Lanyard • 1x DSLRPros LiPo Bag 			
Drone Deploy Free 30-Day Trial	\$0.00	1	\$0.00
https://www.dronedeploy.com/signup.html?coupon=DSLRPROS			

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Core Features

- Map + 3D Model Processing: 5 / Month
- Max Photo Upload per Map: 500
- Max 2D Resolution: 5 cm/pixel
- Processing Priority: Low Priority
- Support: Community

Special Features

- Android + iOS Mobile App
- Annotations + Collaboration

Inspire 1 5700 mAh (TB48 Intelligent Battery) Higher capacity, an extra 5 minutes flight-time compared to the TB47	\$199.00	3	\$597.00
180 W Power Adapter with Cable Charge your batteries 1.5x faster with this power adapter	\$95.00	1	\$95.00
DJI Charging Hub Sequentially charge up to four batteries on one hub. After one battery is done charging, it will automatically move onto the next.	\$90.00	1	\$90.00
FPV Labor Installation For installing the FPV Kit prior to shipping	\$0.00	1	\$0.00
DSLRPros Inspire 1 Landing Mode Tough Case Capable of inserting the DJI Inspire 1 in Landing Mode with X3, X5, or X5 Raw attached in custom cut foam with lots of room for accessories.	\$469.00	1	\$469.00
Night Operations Strobe Light Kit (For Inspire 1) Commercial grade Strobe Light Kit for legal night operations // Anti-Collision Strobe Light	\$149.99	1	\$149.99

FEATURES:

- Weather proof
- Flash rate: 60/minute nominal.
- Tested Night Visibility: Over 10 Nautical Miles.

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Stork (For Inspire 1)	\$139.99	1	\$139.99
Payload Dropping System			

Lume Cube Light Kit (for Inspire 1)	\$179.99	1	\$179.99
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Crystal Sky Monitor

CrystalSky Ultra (7.85inch)	\$849.00	1	\$849.00
2000 cd/m2 version for visibility in bright environments			

CrystalSky Part 3 Remote Controller Mounting Bracket	\$79.00	1	\$79.00
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Hoodman - Drone Aviator Hood for iPad Mini	\$34.99	1	\$34.99
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The Drone Aviator Hood Kit mounts to your iPad Mini to improve outdoor viewing by reducing any glare and enhancing visibility without hindering functionality.

X5 Camera - For higher-quality Imaging- Items will not reflect the final price unless they are checked

<input type="checkbox"/> DJI Zenmuse X5	\$1,799.00	1	\$1,799.00
---	------------	---	------------

Comes With:

- Zenmuse X5 Camera
- DJI Micro Four-thirds 15mm f/1.7 ASPH Lens
- Lens Hood
- Camera Balancing Ring
- 16GB Micro SD Card
- Product Manuals

<input type="checkbox"/> Landing Gear Risers	\$5.00	1	\$5.00
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Added when using the X5 to provide greater ground clearance

Optional Accessories - Items will not reflect the final price unless they are checked

<input type="checkbox"/> Inspire 1 2nd Remote	\$429.00	1	\$429.00
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For two pilot operations, comes in white.

<input type="checkbox"/> EcoFlow Ultra Light Mobile Power Station x 11	\$699.00	1	\$699.00
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FEATURES

Weight: 11lbs (5.0kg)

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Dimensions: 9.8 x 6.3 x 8.2 in (25 x 16 x 20.8 cm)

Battery Type: Lithium-Ion Battery

Capacity: 412Wh 4000mAh at 3.6V

Output Power: 500W (300AC, 200 DC)

Output Port: 11 Independent Outputs – AC (2), USB (4), Type-C USB (2), DC (2), Car

Charger (1) Recharge: Wall Charger (AC), Car charger (12V), Solar Charger (not included)

Ideal for: Drone Batteries, Laptop, Tablet, DSLR Camera, Light, Phone, Mini-Fridge

IN THE BOX

1x River Mobile Power Station

1x Wall Charger

1x Car Charger

1x Type-C Cable

1x DC Cable

1x DC Tips

Trackimo® GPS Tracker & 1 Year GSM Service Included (3G Model)

\$199.99

1

\$199.99

Independant GPS tracking device with its own dedicated smart-device app. Can be attached to virtually anything.

1345T Quick Release Props (1 CW + 1 CCW)

\$12.00

1

\$12.00

1 clockwise/1 c-clockwise. Buy 2 for full set (Part 69)

DJI Mavic Pro

\$999.00

1

\$999.00

This product includes the following items:

- DJI Mavic Pro
- Remote Controller
- Propeller Pair (Set of 3) 6 Total Propellers
- Gimbal Clamp
- Charger
- Power Cable
- Micro SD Card 16GB
- Micro USB Cable
- RC Cable (Lightning Connector)
- RC Cable (Standard Micro USB Connector)
- RC Cable Slider (Set of 2)
- Standard Product Manuals

This document contains sensitive and proprietary information from DSLRPros.com. Use or disclosure of the information contained herein is NOT permitted without prior written consent.

<input type="checkbox"/> DJI Mavic Pro - Propeller Cage (Part No.31)	\$159.00	1	\$159.00
---	----------	---	----------

The Mavic Propeller Cage is used to protect people and objects from the Mavic's 7728 Quick-release Folding Propellers. The Propeller Cage improves overall flight safety.

<input type="checkbox"/> Hoodman Drone Launch Pad (5ft diameter)	\$99.99	1	\$99.99
--	---------	---	---------

- Helps keep dust and dirt from coming in contact with drone
- Compact while transporting, springs into shape when deployed
- Rugged, bright orange denier polyester pad

SHIPPING AND HANDLING

Hazardous Materials Charge Handling charge for LiPo battery	\$65.00	1	\$65.00
--	---------	---	---------

Ground Shipping	\$150.00	1	\$150.00
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*****A Convenience Fee will be applied if NOT Paying by Check or Wire**

We are first tier authorized DJI & FLIR dealers and will match competitive pricing quotes upon request.

Subtotal	\$10,117.96
Discount Expires in 7 Days (0%)	-\$0.00
Tax (0%)	\$0.00
Total	\$10,117.96

Zenmuse XT Thermal Imaging System

Thermal imaging from the air has never been as easy as it is with the DJI Zenmuse XT. By combining DJI's unrivaled expertise in gimbal technology and image transmission with the industry leading thermal imaging technology of FLIR, the Zenmuse XT is the ultimate solution for rapid and reliable aerial thermal imaging.

ZENMUSE XT

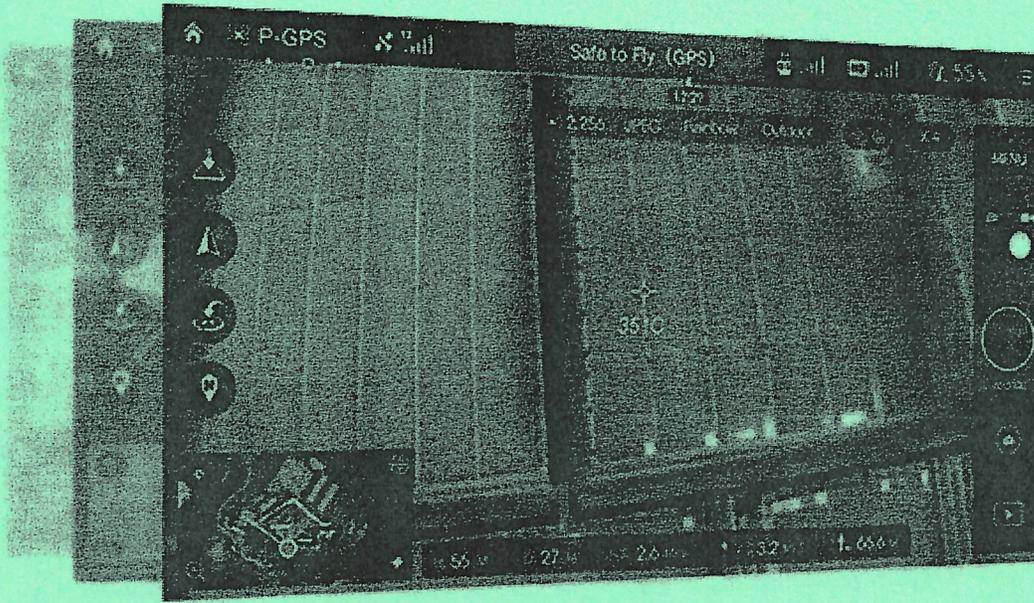
Powered by  FLIR



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Gimbal and Camera Controls

The Zenmuse XT Series Thermal Gimbal is a fully integrated FLIR Tau 2 thermal core that puts all the controls right at your fingertips.



- Spot Metering, temperature measurement at the mid-point
- Digital Zoom: x2, x4, and x8 (640 model)
- Digital Zoom: x2, x4 (336 Model)
- Single or interval shooting modes
- Photo, video preview and download
- Take photos while recording video
- Thermal Core Camera settings:
 1. Palette, also referred to as Look-up Table (LUT)
 2. Scene, also referred to as Automatic Gain Correction (AGC)
 3. Region of Interest (ROI)
 4. Isotherm mode
- Radiometric Option Available (TIFF 14-bit)
- Format: MP4, JPEG (8-bit), TIFF (14-bitRadiometric Only)

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Camera Frames Per Second Comparison Video

9Hz vs. 30Hz



Lens Options

Lens FOV Chart

The chart below indicates the various field of view in degrees for each lens configuration as it compares to resolution options.

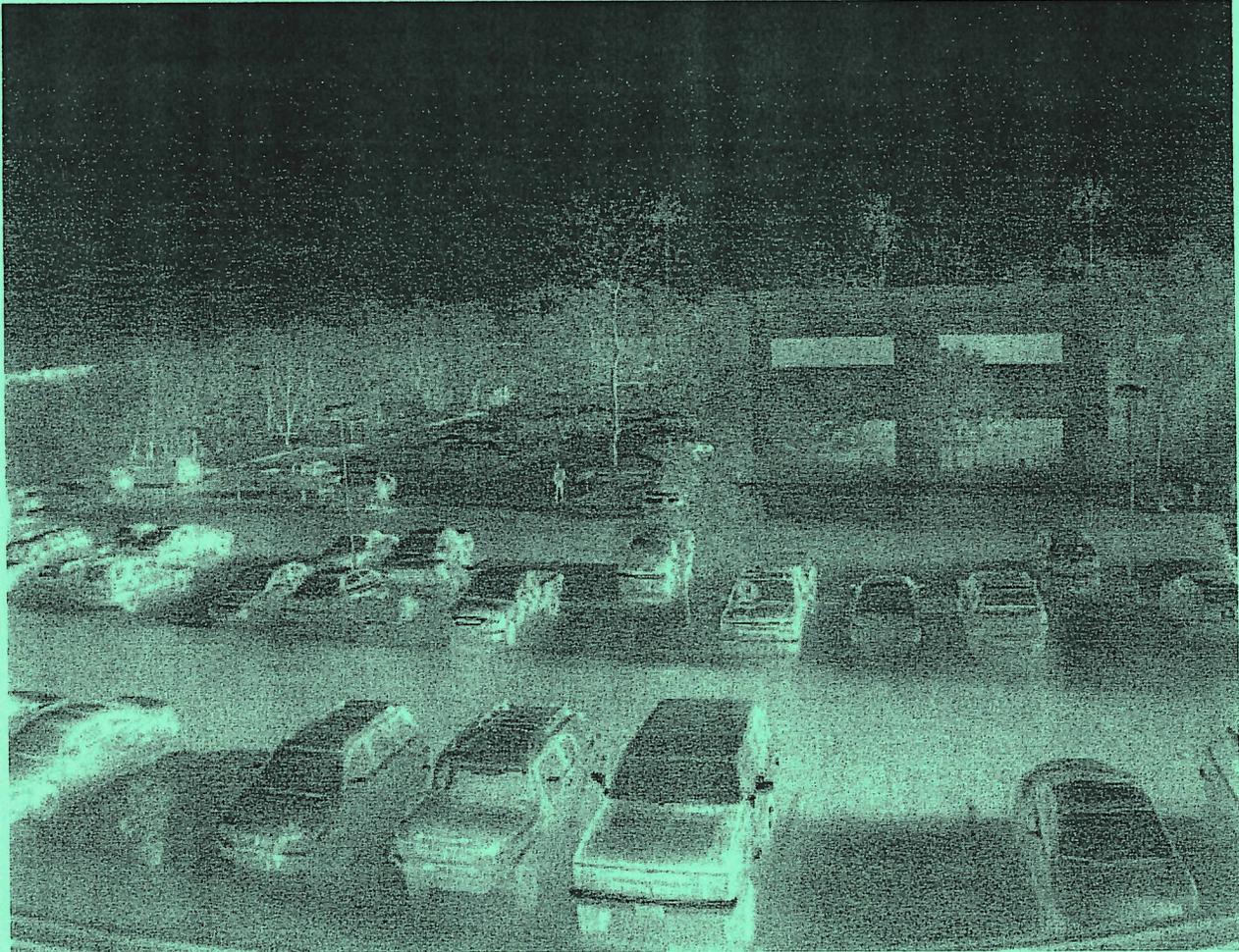
This document contains sensitive and proprietary information from DSLRPros.com. Use or disclosure of the information contained herein is NOT permitted without prior written consent.

	6.8 / 7.5 mm	9 mm	13 mm	19 mm
640 x 512	90 degrees	69 degrees	45 degrees	32 degrees
336 x 256	45 degrees	35 degrees	25 degrees	17 degrees

Lens Configuration Comparison: 9 mm, 13 mm & 19 mm

Choose which lens option is appropriate for your project or mission plan. The distance from the camera to individual & mailbox is approximately 49 meters.

