

# CITY OF ONALASKA MEETING NOTICE

**COMMITTEE/BOARD:** Finance & Personnel Committee  
**DATE OF MEETING:** August 8, 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 2018
5. General Fund Financials 2018
6. Revisions to the City of Onalaska Investment Policy
7. Gundersen Health System Parking Ramp Financials for 2nd Quarter for 2018
8. Authorization of a contribution to League of Wisconsin Municipalities in the amount of \$1,200 and funding of the non-budgeted item
9. Approval of Tax Incremental Financing Policy

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	
*Ald. Jerry Every – Vice Chair	
*Ald. Kim Smith-Chair	
Ald. Jim Binash	
Ald. Ron Gjertsen	
Ald. Diane Wulf	
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: 8/2/18**

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.

## **PERSONNEL**

10. Review and consideration of a one-time stipend for the Payroll/HR Assistant.
11. Review and consideration of authorization to replace Firefighter/EMT position
12. Review and consideration of changes to City Policies:
  - a. 6.01 Anti-Harassment, Discrimination, Retaliation Policy.
  - b. 4.13 Unmanned Aerial Devices Policy

13. **Closed Session:**

To consider a motion under Section 19.85 (1)(g) of the Wisconsin Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved:

\*Ground Round Personal Property Taxes - 2017

If any action is required in Open Session, as the result of the Closed Session, the Committee will reconvene in Open Session to take the necessary action and/or continue on with the printed agenda.

Adjournment



F-4

Account	Name	Balance
<b>Fund: 640 - OMNI CENTER</b>		
<b>Assets</b>		
640-11100	CASH	-129,079.81
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	15,307.37
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	53,960.00
	<b>Total Assets:</b>	<b>-41,064.74</b>
		<b><u>-41,064.74</u></b>
<b>Liability</b>		
640-21100	ACCOUNTS PAYABLE	-773.97
640-21110	AP PENDING (DUE TO POOL)	477.89
640-21111	PAYROLL CORRECTIONS	0.00
640-21112	SALES TAX PAYABLE	-1,774.27
640-21511	FICA W/H	0.00
640-21512	FEDERAL W/H	0.00
640-21513	STATE W/H - WI	0.00
640-21515	FICA W/H - MEDICARE	0.00
640-21520	RETIREMENT W/H	0.00
640-21528	BC/BS HEALTH INS	0.00
640-21529	HEALTH INS W/H (EMPL. HEAL. INS. CO.)	0.00
640-21530	HEALTH INS	0.00
640-21531	CANCER INS	0.00
640-21532	LIFE INSURANCE W/H	0.00
640-21533	HEALTH/DENTAL/LIFE INS PREMIUMS	0.00
640-21534	MEDICAL & DEP CARE - SECT. 125	0.00
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 07/12/2018

Account	Name	Balance
640-21572	1ST FINANCIAL SVGS.	0.00
640-21573	DEFERRED COMPENSATION	0.00
640-21581	SUPPORT PAYMENTS	0.00
640-21700	ACCRUED WAGES	0.00
640-21800	ACCUMULATED EMPLOYEE BENEFIT (VAC	7,753.95
640-21820	ACCUMULATED EMPLOYEE BENEFIT (SICK	6,533.32
640-21900	LIQUOR SALES	6,253.76
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	3,760.50
640-23421	SEC DEP - SPRING	2,450.00
640-23422	SEC DEP - FALL	7,595.00
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.	5,978.00
640-25100	DUE TO GENERAL FUND	0.00
640-25200	DEFERRED INFLOW-WRS PENSION	25,015.00
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
	<b>Total Liability:</b>	<b>63,269.18</b>
<b>Equity</b>		
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	-117,858.11
640-34141	SURPLUS/DEFICIT	0.00
640-34148	RESERVED RETAINED EARNINGS	0.00
640-34300	RESTRICTED FOR WRS PENSION	22,967.00
	<b>Total Beginning Equity:</b>	<b>-94,891.11</b>
Total Revenue		293,947.80
Total Expense		303,390.61
Revenues Over/Under Expenses		-9,442.81
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>-104,333.92</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>-41,064.74</u></b>



# Budget Report

## Account Summary

For Fiscal: 2018 Period Ending: 07/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 640 - OMNI CENTER</b>							
<b>Revenue</b>							
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	2,200.00	2,200.00	0.00	0.00	-2,200.00	100.00 %
640-00000-46741	ICE RENTAL INCOME (NONTAXABLE)	157,719.00	157,719.00	2,364.00	84,648.58	-73,070.42	46.33 %
640-00000-46742	ICE RENTAL INCOME (TAXABLE)	44,585.00	44,585.00	0.00	5,055.12	-39,529.88	88.66 %
640-00000-46744	CONCESSION REV. (TAXABLE)	40,000.00	40,000.00	746.44	34,901.21	-5,098.79	12.75 %
640-00000-46745	CATERING REVENUE -(TAXABLE)	6,000.00	6,000.00	50.00	598.20	-5,401.80	90.03 %
640-00000-46746	CONCESSION REVENUE (VENDING)	750.00	750.00	0.00	794.27	44.27	105.90 %
640-00000-46747	CONCESSION REVENUE (EVENTS)	0.00	0.00	0.00	0.00	0.00	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	550.84	1,046.42	-703.58	40.20 %
640-00000-46751	PRO SHOP REVENUE	6,000.00	6,000.00	34.12	781.83	-5,218.17	86.97 %
640-00000-46752	RENTALS INC. (ARENA) TAXAB	12,000.00	12,000.00	647.87	14,089.84	2,089.84	117.42 %
640-00000-46754	RENTAL INC. (ARENA NON-TAX.)	10,000.00	10,000.00	0.00	9,450.00	-550.00	5.50 %
640-00000-46755	RENTAL INC. (SHELTER - TAXABLE)	1,500.00	1,500.00	17.38	805.99	-694.01	46.27 %
640-00000-46756	RENTAL INC. (MEETING NON-TAX.)	6,000.00	6,000.00	0.00	1,026.09	-4,973.91	82.90 %
640-00000-46757	RENTAL INC. (SPACE/ST-TAX.)	35,000.00	35,000.00	0.00	16,265.00	-18,735.00	53.53 %
640-00000-46758	RENTAL INC. (SUPPLIES - TAXABLE)	5,000.00	5,000.00	227.50	4,633.47	-366.53	7.33 %
640-00000-46759	LABOR INC. (HOUSEPERSON NON-T	2,500.00	2,500.00	70.43	1,095.30	-1,404.70	56.19 %
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	5,000.00	5,000.00	0.00	610.93	-4,389.07	87.78 %
640-00000-46765	ADMISSION SALES - NONTAXABLE	4,000.00	4,000.00	680.00	10,262.90	6,262.90	256.57 %
640-00000-46766	RENTAL INC. (MTG. ROOM - TAX)	5,000.00	5,000.00	500.00	4,729.09	-270.91	5.42 %
640-00000-46767	RENTAL INC. SUPPLIES - NONTAX	1,200.00	1,200.00	607.19	2,136.98	936.98	178.08 %
640-00000-46768	LABOR INC. - HOUSEPERSON TAX	7,500.00	7,500.00	105.00	4,092.81	-3,407.19	45.43 %
640-00000-46769	CATERING REVENUE-(NON TAX.)	3,500.00	3,500.00	0.00	855.00	-2,645.00	75.57 %
640-00000-48001	MISC. INCOME (NONTAXABLE)	7,000.00	7,000.00	0.00	86.75	-6,913.25	98.76 %
640-00000-48002	MISC INCOME TAXABLE	1,000.00	1,000.00	0.00	50.00	-950.00	95.00 %
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	0.00	0.00	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	2,213.47	25,821.17	-19,178.83	42.62 %
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	0.00	0.00	0.00 %
640-00000-48513	DONATIONS (O.E.C. LIQ.AGR)	11,000.00	11,000.00	0.00	0.00	-11,000.00	100.00 %
640-00000-48515	DONATIONS (SPONSORSHIPS)	5,000.00	5,000.00	0.00	2,054.37	-2,945.63	58.91 %
640-00000-49201	OPERATING TRANSFER IN	183,174.00	183,174.00	0.00	74,112.19	-109,061.81	59.54 %
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 %
	<b>Revenue Total:</b>	<b>610,378.00</b>	<b>610,378.00</b>	<b>8,814.24</b>	<b>300,003.51</b>	<b>-310,374.49</b>	<b>50.85 %</b>
<b>Expense</b>							
640-55450-110	SALARIES - REGULAR	140,580.00	140,580.00	10,595.98	68,692.35	71,887.65	51.14 %
640-55450-120	WAGES - REGULAR	13,330.00	13,330.00	1,007.70	6,858.62	6,471.38	48.55 %
640-55450-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-124	WAGES - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-126	WAGES - TEMP/SEAS	58,639.00	58,639.00	6,869.40	40,502.04	18,136.96	30.93 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
640-55450-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-150	FICA	16,260.00	16,260.00	1,345.00	8,469.14	7,790.86	47.91 %
640-55450-151	RETIREMENT (WRS)	10,312.00	10,312.00	777.46	5,029.56	5,282.44	51.23 %
640-55450-152	HEALTH INSURANCE	47,417.00	47,417.00	2,772.35	17,931.34	29,485.66	62.18 %
640-55450-153	DENTAL INSURANCE	2,943.00	2,943.00	257.74	1,459.58	1,483.42	50.41 %
640-55450-154	LIFE INSURANCE	52.00	52.00	3.16	19.74	32.26	62.04 %
640-55450-211	BOILER CONTRACTUAL	0.00	0.00	0.00	712.13	-712.13	0.00 %
640-55450-213	HVAC CONTRACTUAL	7,500.00	7,500.00	374.30	2,810.91	4,689.09	62.52 %
640-55450-214	FIRE CONTRACTUAL	1,560.00	1,560.00	0.00	545.00	1,015.00	65.06 %
640-55450-220	WATER/SEWER/STORM WATER	7,717.00	7,717.00	1,472.39	5,849.52	1,867.48	24.20 %
640-55450-221	ELECTRIC & GAS	173,286.00	173,286.00	14,562.37	88,725.52	84,560.48	48.80 %
640-55450-225	PHONE/INTERNET/CABLE	8,500.00	8,500.00	685.21	5,650.60	2,849.40	33.52 %
640-55450-240	SOFTWARE MAINTENANCE CONTR	3,320.00	3,320.00	2,772.00	3,719.40	-399.40	-12.03 %
640-55450-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	58.97	-58.97	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	16,225.00	16,225.00	216.54	6,416.75	9,808.25	60.45 %
640-55450-291	TRANSCRIPTION CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-292	ELECTRICAL CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-293	PLUMBING CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
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	0.00	258.86	141.14	35.29 %
640-55450-311	POSTAGE	25.00	25.00	0.00	1.88	23.12	92.48 %
640-55450-312	COPY USAGE & PAPER	2,350.00	2,350.00	0.00	815.74	1,534.26	65.29 %
640-55450-320	SUBSCRIPTIONS & DUES	500.00	500.00	305.00	405.00	95.00	19.00 %
640-55450-323	GENERAL ADVERTISING	15,000.00	15,000.00	0.00	9,706.16	5,293.84	35.29 %
640-55450-324	RECRUITMENT	100.00	100.00	0.00	249.00	-149.00	-149.00 %
640-55450-330	SEMINARS, CONF & TRAVEL	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
640-55450-340	OPERATING SUPPLIES	16,000.00	16,000.00	668.33	9,813.55	6,186.45	38.67 %
640-55450-341	PRINTING & FORMS	0.00	0.00	0.00	376.69	-376.69	0.00 %
640-55450-342	CLEANING & SANITARY SUPPLIES	5,500.00	5,500.00	838.46	3,286.75	2,213.25	40.24 %
640-55450-343	CONCESSIONS SUPPLIES	23,000.00	23,000.00	802.29	14,857.05	8,142.95	35.40 %
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	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-347	PRO SHOP	500.00	500.00	0.00	0.00	500.00	100.00 %
640-55450-350	BLDG & GRDS MAINT & REPAIRS	11,000.00	11,000.00	460.37	4,347.74	6,652.26	60.48 %
640-55450-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	0.00	-515.33	1,015.33	203.07 %
640-55450-361	REGULAR FUEL	575.00	575.00	0.00	0.00	575.00	100.00 %
640-55450-362	OFF ROAD FUEL	50.00	50.00	0.00	16.62	33.38	66.76 %
640-55450-363	EQUIPMENT MAINT & REPAIRS	5,500.00	5,500.00	0.00	2,895.97	2,604.03	47.35 %
640-55450-510	INS - WORKERS COMP	7,000.00	7,000.00	0.00	4,205.25	2,794.75	39.93 %
640-55450-511	INS - FIRE, COMP/COLL, BOILER	11,309.00	11,309.00	0.00	11,875.00	-566.00	-5.00 %
640-55450-512	INS - VEHICLES	120.00	120.00	0.00	120.00	0.00	0.00 %
640-55450-513	INS - CVMIC, LIABILITY, PROF	2,108.00	2,108.00	0.00	2,000.00	108.00	5.12 %
640-55450-514	SIR	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-515	INS - MONIES & SECURITIES	75.00	75.00	0.00	100.00	-25.00	-33.33 %
640-55450-516	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-517	UNEMPLOYMENT	125.00	125.00	0.00	0.00	125.00	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 %
640-55450-686	ALLOCATED - WRS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-690	OTHER DEBT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

For Fiscal: 2018 Period Ending: 07/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
640-55450-692	AMORTIZED BOND COSTS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-693	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	0.00	0.00	0.00 %
	Expense Total:	610,378.00	610,378.00	46,786.05	328,267.10	282,110.90	46.22 %
	Fund: 640 - OMNI CENTER Surplus (Deficit):	0.00	0.00	-37,971.81	-28,263.59	-28,263.59	0.00 %
	Report Surplus (Deficit):	0.00	0.00	-37,971.81	-28,263.59	-28,263.59	0.00 %



City of Onalaska

# Balance Sheet Account Summary

As Of 07/25/2018

*True F-5  
7-25-18*

Account	Name	Balance
<b>Fund: 100 - GENERAL FUND</b>		
<b>Assets</b>		
100-11100	CASH	1,449,535.40
100-11103	CASH-CAFE PLAN	11,075.65
100-11305	TEMPORARY INVESTMENTS	9,777,821.54
100-11400	ONAL FIRE DEPT. (CARINS IRIS)	0.00
100-11510	DONATIONS SAVINGS ACCT	4,638.10
100-11511	NON-CITY INVESTMENTS	141.71
100-11800	PETTY CASH	4,340.00
100-12101	R/E & P/P TAXES REC.	0.00
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	407.07
100-12116	DELQ. S/A FROM CO. - 2014	635.32
100-12117	DELQ.S/A FROM CO. - 2015	842.90
100-12118	DELQ. S/A FROM CO. 2016	1,181.65
100-12119	DELQ. S/A FROM CO. - 2017	8,940.10
100-12332	2017-18 Delq. / PP TAXES	22,536.77
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	130,637.79
100-12613	S/A CURB & GUTTER	45,666.02
100-12626	S/A SIDEWALK	58,361.77
100-12632	S/A ALLEY PAVING	13,006.86
100-13100	OTHER ACCOUNTS RECEIVABLE	23,625.84
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	169.15
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	42,327.46
<b>Total Assets:</b>		<b>11,601,786.60</b>

Balance Sheet

As Of 07/25/2018

Account	Name	Balance
<b>Liability</b>		
100-21100	ACCOUNTS PAYABLE	55,431.01
100-21110	AP PENDING (DUE TO POOL)	0.00
100-21111	CORRECTIONS PAYABLE	-1,015.36
100-21112	G.F. SALES TAX PAYABLE	0.00
100-21405	DOT-PARKING TICKETS	-3,289.00
100-21511	FICA W/H	0.00
100-21512	FEDERAL W/H	0.00
100-21513	STATE W/H - WI	0.00
100-21515	FICA W/H - MEDICARE	0.00
100-21520	RETIREMENT W/H	0.00
100-21528	BC/BS HEALTH INS	0.00
100-21529	HEALTH INS W/H (EMPL. HEAL. INS. CO.)	0.00
100-21530	HEALTH INS	0.00
100-21531	CANCER INS	0.00
100-21532	LIFE INSURANCE W/H	8.23
100-21533	HEALTH/DENTAL/LIFE INS PREMIUMS	0.00
100-21534	MEDICAL & DEP CARE - SECT. 125	0.00
100-21535	WI-RETIREMENT SYSTEM (P.T.EE)	0.00
100-21540	UNITED WAY	0.00
100-21560	COMMUNITY CREDIT UNION W/H	0.00
100-21570	UNION DUES	0.00
100-21571	LOCAL 150 UNION DUES W/H	0.00
100-21572	1ST FINANCIAL SVGS.	0.00
100-21573	DEFERRED COMPENSATION	0.00
100-21574	DUE TO EMPLOYEES CAFE PLAN	10,494.21
100-21581	SUPPORT PAYMENTS	0.00
100-21700	ACCRUED WAGES	0.00
100-21901	PAYABLE TO SHARED RIDE	100.00
100-23420	ANTI-ANNEXATION FEES	961.25
100-24220	BAIL BOND DEPOSITS	0.00
100-24230	PARTIAL PMT. - POLICE CITATIONS	0.00
100-24330	DOG LICENSES DUE CO	247.50
100-24600	MOBILE HOME TAX DUE - OSD	-333.63
100-25600	DUE TO WATER	0.00
100-26000	DEFERRED REVENUE	0.00
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	130,637.79
100-26220	POSTPONED S/A-CURB & GUTTER	48,084.52
100-26230	POSTPONED S/A-SIDEWALK	58,381.59
100-26260	POSTPONED S/A-ALLEY PAVING	17,199.77
100-28000	NON-CITY FUNDS	141.68
	<b>Total Liability:</b>	<b>317,049.56</b>

<b>Equity</b>		
100-32000	INVESTMENT IN CAPITAL ASSETS	0.00
100-34100	FUND BALANCE	7,840,845.67
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 07/25/2018

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
	<b>Total Beginning Equity:</b>	<b>8,304,341.67</b>
Total Revenue		7,605,815.42
Total Expense		4,625,420.05
Revenues Over/Under Expenses		<u>2,980,395.37</u>
<b>Total Equity and Current Surplus (Deficit):</b>		<b>11,284,737.04</b>
<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>		<b><u>11,601,786.60</u></b>



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 100 - GENERAL FUND</b>							
<b>Revenue</b>							
<b>Department: 00000 - NON DEPARTMENTAL</b>							
100-00000-41110	GENERAL PROPERTY TAXES	5,729,884.00	5,729,884.00	0.00	5,729,884.00	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	3,052.90	39,633.42	-25,366.58	39.03 %
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	1,102.12	13,386.93	-26,650.07	66.56 %
100-00000-41300	PAYMENTS IN LIEU OF TAXES	126,000.00	126,000.00	0.00	99,993.21	-26,006.79	20.64 %
100-00000-41320	TAXES ON MUNICIPAL OWNED UTI	420,000.00	420,000.00	0.00	0.00	-420,000.00	100.00 %
100-00000-41800	INTEREST ON TAXES	1,500.00	1,500.00	202.57	789.07	-710.93	47.40 %
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	2,181.00	2,181.00	0.00	2,180.76	-0.24	0.01 %
100-00000-42030	S/A SIDEWALK	4,517.00	4,517.00	0.00	5,410.90	893.90	119.79 %
100-00000-42050	S/A ALLEY	1,254.00	1,254.00	0.00	1,253.65	-0.35	0.03 %
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	659,964.00	659,964.00	214,602.02	214,602.02	-445,361.98	67.48 %
100-00000-43401	STATE AID COMPUTERS	45,000.00	45,000.00	55,980.26	55,980.26	10,980.26	124.40 %
100-00000-43420	FIRE INSURANCE FOR STATE	78,000.00	78,000.00	78,881.26	78,881.26	881.26	101.13 %
100-00000-43521	LAW ENFORCEMENT TRAINING AID	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43530	STATE AID ROAD ALLOTMENT	790,000.00	790,000.00	194,411.13	583,233.39	-206,766.61	26.17 %
100-00000-43541	STATE AID FOR CONNECTING STRE	39,700.00	39,700.00	10,014.55	30,043.65	-9,656.35	24.32 %
100-00000-43610	PAYMENT FOR MUNICIPAL SERVICE	3,500.00	3,500.00	0.00	3,047.41	-452.59	12.93 %
100-00000-43620	STATE AID IN LIEU OF TAXES	136.00	136.00	0.00	111.01	-24.99	18.38 %
100-00000-43690	STATE AID OTHER PAYMENTS	0.00	0.00	6,040.48	10,217.84	10,217.84	0.00 %
100-00000-44110	LIQUOR & MALT BEVERAGE LICENS	22,800.00	22,800.00	0.00	33,220.00	10,420.00	145.70 %
100-00000-44120	OPERATOR LICENSE	4,500.00	4,500.00	679.00	5,415.00	915.00	120.33 %
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	164,000.00	164,000.00	7,589.25	46,241.58	-117,758.42	71.80 %
100-00000-44171	CELL TOWER FEES	12,600.00	12,600.00	1,174.83	7,048.98	-5,551.02	44.06 %
100-00000-44175	MOBILE HOME LICENSE	375.00	375.00	0.00	990.00	615.00	264.00 %
100-00000-44185	TAXIE CAB LICENSE	875.00	875.00	0.00	625.00	-250.00	28.57 %
100-00000-44190	SOLICITERS LICENSE	100.00	100.00	60.00	300.00	200.00	300.00 %
100-00000-44193	ELECTRICAL LICENSE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44194	HTG/GAS PIPING LICENSSES	750.00	750.00	50.00	2,570.00	1,820.00	342.67 %
100-00000-44195	OTHER LICENSSES	12,000.00	12,000.00	0.00	14,406.00	2,406.00	120.05 %
100-00000-44196	MOTEL/HOTEL PERMITS	210.00	210.00	0.00	90.00	-120.00	57.14 %
100-00000-44210	BICYCLE LICENSE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44215	DOG LICENSE	35,000.00	35,000.00	52.50	7,067.00	-27,933.00	79.81 %
100-00000-44220	CAT LICENSE	24,000.00	24,000.00	747.00	26,951.80	2,951.80	112.30 %
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	9,725.40	94,725.70	-10,274.30	9.79 %
100-00000-44311	PLAN REVIEW	500.00	500.00	0.00	800.00	300.00	160.00 %
100-00000-44315	ELECTRICAL PERMITS	20,000.00	20,000.00	6,423.87	46,940.50	26,940.50	234.70 %
100-00000-44320	HEATING & A/C PERMITS	17,000.00	17,000.00	1,767.50	12,303.50	-4,696.50	27.63 %
100-00000-44323	PLUMBING PERMIT FEES	16,000.00	16,000.00	700.00	12,204.68	-3,795.32	23.72 %
100-00000-44325	STREET OPENING PERMITS	750.00	750.00	125.00	825.00	75.00	110.00 %
100-00000-44330	SIDEWALK PERMIT	750.00	750.00	225.00	670.00	-80.00	10.67 %

Budget Report

For Fiscal: 2018 Period Ending: 07/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
1	000-44335	RAILROAD PERMIT	150.00	150.00	0.00	0.00	-150.00 100.00 %
	100-00000-44336	RECREATIONAL BURNING PERMIT	11,000.00	11,000.00	320.00	10,200.00	-800.00 7.27 %
	100-00000-44340	OTHER PERMITS	200.00	200.00	50.00	525.00	325.00 262.50 %
	100-00000-44345	P.U.D. PERMIT	0.00	0.00	0.00	1,400.00	1,400.00 0.00 %
	100-00000-44347	SITE PLANS	1,500.00	1,500.00	350.00	1,775.00	275.00 118.33 %
	100-00000-44410	ZONING	6,000.00	6,000.00	503.95	7,695.20	1,695.20 128.25 %
	100-00000-45110	COURT PENALTIES	90,000.00	90,000.00	0.00	55,844.05	-34,155.95 37.95 %
	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	45,000.00	45,000.00	335.00	41,976.25	-3,023.75 6.72 %
	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	0.00	0.00 0.00 %
	100-00000-46115	LICENSE PUBLICATION FEES	470.00	470.00	0.00	480.00	10.00 102.13 %
	100-00000-46120	SALES MATERIAL & SUPLS	9,500.00	9,500.00	1,001.00	7,501.12	-1,998.88 21.04 %
	100-00000-46121	TOPO FEES	0.00	0.00	23.50	159.80	159.80 0.00 %
	100-00000-46210	FIRE PROTECTION SERVICE	51,000.00	51,000.00	0.00	24,497.49	-26,502.51 51.97 %
	100-00000-46220	POLICE REPORTS	1,000.00	1,000.00	62.03	816.18	-183.82 18.38 %
	100-00000-46221	FALSE ALARMS	5,000.00	5,000.00	210.00	1,075.00	-3,925.00 78.50 %
	100-00000-46222	POLICE SECURITY FEES	0.00	0.00	0.00	0.00	0.00 0.00 %
	100-00000-46300	HIGHWAY MAINT. & SNOWPLOWI	500.00	500.00	0.00	660.69	160.69 132.14 %
	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	0.00	0.00 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	342.73	1,053.30	-146.70 12.23 %
	100-00000-46711	PARK FACILITY RENTAL	12,000.00	12,000.00	1,031.06	10,557.12	-1,442.88 12.02 %
	100-00000-46715	RECREATION FEES	70,000.00	70,000.00	1,476.94	55,018.70	-14,981.30 21.40 %
	100-00000-46716	RECR. FEES > AGE 18	8,600.00	8,600.00	0.00	3,500.00	-5,100.00 59.30 %
	100-00000-46725	SWIMMING POOL REVENUE	67,425.00	67,425.00	17,163.34	48,225.04	-19,199.96 28.48 %
	000-46726	SWIMMING POOL LESSONS	6,720.00	6,720.00	1,416.62	7,736.06	1,016.06 115.12 %
	100-00000-46727	SWIMMING POOL MISC	0.00	0.00	0.00	0.00	0.00 0.00 %
	100-00000-46728	SWIMMING POOL CONCESSIONS	29,135.00	29,135.00	8,717.40	18,976.74	-10,158.26 34.87 %
	100-00000-46729	SWIMMING POOL ADVERT. INCOM	0.00	0.00	0.00	0.00	0.00 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	33,201.00	33,201.00	0.00	18,774.05	-14,426.95 43.45 %
	100-00000-47330	INTERGOV'T CHGS. FOR STR SERV.	8,500.00	8,500.00	0.00	0.00	-8,500.00 100.00 %
	100-00000-48000	MISCELLANEOUS INCOME	12,000.00	12,000.00	99.06	1,962.55	-10,037.45 83.65 %
	100-00000-48100	INTEREST INCOME	60,000.00	60,000.00	0.00	63,872.81	3,872.81 106.45 %
	100-00000-48130	INTEREST DONATION ACCT.	0.00	0.00	0.00	7.00	7.00 0.00 %
	100-00000-48131	INTEREST - NON CITY	0.00	0.00	0.00	0.03	0.03 0.00 %
	100-00000-48150	INTEREST - STREET ASSMT.	2,787.00	2,787.00	0.00	2,787.26	0.26 100.01 %
	100-00000-48155	INTEREST - CURB & GUTTER ASSMT	684.00	684.00	0.00	687.45	3.45 100.50 %
	100-00000-48160	INTEREST - SIDEWALK ASSMT.	1,776.00	1,776.00	0.00	1,768.38	-7.62 0.43 %
	100-00000-48170	INTEREST - ALLEY ASSMT.	571.00	571.00	0.00	571.17	0.17 100.03 %
	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	255.75	255.75 0.00 %
	100-00000-48404	INSURANCE REIMB - HWY	0.00	0.00	0.00	2,022.24	2,022.24 0.00 %
	100-00000-48405	INSURANCE REIMB - GENERAL	0.00	0.00	0.00	12,334.00	12,334.00 0.00 %
	100-00000-48406	INSURANCE DIVIDENDS	13,504.00	13,504.00	0.00	0.00	-13,504.00 100.00 %
	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 %
	00000-48510	CONTRIBUTION FROM SCHOOL DIS	21,000.00	21,000.00	5,126.19	10,252.38	-10,747.62 51.18 %
	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 (Unfavorable)	Percent Remaining
0000-49000	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	22.92	22.92	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 %
<b>Department: 00000 - NON DEPARTMENTAL Total:</b>		<b>9,023,087.00</b>	<b>9,023,087.00</b>	<b>631,835.46</b>	<b>7,605,815.42</b>	<b>-1,417,271.58</b>	<b>15.71 %</b>
<b>Revenue Total:</b>		<b>9,023,087.00</b>	<b>9,023,087.00</b>	<b>631,835.46</b>	<b>7,605,815.42</b>	<b>-1,417,271.58</b>	<b>15.71 %</b>
<b>Expense</b>							
<b>Department: 51100 - COMMON COUNCIL</b>							
100-51100-110	SALARIES - REGULAR	29,600.00	29,600.00	2,400.00	17,600.00	12,000.00	40.54 %
100-51100-150	FICA	2,264.00	2,264.00	183.60	1,346.40	917.60	40.53 %
100-51100-291	TRANSCRIPTION CONTRACTUAL	7,200.00	7,200.00	317.85	1,680.38	5,519.62	76.66 %
100-51100-310	OFFICE SUPPLIES	700.00	700.00	0.00	457.95	242.05	34.58 %
100-51100-311	POSTAGE	200.00	200.00	0.00	0.00	200.00	100.00 %
100-51100-312	COPY USAGE & PAPER	1,000.00	1,000.00	79.56	458.18	541.82	54.18 %
100-51100-320	SUBSCRIPTIONS & DUES	5,671.00	5,671.00	0.00	5,671.43	-0.43	-0.01 %
100-51100-322	LEGAL NOTICES	12,140.00	12,140.00	1,574.23	3,075.79	9,064.21	74.66 %
100-51100-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51100 - COMMON COUNCIL Total:</b>		<b>58,775.00</b>	<b>58,775.00</b>	<b>4,555.24</b>	<b>30,290.13</b>	<b>28,484.87</b>	<b>48.46 %</b>
<b>Department: 51110 - POLICE &amp; FIRE COMMISSION</b>							
100-51110-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	245.68	-245.68	0.00 %
100-51110-291	TRANSCRIPTION CONTRACTUAL	0.00	0.00	30.00	30.00	-30.00	0.00 %
100-51110-310	OFFICE SUPPLIES	0.00	0.00	0.00	60.00	-60.00	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	196.42	-96.42	-96.42 %
<b>Department: 51110 - POLICE &amp; FIRE COMMISSION Total:</b>		<b>100.00</b>	<b>100.00</b>	<b>30.00</b>	<b>532.10</b>	<b>-432.10</b>	<b>-432.10 %</b>
<b>Department: 51200 - MUNICIPAL COURT</b>							
100-51200-290	OTHER CONTRACTUAL SERVICES	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51200-340	OPERATING SUPPLIES	212.00	212.00	93.26	290.33	-78.33	-36.95 %
<b>Department: 51200 - MUNICIPAL COURT Total:</b>		<b>312.00</b>	<b>312.00</b>	<b>93.26</b>	<b>290.33</b>	<b>21.67</b>	<b>6.95 %</b>
<b>Department: 51300 - LEGAL</b>							
100-51300-290	OTHER CONTRACTUAL SERVICES	138,000.00	138,000.00	0.00	42,845.15	95,154.85	68.95 %
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	293.87	-293.87	0.00 %
<b>Department: 51300 - LEGAL Total:</b>		<b>138,000.00</b>	<b>138,000.00</b>	<b>0.00</b>	<b>43,139.02</b>	<b>94,860.98</b>	<b>68.74 %</b>
<b>Department: 51408 - CITY ADMINISTRATOR</b>							
100-51408-110	SALARIES REGULAR	91,071.00	91,071.00	7,076.26	48,721.66	42,349.34	46.50 %
100-51408-150	FICA	6,967.00	6,967.00	531.26	3,660.56	3,306.44	47.46 %
100-51408-151	RETIREMENT (WRS)	6,102.00	6,102.00	474.10	3,264.38	2,837.62	46.50 %
100-51408-152	HEALTH INSURANCE	4,978.00	4,978.00	414.87	2,904.09	2,073.91	41.66 %
100-51408-153	DENTAL INSURANCE	758.00	758.00	63.14	441.98	316.02	41.69 %
100-51408-154	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51408-225	PHONE/INTERNET/CABLE	1,100.00	1,100.00	0.00	199.82	900.18	81.83 %
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	0.00	750.00	100.00 %
100-51408-310	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	56.70	943.30	94.33 %
100-51408-311	POSTAGE	270.00	270.00	0.94	10.79	259.21	96.00 %
100-51408-312	COPY USAGE/PAPER	400.00	400.00	0.03	33.19	366.81	91.70 %
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	69.70	930.30	93.03 %
100-51408-340	OPERATING SUPPLIES	3,000.00	3,000.00	0.00	15.00	2,985.00	99.50 %
100-51408-341	PRINTING & FORMS	400.00	400.00	0.00	0.00	400.00	100.00 %
<b>Department: 51408 - CITY ADMINISTRATOR Total:</b>		<b>118,846.00</b>	<b>118,846.00</b>	<b>8,560.60</b>	<b>59,377.87</b>	<b>59,468.13</b>	<b>50.04 %</b>

Budget Report

For Fiscal: 2018 Period Ending: 07/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 51410 - MAYOR</b>							
100-51410-110	SALARIES - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51410-124	WAGES - PERM PT	12,390.00	12,390.00	953.06	6,671.42	5,718.58	46.15 %
100-51410-150	FICA	948.00	948.00	72.92	510.44	437.56	46.16 %
100-51410-151	RETIREMENT (WRS)	712.00	712.00	54.72	383.04	328.96	46.20 %
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	9.32	260.65	567.35	68.52 %
100-51410-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51410-310	OFFICE SUPPLIES	340.00	340.00	0.00	47.99	292.01	85.89 %
100-51410-311	POSTAGE	60.00	60.00	0.00	0.00	60.00	100.00 %
100-51410-312	COPY USAGE & PAPER	100.00	100.00	1.99	8.46	91.54	91.54 %
100-51410-320	SUBSCRIPTIONS & DUES	175.00	175.00	0.00	567.14	-392.14	-224.08 %
100-51410-330	SEMINARS, CONF & TRAVEL	400.00	400.00	0.00	30.00	370.00	92.50 %
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 %
<b>Department: 51410 - MAYOR Total:</b>		<b>16,153.00</b>	<b>16,153.00</b>	<b>1,092.01</b>	<b>8,479.14</b>	<b>7,673.86</b>	<b>47.51 %</b>
<b>Department: 51411 - FINANCE</b>							
100-51411-110	SALARIES - REGULAR	69,915.00	69,915.00	5,836.84	40,857.88	29,057.12	41.56 %
100-51411-120	WAGES - REGULAR	23,946.00	23,946.00	1,834.99	12,856.64	11,089.36	46.31 %
100-51411-124	WAGES - PERM PT	26,944.00	26,944.00	1,767.00	14,028.26	12,915.74	47.94 %
100-51411-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51411-126	WAGES - TEMP./SEAS.	6,150.00	6,150.00	0.00	0.00	6,150.00	100.00 %
100-51411-150	FICA	9,712.00	9,712.00	691.07	4,976.30	4,735.70	48.76 %
100-51411-151	RETIREMENT (WRS)	7,513.00	7,513.00	615.21	4,153.55	3,359.45	44.72 %
100-51411-152	HEALTH INSURANCE	11,073.00	11,073.00	950.19	6,651.33	4,421.67	39.93 %
100-51411-153	DENTAL INSURANCE	1,679.00	1,679.00	115.68	809.76	869.24	51.77 %
100-51411-154	LIFE INSURANCE	80.00	80.00	6.34	44.03	35.97	44.96 %
100-51411-225	PHONE/INTERNET/CABLE	570.00	570.00	31.81	229.07	340.93	59.81 %
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	0.00	3,702.89	797.11	17.71 %
100-51411-310	OFFICE SUPPLIES	1,200.00	1,200.00	183.95	945.32	254.68	21.22 %
100-51411-311	POSTAGE	1,500.00	1,500.00	132.85	1,015.17	484.83	32.32 %
100-51411-312	COPY USAGE & PAPER	1,000.00	1,000.00	8.80	1,023.73	-23.73	-2.37 %
100-51411-320	SUBSCRIPTIONS & DUES	150.00	150.00	0.00	110.00	40.00	26.67 %
100-51411-322	LEGAL NOTICES	0.00	0.00	80.00	445.12	-445.12	0.00 %
100-51411-330	SEMINARS, CONF & TRAVEL	1,325.00	1,325.00	0.00	472.00	853.00	64.38 %
100-51411-340	OPERATING SUPPLIES	3,015.00	3,015.00	50.00	145.99	2,869.01	95.16 %
100-51411-341	PRINTING & FORMS	500.00	500.00	0.00	196.03	303.97	60.79 %
<b>Department: 51411 - FINANCE Total:</b>		<b>171,272.00</b>	<b>171,272.00</b>	<b>12,304.73</b>	<b>92,663.07</b>	<b>78,608.93</b>	<b>45.90 %</b>
<b>Department: 51420 - CITY CLERK</b>							
100-51420-110	SALARIES - REGULAR	72,554.00	72,554.00	5,525.42	38,677.94	33,876.06	46.69 %
100-51420-120	WAGES - REGULAR	51,674.00	51,674.00	4,019.55	27,574.72	24,099.28	46.64 %
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	9,525.00	9,525.00	669.94	4,671.01	4,853.99	50.96 %
100-51420-151	RETIREMENT (WRS)	8,342.00	8,342.00	639.50	4,438.96	3,903.04	46.79 %
100-51420-152	HEALTH INSURANCE	21,003.00	21,003.00	1,750.22	12,251.54	8,751.46	41.67 %
100-51420-153	DENTAL INSURANCE	2,335.00	2,335.00	194.60	1,362.20	972.80	41.66 %
100-51420-154	LIFE INSURANCE	91.00	91.00	7.95	54.00	37.00	40.66 %
100-51420-225	PHONE/INTERNET/CABLE	1,200.00	1,200.00	74.54	521.78	678.22	56.52 %
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	0.00	76.72	1,153.28	93.76 %