9 mm lens @ 49 meters



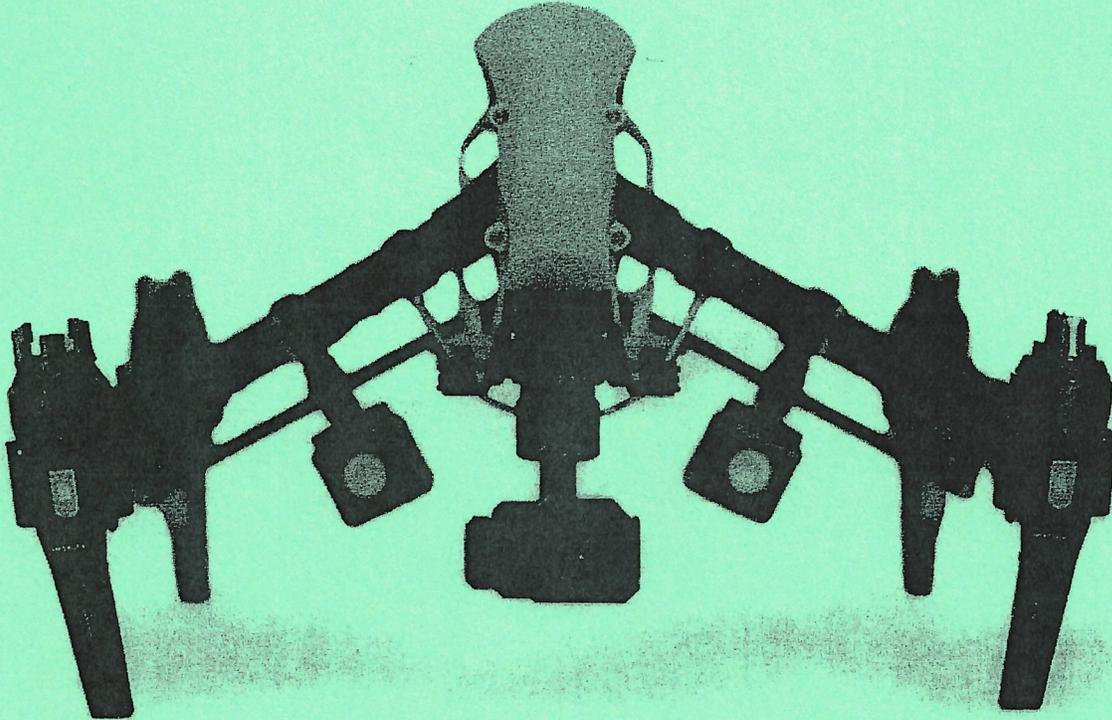
13 mm lens @ 49 meters



19 mm lens @ 49 meters



Lume Cube Lighting Kit



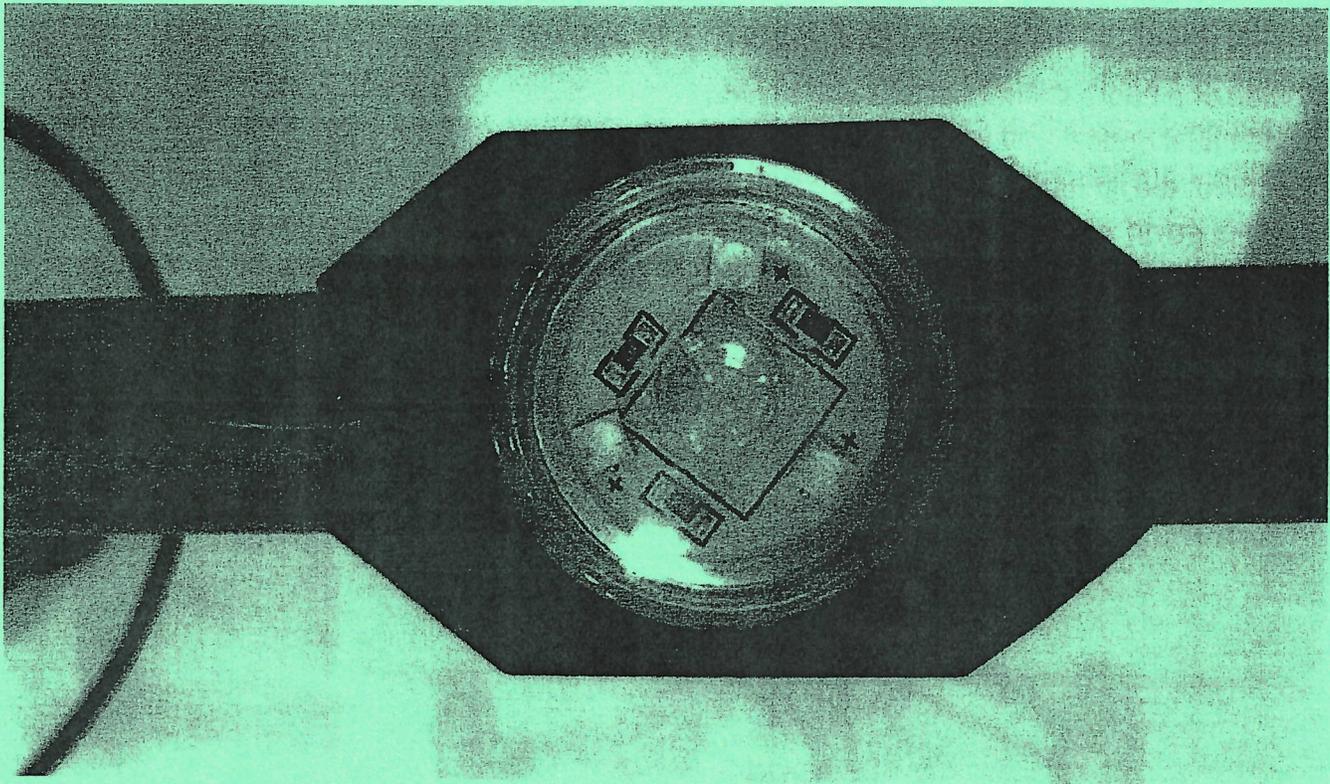
Take your passion, profession and overall production quality to the next level by capturing never before seen footage. Whether you use your drone for videography, real estate, structural inspection, search and rescue, or surveillance, the potential is endless. You can now use your drone as a spotlight to light the scene and never lose sight of it as you fly off into the night. It's time to truly own the sky, both day and night, with the most powerful drone lights on the market!

Skyzimir STORK - Payload Drop System



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Night Operations Strobe Light Kit



Commercial grade Strobe Light Kit for legal night operations. // Anti-Collision Strobe Light

FEATURES:

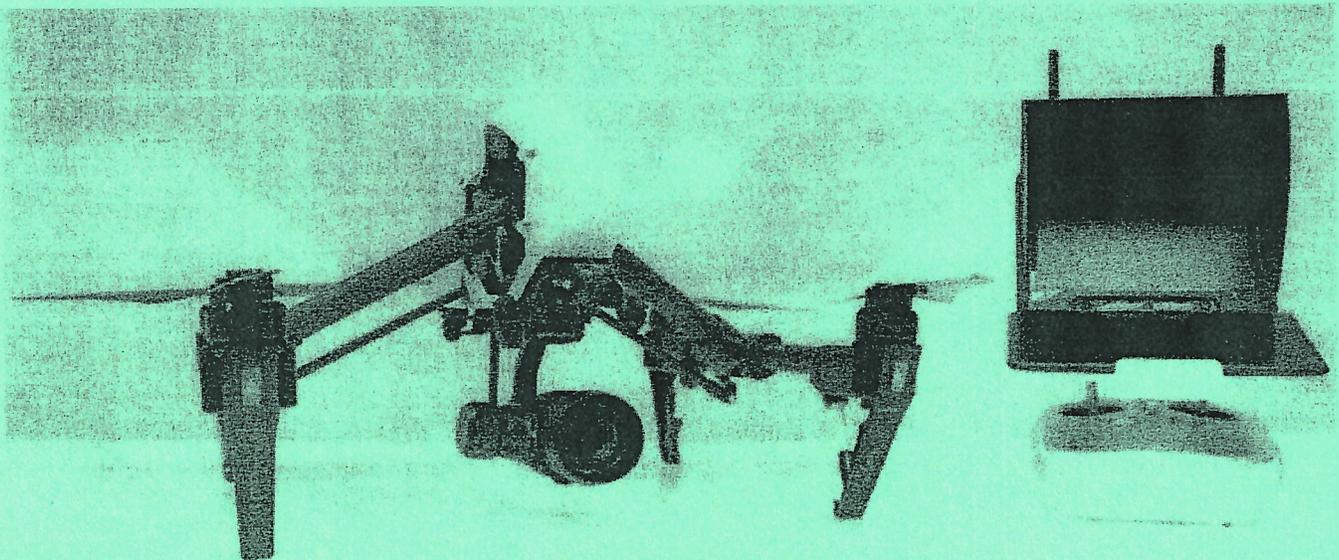
Weatherproof

Flash rate: 60/minute nominal.

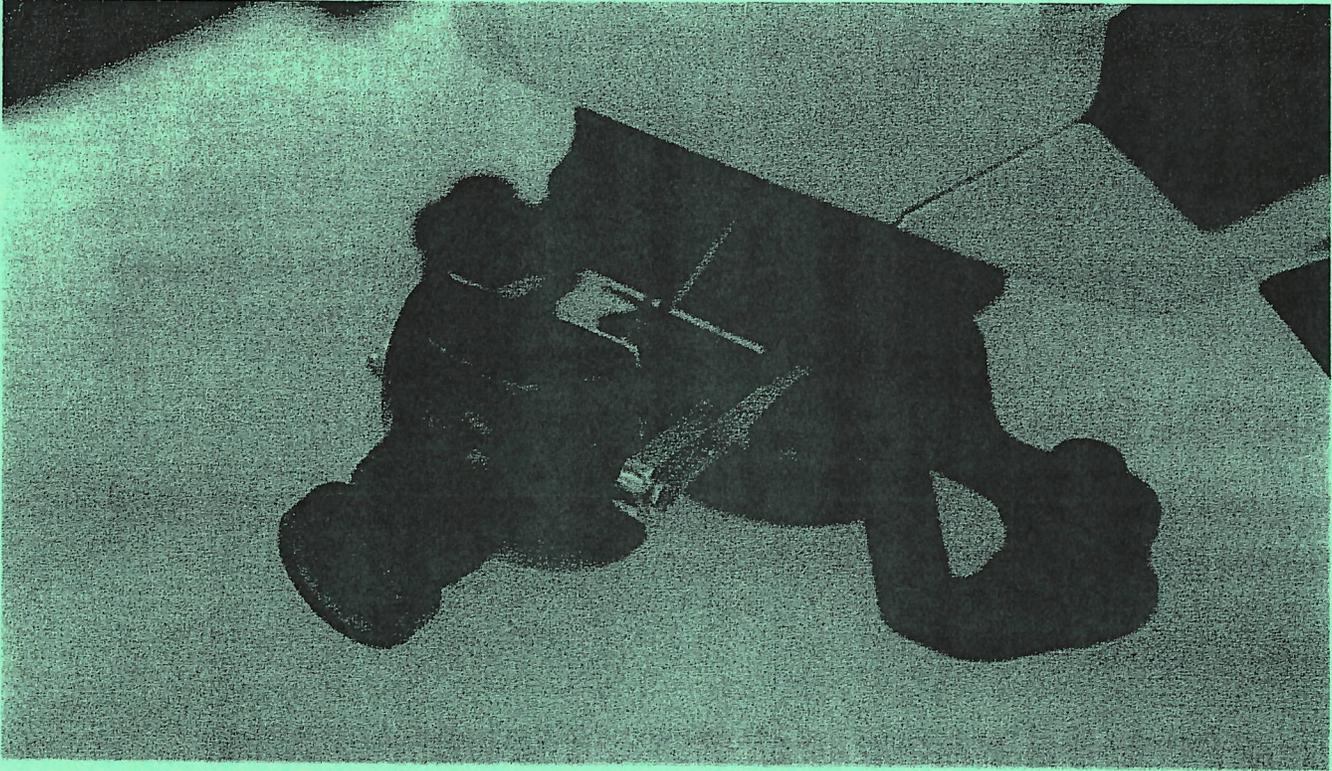
Tested Night Visibility: Over 10 Nautical Miles.

OPTIONAL: DSLRPros EO FPV Pilot's Cam

With the DSLRPros DIY Inspire 1 FPV Upgrade, your pilot has access to a dedicated camera. The addition of a Pilot's Camera allows you to have more freedom of flight and movement. Having an additional optical FPV camera allows the use of a thermal camera, such as the DJI Zenmuse XT, without the limitation of strictly infrared view. Adding on the FPV Camera upgrade creates a complete EO/IR solution. This upgrade goes beyond adding additional optical views for thermal uses, but it really shines when put into a dual pilot set up. The pilot will have their own camera while another operator can control the craft's gimbal and camera to capture epic footage.



Our Inspire 1 FPV Kit uses a high quality Sony CCD camera. The mount that attaches the FPV camera to your Inspire has tilting action, allowing you to adjust it between flights to ensure you get the right angle and field of view. The video transmitter is a reliable 5.8Ghz 400mW video transmitter. Light weight yet powerful. Also included in this item is included the FlySight Black Pearl Diversity 7" Monitor. Thanks to the included dual monitor mount for your controller, you can two monitors at the same time getting vision from both cameras.



Payment Options

Financing Available

Affirm financing provides innovative, technology-powered finance solutions for America's businesses as well as individuals. Basically – we're here for you so let's succeed together.

Purchase Orders

We support and welcome purchase order requisitions from local county, state and federal agencies as well as academic institutions.

Credit Cards

You can purchase all of our products and kits referenced in this quote on our website. We highly recommend using the wire transfer method for large purchases for ease and convenience.

PayPal accepts VISA , MasterCard , AMEX 

Wire Transfer Method

We only recommend wire transfers for amounts over \$2,000 USD.

Please contact us for information on how to complete the wire transfer to place your order.

Signatures

Again, we want to thank you for purchasing your equipment or services with DSLRpros.com. By signing below you agree to our terms and conditions and have read and understand the pricing provided. You also agree not to share the information & pricing provided in this document to anyone outside of your organization. <http://www.dslrpros.com/terms-of-use>



Signature

Date

Name

Title

F-10

**COMMERCIAL APPRAISAL SERVICES
AGREEMENT**

This Agreement is entered into this ____ day of _____ 2018, by and between the City of Onalaska (hereinafter “City”), and Real Estate Appraisals, Inc., (hereinafter “REA”), P.O. Box 070348, Milwaukee, Wisconsin 53207.

WHEREAS, the City requested that REA provide a quote for commercial real property assessment and appraisal services for the City; and

WHEREAS, REA responded to such Request and has provided services to the City for the assessment years 2015, 2016 and 2017; and

WHEREAS, the City desires to continue to retain REA to perform the assessment and appraisal services in 2018.

NOW, THEREFORE, in consideration of the mutual agreements herein contained, the parties agree as follows:

1. The City agrees to retain REA and REA agrees to perform commercial appraisal and assessment services for the City as set forth on the Proposal (the “Services”).
2. REA shall provide any reasonable additional services to the City at REA’s customary rate for services.
3. REA shall perform the Services in a commercially reasonable manner.
4. The City agrees to pay REA on the basis set forth on the Proposal. No reimbursement or payments for travel and lodging shall be in excess of the allowable IRS regulations for travel and lodging in La Crosse County, Wisconsin.
5. REA shall deliver all reports in a commercially reasonable timeframe.
6. REA shall not assign this Agreement to any other person, firm or business, without the prior written approval of the City, it being the express intention of the parties that all services to be performed shall only be performed by REA.

7. REA shall maintain all information regarding City property in a format accessible by City and shall supply the City with all software and licenses to access such information and coordinate an interface for referring cases, processing payments and reporting adjustments and uncollectable cases to the City database systems. REA shall reasonably cooperate with the City in responding to any Wisconsin Public Records requests.

8. REA acknowledges that REA is an independent contractor and not an employee of the City.

9. REA covenants and agrees to maintain adequate staff and assistance to complete all assessment services and activities and that such services must be performed in a professional manner. REA agrees that upon the City's request, REA will provide the City in writing, a response to any complaints received by the City or REA.

10. REA shall, at its sole expense, maintain in effect at all times during the term of this Contract, insurance coverage with limits not less than those set forth below with insurers and under forms of policies set forth below.

1. Commercial General Liability – REA shall provide and maintain a commercial general liability with the following limits:

a. General Liability – One million dollars (\$1,000,000) per occurrence (\$2,000,000 general aggregate if applicable) for bodily injury, personal injury and property damage. .

b. Umbrella Liability – Two million dollars (\$2,000,000) following form excess of the primary General Liability and Automobile Liability. Coverage is to duplicate the requirements as set forth herein.

2. Required Provisions – The general liability umbrella liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

a. The City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers are to be given additional insured status as respects liability arising out of activities performed by or on behalf of REA. The coverage shall contain no special limitations on the scope of protection afforded to the City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers.

b. For any claims related to this project, REA's insurance shall be primary insurance as respects to the city of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers. Any insurance, self-insurance, or other coverage maintained employees, or authorized representatives or volunteers shall not contribute to it.

c. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not effect coverage provided to the City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers.

d. REA's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

e. Each insurance policy required by this agreement shall state, or be endorsed to state, that coverage shall not be canceled by the insurance carrier or REA, except after thirty (30) day (10 days for non-payment of premium) prior written notice by U.S. mail has been given to the City of Onalaska, or upon termination of this Agreement for inspection services.

f. Such liability insurance shall indemnify the City of Onalaska, its elected and appointed officials, officers, employees or authorized representatives or volunteers against loss from liability imposed by law upon, or assumed under contract by REA for damages on account of such bodily injury (including death), property damage and personal injury.

g. All of the insurance shall be provided on policy forms and through companies satisfactory to the City of Onalaska, and shall have a minimum A.M. Best's rating of B.

3. Deductibles and Self-Insured Retentions – Any deductible or self-insured retention must be declared to and approved by the City of Onalaska. At the option of the City of Onalaska, the insurer shall either reduce or eliminate such deductibles or self-insured retentions.

4. Evidences of Insurance – Prior to execution of this Agreement, REA shall file with the City of Onalaska a certificate of insurance (accord Form 25-S or equivalent) signed by the insurer's representative evidencing the coverage required by this agreement. Such evidence shall include an additional insured endorsement signed by the insurer's representative. Such evidence shall also include confirmation that

coverage includes or has been modified to include all required provisions as detailed herein.

11. REA, and its agents, employer, and employees shall defend, indemnify and hold the City of Onalaska harmless for the cost of the defense of any claim, demand, suit or cause of action made or brought against the City of Onalaska arising from the actions of REA, including, but not limited to, court costs, attorneys' fees, and other expenses of any kind whatsoever arising in connection with the defense of the City of Onalaska. The City may require REA to assume and take over the defense of the City of Onalaska for any such claim, demand, suit or cause of action, upon timely notice and demand for same by the City. REA, its agents, employer and employees shall defend, indemnify and hold the City of Onalaska and harmless against all judgments resulting from any legal actions, suits, claims or demands against the City of Onalaska related to the acts of REA.

12. The parties intend that any dispute or controversy arising out of or relating to the Agreement, be resolved informally, if possible, through good faith negotiation. Therefore, in the event of a dispute or controversy, the parties shall promptly notify each other, in writing, of the specifics of such dispute or controversy and arrange to meet in an attempt to reach a resolution of the dispute or controversy.

13. The terms of this Agreement shall run from the date of this Agreement through completion of all issues related to the 2018 assessment of commercial property in City of Onalaska.

14. REA shall reasonably work with City Officials and the City of Onalaska's assessor.

15. This Agreement may not be modified except in writing signed by both parties.

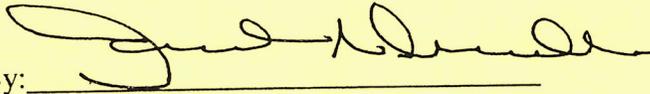
16. The parties signing this Agreement represent that they do so with full authority.

IN WITNESS WHEREOF, REA has caused this Agreement to be executed by its President and the City by its Mayor and City Clerk the day and year first above written.

CITY OF ONALASKA

REAL ESTATE APPRAISALS, INC.

By: _____
Name: Joe Chilsen
Title: Mayor

By:  _____
Name: Daniel R. Furdek
Title: Vice President

By: _____
Name: Caroline Burmaster
Title: Clerk

Approved as to content, form and execution, this ___ day of _____, 2018.

Sean O'Flaherty, City Attorney

F-11

2017 YEAR END REPORT

ACCOUNTS RECEIVABLE BY MUNICIPALITY
 APPLIES TO CITATIONS ISSUED 1/1/12 TO 12/31/17
 Prepared by Finance Dept.

AGENCY	FINES ASSESSED AS OF 12/31/17	FINES COLLECTED AS OF 12/31/17	FINES OUTSTANDING AS OF 12/31/17			
BANGOR	\$ 193,631.61	\$ 155,820.41	\$ 37,811.20			80.47%
CAMPBELL	\$ 216,824.66	\$ 152,942.71	\$ 63,881.95			70.54%
HOLLAND	\$ -	\$ -	\$ -			
HOLMEN	\$ 506,613.75	\$ 330,912.24	\$ 175,701.51			65.32%
ONALASKA	\$ 1,561,925.60	\$ 1,086,527.84	\$ 475,397.76			69.56%
ROCKLAND	\$ -	\$ -	\$ -			
SHELBY	\$ 86,374.81	\$ 74,438.59	\$ 11,936.22			86.18%
WEST SALEM	\$ 308,864.61	\$ 233,200.82	\$ 75,663.79			75.50%
TOTALS	\$ 2,874,235.04	\$ 2,033,842.61	\$ 840,392.43	\$ -	\$ -	70.76%

REPORT OF JUVENILE/MINOR FINES

AGENCY	FINES ASSESSED AS OF 12/31/17	FINES COLLECTED AS OF 12/31/17	FINES OUTSTANDING AS OF 12/31/17			
BANGOR	\$ 16,081.80	\$ 6,701.90	\$ 9,379.90			41.67%
CAMPBELL	\$ 9,228.50	\$ 4,445.60	\$ 4,782.90			48.17%
HOLLAND	\$ -	\$ -	\$ -			
HOLMEN	\$ 65,287.46	\$ 32,919.55	\$ 32,367.91			50.42%
ONALASKA	\$ 123,182.20	\$ 61,725.04	\$ 61,457.16			50.11%
ROCKLAND	\$ -	\$ -	\$ -			
SHELBY	\$ 1,258.00	\$ 784.40	\$ 473.60			62.35%
WEST SALEM	\$ 24,953.33	\$ 18,677.63	\$ 6,275.70			74.85%
TOTALS	\$ 239,991.29	\$ 125,254.12	\$ 114,737.17	\$ -	\$ -	52.19%

REPORT AFTER JUVENILE/MINOR FINES HAVE BEEN REMOVED

AGENCY	FINES AS OF 12/31/2017	MINUS UNPAID JUVENILE/MINOR	FINES OUTSTANDING AS OF 12/31/17			
BANGOR	\$ 177,549.81	\$ 149,118.51	\$ 28,431.30			83.99%
CAMPBELL	\$ 207,596.16	\$ 148,497.11	\$ 59,099.05			71.53%
HOLLAND	\$ -	\$ -	\$ -			
HOLMEN	\$ 441,326.29	\$ 297,992.69	\$ 143,333.60			67.52%
ONALASKA	\$ 1,438,743.40	\$ 1,024,802.80	\$ 413,940.60			71.23%
ROCKLAND	\$ -	\$ -	\$ -			
SHELBY	\$ 85,116.81	\$ 73,654.19	\$ 11,462.62			86.53%
WEST SALEM	\$ 283,911.28	\$ 214,523.19	\$ 69,388.09			75.56%
TOTALS	\$ 2,634,243.75	\$ 1,908,588.49	\$ 725,655.26	\$ -	\$ -	72.45%

JOINT MUNICIPAL COURT ALLOCATION - 2017
 2017 CITATIONS NOT DISMISSED (Info supplied by Finance Dept.)

JMC 52

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total	
Onalaska	403	505	510	414	1832	52.9786%
Bangor	38	44	34	24	140	4.0486%
Campbell	92	87	111	69	359	10.3817%
Holland	0	0	0	0	0	0.0000%
Holmen	142	206	196	120	664	19.2019%
Rockland	0	0	0	0	0	0.0000%
Shelby	7	20	30	14	71	2.0532%
West Salem	104	98	91	99	392	11.3360%
GRAND TOTAL	786	960	972	740	3458	100.0000%

FINAL

of

2016 4TH QUARTER CASES NOT DISMISSED

JOINT MUNICIPAL COURT ALLOCATION - 2016

2016 CITATIONS NOT DISMISSED

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL	
Onalaska	415	540	700	495	2150	57.9671%
Bangor	24	62	32	30	148	3.9903%
Campbell	71	54	38	46	209	5.6349%
Holland	0	0	0	0	0	0.0000%
Holmen	188	247	177	89	701	18.9000%
Rockland	0	0	0	0	0	0.0000%
Shelby	20	31	27	23	101	2.7231%
West Salem	70	87	132	111	400	10.7846%
GRAND TOTAL	788	1021	1106	794	3709	100.0000%

FINAL

2015 4TH QUARTER CASES NOT DISMISSED

JOINT MUNICIPAL COURT ALLOCATION - 2015

2015 CITATIONS NOT DISMISSED

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL	
Onalaska	472	656	719	512	2359	59.0193%
Bangor	23	68	70	49	210	5.2539%
Campbell	35	40	31	38	144	3.6627%
Holmen	132	237	301	141	811	20.2902%
Shelby	12	18	48	16	94	2.3518%
West Salem	75	108	113	83	379	9.4821%
GRAND TOTAL	749	1127	1282	839	3997	100.0000%

FINAL

JOINT MUNICIPAL COURT ALLOCATION - 2014

2014 CITATIONS NOT DISMISSED

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL	
Onalaska	508	572	614	527	2221	54.0126%
Bangor	48	145	101	55	349	8.4874%
Campbell	77	65	53	33	228	5.5447%
Holmen	165	247	289	147	848	20.6226%
Shelby	16	62	65	18	161	3.9154%
West Salem	61	69	89	85	305	7.4173%
GRAND TOTAL	875	1160	1211	866	4112	100.0000%

FINAL

JOINT MUNICIPAL COURT ALLOCATION - 2013

2013 CITATIONS NOT DISMISSED

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL	
Onalaska	607	541	624	484	2256	54.1657%
Bangor	32	152	136	96	416	9.9880%
Campbell	90	96	69	72	327	7.8511%
Holmen	122	218	184	127	651	15.6303%
Shelby	11	27	24	22	84	2.0168%
West Salem	99	112	129	91	431	10.3481%
GRAND TOTAL	961	1146	1166	892	4165	100.0000%

FINAL

CITY OF ONALASKA UB INSITE 2017
2017

F-12

MONTH	SALES	TRANSACTION COUNT
JANUARY		541
FEBRUARY		43
MARCH		11
1 st QUARTER		595
APRIL		628
MAY		49
JUNE		110
2 nd QUARTER		787
JULY		873
AUGUST		72
SEPTEMBER		53
3 rd QUARTER		998
OCTOBER		771
NOVEMBER		59
DECEMBER		106
4 th QUARTER		936
2017 TOTALS		3316

Note: 2016 → 406

**CITY OF ONALASKA E-BOX USAGE
TRANSACTION COUNT**

Day	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
1	0	5	4	0	4	3	0	8	0	0	7	0
2	0	6	1	0	6	0	0	3	0	0	6	0
3	1	6	1	1	9	0	0	4	0	85	2	0
4	80	0	0	76	5	2	69	6	0	94	0	3
5	98	0	0	111	5	0	105	0	3	61	0	0
6	50	6	3	47	0	4	105	0	2	42	4	2
7	0	3	2	35	0	1	55	3	2	0	1	0
8	0	3	1	0	1	1	0	2	0	0	3	1
9	50	0	0	0	2	1	0	5	0	0	4	0
10	41	1	1	37	3	0	55	5	0	42	2	0
11	72	0	0	61	1	0	30	0	3	47	3	1
12	36	0	0	64	0	0	87	0	3	83	0	2
13	28	1	0	33	0	0	33	0	3	28	3	2
14	0	3	3	27	0	0	41	1	0	0	1	0
15	0	2	2	0	1	1	0	2	0	0	6	1
16	0	1	0	0	2	1	45	2	0	44	0	0
17	43	0	0	65	2	0	99	0	0	67	2	0
18	119	0	0	91	0	0	125	3	1	95	0	1
19	141	0	0	118	2	2	79	0	1	113	0	0
20	0	0	0	86	0	1	17	0	4	77	0	1
21	0	1	3	10	0	1	0	2	0	0	1	0
22	0	0	1	0	0	1	0	1	0	0	1	1
23	11	3	1	0	3	0	0	4	0	9	0	0
24	11	2	1	5	1	0	10	0	0	8	0	0
25	11	0	0	14	0	0	9	0	2	12	0	0
26	11	0	0	7	0	2	8	0	1	6	0	2
27	2	2	0	8	0	3	0	0	0	6	5	1
28	0	1	1	5	0	1	0	2	1	0	0	2
29	0	0	1	0	0	0	0	2	1	0	3	0
30	11	0	1	0	0	0	4	0	0	3	0	0
31	7	0	0	0	3	0	8	0	0	7	0	0
TOTAL	823.00	46.00	27.00	901.00	50.00	25.00	984.00	55.00	27.00	929.00	54.00	20.00

ANNUAL TOTAL: 3,941.00

Note: 2016 → 3,866

2017 charge card usage

2017 Recap	Visa	MC	Discover	Total Cnt	Sales	ETS Charges
	1745	691	249	2685	\$687,410.98	\$15,070.81

Income/Loss Summary	Total Sales	Total Chgs	Net %	Mnthly Net (inc)/loss
Jan	129,731.72	2,801.27	0.02159	2021.57
Feb	28,741.44	577.24	0.02008	436.35
Mar	19,443.16	431.40	0.02219	20.91
Apr	18,677.50	395.97	0.0212	86.74
May	23,556.50	557.48	0.02367	103.31
Jun	14,591.90	286.47	0.01963	27.97
Jul	138,954.20	2,913.58	0.02097	2639.14
Aug	43,342.83	1,089.18	0.02513	447.83
Sep	22,895.34	601.03	0.02625	195.82
Oct	146,759.87	3,189.10	0.02173	2717.28
Nov	23,874.26	625.90	0.02622	485.12
Dec	76,842.26	1,602.19	0.02085	(156.40)
Total	687,410.98	15,070.81	0.02192	9025.64

Utility	150		Annual \$450 fee charged against each
Court	150		
Misc	150		

Note: 2016

Sales = 331,280.26

Count = 2,093

F-13

RESOLUTION NO. 10-2018

A RESOLUTION TO AMEND THE 2017 GENERAL FUND BUDGET

TO: THE HONORABLE MAYOR AND COMMON COUNCIL OF THE
CITY OF ONALASKA, WI

WHEREAS, the City of Onalaska contains surplus funds in the 2017 General Fund Operating Budget of \$225,000,

WHEREAS, these funds are to be transferred to the Special Revenue Equipment Replacement Fund,

NOW THEREFORE BE IT RESOLVED, that the City of Onalaska, Common Council, hereby authorizes the transfer of the 2017 General Fund Budget by \$225,000,

NOW THEREFORE, BE IT FURTHER RESOLVED, the following Special Revenue Equipment Replacement Fund be increased by the following amount:

Transfer from General Fund	207-49210	\$225,000
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Dated this 13th day of February 2018.