Budget Report

For Fiscal: 2018 Period Ending: 07/31/2018

		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	170.12	933.44	1,266.56	57.57 %
100-51420-312	COPY USAGE & PAPER	1,000.00	1,000.00	-11.73	572.11	427.89	42.79 %
100-51420-320	SUBSCRIPTIONS & DUES	340.00	340.00	0.00	150.00	190.00	55.88 %
100-51420-321	CERTIFICATIONS & LICENSES	100.00	100.00	0.00	50.00	50.00	50.00 %
100-51420-322	LEGAL NOTICES	210.00	210.00	0.00	153.92	56.08	26.70 %
100-51420-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-330	SEMINARS, CONF & TRAVEL	2,050.00	2,050.00	0.00	637.00	1,413.00	68.93 %
100-51420-340	OPERATING SUPPLIES	755.00	755.00	50.00	62.72	692.28	91.69 %
100-51420-341	PRINTING & FORMS	250.00	250.00	0.00	132.84	117.16	46.86 %
100-51420-381	EMPLOYMENT TESTING	80.00	80.00	35.00	49.00	31.00	38.75 %
<b>Department: 51420 - CITY CLERK Total:</b>		<b>175,860.00</b>	<b>175,860.00</b>	<b>13,125.11</b>	<b>92,369.90</b>	<b>83,490.10</b>	<b>47.48 %</b>
<b>Department: 51440 - ELECTIONS</b>							
100-51440-126	WAGES - TEMP/SEAS	18,647.00	18,647.00	0.00	4,543.88	14,103.12	75.63 %
100-51440-150	FICA	470.00	470.00	0.00	0.00	470.00	100.00 %
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	700.00	700.00	13.47	201.57	498.43	71.20 %
100-51440-311	POSTAGE	600.00	600.00	158.52	564.49	35.51	5.92 %
100-51440-312	COPY USAGE & PAPER	600.00	600.00	4.30	206.10	393.90	65.65 %
100-51440-322	LEGAL NOTICES	2,200.00	2,200.00	0.00	815.35	1,384.65	62.94 %
100-51440-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	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	1,780.00	1,780.00	0.00	1,005.41	774.59	43.52 %
100-51440-341	PRINTING & FORMS	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<b>Department: 51440 - ELECTIONS Total:</b>		<b>28,497.00</b>	<b>28,497.00</b>	<b>176.29</b>	<b>8,620.36</b>	<b>19,876.64</b>	<b>69.75 %</b>
<b>Department: 51500 - AUDIT</b>							
100-51500-290	OTHER CONTRACTUAL SERVICES	17,515.00	17,515.00	0.00	18,880.00	-1,365.00	-7.79 %
<b>Department: 51500 - AUDIT Total:</b>		<b>17,515.00</b>	<b>17,515.00</b>	<b>0.00</b>	<b>18,880.00</b>	<b>-1,365.00</b>	<b>-7.79 %</b>
<b>Department: 51510 - HUMAN RESOURCES</b>							
100-51510-110	SALARIES - REGULAR	39,122.00	39,122.00	3,078.44	21,207.08	17,914.92	45.79 %
100-51510-120	WAGES- REGULAR	17,668.00	17,668.00	1,365.00	9,555.00	8,113.00	45.92 %
100-51510-124	WAGES - PERM. PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51510-150	FICA	4,344.00	4,344.00	299.80	2,090.89	2,253.11	51.87 %
100-51510-151	RETIREMENT (WRS)	3,805.00	3,805.00	297.72	2,061.08	1,743.92	45.83 %
100-51510-152	HEALTH INSURANCE	18,482.00	18,482.00	1,540.19	10,781.33	7,700.67	41.67 %
100-51510-153	DENTAL INSURANCE	1,090.00	1,090.00	90.81	635.67	454.33	41.68 %
100-51510-154	LIFE INSURANCE	12.00	12.00	1.19	7.63	4.37	36.42 %
100-51510-225	PHONE/INTERNET/CABLE	150.00	150.00	9.45	66.15	83.85	55.90 %
100-51510-241	EQUIPMENT MAINTENANCE CONT	190.00	190.00	0.00	0.00	190.00	100.00 %
100-51510-290	OTHER CONTRACTUAL SERVICES	6,162.00	6,162.00	0.00	2,749.25	3,412.75	55.38 %
100-51510-310	OFFICE SUPPLIES	445.00	445.00	0.00	274.92	170.08	38.22 %
100-51510-311	POSTAGE	200.00	200.00	9.14	68.52	131.48	65.74 %
100-51510-312	COPY USAGE & PAPER	295.00	295.00	23.04	301.52	-6.52	-2.21 %
100-51510-320	SUBSCRIPTIONS & DUES	535.00	535.00	0.00	509.00	26.00	4.86 %
100-51510-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51510-330	SEMINARS, CONF & TRAVEL	775.00	775.00	0.00	388.00	387.00	49.94 %
100-51510-340	OPERATING SUPPLIES	650.00	650.00	47.97	348.27	301.73	46.42 %
100-51510-341	PRINTING & FORMS	300.00	300.00	0.00	0.00	300.00	100.00 %
<b>Department: 51510 - HUMAN RESOURCES Total:</b>		<b>94,225.00</b>	<b>94,225.00</b>	<b>6,762.75</b>	<b>51,044.31</b>	<b>43,180.69</b>	<b>45.83 %</b>
<b>Department: 51530 - ASSESSOR</b>							
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	300.00	0.00	0.00 %
100-51530-150	FICA	23.00	23.00	0.00	22.95	0.05	0.22 %
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 %
1530-153	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: 2018 Period Ending: 07/31/2018

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
100-530-225	PHONE/INTERNET/CABLE	450.00	450.00	28.16	197.12	252.88	56.20 %
100-51530-240	SOFTWARE MAINTENANCE-CONTR	3,500.00	3,500.00	0.00	3,870.90	-370.90	-10.60 %
100-51530-290	OTHER CONTRACTUAL SERVICES	236,931.00	236,931.00	19,025.26	134,199.67	102,731.33	43.36 %
100-51530-291	TRANSCRIPTION CONTRACTUAL	250.00	250.00	0.00	18.59	231.41	92.56 %
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	520.24	1,364.22	-364.22	-36.42 %
100-51530-312	COPY USAGE & PAPER	250.00	250.00	0.96	10.16	239.84	95.94 %
100-51530-340	OPERATING SUPPLIES	250.00	250.00	0.00	86.38	163.62	65.45 %
100-51530-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51530 - ASSESSOR Total:</b>		<b>242,954.00</b>	<b>242,954.00</b>	<b>19,574.62</b>	<b>140,069.99</b>	<b>102,884.01</b>	<b>42.35 %</b>
<b>Department: 51540 - IT</b>							
100-51540-110	SALARIES - REGULAR	35,282.00	35,282.00	0.00	11,778.31	23,503.69	66.62 %
100-51540-120	WAGES-REGULAR	5,889.00	5,889.00	455.00	3,185.00	2,704.00	45.92 %
100-51540-124	WAGES - PERM. PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-126	WAGES TEMP./SEAS.	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-51540-150	FICA	2,365.00	2,365.00	28.68	1,070.93	1,294.07	54.72 %
100-51540-151	RETIREMENT (WRS)	2,758.00	2,758.00	30.48	994.88	1,763.12	63.93 %
100-51540-152	HEALTH INSURANCE	6,680.00	6,680.00	210.02	2,856.86	3,823.14	57.23 %
100-51540-153	DENTAL INSURANCE	789.00	789.00	12.97	301.83	487.17	61.75 %
100-51540-154	LIFE INSURANCE	7.00	7.00	0.09	1.98	5.02	71.71 %
100-51540-225	PHONE/INTERNET/CABLE	1,504.00	1,504.00	0.00	2,339.97	-835.97	-55.58 %
100-51540-240	SOFTWARE MAINTENANCE CONTR	23,443.00	23,443.00	0.00	5,858.00	17,585.00	75.01 %
100-51540-241	EQUIPMENT MAINTENANCE CONT	2,400.00	2,400.00	0.00	0.00	2,400.00	100.00 %
100-51540-244	WEBSITE	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
100-51540-290	OTHER CONTRACTUAL SERVICES	14,004.00	14,004.00	0.00	10,651.80	3,352.20	23.94 %
100-51540-310	OFFICE SUPPLIES	0.00	0.00	0.00	67.97	-67.97	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	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
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	0.00	1,000.00	100.00 %
100-51540-340	OPERATING SUPPLIES	4,934.00	4,934.00	105.00	1,072.18	3,861.82	78.27 %
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 %
<b>Department: 51540 - IT Total:</b>		<b>104,755.00</b>	<b>104,755.00</b>	<b>842.24</b>	<b>40,179.71</b>	<b>64,575.29</b>	<b>61.64 %</b>
<b>Department: 51600 - CITY HALL</b>							
100-51600-110	SALARIES - REGULAR	49,488.00	49,488.00	3,769.16	26,281.46	23,206.54	46.89 %
100-51600-124	WAGES - PERM PT	11,831.00	11,831.00	531.57	4,064.82	7,766.18	65.64 %
100-51600-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-126	WAGES - TEMP/SEAS	0.00	0.00	781.63	1,269.58	-1,269.58	0.00 %
100-51600-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-150	FICA	4,691.00	4,691.00	372.58	2,313.09	2,377.91	50.69 %
100-51600-151	RETIREMENT (WRS)	3,316.00	3,316.00	252.54	1,760.88	1,555.12	46.90 %
100-51600-152	HEALTH INSURANCE	8,529.00	8,529.00	710.72	4,975.04	3,553.96	41.67 %
100-51600-153	DENTAL INSURANCE	492.00	492.00	41.00	287.00	205.00	41.67 %
100-51600-154	LIFE INSURANCE	31.00	31.00	2.67	18.09	12.91	41.65 %
100-51600-211	BOILER CONTRACTUAL	670.00	670.00	0.00	0.00	670.00	100.00 %
100-51600-212	ELEVATORS	5,748.00	5,748.00	0.00	5,979.72	-231.72	-4.03 %
100-51600-213	HVAC CONTRACTUAL	6,096.00	6,096.00	0.00	516.20	5,579.80	91.53 %
100-51600-214	FIRE CONTRACTUAL	2,739.00	2,739.00	0.00	2,017.40	721.60	26.35 %
100-51600-220	WATER/SEWER/STORM WATER	8,460.00	8,460.00	1,363.02	3,942.54	4,517.46	53.40 %
100-51600-221	ELECTRIC & GAS	40,000.00	40,000.00	0.00	19,508.66	20,491.34	51.23 %
100-51600-225	PHONE/INTERNET/CABLE	5,868.00	5,868.00	413.08	3,111.53	2,756.47	46.97 %
100-51600-240	SOFTWARE MAINT. CONTRACTUAL	600.00	600.00	0.00	600.00	0.00	0.00 %
100-51600-241	EQUIPMENT MAINTENANCE CONT	1,350.00	1,350.00	0.00	1,999.00	-649.00	-48.07 %
100-51600-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-243	LEASES	750.00	750.00	0.00	591.74	158.26	21.10 %

Budget Report

For Fiscal: 2018 Period Ending: 07/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance (Unfavorable)	Percent Remaining
100-600-290	OTHER CONTRACTUAL SERVICES	3,923.00	3,923.00	0.00	1,648.34	2,274.66	57.98 %
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	0.00	283.00	100.00 %
100-51600-311	POSTAGE	500.00	500.00	0.00	225.00	275.00	55.00 %
100-51600-312	COPY USAGE & PAPER	0.00	0.00	0.00	8.91	-8.91	0.00 %
100-51600-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	39.76	-39.76	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	0.00	0.00	100.00	100.00 %
100-51600-340	OPERATING SUPPLIES	6,525.00	6,525.00	359.18	3,092.25	3,432.75	52.61 %
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	330.56	2,369.01	630.99	21.03 %
100-51600-350	BLDG & GRDS MAINT & REPAIRS	4,225.00	4,225.00	555.93	3,211.85	1,013.15	23.98 %
100-51600-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	3.07	7.57	492.43	98.49 %
100-51600-361	REGULAR FUEL	850.00	850.00	70.75	161.27	688.73	81.03 %
100-51600-362	OFF ROAD FUEL	250.00	250.00	37.57	153.47	96.53	38.61 %
100-51600-363	EQUIPMENT MAINT & REPAIRS	1,000.00	1,000.00	497.58	1,528.10	-528.10	-52.81 %
100-51600-381	EMPLOYMENT TESTING	50.00	50.00	7.00	32.00	18.00	36.00 %
<b>Department: 51600 - CITY HALL Total:</b>		<b>172,515.00</b>	<b>172,515.00</b>	<b>10,099.61</b>	<b>91,714.28</b>	<b>80,800.72</b>	<b>46.84 %</b>
<b>Department: 51900 - OTHER GOVERNMENT</b>							
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	-64.98	-1,212.48	1,212.48	0.00 %
<b>Department: 51900 - OTHER GOVERNMENT Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>-64.98</b>	<b>-1,212.48</b>	<b>1,212.48</b>	<b>0.00 %</b>
<b>Department: 51938 - SICK LEAVE PAYOUT</b>							
100-51938-516	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 51938 - SICK LEAVE PAYOUT Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Department: 51939 - WORKER'S COMPENSATION</b>							
100-51939-510	INS - WORKERS COMP	76,732.00	76,732.00	0.00	60,878.75	15,853.25	20.66 %
<b>Department: 51939 - WORKER'S COMPENSATION Total:</b>		<b>76,732.00</b>	<b>76,732.00</b>	<b>0.00</b>	<b>60,878.75</b>	<b>15,853.25</b>	<b>20.66 %</b>
<b>Department: 51940 - UNEMPLOYMENT COMPENSATION</b>							
100-51940-517	UNEMPLOYMENT	3,000.00	3,000.00	0.00	171.00	2,829.00	94.30 %
<b>Department: 51940 - UNEMPLOYMENT COMPENSATION Total:</b>		<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>171.00</b>	<b>2,829.00</b>	<b>94.30 %</b>
<b>Department: 51941 - SALES TAX</b>							
100-51941-301	SALES TAX	9,700.00	9,700.00	1,924.90	2,976.35	6,723.65	69.32 %
<b>Department: 51941 - SALES TAX Total:</b>		<b>9,700.00</b>	<b>9,700.00</b>	<b>1,924.90</b>	<b>2,976.35</b>	<b>6,723.65</b>	<b>69.32 %</b>
<b>Department: 51942 - ILLEGAL ASSESSMENTS</b>							
100-51942-397	MISCELLANEOUS EXPENSE	0.00	0.00	1,159.14	1,159.14	-1,159.14	0.00 %
<b>Department: 51942 - ILLEGAL ASSESSMENTS Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>1,159.14</b>	<b>1,159.14</b>	<b>-1,159.14</b>	<b>0.00 %</b>
<b>Department: 51943 - INS - FIRE, COMP / COLL, BOILER</b>							
100-51943-511	INS - FIRE, COMP/COLL, BOILER	40,800.00	40,800.00	0.00	39,509.00	1,291.00	3.16 %
<b>Department: 51943 - INS - FIRE, COMP / COLL, BOILER Total:</b>		<b>40,800.00</b>	<b>40,800.00</b>	<b>0.00</b>	<b>39,509.00</b>	<b>1,291.00</b>	<b>3.16 %</b>
<b>Department: 51944 - INS - VEHICLES</b>							
100-51944-512	INS - VEHICLES	18,800.00	18,800.00	0.00	18,840.00	-40.00	-0.21 %
<b>Department: 51944 - INS - VEHICLES Total:</b>		<b>18,800.00</b>	<b>18,800.00</b>	<b>0.00</b>	<b>18,840.00</b>	<b>-40.00</b>	<b>-0.21 %</b>
<b>Department: 51945 - PROPERTY &amp; LIABILITY VEHICLE INSURANCE</b>							
100-51945-513	INS - CVMIC, LIABILITY, PROF	34,373.00	34,373.00	0.00	31,094.00	3,279.00	9.54 %
<b>Department: 51945 - PROPERTY &amp; LIABILITY VEHICLE INSURANCE</b>		<b>34,373.00</b>	<b>34,373.00</b>	<b>0.00</b>	<b>31,094.00</b>	<b>3,279.00</b>	<b>9.54 %</b>
<b>Department: 51946 - SIR</b>							
100-51946-514	SIR	2,000.00	2,000.00	0.00	5,000.00	-3,000.00	-150.00 %
<b>Department: 51946 - SIR Total:</b>		<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>5,000.00</b>	<b>-3,000.00</b>	<b>-150.00 %</b>
<b>Department: 51947 - MONIES &amp; SECURITIES INSURANCE MISC</b>							
100-51947-515	INS - MONIES & SECURITIES	1,600.00	1,600.00	0.00	1,036.00	564.00	35.25 %
<b>Department: 51947 - MONIES &amp; SECURITIES INSURANCE MISC Tot</b>		<b>1,600.00</b>	<b>1,600.00</b>	<b>0.00</b>	<b>1,036.00</b>	<b>564.00</b>	<b>35.25 %</b>