CITY OF ONALASKA

BY: _____
Joe Chilsen, Mayor

Caroline Burmaster, City Clerk

Passed:
Approved:
Published:

**2017 Parking Ramp Operating Costs
Through 4TH Quarter**

	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Annual	
	2017	2016	2017	2016	2017	2016	2017	2016	2017	2016
Electricity & Gas	\$ 4,140.71	\$ 4,849.92	\$ 5,649.08	\$ 6,262.77	\$ 2,279.53	\$ 2,113.65	\$ 2,558.96	\$ 1,380.76	\$ 14,628.28	\$ 14,607.10
Water	288.66	356.96	291.12	279.64	378.99	593.01	813.63	974.76	1,772.40	2,204.37
Insurance	2,249.55	1,998.39	2,249.55	1,998.39	2,249.55	1,998.39	2,251.34	2,082.11	8,999.99	8,077.28
Contracted Cleaning Service	378.00	399.50	576.00	594.00	936.00	1,171.00	1,041.00	1,602.00	2,931.00	3,766.50
Snow Removal Services	5,101.50	4,237.50	-	485.00	-	-	430.00	1,870.00	5,531.50	6,592.50
Lawn Mowing / landscaping / Pest Control	1,752.76	605.62	2,334.14	2,695.65	1,868.85	1,697.33	3,112.88	2,360.11	9,068.63	7,358.71
Elevator Inspection & Permit (Fabco)									-	-
Ice Melt									-	-
Generator Service Contract			618.00				-		618.00	-
Repair to Ramp/Minor Supplies			58.97		152.00	304.10	-	1,162.06	210.97	1,466.16
Door closure repair						2,256.20			-	2,256.20
Security Services :										
Smoke detector testing (annual cost \$160)	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	160.00	160.00
Monitoring CCTV 24/7 (\$125/mo)	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	1,500.00	1,500.00
Monitoring Smoke/Fire alarm (\$25/mo)	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	300.00	300.00
Patrolling ramp 5-6 times per weekday & monthly inspects of fire extinguishers (1 hr per day @ \$23.00/hr and \$10.00 Auto x 60 days)	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	1,980.00	7,920.00	7,920.00
Elevator Service Contract	914.40	845.94	854.40	845.94	854.40	569.60	854.40	1,139.20	3,477.60	3,400.68
Total	\$ 17,295.58	\$ 15,763.83	\$ 15,101.26	\$ 15,631.39	\$ 11,189.32	\$ 13,173.28	\$ 13,532.21	\$ 15,041.00	\$ 57,118.37	\$ 59,609.50

Revenue

City of Onalaska	15-1428755-45300	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 5,000.00	\$ 5,000.00
Stoney Creek	15-1428755-45300	1,729.56	1,576.38	1,510.13	1,563.14	1,118.93	1,317.33	1,353.22	5,711.84	5,960.95
Total		\$ 2,979.56	\$ 2,826.38	\$ 2,760.13	\$ 2,813.14	\$ 2,368.93	\$ 2,567.33	\$ 2,603.22	\$ 10,711.84	\$ 10,960.95

Note: Monthly average number of cars	January	405	397	April	383	370	July	342	391	Oct	373	375
	February	413	396	May	373	402	August	351	372	Nov	391	380
	March	400	392	June	368	377	Sept	386	372	Dec	365	392
High daily count during quarter	Mar 23rd	489		May 15th	452		Sep 12th	455		Oct 11th	452	
	Jan 21st		460	4/26 & 5/31		439	Sep 14th		473	Oct 31st		466

K-14

Resolution No. 3-2018

F-15

**INITIAL RESOLUTION AUTHORIZING
\$175,000 GENERAL OBLIGATION BONDS
FOR PARKS AND PUBLIC GROUNDS PROJECTS**

RESOLVED that the City of Onalaska, La Crosse County, Wisconsin, borrow an amount not to exceed \$175,000 by issuing its general obligation bonds for the public purpose of financing parks and public grounds projects.

Adopted, approved and recorded February 13, 2018.

CITY OF ONALASKA

Joe Chilsen
Mayor

Caroline Burmaster
City Clerk

(SEAL)

Resolution No. 4-2018

**INITIAL RESOLUTION AUTHORIZING
\$3,450,000 GENERAL OBLIGATION BONDS
FOR STREET IMPROVEMENT PROJECTS**

RESOLVED that the City of Onalaska, La Crosse County, Wisconsin, borrow an amount not to exceed \$3,450,000 by issuing its general obligation bonds for the public purpose of financing street improvement projects.

Adopted, approved and recorded February 13, 2018.

CITY OF ONALASKA

Joe Chilsen
Mayor

Caroline Burmaster
City Clerk

(SEAL)

Resolution No. 5-2018

RESOLUTION DIRECTING PUBLICATION OF NOTICE TO ELECTORS

WHEREAS initial resolutions authorizing general obligation bonds have been adopted by the Common Council of the City of Onalaska, Wisconsin ("City") and it is now necessary that said initial resolutions be published to afford notice to the residents of the City of their adoption;

NOW, THEREFORE, BE IT RESOLVED that the City Clerk shall, within 15 days, publish a notice to the electors in substantially the form attached hereto as Exhibit A in the official City newspaper as a class 1 notice under ch. 985, Wis. Stats.

Adopted, approved and recorded February 13, 2018.

CITY OF ONALASKA

Joe Chilsen
Mayor

Caroline Burmaster
City Clerk

(SEAL)

EXHIBIT A

NOTICE TO ELECTORS OF THE CITY OF ONALASKA, WISCONSIN

NOTICE IS HEREBY GIVEN that the following initial resolutions have been adopted at the meeting of the Common Council of the City of Onalaska held February 13, 2018:

Resolution No. 3-2018

**INITIAL RESOLUTION AUTHORIZING
\$175,000 GENERAL OBLIGATION BONDS
FOR PARKS AND PUBLIC GROUNDS PROJECTS**

RESOLVED that the City of Onalaska, La Crosse County, Wisconsin, borrow an amount not to exceed \$175,000 by issuing its general obligation bonds for the public purpose of financing parks and public grounds projects.

Resolution No. 4-2018

**INITIAL RESOLUTION AUTHORIZING
\$3,450,000 GENERAL OBLIGATION BONDS
FOR STREET IMPROVEMENT PROJECTS**

RESOLVED that the City of Onalaska, La Crosse County, Wisconsin, borrow an amount not to exceed \$3,450,000 by issuing its general obligation bonds for the public purpose of financing street improvement projects.

The Wisconsin Statutes (s. 67.05(7)(b)) provide that the initial resolutions need not be submitted to the electors unless within 30 days after adoption of the initial resolutions a petition is filed in the City Clerk's office requesting a referendum. This petition must be signed by electors numbering at least 10% of the votes cast for governor in the City at the last general election. A petition may be filed with respect to any one or more of the initial resolutions.

Dated February 13, 2018.

By Order of the Common Council
City Clerk

Resolution No. 6-2018

**RESOLUTION PROVIDING FOR THE SALE OF \$3,625,000
GENERAL OBLIGATION CORPORATE PURPOSE BONDS**

WHEREAS the Common Council of the City of Onalaska, La Crosse County, Wisconsin (the "City") has adopted initial resolutions authorizing the issuance of general obligation bonds for the following public purposes and in the following amounts:

\$175,000 to finance parks and public grounds projects; and

\$3,450,000 to finance street improvement projects.

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Combination of Issues. The issues referred to in the preamble hereof are hereby combined into one issue of bonds designated "General Obligation Corporate Purpose Bonds" (the "Bonds") and the City shall issue the Bonds in an amount not to exceed \$3,625,000 for the purposes above specified.

Section 2. Sale of Bonds. The Common Council hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Bond Sale. The City Clerk be and hereby is directed to cause notice of the sale of the Bonds to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete, official Notice of Bond Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk shall cause an Official Statement concerning this issue to be prepared by Robert W. Baird & Co. Incorporated. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Adopted, approved and recorded February 13, 2018.

CITY OF ONALASKA

Joe Chilsen
Mayor

Caroline Burmaster
City Clerk

(SEAL)

QB\49924232.1

Resolution No. 7-2018

**RESOLUTION PROVIDING FOR THE SALE OF \$1,570,000
NOTE ANTICIPATION NOTES**

WHEREAS the Common Council of the City of Onalaska, La Crosse County, Wisconsin (the "City") is presently in the need of approximately \$1,570,000 for the public purposes including municipal equipment and improvements and various sanitary sewer, water system and storm sewer improvements; and

WHEREAS, it is desirable to borrow said funds through the issuance of note anticipation notes pursuant to Section 67.12(1)(b), Wis. Stats;

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Issuance of Notes. The City shall issue its Note Anticipation Notes in the amount of approximately \$1,570,000 (the "Notes") for the purposes above specified.

Section 2. Sale of Notes. The Common Council hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Note Sale. The City Clerk be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete, official Notice of Note Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk shall cause an Official Statement concerning this issue to be prepared by Robert W. Baird & Co. Incorporated. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Statement, such certification to constitute full authorization of such Statement under this resolution.

Adopted, approved and recorded February 13, 2018.

CITY OF ONALASKA

Joe Chilsen
Mayor

Caroline Burmaster
City Clerk

(SEAL)

CITY OF ONALASKA

Grade 15

Position: Administrative Manager

Incumbent: —

Location: Police Department

Page: 1 of 3

Department: Police Department

Supervisor: Chief of Police

Classification: Exempt

Approved by F & P Committee: 1/3/2007, 1/7/09

Approved by Council: 1/9/2007, 1/13/09

Under the administrative direction of the Chief of Police, an employee in this class performs a variety of confidential administrative tasks for the Chief of Police and/or the Assistant Chief and directs and supervises the clerical staff in the Police Department. Work requires the exercise of initiative, independent judgment, and discretion in handling various duties. Work is performed in an office setting.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed in their relative order of importance include all the duties that may be found in positions of the like. Other duties may be required and assigned.

- A. ~~Orders supplies, uniforms, and other equipment as needed for the entire Department. Researches cost issues associated therewith, ensure the maintenance of Department equipment, and manage inventory control. Purchases, reviews, and maintains inventory stock of office supplies, forms, and office equipment. Arranges for maintenance and repair of office equipment as needed or required.~~
- B. ~~Manages and maintains Department~~ Assists in the management and maintenance of department budget records, including completion of annual budget forms, handling day to day issues involving the budget, and updating records and financial reporting activities.
- C. Assists in the development, administration, and monitoring of annual and long-range department goals for strategic planning.
- D. Assists in planning, developingment, and implementationing of policies and procedure that ensure efficient delivery of police service to the community.
- E. Provides input to the Chief in evaluating the performance of tasks related to fiscal, personnel, property, and records management in order to make such systems more efficient for the Department.
- F. ~~Provide direction~~ Supervises, schedules, trains, evaluates, and disciplines supervision to non-sworn department staff and crossing guards; ~~of office clerical support, including~~ conveying instructions and information from the Chief; ~~This position is in charge of~~ evaluating performance subordinate positions, including recommending and disciplines appropriately with the participation of the Chief.
- G. Provides administrative support to Chief of Police requiring a high degree of confidentiality, and knowledge of time sensitive prioritization. ~~(including working with grievances, internal affairs and disciplinary actions).~~
- H. Reviews and prioritizes incoming mail and correspondence for ~~the~~ administration; prepares responses and makes appropriate notifications.
- I. ~~Contributes to a cooperative working effort by demonstrating a willingness to perform other job related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested.~~
~~Provide direction and supervision of the Crossing Guard Program including assignments, training, and staffing. This position is in charge of hiring and recommending discipline appropriately with the participation of the Chief.~~
- J. Responds to all open records requests within the timeframe specified by law. This includes but is not limited to: contacting requestors for clarification, researching all requests, performing record searches for pertinent information, documenting redactions using redaction software, working with the Assistant Chief/Professional Standards Sergeant on requests that involve video, preparing all responses to open record requests and maintaining files involving open records requests.
~~Assist, support, participate and cooperate with any community related events (i.e. National Night Out, Citizen's Police Academy, etc.)~~
~~Other duties as required or assigned.~~

CITY OF ONALASKA

Grade 15

Position: Administrative Manager

Incumbent: —

Location: Police Department

Page: 2 of 3

Department: Police Department

Supervisor: Chief of Police

Classification: Exempt

Approved by F & P Committee: 1/3/2007, 1/7/09

Approved by Council: 1/9/2007, 1/13/09

RELATED JOB FUNCTIONS:

- A. Assists in the planning, support, and fundraising of police department related community events (i.e. National Night Out, Citizen's Police Academy, etc.).
- B. Manages, changes, and reviews any additions, changes, and deletions on the police department's web pages.
- C. May assist as a member of the City's Emergency Operations Team and is responsible for emergency management tasks as assigned.
- D. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects as scheduled or requested. This is a recognized and accepted part of being a member of the administrative support staff.
- A-E. Performs other duties as needed or assigned.