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 51980 - UNCOLLECTABLE ACCOUNTS</b>							
<u>100-51980-398</u>	UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	3,875.07	-3,875.07	0.00 %
<b>Department: 51980 - UNCOLLECTABLE ACCOUNTS Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,875.07</b>	<b>-3,875.07</b>	<b>0.00 %</b>
<b>Department: 52100 - POLICE</b>							
<u>100-52100-110</u>	SALARIES - REGULAR	228,123.00	228,123.00	10,023.32	88,408.08	139,714.92	61.25 %
<u>100-52100-120</u>	WAGES - REGULAR	1,593,923.00	1,593,923.00	119,680.70	820,187.57	773,735.43	48.54 %
<u>100-52100-121</u>	OVERTIME - REGULAR	70,120.00	70,120.00	6,254.13	44,544.35	25,575.65	36.47 %
<u>100-52100-122</u>	OVERTIME - SPECIAL PROJECTS	0.00	0.00	1,487.20	7,179.74	-7,179.74	0.00 %
<u>100-52100-124</u>	WAGES - PERM PT	9,994.00	9,994.00	700.08	6,970.65	3,023.35	30.25 %
<u>100-52100-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52100-126</u>	WAGES - TEMP/SEAS	24,243.00	24,243.00	0.00	10,240.36	14,002.64	57.76 %
<u>100-52100-127</u>	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52100-140</u>	SHIFT DIFFERENTIAL	0.00	0.00	461.04	3,322.92	-3,322.92	0.00 %
<u>100-52100-141</u>	ON CALL	9,200.00	9,200.00	400.00	2,800.00	6,400.00	69.57 %
<u>100-52100-150</u>	FICA	148,073.00	148,073.00	9,862.94	70,023.73	78,049.27	52.71 %
<u>100-52100-151</u>	RETIREMENT (WRS)	250,291.00	250,291.00	19,672.09	137,687.43	112,603.57	44.99 %
<u>100-52100-152</u>	HEALTH INSURANCE	452,651.00	452,651.00	35,185.65	245,508.93	207,142.07	45.76 %
<u>100-52100-153</u>	DENTAL INSURANCE	27,404.00	27,404.00	2,110.67	14,666.97	12,737.03	46.48 %
<u>100-52100-154</u>	LIFE INSURANCE	535.00	535.00	42.54	272.50	262.50	49.07 %
<u>100-52100-221</u>	ELECTRIC & GAS	16,000.00	16,000.00	0.00	7,094.05	8,905.95	55.66 %
<u>100-52100-225</u>	PHONE/INTERNET/CABLE	5,940.00	5,940.00	384.37	3,674.43	2,265.57	38.14 %
<u>100-52100-226</u>	MOBILE DATA AIR CARDS	9,000.00	9,000.00	0.00	3,160.16	5,839.84	64.89 %
<u>100-52100-240</u>	SOFTWARE MAINTENANCE CONTR	21,463.00	21,463.00	0.00	19,755.52	1,707.48	7.96 %
<u>100-52100-241</u>	EQUIPMENT MAINTENANCE CONT	4,459.00	4,459.00	0.00	3,019.20	1,439.80	32.29 %
<u>100-52100-242</u>	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52100-290</u>	OTHER CONTRACTUAL SERVICES	2,594.00	2,594.00	0.00	1,246.35	1,347.65	51.95 %
<u>100-52100-310</u>	OFFICE SUPPLIES	1,300.00	1,300.00	13.98	270.29	1,029.71	79.21 %
<u>100-52100-311</u>	POSTAGE	2,000.00	2,000.00	60.58	1,108.10	891.90	44.60 %
<u>100-52100-312</u>	COPY USAGE & PAPER	1,000.00	1,000.00	74.89	808.76	191.24	19.12 %
<u>100-52100-320</u>	SUBSCRIPTIONS & DUES	3,205.00	3,205.00	80.00	2,955.00	250.00	7.80 %
<u>100-52100-321</u>	CERTIFICATIONS & LICENSES	700.00	700.00	0.00	0.00	700.00	100.00 %
<u>100-52100-324</u>	RECRUITMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>100-52100-330</u>	SEMINARS, CONF & TRAVEL	15,400.00	15,400.00	1,606.50	8,367.67	7,032.33	45.66 %
<u>100-52100-340</u>	OPERATING SUPPLIES	12,000.00	12,000.00	704.84	5,033.42	6,966.58	58.05 %
<u>100-52100-341</u>	PRINTING & FORMS	1,800.00	1,800.00	0.00	492.86	1,307.14	72.62 %
<u>100-52100-342</u>	CLEANING & SANITARY SUPPLIES	150.00	150.00	23.76	23.76	126.24	84.16 %
<u>100-52100-350</u>	BLDG & GRDS MAINT & REPAIRS	1,300.00	1,300.00	0.00	195.85	1,104.15	84.93 %
<u>100-52100-360</u>	VEHICLE MAINT. & REPAIRS	12,000.00	12,000.00	442.47	4,165.67	7,834.33	65.29 %
<u>100-52100-361</u>	REGULAR FUEL	41,423.00	41,423.00	3,849.48	20,523.48	20,899.52	50.45 %
<u>100-52100-363</u>	EQUIPMENT MAINT & REPAIRS	1,500.00	1,500.00	56.95	116.95	1,383.05	92.20 %
<u>100-52100-380</u>	PUBLIC EDUCATION	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>100-52100-381</u>	EMPLOYMENT TESTING	2,000.00	2,000.00	343.00	2,361.45	-361.45	-18.07 %
<u>100-52100-382</u>	UNIFORMS & SAFETY ATTIRE	12,000.00	12,000.00	527.51	4,788.22	7,211.78	60.10 %
<u>100-52100-390</u>	AMMUNITION	6,000.00	6,000.00	4,429.75	4,760.75	1,239.25	20.65 %
<u>100-52100-391</u>	ERT SUPPLIES	1,500.00	1,500.00	0.00	103.80	1,396.20	93.08 %
<u>100-52100-392</u>	NON LETHAL SUPPLIES	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<u>100-52100-399</u>	ADD'L SOFTWARE & UPGRADES	1,500.00	1,500.00	100.88	100.88	1,399.12	93.27 %
<b>Department: 52100 - POLICE Total:</b>		<b>2,993,791.00</b>	<b>2,993,791.00</b>	<b>218,579.32</b>	<b>1,545,939.85</b>	<b>1,447,851.15</b>	<b>48.36 %</b>
<b>Department: 52200 - FIRE</b>							
<u>100-52200-110</u>	SALARIES - REGULAR	172,371.00	172,371.00	13,537.66	91,866.13	80,504.87	46.70 %
<u>100-52200-120</u>	WAGES - REGULAR	626,268.00	626,268.00	47,134.21	322,928.54	303,339.46	48.44 %
<u>100-52200-121</u>	OVERTIME - REGULAR	46,000.00	46,000.00	5,699.69	37,476.54	8,523.46	18.53 %
<u>100-52200-123</u>	OVERTIME - DOUBLE TIME	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-124</u>	WAGES - PERM PT	72,735.00	72,735.00	5,589.75	32,431.77	40,303.23	55.41 %
<u>100-52200-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-141</u>	ON CALL	0.00	0.00	90.00	435.00	-435.00	0.00 %
<u>2200-150</u>	FICA	17,811.00	17,811.00	1,314.97	8,547.06	9,263.94	52.01 %
<u>100-52200-151</u>	RETIREMENT (WRS)	168,670.00	168,670.00	13,378.97	91,002.48	77,667.52	46.05 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-200-152	HEALTH INSURANCE	208,445.00	208,445.00	17,370.44	121,593.08	86,851.92	41.67 %
100-52200-153	DENTAL INSURANCE	12,819.00	12,819.00	1,068.23	7,477.61	5,341.39	41.67 %
100-52200-154	LIFE INSURANCE	226.00	226.00	22.46	138.16	87.84	38.87 %
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	0.00	8,867.57	8,388.43	48.61 %
100-52200-225	PHONE/INTERNET/CABLE	3,000.00	3,000.00	184.09	1,590.59	1,409.41	46.98 %
100-52200-226	MOBILE DATA AIR CARDS	2,400.00	2,400.00	0.00	1,367.50	1,032.50	43.02 %
100-52200-240	SOFTWARE MAINTENANCE CONTR	6,208.00	6,208.00	0.00	5,407.50	800.50	12.89 %
100-52200-241	EQUIPMENT MAINTENANCE CONT	3,488.00	3,488.00	0.00	2,488.00	1,000.00	28.67 %
100-52200-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-290	OTHER CONTRACTUAL SERVICES	7,255.00	7,255.00	0.00	1,505.00	5,750.00	79.26 %
100-52200-310	OFFICE SUPPLIES	500.00	500.00	0.00	60.53	439.47	87.89 %
100-52200-311	POSTAGE	200.00	200.00	61.52	301.46	-101.46	-50.73 %
100-52200-312	COPY USAGE & PAPER	180.00	180.00	84.77	212.78	-32.78	-18.21 %
100-52200-320	SUBSCRIPTIONS & DUES	1,626.00	1,626.00	40.00	345.00	1,281.00	78.78 %
100-52200-321	CERTIFICATIONS & LICENSES	1,000.00	1,000.00	0.00	333.51	666.49	66.65 %
100-52200-324	RECRUITMENT	250.00	250.00	0.00	0.00	250.00	100.00 %
100-52200-330	SEMINARS, CONF & TRAVEL	4,300.00	4,300.00	205.35	1,055.80	3,244.20	75.45 %
100-52200-340	OPERATING SUPPLIES	7,041.00	7,041.00	452.75	4,138.66	2,902.34	41.22 %
100-52200-341	PRINTING & FORMS	200.00	200.00	0.00	0.00	200.00	100.00 %
100-52200-342	CLEANING & SANITARY SUPPLIES	2,000.00	2,000.00	0.00	389.42	1,610.58	80.53 %
100-52200-350	BLDG & GRDS MAINT & REPAIRS	1,000.00	1,000.00	0.00	100.65	899.35	89.94 %
100-52200-360	VEHICLE MAINT. & REPAIRS	6,000.00	6,000.00	562.00	10,696.89	-4,696.89	-78.28 %
100-52200-361	REGULAR FUEL	7,000.00	7,000.00	585.07	4,536.57	2,463.43	35.19 %
100-52200-362	OFF ROAD FUEL	200.00	200.00	3.61	104.57	95.43	47.72 %
100-52200-363	EQUIPMENT MAINT & REPAIRS	1,500.00	1,500.00	0.00	445.94	1,054.06	70.27 %
100-52200-380	PUBLIC EDUCATION	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-52200-381	EMPLOYMENT TESTING	2,000.00	2,000.00	57.35	1,949.10	50.90	2.55 %
100-52200-382	UNIFORMS & SAFETY ATTIRE	3,000.00	3,000.00	141.00	2,306.17	693.83	23.13 %
100-52200-394	EMS - SUPPLIES	3,500.00	3,500.00	0.00	2,322.42	1,177.58	33.65 %
100-52200-399	ADD'L SOFTWARE & UPGRADES	150.00	150.00	0.00	187.50	-37.50	-25.00 %
Department: 52200 - FIRE Total:		1,407,599.00	1,407,599.00	107,583.89	764,609.50	642,989.50	45.68 %
<b>Department: 52210 - HYDRANTS</b>							
100-52210-290	OTHER CONTRACTUAL SERVICES	403,078.00	403,078.00	0.00	0.00	403,078.00	100.00 %
Department: 52210 - HYDRANTS Total:		403,078.00	403,078.00	0.00	0.00	403,078.00	100.00 %
<b>Department: 52400 - INSPECTIONS</b>							
100-52400-110	SALARIES - REGULAR	39,221.00	39,221.00	3,046.08	20,981.99	18,239.01	46.50 %
100-52400-120	WAGES - REGULAR	265,275.00	265,275.00	20,445.66	141,635.87	123,639.13	46.61 %
100-52400-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-126	WAGES - TEMP./SEAS.	500.00	500.00	0.00	0.00	500.00	100.00 %
100-52400-150	FICA	23,332.00	23,332.00	1,661.14	11,554.84	11,777.16	50.48 %
100-52400-151	RETIREMENT (WRS)	20,401.00	20,401.00	1,573.94	10,895.53	9,505.47	46.59 %
100-52400-152	HEALTH INSURANCE	73,287.00	73,287.00	6,190.45	43,416.34	29,870.66	40.76 %
100-52400-153	DENTAL INSURANCE	4,413.00	4,413.00	373.35	2,619.06	1,793.94	40.65 %
100-52400-154	LIFE INSURANCE	189.00	189.00	17.42	113.44	75.56	39.98 %
100-52400-225	PHONE/INTERNET/CABLE	2,340.00	2,340.00	85.56	1,401.06	938.94	40.13 %
100-52400-240	Hdwr/softwr. Maint.	0.00	0.00	4,500.00	4,500.00	-4,500.00	0.00 %
100-52400-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-294	WEIGHTS & MEASURES	8,800.00	8,800.00	829.26	9,629.26	-829.26	-9.42 %
100-52400-310	OFFICE SUPPLIES	800.00	800.00	45.91	45.91	754.09	94.26 %
100-52400-311	POSTAGE	700.00	700.00	32.86	182.20	517.80	73.97 %
100-52400-312	COPY USAGE & PAPER	1,500.00	1,500.00	46.23	138.15	1,361.85	90.79 %
100-52400-320	SUBSCRIPTIONS & DUES	390.00	390.00	0.00	280.00	110.00	28.21 %
100-52400-321	CERTIFICATIONS & LICENSES	120.00	120.00	0.00	612.02	-492.02	-410.02 %
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	2,689.63	310.37	10.35 %
100-52400-340	OPERATING SUPPLIES	150.00	150.00	50.00	102.83	47.17	31.45 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
1	400-341	PRINTING & FORMS	1,125.00	1,125.00	0.00	0.00	1,125.00 100.00 %
	100-52400-360	VEHICLE MAINT. & REPAIRS	300.00	300.00	0.00	164.94	135.06 45.02 %
	100-52400-361	REGULAR FUEL	3,100.00	3,100.00	230.67	1,394.57	1,705.43 55.01 %
	100-52400-381	EMPLOYMENT TESTING	0.00	0.00	0.00	0.00	0.00 0.00 %
	<b>Department: 52400 - INSPECTIONS Total:</b>		<b>448,943.00</b>	<b>448,943.00</b>	<b>39,128.53</b>	<b>252,357.64</b>	<b>196,585.36 43.79 %</b>
	<b>Department: 52601 - EMERGENCY GOVERNMENT</b>						
	100-52601-290	OTHER CONTRACTUAL SERVICES	10,000.00	10,000.00	0.00	10,000.00	0.00 0.00 %
	100-52601-340	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00 100.00 %
	<b>Department: 52601 - EMERGENCY GOVERNMENT Total:</b>		<b>11,000.00</b>	<b>11,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>1,000.00 9.09 %</b>
	<b>Department: 52700 - JAIL</b>						
	100-52700-290	OTHER CONTRACTUAL SERVICES	200.00	200.00	0.00	0.00	200.00 100.00 %
	<b>Department: 52700 - JAIL Total:</b>		<b>200.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>200.00 100.00 %</b>
	<b>Department: 53100 - ENGINEERING</b>						
	100-53100-110	SALARIES - REGULAR	77,993.00	77,993.00	6,058.52	41,713.52	36,279.48 46.52 %
	100-53100-120	WAGES - REGULAR	2,201.00	2,201.00	172.04	1,187.48	1,013.52 46.05 %
	100-53100-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00 0.00 %
	100-53100-150	FICA	6,135.00	6,135.00	443.86	3,067.58	3,067.42 50.00 %
	100-53100-151	RETIREMENT (WRS)	5,373.00	5,373.00	417.44	2,874.32	2,498.68 46.50 %
	100-53100-152	HEALTH INSURANCE	17,983.00	17,983.00	1,540.19	10,822.92	7,160.08 39.82 %
	100-53100-153	DENTAL INSURANCE	1,108.00	1,108.00	95.14	668.79	439.21 39.64 %
	100-53100-154	LIFE INSURANCE	26.00	26.00	2.30	15.35	10.65 40.96 %
	100-53100-225	PHONE/INTERNET/CABLE	2,326.00	2,326.00	87.20	1,100.20	1,225.80 52.70 %
	100-53100-240	SOFTWARE MAINTENANCE CONTR	400.00	400.00	0.00	280.00	120.00 30.00 %
	100-53100-241	EQUIPMENT MAINTENANCE CONT	400.00	400.00	0.00	0.00	400.00 100.00 %
	100-53100-310	OFFICE SUPPLIES	1,300.00	1,300.00	0.00	45.17	1,254.83 96.53 %
	100-53100-311	POSTAGE	500.00	500.00	2.85	98.32	401.68 80.34 %
	100-53100-312	COPY USAGE & PAPER	650.00	650.00	61.62	517.91	132.09 20.32 %
	100-320	SUBSCRIPTIONS & DUES	250.00	250.00	0.00	211.00	39.00 15.60 %
	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	0.00	671.61	28.39 4.06 %
	100-53100-340	OPERATING SUPPLIES	1,000.00	1,000.00	7.00	626.85	373.15 37.32 %
	100-53100-341	PRINTING & FORMS	125.00	125.00	0.00	0.00	125.00 100.00 %
	100-53100-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	0.00	113.45	386.55 77.31 %
	100-53100-361	REGULAR FUEL	700.00	700.00	132.41	608.25	91.75 13.11 %
	100-53100-399	ADD'L SOFTWARE & UPGRADES	550.00	550.00	0.00	0.00	550.00 100.00 %
	<b>Department: 53100 - ENGINEERING Total:</b>		<b>120,220.00</b>	<b>120,220.00</b>	<b>9,020.57</b>	<b>64,622.72</b>	<b>55,597.28 46.25 %</b>
	<b>Department: 53310 - BOARD OF PUBLIC WORKS</b>						
	100-53310-291	TRANSCRIPTION CONTRACTUAL	1,200.00	1,200.00	102.05	583.83	616.17 51.35 %
	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 %
	<b>Department: 53310 - BOARD OF PUBLIC WORKS Total:</b>		<b>2,250.00</b>	<b>2,250.00</b>	<b>102.05</b>	<b>583.83</b>	<b>1,666.17 74.05 %</b>
	<b>Department: 53311 - STREET</b>						
	100-53311-110	SALARIES - REGULAR	42,851.00	42,851.00	3,362.48	22,992.15	19,858.85 46.34 %
	100-53311-120	WAGES - REGULAR	293,832.00	293,832.00	23,613.98	162,118.59	131,713.41 44.83 %
	100-53311-121	OVERTIME - REGULAR	14,000.00	14,000.00	29.50	6,651.32	7,348.68 52.49 %
	100-53311-124	WAGES - PERM PT	4,937.00	4,937.00	73.41	521.17	4,415.83 89.44 %
	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	182.28	619.21	4,450.79 87.79 %
	100-53311-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00 0.00 %
	100-53311-150	FICA	27,592.00	27,592.00	1,939.84	13,823.47	13,768.53 49.90 %
	100-53311-151	RETIREMENT (WRS)	23,496.00	23,496.00	1,809.39	12,848.02	10,647.98 45.32 %
	100-53311-152	HEALTH INSURANCE	97,113.00	97,113.00	9,166.23	62,483.39	34,629.61 35.66 %
	100-53311-153	DENTAL INSURANCE	7,041.00	7,041.00	601.18	4,208.26	2,832.74 40.23 %
	100-53311-154	LIFE INSURANCE	190.00	190.00	16.25	106.20	83.80 44.11 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
1	311-211						
	BOILER CONTRACTUAL	100.00	100.00	0.00	0.00	100.00	100.00 %
	100-53311-213 HVAC CONTRACTUAL	800.00	800.00	0.00	113.05	686.95	85.87 %
	100-53311-214 FIRE CONTRACTUAL	650.00	650.00	0.00	144.79	505.21	77.72 %
	100-53311-220 WATER/SEWER/STORM WATER	2,100.00	2,100.00	600.15	1,749.21	350.79	16.70 %
	100-53311-221 ELECTRIC & GAS	8,662.00	8,662.00	10,125.46	15,897.27	-7,235.27	-83.53 %
	100-53311-225 PHONE/INTERNET/CABLE	2,694.00	2,694.00	217.95	2,222.48	471.52	17.50 %
	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	637.50	72.50	10.21 %
	100-53311-241 EQUIPMENT MAINTENANCE CONT	100.00	100.00	0.00	0.00	100.00	100.00 %
	100-53311-242 EQUIPMENT RENTAL	11,500.00	11,500.00	0.00	8,765.00	2,735.00	23.78 %
	100-53311-243 LEASES	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-53311-290 OTHER CONTRACTUAL SERVICES	16,000.00	16,000.00	1,062.69	8,345.21	7,654.79	47.84 %
	100-53311-310 OFFICE SUPPLIES	200.00	200.00	0.00	103.38	96.62	48.31 %
	100-53311-311 POSTAGE	300.00	300.00	0.00	5.05	294.95	98.32 %
	100-53311-312 COPY USAGE & PAPER	50.00	50.00	10.29	62.92	-12.92	-25.84 %
	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	271.07	-171.07	-171.07 %
	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	391.52	108.48	21.70 %
	100-53311-340 OPERATING SUPPLIES	4,850.00	4,850.00	772.31	3,831.03	1,018.97	21.01 %
	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	5.14	259.12	340.88	56.81 %
	100-53311-350 BLDG & GRDS MAINT & REPAIRS	1,500.00	1,500.00	5.49	753.16	746.84	49.79 %
	100-53311-360 VEHICLE MAINT. & REPAIRS	5,500.00	5,500.00	602.90	10,805.31	-5,305.31	-96.46 %
	100-53311-361 REGULAR FUEL	20,800.00	20,800.00	543.13	8,550.58	12,249.42	58.89 %
	100-53311-362 OFF ROAD FUEL	5,000.00	5,000.00	442.32	1,892.25	3,107.75	62.16 %
	100-53311-363 EQUIPMENT MAINT & REPAIRS	12,000.00	12,000.00	131.55	2,995.43	9,004.57	75.04 %
	100-53311-370 SALT & SAND	77,105.00	77,105.00	0.00	50,742.65	26,362.35	34.19 %
	311-371 TREE & BRUSH MAINTENANCE	2,500.00	2,500.00	0.00	1,403.34	1,096.66	43.87 %
	100-53311-375 STREET MAINT & REPAIRS	5,000.00	5,000.00	1,787.00	1,816.98	3,183.02	63.66 %
	100-53311-381 EMPLOYMENT TESTING	500.00	500.00	0.00	469.53	30.47	6.09 %
	100-53311-382 UNIFORMS & SAFETY ATTIRE	1,000.00	1,000.00	0.00	55.40	944.60	94.46 %
	100-53311-399 ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	0.00	0.00	0.00 %
	<b>Department: 53311 - STREET Total:</b>	<b>697,343.00</b>	<b>697,343.00</b>	<b>57,100.92</b>	<b>408,655.01</b>	<b>288,687.99</b>	<b>41.40 %</b>
	<b>Department: 53312 - STREET SIGNS &amp; SIGNALS</b>						
	100-53312-221 ELECTRIC & GAS	7,800.00	7,800.00	0.00	627.21	7,172.79	91.96 %
	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	0.00	0.00	800.00	100.00 %
	100-53312-372 STREET SIGN MAINT & REPAIRS	9,000.00	9,000.00	356.84	1,634.67	7,365.33	81.84 %
	100-53312-373 STREET SIGNAL MAINT & REPAIRS	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
	<b>Department: 53312 - STREET SIGNS &amp; SIGNALS Total:</b>	<b>19,100.00</b>	<b>19,100.00</b>	<b>356.84</b>	<b>2,261.88</b>	<b>16,838.12</b>	<b>88.16 %</b>
	<b>Department: 53315 - STREET LIGHTS</b>						
	100-53315-221 ELECTRIC & GAS	225,955.00	225,955.00	3,370.32	89,673.42	136,281.58	60.31 %
	100-53315-290 OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	92.00	-92.00	0.00 %
	100-53315-292 ELECTRICAL CONTRACTUAL	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
	100-53315-374 STREET LIGHT MAINT & REPAIRS	2,000.00	2,000.00	244.09	1,998.55	1.45	0.07 %
	<b>Department: 53315 - STREET LIGHTS Total:</b>	<b>239,955.00</b>	<b>239,955.00</b>	<b>3,614.41</b>	<b>91,763.97</b>	<b>148,191.03</b>	<b>61.76 %</b>
	<b>Department: 53440 - STORM WATER</b>						
	100-53440-200 GF STORM WATER ERU	0.00	0.00	0.00	0.00	0.00	0.00 %
	<b>Department: 53440 - STORM WATER Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
	<b>Department: 54110 - ANIMAL CONTROL</b>						
	100-54110-290 OTHER CONTRACTUAL SERVICES	66,840.00	66,840.00	5,570.00	33,420.00	33,420.00	50.00 %
	<b>Department: 54110 - ANIMAL CONTROL Total:</b>	<b>66,840.00</b>	<b>66,840.00</b>	<b>5,570.00</b>	<b>33,420.00</b>	<b>33,420.00</b>	<b>50.00 %</b>
	<b>Department: 55110 - LIBRARY</b>						
	100-55110-110 SALARIES - REGULAR	29,111.00	29,111.00	2,218.14	15,463.80	13,647.20	46.88 %
	5110-124 WAGES - PERM PT	10,616.00	10,616.00	769.50	4,479.75	6,136.25	57.80 %
	100-55110-125 OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Percent Remaining
1	100-55110-126	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-127	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-150	3,039.00	3,039.00	218.89	1,462.89	1,576.11	51.86 %
	100-55110-151	1,950.00	1,950.00	148.62	1,036.14	913.86	46.86 %
	100-55110-152	5,075.00	5,075.00	422.94	2,960.58	2,114.42	41.66 %
	100-55110-153	294.00	294.00	24.46	171.22	122.78	41.76 %
	100-55110-154	18.00	18.00	1.58	10.76	7.24	40.22 %
	100-55110-211	635.00	635.00	0.00	501.00	134.00	21.10 %
	100-55110-213	2,996.00	2,996.00	0.00	0.00	2,996.00	100.00 %
	100-55110-214	1,249.00	1,249.00	0.00	484.26	764.74	61.23 %
	100-55110-220	4,146.00	4,146.00	472.35	1,381.30	2,764.70	66.68 %
	100-55110-221	25,774.00	25,774.00	0.00	10,335.36	15,438.64	59.90 %
	100-55110-225	750.00	750.00	59.48	390.90	359.10	47.88 %
	100-55110-240	750.00	750.00	0.00	600.00	150.00	20.00 %
	100-55110-242	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-290	1,320.00	1,320.00	0.00	218.35	1,101.65	83.46 %
	100-55110-291	75.00	75.00	0.00	0.00	75.00	100.00 %
	100-55110-292	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-293	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-310	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-311	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-312	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-340	2,475.00	2,475.00	385.02	1,288.03	1,186.97	47.96 %
	100-55110-342	2,100.00	2,100.00	42.50	1,089.54	1,010.46	48.12 %
	100-55110-350	1,750.00	1,750.00	0.00	1,191.51	558.49	31.91 %
	100-55110-360	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55110-363	150.00	150.00	1,077.90	1,122.51	-972.51	-648.34 %
	<b>Department: 55110 - LIBRARY Total:</b>	<b>94,273.00</b>	<b>94,273.00</b>	<b>5,841.38</b>	<b>44,187.90</b>	<b>50,085.10</b>	<b>53.13 %</b>
	<b>Department: 55200 - PARKS</b>						
	100-55200-110	61,946.00	61,946.00	4,742.86	33,200.02	28,745.98	46.40 %
	100-55200-120	77,246.00	77,246.00	5,973.00	41,431.77	35,814.23	46.36 %
	100-55200-121	1,000.00	1,000.00	0.00	157.50	842.50	84.25 %
	100-55200-124	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00 %
	100-55200-125	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55200-126	21,101.00	21,101.00	7,856.75	21,431.10	-330.10	-1.56 %
	100-55200-127	0.00	0.00	0.00	27.75	-27.75	0.00 %
	100-55200-150	13,028.00	13,028.00	1,367.10	7,013.99	6,014.01	46.16 %
	100-55200-151	9,996.00	9,996.00	817.67	5,368.37	4,627.63	46.29 %
	100-55200-152	33,703.00	33,703.00	2,808.60	19,660.20	14,042.80	41.67 %
	100-55200-153	2,025.00	2,025.00	168.73	1,181.11	843.89	41.67 %
	100-55200-154	59.00	59.00	5.41	35.47	23.53	39.88 %
	100-55200-214	250.00	250.00	0.00	131.09	118.91	47.56 %
	100-55200-220	16,823.00	16,823.00	3,269.04	10,560.42	6,262.58	37.23 %
	100-55200-221	20,750.00	20,750.00	342.62	8,505.69	12,244.31	59.01 %
	100-55200-225	3,200.00	3,200.00	319.03	2,221.33	978.67	30.58 %
	100-55200-240	600.00	600.00	0.00	600.00	0.00	0.00 %
	100-55200-242	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55200-290	380.00	380.00	0.00	392.56	-12.56	-3.31 %
	100-55200-291	600.00	600.00	160.81	443.69	156.31	26.05 %
	100-55200-292	200.00	200.00	0.00	0.00	200.00	100.00 %
	100-55200-293	200.00	200.00	0.00	0.00	200.00	100.00 %
	100-55200-310	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55200-311	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55200-312	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55200-320	400.00	400.00	40.00	440.00	-40.00	-10.00 %
	100-55200-321	150.00	150.00	0.00	0.00	150.00	100.00 %
	100-55200-330	590.00	590.00	0.00	47.44	542.56	91.96 %
	100-55200-340	11,675.00	11,675.00	795.78	5,060.51	6,614.49	56.66 %

			Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
1	200-342	CLEANING & SANITARY SUPPLIES	4,000.00	4,000.00	404.84	3,180.10	819.90	20.50 %
	100-55200-350	BLDG & GRDS MAINT & REPAIRS	12,000.00	12,000.00	529.66	17,601.56	-5,601.56	-46.68 %
	100-55200-360	VEHICLE MAINT. & REPAIRS	3,000.00	3,000.00	464.95	2,190.23	809.77	26.99 %
	100-55200-361	REGULAR FUEL	6,500.00	6,500.00	855.17	3,990.27	2,509.73	38.61 %
	100-55200-362	OFF ROAD FUEL	3,400.00	3,400.00	807.60	2,586.73	813.27	23.92 %
	100-55200-363	EQUIPMENT MAINT & REPAIRS	4,500.00	4,500.00	1,414.52	6,601.80	-2,101.80	-46.71 %
	100-55200-371	TREE & BRUSH MAINTENANCE	1,750.00	1,750.00	0.00	327.98	1,422.02	81.26 %
	100-55200-381	EMPLOYMENT TESTING	75.00	75.00	7.00	82.00	-7.00	-9.33 %
	100-55200-382	UNIFORMS & SAFETY ATTIRE	150.00	150.00	0.00	93.82	56.18	37.45 %
	<b>Department: 55200 - PARKS Total:</b>		<b>320,297.00</b>	<b>320,297.00</b>	<b>33,151.14</b>	<b>194,564.50</b>	<b>125,732.50</b>	<b>39.25 %</b>
	<b>Department: 55300 - RECREATION</b>							
	100-55300-110	SALARIES - REGULAR	176,386.00	176,386.00	13,562.85	94,624.65	81,761.35	46.35 %
	100-55300-120	WAGES - REGULAR	26,524.00	26,524.00	1,997.38	13,525.99	12,998.01	49.00 %
	100-55300-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55300-124	WAGES - PERM PT	13,703.00	13,703.00	800.25	4,623.89	9,079.11	66.26 %
	100-55300-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55300-126	WAGES - TEMP/SEAS	55,410.00	55,410.00	11,448.72	30,939.28	24,470.72	44.16 %
	100-55300-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55300-150	FICA	20,810.00	20,810.00	2,032.65	10,453.66	10,356.34	49.77 %
	100-55300-151	RETIREMENT (WRS)	13,595.00	13,595.00	1,042.54	7,171.58	6,423.42	47.25 %
	100-55300-152	HEALTH INSURANCE	43,518.00	43,518.00	4,208.79	25,754.34	17,763.66	40.82 %
	100-55300-153	DENTAL INSURANCE	2,591.00	2,591.00	255.22	1,547.59	1,043.41	40.27 %
	100-55300-154	LIFE INSURANCE	45.00	45.00	4.03	27.23	17.77	39.49 %
	100-55300-225	PHONE/INTERNET/CABLE	4,250.00	4,250.00	127.46	1,394.77	2,855.23	67.18 %
	100-55300-240	SOFTWARE MAINTENANCE CONTR	250.00	250.00	0.00	0.00	250.00	100.00 %
	100-55300-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55300-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55300-310	OFFICE SUPPLIES	1,350.00	1,350.00	163.56	376.36	973.64	72.12 %
	100-55300-311	POSTAGE	3,950.00	3,950.00	40.21	2,232.73	1,717.27	43.48 %
	100-55300-312	COPY USAGE & PAPER	3,600.00	3,600.00	251.15	1,338.76	2,261.24	62.81 %
	100-55300-320	SUBSCRIPTIONS & DUES	775.00	775.00	180.00	780.00	-5.00	-0.65 %
	100-55300-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55300-330	SEMINARS, CONF & TRAVEL	2,100.00	2,100.00	0.00	172.00	1,928.00	91.81 %
	100-55300-340	OPERATING SUPPLIES	27,300.00	27,300.00	1,026.73	21,116.19	6,183.81	22.65 %
	100-55300-341	PRINTING & FORMS	6,000.00	6,000.00	0.00	3,067.51	2,932.49	48.87 %
	100-55300-381	EMPLOYMENT TESTING	250.00	250.00	0.00	0.00	250.00	100.00 %
	<b>Department: 55300 - RECREATION Total:</b>		<b>402,407.00</b>	<b>402,407.00</b>	<b>37,141.54</b>	<b>219,146.53</b>	<b>183,260.47</b>	<b>45.54 %</b>
	<b>Department: 55420 - AQUATIC CENTER</b>							
	100-55420-120	WAGES - REGULAR	20,680.00	20,680.00	1,630.00	11,142.48	9,537.52	46.12 %
	100-55420-121	OVERTIME - REGULAR	0.00	0.00	0.00	105.00	-105.00	0.00 %
	100-55420-126	WAGES - TEMP/SEAS	80,308.00	80,308.00	25,827.72	39,834.11	40,473.89	50.40 %
	100-55420-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55420-150	FICA	7,726.00	7,726.00	2,089.71	3,838.01	3,887.99	50.32 %
	100-55420-151	RETIREMENT (WRS)	1,386.00	1,386.00	109.21	753.58	632.42	45.63 %
	100-55420-152	HEALTH INSURANCE	6,721.00	6,721.00	560.07	3,920.49	2,800.51	41.67 %
	100-55420-153	DENTAL INSURANCE	415.00	415.00	34.60	242.20	172.80	41.64 %
	100-55420-154	LIFE INSURANCE	4.00	4.00	0.49	2.58	1.42	35.50 %
	100-55420-220	WATER/SEWER/STORM WATER	7,530.00	7,530.00	2,355.54	5,276.98	2,253.02	29.92 %
	100-55420-221	ELECTRIC & GAS	16,000.00	16,000.00	2,493.63	7,168.44	8,831.56	55.20 %
	100-55420-225	PHONE/INTERNET/CABLE	350.00	350.00	98.17	579.45	-229.45	-65.56 %
	100-55420-290	OTHER CONTRACTUAL SERVICES	11,542.00	11,542.00	2,614.26	10,780.04	761.96	6.60 %
	100-55420-321	CERTIFICATIONS & LICENSES	250.00	250.00	0.00	0.00	250.00	100.00 %
	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	412.96	4,315.41	134.59	3.02 %
	100-55420-342	CLEANING & SANITARY SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
	100-55420-343	CONCESSIONS SUPPLIES	15,579.00	15,579.00	5,100.42	9,683.69	5,895.31	37.84 %
	100-55420-350	BLDG & GRDS MAINT & REPAIRS	4,576.00	4,576.00	86.49	795.49	3,780.51	82.62 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-20-363	EQUIPMENT MAINT & REPAIRS	250.00	250.00	0.00	58.96	191.04	76.42 %
<b>Department: 55420 - AQUATIC CENTER Total:</b>		<b>178,017.00</b>	<b>178,017.00</b>	<b>43,413.27</b>	<b>98,496.91</b>	<b>79,520.09</b>	<b>44.67 %</b>
<b>Department: 56600 - URBAN PLANNING</b>							
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 %
<b>Department: 56600 - URBAN PLANNING Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Department: 56610 - CITY STUDY</b>							
100-56610-295	CITY STUDY	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 56610 - CITY STUDY Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Department: 56700 - ECONOMIC DEVELOPMENT</b>							
100-56700-290	OTHER CONTRACTUAL SERVICES	13,732.00	13,732.00	0.00	13,732.29	-0.29	0.00 %
<b>Department: 56700 - ECONOMIC DEVELOPMENT Total:</b>		<b>13,732.00</b>	<b>13,732.00</b>	<b>0.00</b>	<b>13,732.29</b>	<b>-0.29</b>	<b>0.00 %</b>
<b>Department: 56900 - PLANNING &amp; ZONING</b>							
100-56900-110	SALARIES - REGULAR	36,528.00	36,528.00	2,836.48	19,544.80	16,983.20	46.49 %
100-56900-120	WAGES - REGULAR	4,402.00	4,402.00	344.08	2,375.04	2,026.96	46.05 %
100-56900-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-126	WAGES - TEMP/SEAS.	500.00	500.00	0.00	0.00	500.00	100.00 %
100-56900-150	FICA	3,131.00	3,131.00	217.14	1,505.09	1,625.91	51.93 %
100-56900-151	RETIREMENT (WRS)	2,742.00	2,742.00	213.10	1,468.66	1,273.34	46.44 %
100-56900-152	HEALTH INSURANCE	11,603.00	11,603.00	1,050.14	7,434.17	4,168.83	35.93 %
100-56900-153	DENTAL INSURANCE	711.00	711.00	64.86	459.63	251.37	35.35 %
100-56900-154	LIFE INSURANCE	16.00	16.00	1.36	9.37	6.63	41.44 %
100-56900-225	PHONE/INTERNET/CABLE	2,100.00	2,100.00	65.22	622.74	1,477.26	70.35 %
100-56900-240	SOFTWARE MAINTENANCE CONTR	320.00	320.00	0.00	280.00	40.00	12.50 %
100-56900-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-291	TRANSCRIPTION CONTRACTUAL	3,000.00	3,000.00	197.47	959.66	2,040.34	68.01 %
100-56900-310	OFFICE SUPPLIES	820.00	820.00	0.00	0.00	820.00	100.00 %
100-56900-311	POSTAGE	920.00	920.00	109.83	518.56	401.44	43.63 %
100-56900-312	COPY USAGE & PAPER	2,745.00	2,745.00	107.16	1,213.90	1,531.10	55.78 %
100-56900-320	SUBSCRIPTIONS & DUES	480.00	480.00	40.80	503.80	-23.80	-4.96 %
100-56900-322	LEGAL NOTICES	3,640.00	3,640.00	318.52	2,224.31	1,415.69	38.89 %
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	0.00	566.59	1,233.41	68.52 %
100-56900-340	OPERATING SUPPLIES	700.00	700.00	0.00	232.98	467.02	66.72 %
100-56900-360	VEHICLE MAINT. & REPAIRS	300.00	300.00	0.00	15.34	284.66	94.89 %
100-56900-361	REGULAR FUEL	800.00	800.00	40.26	165.84	634.16	79.27 %
<b>Department: 56900 - PLANNING &amp; ZONING Total:</b>		<b>77,258.00</b>	<b>77,258.00</b>	<b>5,606.42</b>	<b>40,100.48</b>	<b>37,157.52</b>	<b>48.10 %</b>
<b>Department: 59200 - TRANSFERS</b>							
100-59200-590	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00 %
<b>Department: 59200 - TRANSFERS Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Expense Total:</b>		<b>9,023,087.00</b>	<b>9,023,087.00</b>	<b>646,445.80</b>	<b>4,625,420.05</b>	<b>4,397,666.95</b>	<b>48.74 %</b>
<b>Fund: 100 - GENERAL FUND Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-14,610.34</b>	<b>2,980,395.37</b>	<b>2,980,395.37</b>	<b>0.00 %</b>
<b>Report Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-14,610.34</b>	<b>2,980,395.37</b>	<b>2,980,395.37</b>	<b>0.00 %</b>