REQUIREMENTS OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

- A. Ability to maintain a professional demeanor; ~~have the ability to~~ calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; ~~ability to~~ concentrate for extended periods of time; and be flexible.
- B. Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards.
- C. Ability to count, differentiate, measure, assemble, compile, copy, record and transcribe complex data and information while maintaining the requisite confidentiality as necessitated. Ability to classify, compute and tabulate data. Ability to add, subtract, multiply, divide, and calculate percentages, fractions and decimals.
- D. Skill in handling difficult and complex office situations and discretion in maintaining confidentiality.
- E. Excellent computer skills; including Microsoft Word, Excel and Access; Excellent typing and dictation skills.
- F. Excellent oral and written communication skills, ~~using proper English language skills.~~
- ~~G. Ability to coordinate and maintain complex records and files; prepares reports from such information; excellent organizational skills. Ability to maintain records and files and prepare reports from such information; excellent organizational skills.~~
- ~~H-G.~~ Knowledge of municipal government structure; rules of conduct, policies/procedures and bargaining unit agreements.
- ~~I-H.~~ Ability to operate a variety of office equipment including: computer ~~terminal~~, ~~typewriter~~, multi-line telephone, fax machine, calculator/adding machine, and photocopier.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. Associate's Degree as a paralegal, office manager, records management or related program; ~~and four (4) years' experience in an office setting required~~, or equivalent combination of education and experience.
- B. Three (3) to five (5) years' experience in an office setting required.
- C. A minimum of Three (3) years supervisory experience or experience directing and coordinating the work of others required.
- ~~B-D.~~ Valid driver's license required.

CITY OF ONALASKA

Grade 15

Position: Administrative Manager

Department: Police Department

~~**Incumbent:** —~~

Supervisor: Chief of Police

Location: Police Department

Classification: Exempt

Page: 3 of 3

Approved by F & P Committee: 1/3/2007, 1/7/09

Approved by Council: 1/9/2007, 1/13/09

PHYSICAL REQUIREMENTS:

- A. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as rapid keyboard use.
- B. Ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling. Ability to sustain prolonged visual concentration.
- C. Reaches shoulder height frequently, as well as reaches and —above and below shoulder height occasionally.
- D. Occasional bending, twisting, turning, stooping, and climbing up and down stairs.
- E. Occasionally lifts and carries less than (50) pounds.
- F. Pushes and pulls office equipment up to (30) pounds.
- ~~D.G.~~ Large percentage of time is spent talking, hearing, speaking and using near and far vision.
- ~~E.H.~~ Seventy-five (75%) percent of workday spent sitting.
- ~~F.I.~~ Fifteen (15%) percent of work day spent walking.
- ~~G.J.~~ Ten (10%) percent of workday is spent standing.
- ~~H.K.~~ All percentages above could vary, depending upon duties performed that day.

	Percent of 8 Hour Day			
	67 – 100 Consistently	34 – 66 Frequently	6 – 33 Occasionally	0 – 5 Rarely
Sedentary 0 – 10# max	•			
Light Freq. to 10# -20#max		•		
Medium Freq. to 25#-50# max			•	
Heavy Freq. to 50#-100# max				•
Very Heavy Freq. 50+# - 100+# max				•

Signature of Employee

Date

Signature of Employer

Date

CITY OF ONALASKA

Grade 24

Position: Assistant Police Chief
Location: City Hall
Page: 1 of 4

Department: Police
Supervisor: Chief of Police
Classification: Salaried Exempt

Approved by P & F Commission: 1/15/2007, 3/20/2007, 1/7/09
Approved by F & P Committee: 1/3/2007, 1/7/09, 4/6/16
Approved by Council: 1/9/2007, 3/21/2007, 1/13/09, 4/12/16

The Assistant Chief performs at a highly skilled professional level and is considered an upper level/command position. In this role the Assistant Chief performs such tasks of an administrative or investigative nature as directed by the Chief of Police. The Assistant Chief will be held accountable for the accomplishments of the Onalaska Police Department Mission. This position has significant managerial authority and responsibility to assist in the determination of the organizational response to a variety of law enforcement needs and make modifications as conditions dictate.

ESSENTIAL JOB FUNCTIONS:

The Assistant Chief shall have command and management responsibility, under the general direction and supervision of the Police Chief. Any one position may not include all the duties listed, nor do the examples listed in their relative order of importance include all the duties that may be found in positions of the like. Other duties may be required and assigned.

- A. Functions as second in command of the police department and is the commanding officer in the absence of the Chief.
- B. Is responsible for all line functions of the police department; including patrol division and criminal investigations.
- C. Assists in the development, administration and monitoring of annual and long-range departmental goals. Develops and supports programs that are consistent with the goals and objectives of the Onalaska Police Department and its strategic plan.
- D. Provides control and standardization of all the operational procedures, including but not limited to: man power allocation, scheduling, staffing, and organization, methods of patrol, patrol coverage, and special patrol coverage.
- E. Prepares, collects, and reviews timesheets bi-weekly to ensure payroll is accurate for the department and proper hours are recorded, including sick, vacation, and medical leave, etc. appropriately.
- F. Processes and maintains training records, including but not limited to: scheduling, lodging, transportation, contracting with training sites, and ensuring proper completion of City forms. All costs associated herewith must be in compliance with all City of Onalaska and department policies.
- G. Assists in the planning, development, and implementation of policies and procedures that ensure efficient delivery of police services to the community.
- H. Prepares, coordinates, and activates operational plans and orders, reviews plan orders from subordinates and recommends priorities for allocation critical resources of the department.
- I. Provides input to the Chief in evaluating the performance of tasks related to fiscal management, property, personnel, and records management.
- J. Plans, coordinates, and provides budget preparation information for all operations of the department.
- K. Responsible for processing of internal/citizen complaints of officers under his/her direction and makes recommendations for appropriate action and disposition.
- L. Provides personnel recommendations relative to hiring, promotion, transfer, discipline, commendations, and discharge, to the Chief of Police, Human Resources, and the Police and Fire Commission as appropriate.
- M. Supervises and evaluates first-line supervisors, and conveys instructions and information from the Chief.

~~N. In the absence of the Chief, supervises and evaluates investigative staff, reviews reports and assigns cases to investigators for follow up as needed.~~

~~O. Oversees and manages the evidence process to ensure chain of custody.~~

CITY OF ONALASKA

Position: Assistant Police Chief

Location: City Hall

Page: 2 of 4

Department: Police

Supervisor: Chief of Police

Classification: Salaried Exempt

Approved by P & F Commission: 1/15/2007, 3/20/2007, 1/7/09

Approved by F & P Committee: 1/3/2007, 1/7/09, 4/6/16

Approved by Council: 1/9/2007, 3/21/2007, 1/13/09, 4/12/16

~~P.N.~~ ~~Prepares and maintains~~ ~~Oversees~~ the patrol schedule to ensure sufficient staffing levels to meet the daily and special needs of the City. This includes granting and/or denying vacation and holiday requests, which requires knowledge of relevant employment and /or labor laws, including knowledge of all relevant collective bargaining agreements. Reviews and approves assignments of personnel by sergeants and order changes in assignments as necessary. He/She is authorized to transfer officers temporarily from one shift to another to assure a distribution of the workforce in proportion to the work load on each shift and in compliance with the collective bargaining agreement(s).

~~Q.O.~~ Observes procedures affecting the operation of the department and recommends changes designed to increase its effectiveness.

~~R.~~ ~~Maintains the policy review schedule; updates and re-issues policies as directed.~~

~~S.P.~~ Assures that all members of the department comply with all standard operation procedures giving special attention to those failures that may jeopardize the safety of officers, citizens, and the reputation of the department.

~~T.Q.~~ Makes frequent inspections of the City of Onalaska at irregular times, noting all violations of laws and ordinances requiring police attention and takes the steps necessary to correct the irregularities. Makes tours of inspection of on-duty officers at unusual hours to assure duties are properly being performed.

~~U.R.~~ Participates as needed or requested at civic-related meetings, citizen inquiries, speeches and interviews; coordinates ride-a-longs and other public relations duties as assigned by the Chief.

~~V.S.~~ Represents the department at Common Council and/or committee meetings as needed to explain/justify requests and provide information on other topics or situations related to the police department.

~~W.T.~~ Identifies and addresses critical situations/circumstances that may require law enforcement intervention. Responds as needed to critical incidents/accidents so as to assume operational command and/or control. This includes responsibilities as required within the City Of Onalaska Emergency Operations Plan.

~~X.U.~~ Assists in the administration of discipline and grievance processes within the Police Department.

~~Y.~~ ~~Orders supplies, uniforms, and other equipment as needed for the entire Department. Researches cost issues associated therewith, ensures the maintenance of Department equipment, and manages inventory control.~~

~~V.~~ ~~Performs other duties as needed or assigned.~~

RELATED JOB FUNCTIONS:

A. Acts as a member of the City's Emergency Operations Team and is responsible for emergency management tasks as assigned.

~~B.~~ ~~Orders supplies, uniforms, and other equipment as needed for the entire Department. Researches cost issues associated therewith, ensures the maintenance of Department equipment, and manages inventory control.~~

~~B.C.~~ Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.

~~C.D.~~ Other duties as required or assigned.

REQUIREMENT OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

CITY OF ONALASKA

Position: Assistant Police Chief

Location: City Hall

Page: 3 of 4

Department: Police

Supervisor: Chief of Police

Classification: Salaried Exempt

Approved by P & F Commission: 1/15/2007, 3/20/2007, 1/7/09

Approved by F & P Committee: 1/3/2007, 1/7/09, 4/6/16

Approved by Council: 1/9/2007, 3/21/2007, 1/13/09, 4/12/16

- A. Knowledge of the techniques, objectives, and technology of modern police procedures and practices.
- B. Knowledge of ordinances, statutes, and laws and their interpretation.
- C. Knowledge of police powers.
- D. Ability to effectively plan and supervise officers and police department administration.
- E. Ability to direct the work of various operation units to provide effective leadership including; teamwork directing, planning, and assigning.
- F. Ability to prepare requested reports and records necessary for the effective and efficient operation of the Onalaska Police Department.
- G. Ability to express ideas clearly and concisely both orally and in writing; ability to pay attention to detail.
- H. Excellent computer skills; advanced knowledge of Microsoft Office products; ability to quickly learn new software and other technology.
- I. Ability to exercise sound judgment and discretion in developing and interpreting department policies and procedures.
- J. Ability to work effectively with other city departments and with private groups.
- K. Knowledge of police department budgets and the budgeting process.
- L. Ability to operate a variety of office machines, including: computer, phone/mobile phone, adding machine, fax machine, and copier.
- M. Ability to maintain a professional demeanor; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible. Must have patience in dealing with people.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. Four (4) year Bachelor's Degree preferred from an accredited College or University; six (6) years' experience as a police officer with a minimum of three (3) years road experience and five (5) years in a supervisory role in a law enforcement agency.
- B. Certified by the State of Wisconsin Law Enforcement Standards Board.
- C. Valid driver's license required.

PHYSICAL REQUIREMENTS:

- A. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- B. Ability to exert variable physical effort from sedentary to very heavy physical demands. May involve some lifting, carrying, pushing and pulling.
- C. Reaches shoulder height and above and below shoulder height frequently .
- D. Occasional bending, stooping, climbing up and down stairs.
- E. Ability to sustain prolonged visual concentration
- F. Seventy-five (75%) percent of workday spent sitting.
- G. Fifteen (15%) percent of work day spent walking.
- H. Ten (10%) percent of workday is spent standing.
- I. Moderate, short, to intermittent use of force with subjects and ability to react with sudden movements which may involve heavy to very heavy demands.
- J. Walking, running, jumping, dodging obstacles, climbing, crawling, dragging, pushing/pulling objects or people.
- K. All percentages above could vary, depending upon duties performed that day.

CITY OF ONALASKA

Position: Assistant Police Chief
Location: City Hall
Page: 4 of 4

Department: Police
Supervisor: Chief of Police
Classification: Salaried Exempt

Approved by P & F Commission: 1/15/2007, 3/20/2007, 1/7/09
 Approved by F & P Committee: 1/3/2007, 1/7/09, 4/6/16
 Approved by Council: 1/9/2007, 3/21/2007, 1/13/09, 4/12/16

Percent of 8 Hour Day

	67 – 100 Consistent	34 – 66 Frequent	6 – 33 Occasionally	0 – 5 Rarely
Sedentary 0 – 10# max	x			
Light Freq. to 10# -20#max		x		
Medium Freq. to 25\$-50# max			x	
Heavy Freq. to 50#-100# max				x
Very Heavy Freq. over 50+# - 100+#				x

Signature of Employee

Date

Signature of Employer

Date

CITY OF ONALASKA

Position: Professional Standards Sergeant
Location: Police Department
Page: 1 of 4

Department: Police Department
Supervisor: Assistant Police Chief
Classification: Union Hourly Non-Exempt

Approved by P & F Commission:
Approved by Finance & Personnel: 4/6/16
Approved by Common Council: 4/12/16

An employee in this class serves as a first line supervisor responsible for directing the daily field activities of the patrol force. This individual coordinates, directs, schedules, supervises and monitors the activities of an assigned unit (shift) in general law enforcement, ~~investigative~~ community services or administrative operations, prepares special reports and assignments and assists in creating/meeting department goals and objectives. Work is performed under the general supervision of the Assistant Police Chief and/or Chief of Police. This position is held by a sworn Police Officer and thus must possess all of the knowledge, skills and abilities of that position.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed in their relative order of importance include all the duties that may be found in positions of the like. Other duties may be required and assigned.

- A. Provides supervision, coordination and monitoring of patrol officers. This includes but is not limited to reviewing paperwork, monitoring field performance, scheduling and conducting line up. Performs all duties of a sworn police officer.
- B. Inspects and maintains necessary equipment on a regular basis; re-stock supplies/inventory.
- C. Monitors radio traffic for proper responses and dispositions; ~~and~~ assists as necessary.
- D. Provides clear and effective communications to the public, employees; acts as a resource to patrol officers and co-workers.
- E. Supervises, trains, and evaluates Community Services Personnel (Investigators, PSL, and DARE officer) and Police Reserve Program; conveys instructions and information from the Assistant Police Chief and/or Police Chief.
- F. Prepares and maintains the patrol schedule to ensure sufficient staffing levels to meet the daily and special needs of the city. The includes granting and/or denying vacation and holiday requests, which require knowledge of relevant employment and/or labor laws, including knowledge of all relevant collective bargaining agreements.
- ~~E.G.~~ Serves as a Police Information Officer (PIO) handling media-related calls, emails and inquiries; acts as the contact for tours and other public informational gatherings. (Plans, organizes, fundraises, and Assist, supports, ~~participate and cooperate with~~ any police department community related events (i.e. National Night Out, Citizen's Police Academy, etc.)
- ~~F.H.~~ Prepares and maintains all required records and reports including statistical data and interdepartmental correspondence; assists in ensuring compliance in accurate report writing and grammar by police officers; maintains knowledge and abilities with computer programs and systems.
- ~~G.I.~~ Serves as Field Training Officer (FTO) Coordinator by developing, implementing and administering training programs for officers according to department and legal guidelines; assist and lead FTO Officers in the training and evaluation of new officers; lead by example and ensure appropriate follow through- to remedy deficiencies.
- ~~H.J.~~ May a Assist with walk-ins complaints in the department.
- ~~I.K.~~ Conducts staff/shift meetings to establish and monitor goals and to receive and/or provide input on current activities.
- ~~J.L.~~ Assumes the role of 'officer in charge' for major crime scenes.
- ~~K.M.~~ Responds to citizen complaints; serves as lead on conducting internal and general investigations in collaboration with the Assistant Chief and Chief of Police.
- ~~L.N.~~ Investigates incidents involving personal injury to employees or damage to City property.
- ~~M.O.~~ Completes thorough background investigations on all police and firefighter contingent hires according to department and legal guidelines.

CITY OF ONALASKA

Position: Professional Standards Sergeant
Location: Police Department
Page: 2 of 4

Department: Police Department
Supervisor: Assistant Police Chief
Classification: Union Hourly Non-Exempt

Approved by P & F Commission:
Approved by Finance & Personnel: 4/6/16
Approved by Common Council: 4/12/16

~~P.~~ Serves as leader in training sworn staff; perform train-the-trainer sessions ensuring presentations are accurate, effective and allow for participant questions; assist inexperienced instructors with coaching and mentoring.

~~Q.~~ Prepares, maintains, submits ~~In-charge of police department grants, including the application, implementation, tracking and completion of the grants.~~

~~N.R.~~ Oversees and manages the evidence process to ensure chain of custody.

~~O.S.~~ Assist in fulfilling open records requests involving evidentiary audio, video, photos, squad video, etc.

RELATED JOB FUNCTIONS:

~~A.~~ Conduct performance evaluations of patrol officers providing feedback to enhance the skill of the officer.

~~B.A.~~ Be available for "on-call" status when scheduled.

~~C.B.~~ Provide support to patrol officers as needed or requested; conduct calls for service and self-initiated activity.

~~D.C.~~ Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested, including uniformed support. Assistance is given to others and special projects completed as scheduled or requested. This is a recognized and accepted part of being a member of the Onalaska Police Department.

~~E.D.~~ Other duties as required or assigned.

REQUIREMENT OF WORK (KNOWLEDGE, SKILLS AND ABILITIES):

A. Considerable knowledge of modern principles, practices and methods of criminal investigation and identification, patrol, intelligence, traffic control, police administration, organization and operation.

B. Considerable knowledge of federal, state and local laws and ordinances, departmental rules, regulations and policies.

C. Excellent interpersonal and training skills; ~~A~~Ability to deal with the public, media, and employees in an effective, efficient, and professional manner, protecting individual's rights and human dignity.

D. Ability to supervise and direct staff members tactfully and impartially.

E. Excellent communication skills; ~~A~~ability to understand and execute complex oral and written instructions and ability to communicate orally and in writing in an effective and efficient manner to create the desired end result.

F. Excellent computer and organizational skills; ~~A~~ability to work independently to a successful conclusion on special projects assigned.

G. Ability to take control of situations, dictating employee activities in a responsible manner.

H. Ability to plan activities, goals and objectives of staff members and the department and monitor compliance to same as dictated by department policy.

I. Ability to perform all functions required for the classification of Police Officer.

J. Skill in the operation of departmental equipment including, but not limited to, word processing, office equipment (e.g. copy machine, calculator, fax machine, etc.), files, computers, phones, radios, ~~;~~ firearms, mobile data terminals (MDT), tactical equipment, etc.

K. Knowledge of how to use medical apparatus/equipment: first aid equipment, electronic monitoring equipment, patient transport apparatus (spine board, stretcher, etc.), and Automated External Defibrillators (AED).

CITY OF ONALASKA

Position: Professional Standards Sergeant
Location: Police Department
Page: 3 of 4

Department: Police Department
Supervisor: Assistant Police Chief
Classification: Union Hourly Non-Exempt

Approved by P & F Commission:
 Approved by Finance & Personnel: 4/6/16
 Approved by Common Council: 4/12/16

L. Ability to maintain a professional demeanor; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. The position of Professional Standards Sergeant requires permanent department status, at least three (3) years' experience in the classification of Sergeant, experience in administrative supervisory procedures or technical training in related fields beyond the high school level, or any equivalent combination of experience and training which provides the following minimum knowledge, abilities and skills.
- B. Certified by the State of Wisconsin Law Enforcement Standards Board.
- ~~B.C. Excellent computer and organizational skills.~~
- ~~C. Excellent interpersonal and training skills.~~
- D. Valid driver's license required.

PHYSICAL REQUIREMENTS:

- A. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- B. Ability to exert variable physical effort from sedentary to very heavy physical demands. May involve some lifting, carrying, pushing and pulling.
- C. Reaches to shoulder height and above and below shoulder height frequently. -
- D. Occasional bending, stooping, climbing up and down stairs.
- E. Ability to sustain prolonged visual concentration
- F. Seventy-five (75%) percent of workday spent sitting.
- G. Fifteen (15%) percent of work day spent walking.
- H. Ten (10%) percent of workday is spent standing.
- I. Moderate, short, to intermittent use of force with subjects and ability to react with sudden movements which may involve heavy to very heavy demands.
- J. Walking, running, jumping, dodging obstacles, climbing, crawling, dragging, pushing/pulling objects or people.
- K. All percentages above could vary, depending upon duties performed that day.

Percent of 8 Hour Day

	67 – 100 Consistent	34 – 66 Frequent	6 – 33 Occasionally	0 – 5 Rarely
Sedentary 0 – 10# max	<input checked="" type="checkbox"/>			
Light Freq. to 10# -20#max		<input checked="" type="checkbox"/>		
Medium Freq. to 25\$-50# max			<input checked="" type="checkbox"/>	
Heavy Freq. to 50#-100# max				<input checked="" type="checkbox"/>
Very Heavy Freq. over 50+# - 100+#				<input checked="" type="checkbox"/>

 Signature of Employee

 Date

CITY OF ONALASKA

Position: Professional Standards Sergeant
Location: Police Department
Page: 4 of 4

Department: Police Department
Supervisor: Assistant Police Chief
Classification: Union Hourly Non-Exempt

Approved by P & F Commission:
Approved by Finance & Personnel: 4/6/16
Approved by Common Council: 4/12/16

Signature of Employer

Date

CITY OF ONALASKA

Position: Sergeant

Location: Police Department

Page: 1 of 3

Department: Police Department

Supervisor: Assistant Police Chief

Classification: Union Hourly Non-Exempt

Approved by P & F Commission: 1/10/02

Approved by Finance & Personnel Committee: 4/6/16

Approved by Common Council: 2/12/02, 4/12/16

An employee in this class serves as a first line supervisor responsible for directing the daily field activities of the patrol force. This individual coordinates, directs, schedules, supervises and monitors the activities of an assigned unit (shift) in general law enforcement, investigative or administrative operations, prepares special reports and assignments and assists in creating/meeting department goals and objectives. Work is performed under the general supervision of the Assistant Police Chief and/or Chief of Police. This position is held by a sworn Police Officer and thus must possess all of the knowledge, skills and abilities of that position.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed in their relative order of importance include all the duties that may be found in positions of the like. Other duties may be required and assigned.

- A. Provides supervision, coordination and monitoring of patrol officers. This includes but is not limited to reviewing paperwork, monitoring field performance, scheduling and conducting line up and performing line inspections on employees on a quarterly basis. Performs all duties of a sworn police officer.
- B. Inspects and maintains necessary equipment on a regular basis; re-stock supplies/inventory.
- C. Monitors radio traffic for proper responses and dispositions; ~~and~~ assists as necessary.
- D. Provides clear and effective communications to the public, media, employees and acts as a resource to patrol officers and co-workers.
- E. Prepares and maintains all required records and reports including statistical data and interdepartmental correspondence; assists in ensuring compliance in accurate report writing and grammar by police officers; maintains knowledge and abilities with computer programs and systems.
- F. Develops, implements and administers training programs for patrol officers. Designs programs to remedy deficiencies.
- G. Conducts staff/shift meetings to establish and monitor goals and to receive and/or provide input on current activities.
- H. Assumes the role of 'officer in charge' for major crime scenes.
- I. Responds to citizen complaints; conducts internal and general investigations as directed by the Chief of Police or designee.
- J. Investigates incidents involving personal injury to employees or damage to City property.
- ~~J.~~K. Ensures sufficient staffing levels to meet the daily and special needs of the City. This includes granting and/or denying vacation and holiday requests, which requires knowledge of relevant employment and /or labor laws, including knowledge of all relevant collective bargaining agreements. Reviews and approves assignments of personnel by professional standards sergeants and orders changes in assignments as necessary. He/She is authorized to transfer officers temporarily from one shift to another to assure a distribution of the workforce in proportion to the work load on each shift and in compliance with the collective bargaining agreement(s).

RELATED JOB FUNCTIONS:

- A. Conducts performance evaluations of patrol officers providing feedback to enhance the skill of the officer.
- B. Be available for "on-call" status when scheduled.
- C. Provides support to patrol officers as needed or requested; conduct calls for service and self-initiated activity.

CITY OF ONALASKA

Position: Sergeant

Location: Police Department

Page: 2 of 3

Department: Police Department

Supervisor: Assistant Police Chief

Classification: Union Hourly Non-Exempt

Approved by P & F Commission: 1/10/02

Approved by Finance & Personnel Committee: 4/6/16

Approved by Common Council: 2/12/02, 4/12/16

- D. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.
- E. Other duties as required or assigned.

REQUIREMENT OF WORK (KNOWLEDGE, SKILLS AND ABILITIES):

- A. Considerable knowledge of modern principles, practices and methods of criminal investigation and identification, patrol, intelligence, traffic control, police administration, organization and operation.
- B. Considerable knowledge of federal, state and local laws and ordinances, departmental rules, regulations and policies.
- C. Excellent interpersonal and training skills; Ability to deal with the public, media and employees in an effective, efficient, and professional manner, protecting individual's rights and human dignity.
- D. Ability to supervise and direct staff members tactfully and impartially.
- E. Excellent communication skills; Ability to understand and execute –complex oral and written instructions and ability to communicate orally and in writing in an effective and efficient mannerto create the desired end result.
- F. Excellent computer and organizational skills; aAbility to work independently to a successful conclusion on special projects assigned.
- G. Ability to take control of situations, dictating employee activities in a responsible manner.
- H. Ability to plan activities, goals and objectives of staff members and the department and monitor compliance to same as dictated by department policy.
- I. Ability to perform all functions required for the classification of Police Officer.
- J. Skill in the operation of departmental equipment including, but not limited to, word processing, office equipment (e.g. copy machine, calculator, fax machine, etc.), files, computers, phones, radios–, firearms, mobile data terminals (MDT),tactical equipment, etc.
- K. Knowledge of how to use medical apparatus/equipment: first aid equipment,–and Automated External Defibrillators (AED).
- L. Ability to maintain a professional demeanor; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. The position of Sergeant requires permanent department status, at least five (5) years' experience in the classification of Police Officer, experience in administrative supervisory procedures or technical training in related fields beyond the high school level, or any equivalent combination of experience and training which provides the following minimum knowledge, abilities and skills.
- B. Completion of a recognized supervisory course within 6 months of appointment or as soon as practical.
- C. Certified by the State of Wisconsin Law Enforcement Standards Board. Excellent computer and organizational skills.
- D. Excellent interpersonal and training skills.
- E. Valid driver's license required.

PHYSICAL REQUIREMENTS:

CITY OF ONALASKA

Position: Sergeant
Location: Police Department
Page: 3 of 3

Department: Police Department
Supervisor: Assistant Police Chief
Classification: Union Hourly Non-Exempt

Approved by P & F Commission: 1/10/02
 Approved by Finance & Personnel Committee: 4/6/16
 Approved by Common Council: 2/12/02, 4/12/16

- A. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- B. Ability to exert variable physical effort from sedentary to very heavy physical demands. May involve some lifting, carrying, pushing and pulling.
- C. Reaches to shoulder height and above and below shoulder height frequently.
- D. Occasional bending, stooping, climbing up and down stairs.
- E. Ability to sustain prolonged visual concentration
- F. Seventy-five (75%) percent of workday spent sitting.
- G. Fifteen (15%) percent of work day spent walking.
- H. Ten (10%) percent of workday is spent standing.
- I. Moderate, short, to intermittent use of force with subjects and ability to react with sudden movements which may involve heavy to very heavy demands.
- J. Walking, running, jumping, dodging obstacles, climbing, crawling, dragging, pushing/pulling objects or people.
- K. All percentages above could vary, depending upon duties performed that day.

Percent of 8 Hour Day

	67 – 100 Consistent	34 – 66 Frequent	6 – 33 Occasionally	0 – 5 Rarely
Sedentary 0 – 10# max	<input checked="" type="checkbox"/>			
Light Freq. to 10# -20#max		<input checked="" type="checkbox"/>		
Medium Freq. to 25\$-50# max			<input checked="" type="checkbox"/>	
Heavy Freq. to 50#-100# max				<input checked="" type="checkbox"/>
Very Heavy Freq. over 50+# - 100+#				<input checked="" type="checkbox"/>

Signature of Employee

Date

Signature of Employer

Date

CITY OF ONALASKA

Position: Investigator

Location: Police Department

Standards Sergeant

Page: 1 of 4

Department: Police Department

Supervisor: ~~Chief of Police~~ Professional

Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission: 1/10/02, 5/15/07

Approved by Finance & Personnel Committee: 5/2/07, 12/2/09, 4/6/16

Approved by Council: 2/12/02, 5/8/07, 12/8/09, 4/12/16

This position is under the general supervision of the ~~Chief of Police~~ Professional Standards Sergeant. The Investigator is responsible for the investigation and prosecution of felonies, thefts, frauds, burglaries, check cases, aggravated assaults and other such misdemeanors that require further investigation. This position works closely with the Patrol Division, other area law enforcement agencies and the general public. This position requires the ability to work on a flexible schedule, including weekends and holidays as the case load demands. This position is held by a sworn Police Officer and thus must possess all of the knowledge, skills and abilities of that position.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed in their relative order of importance include all the duties that may be found in positions of the like. Other duties may be required and assigned.