**REVISED**

F-6

CITY OF ONALASKA  
INVESTMENT POLICY

**DRAFT**

**General:** The purpose of these investment guidelines is to formalize the framework for the City's daily investment activities to include scope, objectives, authority, standards or prudence, authorized institutions, investment types, collateralization and diversification. The guidelines are intended to be broad enough to allow the investment officer to function properly within the parameters of responsibility and authority, yet specific enough to adequately safeguard the investment assets.

**Scope:** This investment policy applies to all financial assets of the City of Onalaska. These funds are accounted for in the City's annual financial statements and include:

1. General Fund
2. Special Revenue Funds
3. Capital Project Funds
4. Enterprise Funds
5. Trust and Agency Funds
6. Debt Service Funds
7. Community Development Authorities

This policy is limited in its application to funds that are not immediately needed *and therefore* are available for investment. Unless prohibited by law or contract, the City may pool cash from several different funds for investment purposes should it meet the objectives of the investment program. Other funds, the investment of which is subject to special federal and/or state laws and regulations, may be invested in accordance with such laws and regulations.

**Objectives:** The primary objectives, in order of priority, of all investment activities involving the financial assets of the City of Onalaska shall be the following:

1. **Safety:** Safety and preservation of principal in the overall portfolio is the foremost investment objective.
2. **Liquidity:** Maintain the necessary liquidity to match expected liabilities is the second investment objective.
3. **Return on Investment:** Obtaining a reasonable return is the third investment objective.

**Authority:** Authority to manage the City's investment program is derived from State of Wisconsin Statutes 66.04(2) and 219.05 and City ordinance 3-1-9. The Finance Director/Treasurer or designee(s) is the investment officer and is responsible for investment decisions and activities. The Finance

Note:  
Changes to the  
Investment Policy  
are either italicized  
or stricken through

Director/Treasurer shall be responsible for all transactions undertaken, and shall establish investment procedures consistent with this policy, and a system of controls to regulate the activities of subordinate officials and employees.

#### Ethics and Conflicts

**Of Interest:** Elected Officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of investment. Elected officials and employees shall disclose any material financial interest in financial institutions that conduct business with the City.

**Prudence:** Investments shall be made with judgment and care – under circumstances then prevailing – which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived (this is the “prudent person” standard). This standard requires that when making investment decisions, the investment officer shall consider the role that the investment or deposit plays within the portfolio of assets of the City of Onalaska and the investment objectives listed above, and shall be applied in the context of managing the overall investment portfolio.

**Institutions:** The Finance Director/Treasurer shall select and maintain a list of financial institutions authorized to be public depositories and/or provide investment services. In addition, a list of approved security broker/dealers will be maintained. The Finance Director/Treasurer shall qualify institutions by applying generally accepted industry standards (i.e. capital requirements, asset quality, earnings, liquidity, management, and local community development) using available public agency and private rating services as appropriate. An annual review of the financial condition of all qualified institutions shall be conducted. On an annual basis, (or more frequently if needed,) the Finance Director/Treasurer shall present a list of these qualified institutions to the Finance and Personnel Committee for its review and recommendation to the Common Council for approval via resolution.

#### Investment

**Types:** The investment of City funds shall be in accordance with Wisconsin statutes section 66.0603 (see excerpt attached as Exhibit A,) further limited as follows:

1. Certificates of Deposits (CD's)

CD's from any Credit Union, Bank, Savings Bank, Trust Company or Savings and Loan Association provided these time deposits must be collateralized *if they exceed Federal Deposit Insurance*

*Corporation (FDIC) or the National Credit Union Share Insurance (NCUSIF) insurance limits by either*

- (1) US government or its agencies securities with a maturity under ~~seven (7)~~ *five (5)* years; or
  - (2) Limited to \$500,000 per financial institution, *if the Financial institution is a "Public depository" as defined in WI stature chapter 34.01(5).*
2. US Treasury Bonds or Notes  
City funds may be invested in United States Government bonds or securities with maturities less than ten (10) years from the date of investment.
  3. State of Wisconsin Local Government Investment Pool
  4. Prohibited Investments  
In addition to the limitations on investment types according to Wisconsin Statutes, City funds will not be invested in derivative type investments such as collateralized mortgage obligations, strips, floaters, etc. Certain types of such investments may qualify under state statute, but are not deemed appropriated for use by the City of Onalaska.

#### Collateralization And Insurance:

The Federal Deposit Insurance Corporation (FDIC) *and NCUSIF* protects deposits up to ~~\$100,000~~ *\$250,000*. In addition, public deposits are protected against losses by Wisconsin general-purpose revenues under Statute 20.144(1)(a) and 34.08 (2) up to \$400,000 for any one public depositor in any individual public depository. The City will seek to collateralize certificates of deposit or any other time deposit in an amount equal to ~~100%~~ *102%* of the investment less the amount (\$500,000) insured by the State of Wisconsin and the FDIC with appropriate collateral instruments and at levels per recommended practices of the Government Finance Officer's Association. ~~Where practible, collateral shall be held by the City or an independent third party custodian with whom the City has a current custodial agreement. Where this is not practicable, verifiable evident of specific pledged securities must be supplied to the City.~~

The City will seek to protect its interests in all other securities purchased by the City via appropriate insurance coverage from broker/dealers or via the use of a third party custodian approved by the Finance Director/Treasurer and evidenced by safekeeping receipts.

Diversification:

It is the policy of the City of Onalaska to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss and balance the effect of interest rate changes affecting different types of securities. Investments will be diversified by:

- Limiting investments to avoid over-concentration in securities from a specific issuer or business sector;
- Limiting investments in securities (*waiting for the attorney to provide new language*) ~~with higher credit risks~~;
- Investing in securities with varying maturities; and
- Continuously investing a portion of the portfolio in readily available funds such as the Local Government Investment Pool, money market funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

Maximum

Maturities:

To the extent possible, the City of Onalaska will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five (5) years from the date of purchase.

Reserve funds may be invested in securities exceeding five (5) years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of funds. Any intent to invest in securities with longer maturities will be reported to the Finance and Personnel Committee and Common Council.

Internal

Control:

Annually, the City of Onalaska will have an independent review by an external auditor to assure compliance with policies and procedures. This review will coincide with the City's annual audit.

Performance

Standards:

The investment portfolio will be designed to obtain a market average rate of return during a market/economic environment of stable interest rates, and taking into account the City's investment risk constraints and cash flow needs. Given the passive nature of the City's investment strategy, the basis used to determine whether market yields are being achieved shall be the average Federal Funds rate.

Reporting:

The Finance Director/Treasurer or designee(s) shall submit a quarterly investment report *to* the Finance and Personnel Committee. The report shall summarize investment transactions that occurred during the reporting period, and shall discuss the current portfolio in terms of maturity, rates of return, and other features.

## Investment Policy

### Considerations:

Any investment currently held that would not meet the guidelines of this policy shall be exempted from the requirements of the policy. At maturity or liquidation, such monies shall be reinvested only as provided under this policy.

The City of Onalaska's investment policy shall be adopted by the Common Council. The investment policy shall be periodically reviewed by the Common Council and any modifications made must be approved by the Common Council. Such review shall not occur more than annually.

## EXHIBIT A

*Excerpt from 2003-2004 Wisconsin Statutes*

### **66.0603 Investments.**

#### **(1m) INVESTMENTS.**

(a) A county, city, village, town, school district, drainage district, technical college district or other governing board, other than a local professional football stadium district board created under subch. IV of ch. 229, may invest any of its funds not immediately needed in any of the following:

1. Time deposits in any credit union, bank, savings bank, trust company or savings and loan association, which is authorized to transact business in this state if the time deposits mature in not more than 3 years.
2. Bonds or securities issued or guaranteed as to principal and interest by the federal government, or by a commission, board or other instrumentality of the federal government.
3. Bonds or securities of any county, city, drainage district, technical college district, village, town or school district of this state.
- 3m. Bonds issued by a local exposition district under subch. II of ch. 229.
- 3p. Bonds issued by a local professional baseball park district created under subch. III of ch. 229.
- 3q. Bonds issued by a local professional football stadium district created under subch. IV of ch. 229.
- 3s. Bonds issued by the University of Wisconsin Hospitals and Clinics Authority.
- 3t. Bonds issued by a local cultural arts district under subch. V of ch. 229.
4. Any security which matures or which may be tendered for purchase at the option of the holder within not more than 7 years of the date on which it is acquired, if that security has a rating which is the highest or 2nd highest rating category assigned by Standard & Poor's corporation, Moody's investors service or other

similar nationally recognized rating agency or if that security is senior to, or on a parity with, a security of the same issuer which has such a rating.

5. Securities of an open-end management investment company or investment trust, if the investment company or investment trust does not charge a sales load, if the investment company or investment trust is registered under the investment company act of 1940, 15 USC 80a-1 to 80a-64, and if the portfolio of the investment company or investment trust is limited to the following:

- a. Bonds and securities issued by the federal government or a commission, board or other instrumentality of the federal government.
- b. Bonds that are guaranteed as to principal and interest by the federal government or a commission, board or other instrumentality of the federal government.
- c. Repurchase agreements that are fully collateralized by bonds or securities under subd. 5. a. or b.

(b) 1. A town, city, or village may invest surplus funds in any bonds or securities issued under the authority of the municipality, whether the bonds or securities create a general municipality liability or a liability of the property owners of the municipality for special improvements, and may sell or hypothecate the bonds or securities. Funds of an employer, as defined by s. 40.02 (28), in a deferred compensation plan may also be invested and reinvested in the same manner authorized for investments under s.881.01.

(c) A local government, as defined under s. 25.50 (1) (d), may invest surplus funds in the local government pooled-investment fund. Cemetery care funds, including gifts where the principal is to be kept intact, may also be invested under ch. 881.

(d) A county, city, village, town, school district, drainage district, technical college district or other governing board as defined by s. 34.01 (1) may engage in financial transactions in which a public depository, as defined in s. 34.01 (5), agrees to repay funds advanced to it by the local government plus interest, if the agreement is secured by bonds or securities issued or guaranteed as to principal and interest by the federal government.

**(2) DELEGATION OF INVESTMENT AUTHORITY.** A county, city, village, town, school district, drainage district, technical college district or other governing board, as defined in s. 34.01 (1), may delegate the investment authority over any of its funds not immediately needed to a state or national bank, or trust company, which is authorized to transact business in this state if all of the following conditions are met:

- (a) The institution is authorized to exercise trust powers under s. 221.0316 or ch. 223.

(b) The governing board renews annually the investment agreement under which it delegates its investment authority, and reviews annually the performance of the institution with which its funds are invested.