- A. Investigates promptly and diligently all crimes utilizing all available resources. Upon receipt of the case, immediately interviews (utilizing modern interrogation and interview techniques), the complainant(s), victim(s), and any witnesses. When any person is interviewed, identify him/her self properly before asking any questions.
- B. Completes reports on all investigations and activities, either pending or completed, in a timely manner and in accordance with department policy.
- C. Provides reports, photos and other crime related data/information to the proper authorities as dictated by the situation and pending charges. Ensures that the same information is available to other members of the investigative unit and department.
- D. Cooperates fully with area law enforcement agencies. Performs investigations for area law enforcement agencies and provides criminal records and other information to them as requested, where such action does not conflict with any investigation being conducted by the Onalaska Police Department. In addition, be prepared to aid them in the apprehension of suspects or offenders, and generally act as a liaison between this department and all similar units in other law enforcement agencies.
- E. Keeps ~~the Chief and the Assistant Chief~~ necessary staff informed of the progress of investigations and requests additional instructions when further progress appears impossible. Communicates any additional information uncovered, which relates to criminal activity beyond the scope of the present investigation.
- F. Submits a written report of activities regarding cases to ~~the Chief~~ their supervisor as required by procedure.
- G. Responsible for following-up on all cases until there is a final disposition or the case is declared inactive.
- H. Periodically contacts the complainant(s) or victim(s) to apprise him or her of the state of the investigation.
- I. Responsible for making notes in reports when a Patrol Officer renders exceptional assistance in order that the officer rendering such assistance may receive credit for his/her efforts.
- J. Serves as the evidence custodian for the police department; responsible for the receipt of processed evidence and maintains such evidence under direct control until such time it is released for presentation to court. The chain of evidence shall be maintained at all times.
- K. Meets periodically with other investigators and other members of the Police Department to coordinate work.

CITY OF ONALASKA

Position: Investigator

Location: Police Department

Standards Sergeant

Page: 2 of 4

Department: Police Department

Supervisor: ~~Chief of Police~~ Professional

Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission: 1/10/02, 5/15/07

Approved by Finance & Personnel Committee: 5/2/07, 12/2/09, 4/6/16

Approved by Council: 2/12/02, 5/8/07, 12/8/09, 4/12/16

- L. Responsible for periodically purging the evidence records, to maintain accounting of evidence forwarded to other agencies, laboratories for examination; or that is being held in court following trials or while appeals may be pending and ultimately ascertaining that appropriate disposition is made of evidence on court order, returned to legal owner or sold at a public auction.
- M. Tracks and records developing patterns of crimes, suspicious activities, etc. in order to apprehend violators; creates and maintains intelligence files in order to anticipate (when possible) criminal movement. Prepares accurate and timely new releases to alert citizens and the surrounding communities of criminal activities, safeguards, and precautions.

RELATED JOB FUNCTIONS:

- A. Provides support to patrol officers as needed or requested.
- B. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.
- C. Other duties as required or assigned.

REQUIREMENT OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

- A. Demonstrated ability to conduct complex investigations and interrogations/interviews.
- B. State of Wisconsin Law Enforcement Board Certification as a Police Officer.
- C. Knowledge and skill in current investigative and interrogation/interview techniques.
- D. Ability to establish and maintain effective working relationships with the public, law enforcement officers, outside agency representatives, informants, etc.
- E. Ability to work independent of direct supervision in an effective and efficient manner, adhering to department policies and federal and state laws.
- F. Ability to write complete, comprehensive, and accurate reports on complex investigations.
- G. Excellent problem solving and resolution abilities.
- H. Ability to accurately and completely process crime scenes according to department and legal guidelines; ability to process evidence and maintain evidence rooms.
- I. Excellent communication skills; Ability to understand and execute complex oral and written instructions; ability to communicate orally and in writing in an effective and efficient manner.
- J. Ability to count, differentiate, measure, assemble, copy and record data and information. Ability to classify, compute and tabulate data. Ability to add, subtract, multiply and divide, and calculate percentages, fractions and decimals.
- K. Excellent communication skills; both oral and written, using proper English language skills.
- L. Ability to maintain records and files and prepare reports from such information; excellent organizational skills.
- M. Ability to use appropriate discretion, independent of direct supervision, adhering to department policies, and federal and state law.
- N. Ability to demonstrate initiative and tenacity in order to actively influence events, rather than passively accepting results of the actions of others.
- O. Ability to exhibit good judgment in resolving conflicts among disparate individuals and groups.
- P. Ability to demonstrate and exemplify personal characteristics of professionalism.
- Q. Ability to perform all functions required for the classification of Police Officer.

CITY OF ONALASKA

Position: Investigator
Location: Police Department
Standards Sergeant
Page: 3 of 4

Department: Police Department
Supervisor: ~~Chief of Police~~ Professional
Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission: 1/10/02, 5/15/07
 Approved by Finance & Personnel Committee: 5/2/07, 12/2/09, 4/6/16
 Approved by Council: 2/12/02, 5/8/07, 12/8/09, 4/12/16

- R. Skill in the operation of general departmental equipment and specialized investigative equipments; including but not limited to: computers and associated hardware and software, office equipment, files, firearms, phones, copy & fax machines, mobile data terminals (MDT), etc.
- S. Skill in the operation of specialized investigative equipment to include but not limited to: surveillance equipment, alarms, etc.
- T. Ability to maintain a professional demeanor; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. Minimum of five (5) years' experience as a sworn Police Officer for the City of Onalaska.
- B. Experience with the current law, case decisions, search and seizure procedures, interrogations/interviews, surrounding the handling of suspects, crime scene control, and presentation of evidence as presented in court.
- C. Completion of investigator training within 6 months of appointment or as soon as practical.
- D. Valid ~~State of Wisconsin~~ Driver's License required.

PHYSICAL REQUIREMENTS:

- A. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- B. Ability to exert variable physical effort from sedentary to very heavy physical demands. May involve some lifting, carrying, pushing and pulling.
- C. Reaches to shoulder height and above and below shoulder height frequently.
- D. Occasional bending, stooping, climbing up and down stairs.
- E. Ability to sustain prolonged visual concentration
- F. Seventy-five (75%) percent of workday spent sitting.
- G. Fifteen (15%) percent of work day spent walking.
- H. Ten (10%) percent of workday is spent standing.
- I. Moderate, short, to intermittent use of force with subjects and ability to react with sudden movements, which may involve heavy to very heavy demands.
- J. Walking, running, jumping, dodging obstacles, climbing, crawling, dragging, pushing/pulling objects or people.
- K. All percentages above could vary; depending upon duties performed that day.

Percent of 8-Hour Day

	67 – 100 Consistent	34 – 66 Frequent	6 – 33 Occasionally	0 – 5 Rarely
Sedentary 0 – 10# max	<input checked="" type="checkbox"/>			
Light Freq. to 10# -20#max		<input checked="" type="checkbox"/>		
Medium Freq. to 25#-50# max			<input checked="" type="checkbox"/>	
Heavy Freq. to 50#-100# max				<input checked="" type="checkbox"/>
Very Heavy Freq. over 50+# - 100+#				<input checked="" type="checkbox"/>

Signature of Employee

Date

CITY OF ONALASKA

Position: Investigator

Location: Police Department

Standards Sergeant

Page: 4 of 4

Department: Police Department

Supervisor: ~~Chief of Police~~ Professional

Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission: 1/10/02, 5/15/07

Approved by Finance & Personnel Committee: 5/2/07, 12/2/09, 4/6/16

Approved by Council: 2/12/02, 5/8/07, 12/8/09, 4/12/16

Signature of Employer

Date

CITY OF ONALASKA

Position: Police/School Liaison Officer/GREAT Instructor

Department: Police Department

Location: Police Department

Supervisor: Chief of Police Professional

Standards Sergeant

Page: 1 of 3

Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission:

Approved by Finance & Personnel Committee: 12/2/09, 4/6/16

Approved by Council: 1/9/01, 12/8/09, 4/12/16

Under the direction of the Chief of Police Professional Standards Sergeant, an employee in this class works with school personnel to address youth related matters and is guided by Wisconsin Statutes, police department policies and Onalaska School District policies. Duties are performed independently with direction from the appropriate Law Enforcement and School Administrative staff. Work is usually performed in an office/school setting. This position is held by a sworn Police Officer and thus must possess all of the knowledge, skills, and abilities of that position. This is a limited term assignment at the discretion of the Chief of Police.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed in their relative order of importance include all the duties that may be found in positions of the like. Other duties may be required and assigned.

- A. Reviews and prioritizes incoming correspondence and concerns; prepares responses and makes appropriate notifications and/or investigations.
- B. Attends, participates in and passes Gang Resistance Education and Training (GREAT) instructor training programs; develops, implements, and presents education relevant to GREAT programs by preparing lesson plans, teaching materials and scheduling of classroom activities; coordinate necessary supplies and equipment for activities.
- C. Teaches GREAT curriculum, spends time with students during recess, lunch and school activities; and serves as a liaison between the department, school and key personnel.
- D. Develops a rapport with students, parents, staff, school administration and the public to serve as a role model in developing relationship with the same.
- E. Provides resource information to students related to the judicial system.
- F. Investigates crimes where juveniles are ~~either~~ victims, witnesses or defendants; issues necessary citations/warnings, completes reports in a timely manner. Provides assistance and support to department investigations as directed; conducts follow-up investigations on assigned cases involving students.
- G. Assists child protective services with investigations into child abuse, neglect, delinquency etc. as needed or assigned.
- H. Maintains complete records of daily activities including contacts, reports taken and tasks completed.
- I. Attempts to dispose of issues and matters or refers students to the appropriate person; and, if necessary, arranges for conferences and/or appointments with the appropriate staff/parents or agency.
- J. Fosters community-wide cooperation through liaison activities in the areas of crime control, prevention, and reporting.
- K. Assists in the supervision of the school grounds, co-curricular school activities and surrounding neighborhoods to deter and/or control criminal/juvenile activities.
- L. Recommends policy changes relative to juvenile population.
- M. Provides briefings to co-workers on the school liaison program, trends being formed by juvenile activities and crimes against juveniles;- assists in the evaluation of the program.
- N. Develops, implements and presents education on crime prevention programs.
- O. Works with neighbors and businesses in the immediate area of schools who are experiencing school/youth related problems.
- P. Works with school administration, guidance and social workers in a team approach to provide best services to students.

CITY OF ONALASKA

Position: Police/School Liaison Officer/GREAT Instructor

Department: Police Department

Location: Police Department

Supervisor: Chief of Police Professional

Standards Sergeant

Page: 2 of 3

Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission:

Approved by Finance & Personnel Committee: 12/2/09, 4/6/16

Approved by Council: 1/9/01, 12/8/09, 4/12/16

RELATED JOB FUNCTIONS:

- A. Attends cyber-bullying task force meetings, quarterly county SRO meetings, weekly TAPS (team approach to problem solving) meetings, IEP/manifestation meetings with students and parents, and MDT meetings, as necessary.
- B. Oversees a mentorship program for high school students looking to go into law enforcement.
- C. Provides support to patrol officers as needed or requested; works as a patrol officer when school is not in session.
- D. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.
- E. Other duties as required or assigned.

REQUIREMENT OF WORK (KNOWLEDGE SKILLS AND ABILITIES):

- A. Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards.
- B. Excellent problem solving and resolution abilities.
- C. Ability to count, differentiate, measure, assemble, copy and record data and information. Ability to classify, compute and tabulate data. Ability to add, subtract, multiply and divide, and calculate percentages, fractions and decimals.
- D. Excellent communication skills; both oral and written, ~~using proper English language skills.~~
- E. Ability to maintain records and files and prepare reports from such information; excellent organizational skills.
- F. Considerable knowledge of federal, Wisconsin Statutes and local ordinances related to Juvenile Code including but not limited to Chapter 48 and its sub-sections.
- G. Considerable knowledge of current court decisions on laws of arrest, search & seizure, and interrogations.
- H. Highly motivated and able to demonstrate a proactive attitude toward youth.
- I. Knowledge of current characteristics of elementary, middle school and high school youth.
- J. Ability to deal effectively and compassionately with children and adults.
- K. Knowledge and ability to conduct investigations (simple – complex) using modern investigative techniques and procedures in an effective and efficient manner.
- L. Knowledge and ability to use physical restraint and defensive tactics.
- M. Knowledge of municipal government structure; rules of conduct, policies/procedures and bargaining unit agreements.
- N. Ability to demonstrate initiative and tenacity in order to actively influence events, rather than passively accepting results of the actions of others.
- O. Ability to exhibit good judgment in resolving conflicts among disparate individuals and groups.
- P. Ability to demonstrate and exemplify personal characteristics of professionalism.
- Q. Ability to operate a variety of equipment including but not limited to: computers, copy & fax machine phones, radio, mobile data terminals (MDT), calculator.
- R. ~~Knowledge of how to operate law enforcement weapons: handgun, rifle/shotgun, baton, etc.~~
- S. Ability to attend and successfully complete the training for Juvenile Delinquency and other training requirements or requests.

CITY OF ONALASKA

Position: Police/School Liaison Officer/GREAT Instructor

Department: Police Department

Location: Police Department

Supervisor: Chief of Police Professional

Standards Sergeant

Page: 3 of 3

Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission:

Approved by Finance & Personnel Committee: 12/2/09, 4/6/16

Approved by Council: 1/9/01, 12/8/09, 4/12/16

T. Ability to maintain a professional demeanor; have the ability to calmly approach and solve problems; maintain and promote harmony in the workplace; ability to concentrate for extended periods of time and be flexible.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. Minimum three (3) years' experience as a patrol officer with the department.
- B. Completion of the GREAT instructor training within 6 months of appointment or as soon as practical.
- C. Certified by the State of Wisconsin Law Enforcement Standards Board.
- ~~E~~.D. Valid driver's license required.