**2018 Parking Ramp Operating Costs  
Through 2nd Quarter**

	<u>1st Quarter</u>		<u>2nd Quarter</u>		<u>3rd Quarter</u>		<u>4th Quarter</u>		<u>Annual</u>	
	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>	<u>2018</u>	<u>2017</u>
Electricity & Gas	\$ 5,202.04	\$ 4,140.71	\$ 4,078.53	\$ 5,649.08		\$ 2,279.53		\$ 2,558.96	\$ 9,280.57	\$ 14,628.28
Water	661.76	288.66	296.09	291.12		378.99		813.63	957.85	1,772.40
Insurance	2,254.92	2,249.55	2,254.92	2,249.55		2,249.55		2,251.34	4,509.84	8,999.99
Contracted Cleaning Service	594.00	378.00	774.00	576.00		936.00		1,041.00	1,368.00	2,931.00
Snow Removal Services	6,001.50	5,101.50	1,610.00	-		-		430.00	7,611.50	5,531.50
Lawn Mowing / landscaping / Pest Control	311.38	1,752.76	1,383.22	2,334.14		1,868.85		3,112.88	1,694.60	9,068.63
Elevator Inspection & Permit (Fabco)									-	-
Ice Melt									-	-
Generator Service Contract			618.00	618.00				-	618.00	618.00
Repair to Ramp/Minor Supplies			341.22	58.97		152.00		-	341.22	210.97
Door closure repair									-	-
<b>Security Services:</b>										
Smoke detector testing (annual cost \$160)	40.00	40.00	40.00	40.00		40.00		40.00	80.00	160.00
Monitoring CCTV 24/7 (\$125/mo)	375.00	375.00	375.00	375.00		375.00		375.00	750.00	1,500.00
Monitoring Smoke/Fire alarm (\$25/mo)	75.00	75.00	75.00	75.00		75.00		75.00	150.00	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	3,960.00	7,920.00
Elevator Service Contract	854.40	914.40	854.40	854.40		854.40		854.40	1,708.80	3,477.60
<b>Total</b>	<b>\$ 18,350.00</b>	<b>\$ 17,295.58</b>	<b>\$ 14,680.38</b>	<b>\$ 15,101.26</b>	<b>\$ -</b>	<b>\$ 11,189.32</b>	<b>\$ -</b>	<b>\$ 13,532.21</b>	<b>\$ 33,030.38</b>	<b>\$ 57,118.37</b>

**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	\$ 2,500.00	\$ 5,000.00	
Stoney Creek	15-1428755-45300	1,835.00	1,729.56	1,468.04	1,510.13	1,118.93	1,353.22	3,303.04	5,711.84	
<b>Total</b>		<b>\$ 3,085.00</b>	<b>\$ 2,979.56</b>	<b>\$ 2,718.04</b>	<b>\$ 2,760.13</b>	<b>\$ -</b>	<b>\$ 2,368.93</b>	<b>\$ 2,603.22</b>	<b>\$ 5,803.04</b>	<b>\$ 10,711.84</b>

Note: Monthly average number of cars

January	384	405	April	369	383	July	342	Oct	373
February	374	413	May	381	373	August	351	Nov	391
March	366	400	June	359	368	Sept	386	Dec	365

High daily count during quarter

Jan 15th	452	May 8th	444
Mar 23rd	489	Apr 3rd	452
		Sep 12th	455
		Oct 11th	452

*File*



131 W. Wilson St., Suite 505  
Madison, Wisconsin 53703  
phone (608) 267-2380; (800) 991-5502  
fax: (608) 267-0645  
league@lwm-info.org; www.lwm-info.org

F-8

June 22, 2018

Wisconsin Mayors, City Managers,  
Village Presidents and Administrators

Good afternoon:

This letter is being sent on behalf of the Board of Directors of the League of Wisconsin Municipalities, asking for your city or village's support for a campaign to keep the Dark Store and Walgreens tax shift in front of candidates for the Governorship and Legislature this year.

As you know, the Dark Store and Walgreens loopholes in Wisconsin tax law are slowly but surely shifting the share of property taxes paid by commercial properties onto home owners, renters, independent businesses and manufacturers. We estimate that communities affected by these shifts will see property tax bills for homeowners and others increase by an average of 8%; significantly more in some communities.

The League worked with a huge bipartisan majority within the Legislature to craft a fair solution to this tax scheme. Unfortunately, we were not able to convince legislative leaders to put the bills up for a vote. After reviewing the impact of this tax shift on the residents and independent businesses of Wisconsin, the League Board has directed us to implement an issue advocacy campaign to ensure that this problem is discussed and addressed by the Legislature. You are a key part of that effort.

Your city or village has already started to receive regular updates on this challenge and will also receive a toolkit of resources that you can use at the local level. Those tools will include an explanatory video that can be shown at municipal meetings and meetings of civic organizations. The League, in collaboration with the Wisconsin Counties Association, has drafted language that you can use to put this to an advisory vote in August or November. We will also provide you with background information that will be helpful when legislative and gubernatorial candidates ask about issues impacting your community.

We can't do this without your help. The Board has authorized a withdrawal of \$75,000 from League reserves for this effort. We are partnering with the Wisconsin Counties Association, Wisconsin Towns Association, League of Wisconsin Municipal Mutual Insurance and others. But we also need your support. We realize that resources are limited, but please consider contributing what seems reasonable, based on the impact that this tax shift will have on your community, and what it will cost to fight the steady stream of big box and Walgreens tax appeals that have begun throughout the state.

(continued)

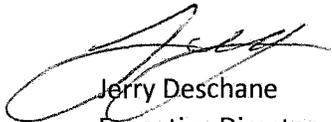
*YOUR VOICE. YOUR WISCONSIN.*

Each city and village is different, and we do not presume to know what is a reasonable amount for you to contribute. We are hoping that every community will consider \$1,200 to be a minimum contribution to this important effort.

Please make out checks to **League of Wisconsin Municipalities-Dark Store Elimination**. Checks can be mailed to the **League at 131 West Wilson Street, Suite 505, Madison, WI 53703**.

Thank you for stepping up to protect Wisconsin taxpayers.

Sincerely,



Jerry Deschane  
Executive Director

P.S. If you want someone from the League to come to your community to discuss this further, don't hesitate to call me at 608-347-1792 or email [jdeschane@lwm-info.org](mailto:jdeschane@lwm-info.org).

## TAX INCREMENTAL FINANCING

### **Introduction**

Tax Incremental Financing (TIF) is a special governmental financing tool available to the City of Onalaska to provide funds to construct public infrastructure, promote development opportunities and expand the future tax base which would otherwise not occur. The City of Onalaska seeks to use TIF to enhance the built environment in concern with adopted plans and policies and to strengthen the City's economic foundation in an equitable manner. When a Tax Incremental District (TID) is created property owners within the district continue to pay the same property tax rates as those outside the district. The difference is that tax collections, over and above the "base value" are placed in a special fund used to pay for project costs. Once all costs incurred by the creation of the TID are recouped by the additional tax increment created the TID is closed and the additional property taxes created are shared by all taxing entities. The use of TIF varies from project to project and district to district.

### **TIF Goals/Objectives**

The City of Onalaska's goals for the use of TIF include, in no priority of order:

1. Growing the City's property tax base;
2. Fostering the creation and retention of family-supporting jobs;
3. Encouraging adaptive re-use of obsolete or deteriorating property and promote the efficient use of land through redevelopment of blighted areas;
4. Encouraging urban in-fill projects that increase (or decrease) where appropriate density consistent with the City of Onalaska Comprehensive Plan;
5. Funding public improvements that enhance development potential, improve the City's infrastructure, enhance transportation options, and improve the quality and livability of the neighborhoods;
6. Reserving sufficient increment for public infrastructure in both TIF project plans and TIF underwriting;

### **Purpose**

The purpose of the City of Onalaska TIF Policy is to articulate the City of Onalaska's desire to promote economic development that is consistent with the City of Onalaska Comprehensive Plan and provides a community benefit that will be shared by all taxing entities (City, School, Technical College, County and State) impacted through the establishment of Tax Incremental Districts (TID).

Notwithstanding compliance with any or all of the guidelines herein, the provision of TIF assistance is a policy choice to be evaluated on a case-by-case basis by the Common Council. The burden of establishing the public value of TIF shall be placed upon the application and the application must substantially meet the criteria contained herein. City administration reserves the right to bring any TIF proposal forward for Council consideration.

Meeting statutory requirements policy guidelines or other criteria listed herein does not guarantee the provision of TIF financial assistance nor does the approval or denial of any individual project set precedent for approval or denial of a different project.

### **TIF Authority**

The authority and regulations for TIF and the establishment of TID are found in Wisconsin Stats. §66.1105. The City of Onalaska reserves the right to be more restrictive than provided under the statutes.

### **Basic Policy Provisions**

In requesting TIF assistance, the developer must demonstrate that there will be substantial and significant public benefit to the community by eliminating blight, strengthening the economic and employment base of the City, positively impacting surrounding neighborhoods, increasing property values and the tax base, creating new and retaining existing jobs, and implementing the City's Comprehensive Plan.

Prior to consideration of a TIF request, the City will undertake (at the Applicant's cost) an independent analysis of the project to ensure the request for assistance is valid.

Each project and each location is unique and therefore each proposal shall be evaluated on its individual merit, including the project's potential impact on city service levels, its overall contribution to the economy and its consistency with the Comprehensive Plan, Strategic Plan or other community planning documents or policy. Each project must demonstrate probability of financial success.

### **"BUT FOR" Test**

TIF financing is meant to assist private development in those circumstances where a proposed private project shows a demonstrated financial need and the developer has explored other financial alternative(s) prior to requesting the use of TIF. The fundamental principle of TIF financing and a requirement that the City must determine through the information provided by the applicant is that the proposed project would not occur "but for" the assistance provided through Tax Incremental Financing. The burden is on the applicant to make this case to the City and not the City to make this case for the applicant. Should the "but for" determination not be made, the Tax Incremental Financing for the project cannot be approved.

### **Eligible TIF Costs**

Wisconsin Statute §66.1105(2)(f) defines TIF eligible project costs, which the City of Onalaska reserves the right to limit further on a project by project basis. The following are the typical eligible costs:

1. Capital costs, including actual costs of:
  - a. Construction of public works or improvements:
    - i. Construction of new buildings, structures and fixtures;

- ii. Demolition, alteration, rehabilitation, repair or reconstruction of existing buildings, structures and fixtures, other than historic buildings and structures;
  - iii. Acquisition of equipment to service the district;
  - iv. Restoration of soil or groundwater affected by environmental pollution; and
  - v. Clearing and grading of land.
2. Real property assembly costs.
  3. Professional services costs (planning, architectural, engineering and legal).
  4. Relocation costs.
  5. Environmental remediation.
  6. Organizational costs (environmental and other studies, publication and notification costs).

### **TID Limits**

Wisconsin Statutes limit the equalized value of taxable property located in TID's to 12% of the total equalized value of taxable property in the City.

### **Criteria for TIF Assistance**

1. **Statutory Criteria:** The City of Onalaska shall review all requests for TIF assistance against the Wisconsin statutory requirements for tax incremental financing.
2. **Payback Period:** There shall be a maximum payback period of [20] years for blighted TIDS and [15] years for industrial and mixed use TIDS. Preference will be given to blighted projects with payback periods of [15] years or less and to industrial and mixed uses with payback periods of [10] years or less.
3. **75% Rule:** No more than 75% of the net present value of the tax increment generated by a project shall be made available to the project.
4. **TIF Cap:** The total amount of TIF assistance should not exceed 35% of total project costs. This limitation may be waived upon approval by the Common Council.

Any recipient of TIF assistance may be asked to provide a guaranty or security in a form satisfactory to the City of Onalaska that the project will be developed as proposed.

### **Structure/Methods of TIF Funding**

The City reserves the right to determine the method of financing TIF loans that is in the best interest of the taxpayer.

1. Pay-as-you-go financing is the preferred method of the City of Onalaska. The City may consider using accrued tax increment, general obligation borrowing, internal borrowing and developer-financed or pay-as-you-go financing.
2. When utilizing pay-as-you-go financing, the City reserves the right to negotiate terms such as interest costs, time frames, maximum award amounts, disbursement schedules, and the percentage of increment available to developers.

3. For projects using a substantial portion of increment or projects with multiple components or phases, the City may require pay-as-you-go financing at its discretion.
4. Regardless of the financing method, all TIF expenditures will require Common Council approval.
5. The City shall retain a maximum of 10% of any tax increment received from the project to reimburse for administrative costs. Until such as time as the project generates positive tax increment, the City may charge an administrative fee to the developer to partially offset the costs of record keeping, report preparation and accounting.
6. Development Agreement. Any entity receiving financial assistance will be required to enter into a Development Agreement with the City. All Development Agreements must be approved by the Common Council.

**Exceptions to TIF Policy.**

The City reserves the right to amend, modify, or withdraw these policies or require additional statements or information as deemed necessary. Any party requesting waiver from the guidelines found herein or on any other forms provided for TIF assistance may do so on forms provided by the City with the burden being on the requestor to demonstrate that the exception to these policies is in the best interests of the City.

P-10



## CITY OF ONALASKA

415 Main Street • Onalaska, WI 54650 • (608) 781-9530 • fax (608) 781-9534 • www.cityofonalaska.com

To: Finance and Personnel Committee  
Common Council  
Eric Rindfleisch

From: Hope Burchell, PHR, SHRM-CP  
Human Resources Director

Date: August 1, 2018

Re: Payroll/HR Assistant Additional Duties

I am requesting your approval of a one-time stipend for Amy Hewitt to receive additional compensation due to the resignation of the IT Specialist for the City of Onalaska.

Amy has gone above and beyond her normal job duties to assist our external vendor on IT related issues since May of this year when our IT Specialist resigned. This has often been stressful and above her skill level, but she has done as much as she can with a positive, "can-do" attitude. She has taken much ownership and pride in her ability to help others during this time of transition and I would like to be able to reward her with a one-time stipend of \$600.00 for her efforts. These dollars would come out of unexpended funds due to the IT Specialist vacancy.

If you have any questions regarding this please contact me.

# CITY OF ONALASKA

Policy: Anti-Harassment and Discrimination-Retaliation in the Workplace

Policy Number: 6.01

Page: 1 of 10

Approved by Committee: 8/5/1999, 2/7/01, 12/3/2003

Approved by Council: 8/10/1999, 4/10/01, 12/9/03

The purpose of this policy is to maintain a healthy work environment in which all individuals are treated with respect and dignity, and to provide procedures for reporting, investigating and resolving complaints of harassment, discrimination, ~~and hostile work environment and retaliation.~~ Federal and Wisconsin law provide for the protection of classes of persons based on race, color, sex, religion, creed, age, disability, national origin, sexual orientation, marital status, arrest or conviction record and membership in the military service. The City of Onalaska considers harassment, discrimination and retaliation to be a serious offense.

It is the policy of the City of Onalaska that all employees have the right to work in an environment free of all forms of harassment and retaliation. The City of Onalaska will not tolerate, condone, or allow harassment or retaliation by any employee or other non-employees who conduct business with the City. The City of Onalaska considers harassment, discrimination, ~~and creation of a hostile work environment and retaliation~~ to be forms of serious employee misconduct. Therefore, the City shall take direct and immediate action to prevent such behavior and to remedy all reported instances of harassment, discrimination, ~~and hostile work environment, and retaliation.~~ A violation of this City policy may result in discipline, up to and including termination, with repeated violations, even if "minor", resulting in greater levels of discipline as appropriate. For purposes of this policy, employees are defined as elected officials, appointed board and commission members, department heads, co-workers, managers, ~~and supervisors and all other paid City staff.~~ For the purpose of this policy, non-employees are defined as members of the public, contractors, vendors and/or any other individual or group of individuals that have business with the City.

## A. Prohibited Activity (Sexual Harassment, Harassment, and Hostile Work Environment)

1. Sexual harassment is defined as unwelcome sexual advances, unwanted sexual attention of persistent or offensive nature made by a person who knows, or reasonably should know, that such attention is unwanted, requests for sexual favors and other verbal or physical conduct of a sexual nature. While sexual harassment encompasses a wide range of conduct, some examples of specifically prohibited conduct occur when:
  - a. Submission to such sexual conduct or sexual advances is made either explicitly or implicitly a term or condition of employment; or
  - b. Submission to or rejection of such conduct or advances by an employee is used as the basis of employment decisions affecting the employee; or
  - c. Such conduct has the purpose or effect of unreasonably interfering with an employee's work performance or creating an intimidating, hostile, or offensive working environment.
  - d. An employee engages in sexually suggestive physical contact or touching another employee in a way that is unwelcome;
  - e. Displaying, storing or transmitting pornographic or sexually orientated materials using City of Onalaska equipment or facilities, except where the police department is conducting investigations;
  - f. Making sexual or romantic advances toward an employee and persisting despite the employee's rejection of the advances.

## CITY OF ONALASKA

Policy: ~~Anti-Harassment and Discrimination~~ Retaliation in the Workplace

Policy Number: 6.01

Page: 2 of 10

Approved by Committee: 8/5/1999, 2/7/01, 12/3/2003

Approved by Council: 8/10/1999, 4/10/01, 12/9/03

2. Harassment is any verbal, written, visual or physical act that creates a hostile, intimidating or offensive work environment or interferes with an individual's job performance, which is based in whole or in part on the subject's protected class status. Accordingly:-

- a. No employee shall either explicitly or implicitly ridicule, mock, deride, or belittle any person.
- b. Employees shall not make offensive or derogatory comments to any person, either directly or indirectly, based on race, color, sex, religion, creed, ancestry, age, disability medical condition (including pregnancy), sexual orientation, national origin, arrest or conviction record, marital status or membership in the military. ~~ancestry, arrest & conviction record, creed, genetic testing, honesty testing, marital status, military service, pregnancy or childbirth, race, color, sex (including sexual harassment), religion, age, disability, sexual orientation, or national origin, use or nonuse of lawful products of the employer's premises during non working hours, and declining to attend a meeting or participate in any communication about religious or political matters.~~

Such harassment is a prohibited form of discrimination under ~~state Wisconsin~~ and federal employment laws ~~and/or~~ and is also considered misconduct subject to disciplinary action by the City of Onalaska.

3. Hostile Work Environment refers to work place conditions or harassment by employees or outside vendors in which an employee cannot perform their job without feeling harassed or threatened.

- a. A hostile work environment may consist of, but is not limited to:
  - Verbal abuse and/or derogatory comments against an employee.
  - Displaying derogatory or offensive materials.
  - Physical contact, intimidation or violence against an employee.
  - Deliberate destruction of property and/or sabotage.
  - Jokes, horseplay, pranks or other such acts.
  - Disparate treatment of employees without a reasonable basis.
  - Imposition or enforcement of unreasonable work rules for the sole purpose of exerting power over others.

#### 4. Retaliation

a. Retaliation against any employee or applicant for filing a harassment or discrimination complaint, for assisting, testifying or participating in the investigation of such a complaint, or for requesting a protected leave of absence or reasonable accommodation, is illegal and is prohibited by the City and by federal statutes.

~~Retaliation can occur from a variety of sources, including co-workers, supervisors, or elected officials.~~

b. Generally, any materially adverse action taken against an employee or applicant "because of" protected conduct is prohibited. The scope of retaliation goes beyond workplace-related or employment-related actions and includes conduct that would dissuade a reasonable worker from making or supporting a charge of discrimination. The significance of any given act of retaliation may depend upon the particular circumstances, but must be considered "materially adverse", thus separating significant from trivial harms that normally will not deter

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discrimination victims from filing a complaint. Examples of conduct that may be considered retaliation include:

- i. Discharge
  - ii. Demotion or not promoting
  - iii. Reduction in pay
  - iv. Reassignment of job duties
  - v. Giving a less distinguished job title
  - vi. Filing false criminal charges against an employee
  - vii. Significantly diminishing an employee's responsibilities
  - viii. Unwarranted negative performance evaluations (impacting promotional opportunities)
  - ix. Increased scrutiny of employee's work
  - x. Refusing to restore lost leave time
  - xi. Isolation or shunning an employees
- c. Complaint Procedure: Any employee who believes that he or she is being retaliated against shall report the incident(s) as soon as possible to their supervisor so that steps may be taken to protect the employee. Where doing so is not practical, the employee may instead file a complaint with another supervisor, Human Resources, City Administrator, Mayor or City Attorney.
- d. Retaliation is a form of employee misconduct. Any evidence of retaliation shall be considered a separate violation of this policy and is subject to discipline up to and including termination.
- e. ~~Monitoring to ensure that retaliation does not occur is the responsibility of the City Administrator, Department Head, chief executive officer(s), and supervisors, and the appropriate internal investigative authority.~~

## B. Covered Individuals

Individuals covered under this policy include employees and applicants for employment, volunteers, members of the public, appointed boards and commissions, and elected officials.

## C. Employee and Supervisor Responsibilities

1. Each supervisor shall be responsible for preventing prohibited activities as defined above through the following acts:
  - a. Monitoring the unit work environment on a daily basis for signs that harassment, discrimination or hostile work environment or retaliation may be occurring;
  - b. Training and counseling all employees on what constitutes harassment, discrimination, sexual harassment and retaliation, hostile work environment, ~~and on~~ the types of behavior prohibited by the City's policy and procedures, and the City's policy and procedures for reporting and resolving complaints of harassment, discrimination, and hostile work environment, and retaliation.;
  - c. Stopping any conduct that may be considered harassment, discrimination, and hostile work environment or retaliation, and taking appropriate steps to intervene, whether or not the involved employees are within his/her line of supervision; and

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d. Taking immediate action to prevent retaliation towards the complaining party or witness and to eliminate the hostile work environment where there has been a complaint of harassment, discrimination, ~~or hostile work environment, or retaliation~~, pending an investigation. If a situation requires separation of the parties, care should be taken to avoid actions that appear to punish the complainant. Transfer or reassignment of any of the parties involved should be voluntary if possible and, if non-voluntary, should be temporary pending the outcome of the investigation.

2. Each supervisor also has the responsibility to assist any employee who comes to that supervisor with a complaint of harassment, discrimination, ~~or hostile work environment, or retaliation~~ in documenting and filing a complaint with the internal investigations authority as designated by the City.

3. Failure of any supervisor to carry out the above responsibilities may be considered in any performance evaluation or promotional decisions and may be grounds for discipline.

## D. Employee Responsibilities

1. Each employee of the City is responsible for assisting in the prevention of harassment, discrimination or hostile work environment through the following acts:

a. Refraining from participation in, or encouragement of actions that could be perceived as harassment, discrimination, ~~or hostile work environment, or retaliation~~;

b. Reporting acts of harassment, discrimination, ~~or hostile work environment, harassment or retaliation~~ to a supervisor; and

c. Encouraging any employee who confides that he or she is being harassed, discriminated against, or subjected to a hostile work environment, harassed or retaliated against to report these acts to a supervisor.

2. Failure of any employee to carry out the above responsibilities ~~will~~ may be considered in any performance evaluation or promotional decisions and may be grounds for discipline.

## D.E. Complaint Procedures

1. Any employee encountering harassment, discrimination, ~~or hostile work environment, or retaliation~~ is encouraged, but not required, to inform the person that his or her actions are unwelcome and offensive. This initial contact can be either verbal or in writing. The employee is to document all incidents of harassment, discrimination, ~~or hostile work environment, and retaliation~~ in order to provide the fullest basis for investigation.

2.

3. ~~Any employee who has unsuccessfully attempted to terminate the harassment, hostile work environment, discrimination, or retaliation by means of Section I and Any employee who believes that he or she is being harassed, discriminated against, or subjected to a hostile work environment, or retaliated against, shall report the incident(s) as soon as possible to his/her their supervisor or Human Resources so that steps may be taken to protect the employee from further similar actions harassment, discrimination, or retaliation, and so that appropriate investigative and disciplinary measures may be initiated. Where doing so is not practical, the employee may instead file a complaint with another supervisor, Human Resources, City Administrator, or the Mayor, or City Attorney.~~

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- a. The supervisor, Human Resources or other person to whom a complaint is given shall meet with the employee and document the incident(s) complained of, the person(s) performing or participating in the harassment, discrimination, ~~or hostile work environment,~~ or retaliation, and any witnesses to the incident(s) and the date(s) on which it occurred.
3. Any employee should utilize the City's internal reporting procedure first. However, if after utilizing this procedure the complainant does not who does not feel it is practical to file his/her complaint with either Human Resources, or the Mayor the complaint has been adequately addressed, the employee may file the complaint with either or both of the following:
- a. State of Wisconsin - Equal Rights Agency Division  
201 East Washington Ave.  
Madison, WI 53703  
Phone: 608-266-6860
  - b. Equal Employment Opportunity Commission  
210 Martin Luther King Boulevard  
Madison, WI 53703  
Phone: 608-266-4910
  - c. *If the employee exercises the reporting options of (a) or (b) from above, they must provide Human Resources with a copy of the complaint within 24 hours of filing.*
4. The Human Resources or the City Administrator or its designee shall be the internal investigative authority and shall be responsible for investigating any complaint alleging harassment, discrimination, ~~or hostile work environment,~~ or retaliation.
- a. The internal investigative authority shall immediately notify the City Administrator, Mayor, Human Resources and the City— Attorney if the complaint contains evidence of criminal activity, such as battery, rape or attempted rape.
  - b. The investigation shall include a determination as to whether other employees are being harassed, or retaliated against discriminated against or subjected to a hostile work environment by the person, and whether other City employees participated in or encouraged such conduct ~~the harassment or retaliation~~.
  - c. The internal investigative authority shall inform the parties involved of the outcome of the investigation.
  - d. A file of harassment, discrimination, ~~and~~ hostile work environment, and retaliation complaints shall be maintained in a secure location. The City Administrator and/or Mayor shall be provided with an annual summary of these complaints.
5. There shall be no retaliation against any employee for filing a harassment or discrimination complaint, or for assisting, testifying or participating in the investigation of such a complaint.
- 5.—The complaining party's confidentiality will be maintained throughout the investigatory process to the extent that is practical and appropriate under the circumstances.
6.

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- ~~6. Complaints of Employees accused of harassment, discrimination, and/or hostile work environment and/or retaliation may file a grievance/appeal in accordance with the City procedures when they disagree with the investigation or disposition of a harassment or retaliation claim their claim. The grievance shall be processed in accordance with City procedures when the employee disagrees with the investigation or disposition of the grievance.~~
7. This policy does not preclude any employee from filing a complaint or grievance with an appropriate outside agency.

### E. Retaliation

- ~~1. Retaliation against any employee for filing a harassment, discrimination or hostile work environment complaint, or for assisting, testifying, or participating in the investigation of such a complaint, is illegal and is prohibited by the City and by federal statutes.~~
- ~~2. Retaliation is a form of employee misconduct. Any evidence of retaliation shall be considered a separate violation of this policy and shall be handled by the same complaint procedures established for harassment, discrimination or hostile work environment complaints.~~
- ~~3. Monitoring to ensure that retaliation does not occur is the responsibility of the Mayor, department heads, and Human Resources.~~

### F. Definitions

1. Harassment on any basis (race, sex, age, disability etc.) exists whenever: Submission to harassing conduct is made, either explicit or implicit, a term or condition of an individual's employment; submission to or rejection of such conduct is used as the basis for an employment decision affecting an individual; the conduct interferes with an employee's work or creates an intimidating, hostile, or offensive work environment. Such conduct is prohibited under this policy and §111.31-111.39 Wis. Stats.

~~1.2. Verbal Harassment:~~ Sexual innuendo, degrading, or suggestive comments, repeated pressure for dates, jokes of a sexual nature, unwelcome sexual flirtations, degrading words used to describe an individual, obscene and/or graphic descriptions of an individual's body or threats that job, wages, assignments, promotions or working conditions could be affected if the individual does not agree to a suggested sexual relationship.

~~2.3. Non-~~v~~Verbal:~~ Sexually suggestive or offensive objects or pictures, inappropriate usage of voicemail, e-mail, the internet or other such sources as a means to express or obtain sexual materials, comments etc., printed or written materials including offensive cartoons, suggestive or offensive sounds, whistling, catcalls or obscene gestures. Any material which inappropriately raises the issues of sex or discrimination. Treating an employee differently than other employees when they have refused an offer of sexual relations.

~~3.4. Physical:~~ Unsolicited or unwelcome physical contact of a sexual nature, which may include touching, hugging, massages, kissing, pinching, patting, or regularly brushing against the body of another person.

~~4. Other Forms of Harassment:~~ Persistent and unwelcome conduct or actions on the basis of disability, sex, arrests or conviction record, marital status, sexual orientation, membership in the

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military reserve, or use or non-use of lawful products away from work is prohibited under this policy and s.111.31-111.39, Wisconsin Statutes.

5. ~~Harassment on any basis (race, sex, age, disability, etc.) exists whenever: Submission to harassing conduct is made, either explicit or implicit, a term or condition of an individual's employment; submission to or rejection of such conduct is used as the basis for an employment decision affecting an individual; the conduct interferes with an employee's work or creates an intimidating, hostile, or offensive work environment. Such conduct is prohibited under this policy and 111.31—111.39 Wisconsin Statutes.~~

6. **Unwelcome:** Sexual conduct is unwelcome whenever the person subjected to it considers it unwelcome. The conduct may be unwelcome even though the victim voluntarily engages in it to avoid adverse treatment.

7. **Retaliation (addressed under Title VII of the Civil Rights Act of 1964):** It shall be an unlawful employment practice for an employer to discriminate against any of his employees or applicants for employment, for an employment agency, or joint labor management committee controlling apprenticeship or other training or retraining, including on the job training programs, to discriminate against any individual, or for a labor organization to discriminate against any member thereof or applicant for membership, *because they have opposed any practice made an unlawful employment practice by this subchapter, or because they have made a charge, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing under this subchapter.*

All of the laws we enforce make it illegal to fire, demote, harass, or otherwise “retaliate” against people (applicants or employees) because they filed a charge of discrimination, because they complained to their employer or other covered entity about discrimination on the job, or because they participated in an employment discrimination proceeding (such as an investigation or lawsuit).

For example, it is illegal for an employer to refuse to promote an employee because tshey filed a charge of discrimination with the EEOC, even if EEOC later determined no discrimination occurred.

## **Retaliation & Work Situations**

The law forbids retaliation when it comes to any aspect of employment, including hiring, firing, pay, job assignments, promotions, layoff, training, fringe benefits, and any other term or condition of employment.

## **Labor Agreements**

Those protective service ~~employees~~employees, who are subject to comprehensive collective bargaining agreement as negotiated or are regulated by the Police & Fire Commission, shall be exempt from the provisions of these rules that are inconsistent with such agreements or other regulations.

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I have read this policy and understand that should I have any questions regarding this policy I should contact the Human Resource Department.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

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**HARASSMENT/DISCRIMINATION/RETALIATION COMPLAINT FORM**

Name of Complainant: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Incident: \_\_\_\_\_ Time: \_\_\_\_\_

Location of Incident: \_\_\_\_\_  
\_\_\_\_\_

Name of Witnesses to the Incident [Include email / telephone number if known]:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Details of the Incident [Attach additional pages if necessary]:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you reported this or similar behavior before [If so, please indicate to whom and date reported]?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you discussed this complaint with anyone else [If so, please indicate to whom and date discussed]?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you know of any documents that may be relevant to this matter [Please attach]?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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How would you like this matter resolved?

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The foregoing information is true and correct to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Intake Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# CITY OF ONALASKA

P-12ab

Policy: Unmanned Aerial Devices Policy

Policy Number: 4.13

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Approved by Finance & Personnel Committee: 1/3/18

Approved by Common Council: 1/9/18

## PURPOSE

The purpose of this policy is to outline the procedures, methods, and guidelines for the use of unmanned aircraft systems ("UAS"), including retrieval, retention and dissemination of images and data captured by the UAS.

## POLICY

It is the City of Onalaska's policy that City use of UAS to enhance the ability of the City to save lives, protect property and document crime scenes and collision scenes. Any application of the UAS will be in accordance with Federal, State and Local laws, to include constitutional privacy rights, search and seizure regulations and Federal Aviation Administration (FAA) regulations.

## DEFINITIONS

1. **Unmanned Aerial Systems (UAS):** is an unmanned aircraft of any type that is capable of sustaining flight, whether remotely controlled or preprogrammed and all supporting or attached hardware designed for gathering information through photography, video recording or any other means. UAS are also commonly referred to as unmanned aerial vehicles (UAV) or drones.
2. **Privacy Considerations:** Personnel operating an UAS shall be mindful of privacy rights and absent a warrant or exigent circumstances shall not intentionally record or transmit images in any location where an individual would have a reasonable expectation of privacy (e.g. residence, yard, enclosure).

## RESPONSIBILITY.

It shall be the responsibility of the personnel in each department which may utilize the UAS to familiarize themselves and consistently apply the provisions of this policy.

## AUTHORIZED USES

Use of vision enhancement technology (e.g. thermal imaging or other similar technology not widely available to the public) is permissible in viewing areas where there is no protectable privacy interest or where a search warrant has been obtained. UAS operations shall only be during daylight hours and within the time, location and height limitations provided by the FAA guidelines unless a Certificate of Authorization has been received to operate the UAS during the night for one or more of the uses listed in this section and for which delaying flight until daylight could reasonably result in the loss of life or result in imminent danger to an individual.

1. **Crime Scene and Collision Scene Applications** - An authorized use of the UAS will be to conduct crime scene and collision scene documentation. For these types of incidents, to the extent possible, the UAS shall be pre-programmed with a flight plan specific to the scene that is being documented. Use of the UAS in this capacity must be authorized by an individual in the City of Onalaska Police or Fire Department with the rank of Sergeant, Lieutenant or higher.
2. **Officer Safety Tactical Applications** - A UAS may be deployed in an effort to protect officers from unnecessary exposure to danger and minimize the risk of injury to bystanders, officers and suspects, and enhance the likelihood of bringing peaceful resolutions to potentially deadly incidents. Use of the UAS for these safety purposes shall be limited to incidents involving violent felony suspects or involving persons who are emotionally or mentally debilitated and pose a risk of serious bodily injury or death to themselves or others. Examples of these types of incidents, include but are not limited to, armed barricade suspects, armed suicidal suspects, high risk search warrants, high risk violent offender apprehension, hostage situations, bomb threats/improvised explosive device investigations, mass shootings and active shooter. These types of incidents will likely require remote manual operation of the UAS. Use of an UAS in this capacity must be authorized by the Assistance Assistant Chief of Police or Chief of Police.
3. **Search and Rescue** - A UAS may be deployed for use in search and rescue operations involving distress and potential loss of life. Use of an UAS shall be for search and rescue or reconnaissance necessary to effect recovery of an individual(s), including an escaped prisoner.
4. **Community Outreach Demonstrations** - In an effort to educate the public and effectively engage the community, the use of an UAS as part of a community meeting or special event is authorized. The UAS demonstration should be limited to showcasing the City's use of the UAS and educating the public on the

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Policy: Unmanned Aerial Devices Policy

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Approved by Common Council: 1/9/18

UAS program. Use of the UAS in this capacity must be authorized by the City Administrator or their designee.

5. ~~Air Traffic Control Notification~~ Prior to launching an UAS, the Authorized Operator shall contact the La Crosse Air Traffic Control Tower for the La Crosse Regional Airport and alert them to the intended flight path of the UAS.

Operating under Federal Aviation Administration (FAA) guidelines, having a Jurisdictional Certificate of Authorization (CoA) removes the need to contact Air Traffic Control (ATC). In fact, you cannot contact ATC to get clearance to fly unless you are flying as a hobbyist.

## PROHIBITED USES

The UAS shall not be used for the following:

1. Conduct random surveillance activities.
2. Target a person based on solely on individual characteristics, such as but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.
3. To harass, intimidate or discriminate against any individual or group.
4. To conduct personal business of any type.

## PROGRAM COORDINATOR

The City Administrator shall appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that the policies and procedures conform to current laws and regulations and shall be responsible for the following:

1. Verification of pilot certification for authorized operators.
2. Ensuring compliance and training of FAA Part 107 regulations by all authorized operators.
3. Maintaining and updating the Certificate of Authorization (COA) with the FAA.
4. Overseeing the selection and training of authorized operators.
5. Manage requests to deploy the UAS under the provisions of this policy.
6. Implement a public system for public notification of UAV deployment.
7. Ensure routine UAS inspection, maintenance and record keeping protocol to continue airworthiness of the UAV and overseeing procurement of UAS equipment.
8. Conduct audits of flight logs semiannually.
9. Retain images, video or other data in accordance with the City's record retention schedule.

## AUTHORIZED OPERATORS

~~Only personnel who have successfully applied for and received their Remote Pilot Certificate with a small UAS rating from the Federal Aviation Administration (FAA) shall be permitted to operate the UAS. Use of the UAS shall be within the guidelines provided by the FAA.~~

Having a CoA means we can self-certify operators. While familiarity with operating regulations is required, having a Certificate to operate a drone is not required. Perhaps change wording to: "Only personnel who have completed the City of Onalaska's UAS training program and have been approved by the UAS Program Coordinator shall be permitted to operate the UAS. Use of the UAS shall be within the guidelines provided by the FAA." This of course means we will need to develop a training program, but to my understanding that is a requirement of having a CoA regardless. Would we need a separate paragraph for the training program?

## FLIGHT LOGS

Each authorized UAS operator shall maintain a flight log. Operators shall log the date, time of flight including launch and landing times and location of all UAS deployments. They will also note, case number, incident type, authorized use, automated flight or manual flight and whether photo images or video were captured during the flight.