PHYSICAL REQUIREMENTS:

- A. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- B. Ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling. Ability to sustain prolonged visual concentration.
- C. Reaches to shoulder height and above and below shoulder height frequently.
- D. Occasional bending, stooping, climbing up and down stairs.
- E. Seventy-five (75%) percent of workday spent sitting.
- F. Fifteen (15%) percent of work day spent walking.
- G. Ten (10%) percent of workday is spent standing.
- H. Walking, running, jumping, dodging obstacles, crawling, climbing, dragging, pushing/pulling objects of people.
- I. Moderate, short, to intermittent use of force with subjects and ability to react with sudden movements which may involve heavy to very heavy demands.
- J. All percentages above could vary, depending upon duties performed that day.

Percent of 8 Hour Day

	67 – 100 Consistent	34 – 66 Frequent	6 – 33 Occasionally	0 – 5 Rarely
Sedentary 0 – 10# max	<input checked="" type="checkbox"/>			
Light Freq. to 10# -20#max		<input checked="" type="checkbox"/>		
Medium Freq. to 25\$-50# max			<input checked="" type="checkbox"/>	
Heavy Freq. to 50#-100# max				<input checked="" type="checkbox"/>
Very Heavy Freq. over 50+# - 100+#				<input checked="" type="checkbox"/>

Signature of Employee

Date

Signature of Employer

Date

CITY OF ONALASKA

Position: DARE/GREAT Officer

Location: Police Department

Standards Sergeant

Page: 1 of 3

Department: Police Department

Supervisor: [Chief of Police Professional](#)

Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission: 1/10/02

Approved by Finance & Personnel Committee: 12/2/09, 4/6/16

Approved by Council: 2/12/02, 12/8/09, 4/12/16

Under limited supervision, an employee in this class performs drug and gang prevention instruction, primarily to students in the primary and middle school age group. This position is responsible for media relations, community education and crime prevention tasks for the department. Work is usually performed in an office/school setting. This position is held by a sworn Police Officer and thus must possess all of the knowledge, skills and abilities of that position. This is a limited term assignment at the discretion of the Chief of Police.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed in their relative order of importance include all the duties that may be found in positions of the like. Other duties may be required and assigned.

- A. Attends, participates, and passes Drug Abuse Resistance Education (DARE) and Gang Resistance Education and Training programs (GREAT); develops, implements and presents education relevant to the DARE /GREAT programs by preparing lesson plans, teaching materials and scheduling of classroom activities; coordinates necessary supplies and equipment for activities.
- B. Teaches DARE and GREAT curriculum, spends time with students during recess, lunch and school activities; and serves as a liaison between the department, school and key personnel.
- C. Develops a rapport with students, parents, staff, school administration and the public to serve as a role model in developing relationships with the same.
- D. Provides long range planning for out-of-school field trips and summer programs.
- E. Maintains contact with all age groups, concentrating on grades 5 through 8 and visiting with lower level classes as time permits.
- F. Investigates crimes where juveniles are either victims, or witnesses, or defendants; issues necessary citations/warnings, completes reports in a timely manner. Provides assistance and support to department investigations as directed; conducts follow-up investigations on assigned cases involving students.
- G. Assists child protective services with investigations into child abuse, neglect, delinquency etc. as needed or assigned.
- ~~G.H.~~ Maintains complete and accurate records of daily activities including contacts, reports taken and tasks completed.
- ~~H.I.~~ Prepares and presents information for school faculty, parents and other interested community groups.
- ~~H.J.~~ Fosters community-wide cooperation through liaison activities in the areas of crime control, prevention, and reporting as necessary.
- ~~J.K.~~ May assist in the supervision of the school grounds, co-curricular school activities and surrounding neighborhoods to deter and/or control criminal/juvenile activities.
- ~~K.L.~~ Attempts to dispose of issues and matters or refers students to the appropriate person; and, if necessary, arranges for conferences and/or appointments with the appropriate staff/parents or agency.
- ~~L.M.~~ Plans, organizes, Coordinates and supports community relations, media relations, and crime prevention relations such as: Neighborhood Watch, Citizen's Police Academy, National Night Out, Santa's List etc..

RELATED JOB FUNCTIONS:

- A. Provides support to patrol officers as needed or requested.
- B. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the

CITY OF ONALASKA

Position: DARE/GREAT Officer

Location: Police Department

Standards Sergeant

Page: 2 of 3

Department: Police Department

Supervisor: [Chief of Police Professional](#)

Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission: 1/10/02

Approved by Finance & Personnel Committee: 12/2/09, 4/6/16

Approved by Council: 2/12/02, 12/8/09, 4/12/16

abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.

C. Other duties as required or assigned.

REQUIREMENT OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

- A. Knowledge of federal, state and local laws and ordinances; departmental rules, regulations and policies.
- B. Knowledge of current characteristics of elementary, middle school and high school youth.
- C. Highly motivated and able to demonstrate a proactive attitude toward youth.
- B. Ability to deal effectively and compassionately with children and adults.
- C. Knowledge and ability to conduct investigations (simple – complex) using modern investigative techniques and procedures in an effective and efficient manner.
- D. Knowledge and ability to use physical restraint and defensive tactics.
- E. Knowledge of municipal government structure; rules of conduct, policies/procedures and bargaining unit agreements.
- F. Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards.
- G. Excellent problem solving and resolution abilities.
- H. Ability to count, differentiate, measure, assemble, copy and record data and information. Ability to classify, compute and tabulate data. Ability to add, subtract, multiply and divide, and calculate percentages, fractions and decimals.
- I. Excellent communication skills; both oral and written, ~~using proper English language skills.~~
- J. Ability to maintain records and files and prepare reports from such information; excellent organizational skills.
- K. Ability to understand and execute complex oral and written instructions; ability to communicate orally and in writing in an effective and efficient manner, and the ability to effectively use interpersonal communication.
- L. Ability to maintain confidentiality.
- M. Ability to demonstrate initiative and tenacity in order to actively influence events, rather than passively accepting results of the actions of others.
- N. Ability to exhibit good judgment in resolving conflicts among disparate individuals and groups.
- O. Ability to demonstrate and exemplify personal characteristics of professionalism.
- P. Skill in the care, use and handling of firearms and other weapons; skill in defensive driving techniques, both in routine and high-speed driving situations; skill in the techniques of physical restraint of violators and in defensive tactics.
- Q. Ability to speak to large groups in public; excellent public speaking skills.
- R. Ability to operate a variety of equipment, including but not limited to: copy & fax machine, camera equipment, phones, first aid kits, radios, mobile data terminals (MDT), radar units, computers, calculator, etc.
- S. Ability to maintain a professional demeanor; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. Minimum three (3) years' experience as a patrol officer with the department.

CITY OF ONALASKA

Position: DARE/GREAT Officer
Location: Police Department
Standards Sergeant
Page: 3 of 3

Department: Police Department
Supervisor: Chief of Police Professional
Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission: 1/10/02
 Approved by Finance & Personnel Committee: 12/2/09, 4/6/16
 Approved by Council: 2/12/02, 12/8/09, 4/12/16

- B. Completion of the DARE/GREAT instructor training within 6 months of appointment or as soon as practical.
- C. Certified by the State of Wisconsin Law Enforcement Standards Board.
- E.D. Valid ~~driver's~~ license required.

PHYSICAL REQUIREMENTS:

- A. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.
- B. Ability to exert variable physical effort from sedentary to very heavy physical demands. May involve some lifting, carrying, pushing and pulling.
- C. Reaches to shoulder height and above and below shoulder height frequently.
- D. Occasional bending, stooping, climbing up and down stairs.
- E. Ability to sustain prolonged visual concentration.
- F. Seventy-five (75%) percent of workday spent sitting.
- G. Fifteen (15%) percent of work day spent walking.
- H. Ten (10%) percent of workday is spent standing.
- I. Moderate, short, to intermittent use of force with subjects and ability to react with sudden movements which may involve heavy to very heavy demands.
- J. Walking, running, jumping, dodging obstacles, climbing, crawling, dragging, pushing/pulling objects or people.
- K. All percentages above could vary, depending upon duties performed that day.

Percent of 8 Hour Day

	67 – 100 Consistent	34 – 66 Frequent	6 – 33 Occasionally	0 – 5 Rarely
Sedentary 0 – 10# max	<input checked="" type="checkbox"/>			
Light Freq. to 10# -20#max		<input checked="" type="checkbox"/>		
Medium Freq. to 25\$-50# max			<input checked="" type="checkbox"/>	
Heavy Freq. to 50#-100# max				<input checked="" type="checkbox"/>
Very Heavy Freq. over 50+# - 100+#				<input checked="" type="checkbox"/>

Signature of Employee

Date

Signature of Employer

Date

CITY OF ONALASKA

Grade 6

Position: Administrative Secretary

Location: Police Department

Page: 1 of 3

Department: Police Department

Supervisor: ~~Chief of Police~~Administrative Manager

Classification: Part-time Hourly Non-Exempt

Approved by F & P Committee: 11/5/03, 1/7/09, 11/2/16

Approved by Council: 2/12/02; 11/11/03, 5/9/06, 1/13/09, 11/8/16

Under the administrative direction of the ~~Chief of Police~~Administrative Manager, an employee in this class performs a variety of confidential clerical and administrative clerical tasks for the ~~Chief of Police and/or the Police~~ Administrative staff. Work requires the exercise of initiative, independent judgment, and discretion in handling various duties. Work is reviewed for accuracy and adherence to established procedure by the immediate supervisor but frequently no check is made of routine work. Work is performed in an office setting.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed in their relative order of importance include all the duties that may be found in positions of the like. Other duties may be required and assigned.

- A. ~~Responds to~~Assists with all open records requests within the timeframe specified by law. This includes but is not limited to: contacting requestors for clarification, researching all requests, performing record searches for pertinent information, documenting redactions using redaction software, working with the Assistant Chief/Professional Standards Sergeant on requests that involve video, preparing all responses to open record requests and maintaining files involving open records requests.
- B. Provides administrative support to Police Administrative staff requiring a degree of confidentiality and knowledge of time sensitive prioritization.
- C. Serves as back-up to clerical staff to provide telephone coverage and in processing paperwork and transcribing reports. ~~Clerical support to staff.~~
- D. Assists with processing and mailing of notices for delinquent parking citations as needed,
- E. ~~Assists with transcribing dictated reports as appropriate insuring that all timelines are met.~~ May create, edit, and publish special reports, including annual reports, quarterly reports, and monthly reports.
- F. ~~Enters all depositions into the police department Records Management System prior to shredding the paper copies.~~
- G.F. Processes and proofreads administrative correspondence and reports for ~~Chief, Assistant~~ Chiefadministrative staff, and others as necessary, including confidential information and press releases. Maintains records and/or files as needed
- H.G. May schedule meetings for ~~Chief~~ administrative staff and monitor calendars. Coordinates meetings, creates agendas, minutes, reports, and prepares public hearing notices and distributes them to the media.
- I.H. Maintains policy review schedule; may update and re-issue policies as directed.
- J.I. Reviews and prioritizes incoming mail and correspondence; prepares responses and makes appropriate notifications.
- K.J. Answers telephones, provides information to inquiries, complaints and concerns, takes and relays messages or routes/refers calls to appropriate person or agency.
- L.K. Operates various office machines not limited to fax machine, copier, ~~typewriter~~, multi-line telephone, calculator, dictating equipment, and PC with Microsoft Office as required of the position. May create PowerPoint presentations for administrative staff as needed.

RELATED JOB FUNCTIONS:

- A. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and

CITY OF ONALASKA

Position: Administrative Secretary
Location: Police Department
Page: 2 of 3

Department: Police Department
Supervisor: ~~Chief of Police~~Administrative Manager
Classification: Part-time Hourly Non-Exempt

Approved by F & P Committee: 11/5/03, 1/7/09, 11/2/16
Approved by Council: 2/12/02; 11/11/03, 5/9/06, 1/13/09, 11/8/16

special projects completed as scheduled or requested. This is a recognized and accepted part of being a member of the office support staff.

B. Performs other duties as needed or assigned.

REQUIREMENT OF WORK (KNOWLEDGE, SKILLS, AND ABILITIES):

- A. Ability to maintain a professional demeanor; have the ability to calmly approach and solve problems; maintain and promote harmony in the workplace; ability to concentrate for extended periods of time and be flexible.
- B. Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards.
- C. Ability to count, differentiate, measure, assemble, copy and record and transcribe data and information. Ability to classify, compute and tabulate data. Ability to add, subtract, multiply and divide, and calculate percentages, fractions and decimals.
- D. Excellent typing and dictations skills.
- E. Excellent oral and written communication skills, ~~using proper English language skills.~~
- F. Ability to maintain records and files and prepare reports from such information; excellent organizational skills.
- G. Knowledge of the laws governing open records, Wisconsin Statutes and court decisions relative to Law Enforcement issues.
- H. Ability to operate a variety of office equipment including but not limited to: computer ~~terminal~~, ~~typewriter~~, multi-line telephone, fax machine, calculator/adding machine and ~~photo~~copier.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. High school diploma or equivalent required.
- B. Associate degree in Office Assistant or related program and two (2) to four (4) years' experience in an office setting, or equivalent combination of education and experience.

PHYSICAL REQUIREMENTS:

- A. Frequently sits at keyboard.
- B. Reads and writes.
- C. Frequent twisting.
- D. Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as rapid keyboard use.
- E. Ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling. Ability to sustain prolonged visual concentration.
- F. Reaches to shoulder height frequently, - and above and below shoulder height occasionally.
- G. Large percentage of time is spent talking, hearing, speaking and using near and far vision.
- H. Occasional bending and stooping.
- I. Seventy-five (75%) percent of workday spent sitting.
- J. Fifteen (15%) percent of work day spent walking.
- K. Ten (10%) percent of workday is spent standing.
- L. All percentages above could vary, depending upon duties performed that day.

Percent of 8 Hour Day

	67 – 100	34 – 66	6 – 33	0 – 5
	Consistently	Frequently	Occasionally	Rarely

CITY OF ONALASKA

Position: Administrative Secretary
Location: Police Department
Page: 3 of 3

Department: Police Department
Supervisor: ~~Chief of Police~~Administrative Manager
Classification: Part-time Hourly Non-Exempt

Approved by F & P Committee: 11/5/03, 1/7/09, 11/2/16
 Approved by Council: 2/12/02; 11/11/03, 5/9/06, 1/13/09, 11/8/16

Sedentary 0 – 10# max	•			
Light Freq. to 10# -20#max		•		
Medium Freq. to 25#-50# max			•	
Heavy Freq. to 50#-100# max				•
Very Heavy Freq. 50+# - 100+# max				•

 Signature of Employee

 Date

 Signature of Employer

 Date