

CITY OF ONALASKA MEETING NOTICE

AMENDED

COMMITTEE/BOARD: Finance & Personnel Committee

DATE OF MEETING: May 8, 2019 (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)
4. Review and consideration of changing the date of July 3rd Finance and Personnel Committee meeting due to the 4th of July Holiday

Consideration and possible action on the following items:

FINANCE

5. 2019 Omni Center Financials
6. 2019 General Fund Financials
7. Monthly Department Presentation by Finance Director/Treasurer and an overview of the Finance Department
8. Options regarding an insurance policy for the Joint Municipal Court
9. Gundersen Health System Parking Ramp Financial for 1st Quarter 2019

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. Kim Smith – Chair

*Ald. Dan Stevens - Vice Chair

Ald. Tom Smith

Ald. Boondi Iyer

Ald. Diane Wulf

City Administrator City Attorney

Dept Heads La Crosse Tribune

Coulee Courier

FOX WKTY WLXR WLAX WKTB WXOW

*Committee Members

Date Notices Mailed and Posted: 5/7/19

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.

10. Contract extension for Kirk Bey transcription services
11. WI Department of Transportation Bureau of Transportation Safety (BOTS) is offering a 75/25 match relating to speeding and other traffic violations
12. Liquor Account Agreement between the City of Onalaska and the Onalaska Enhancement Foundation (OEF)
13. Approve a draft agreement with General Engineering Company (GEC) for the provision of Inspection Services
14. Approve a Community Development Investment Grant Agreement between the Wisconsin Economic Development Corporation (WEDC) and the City of Onalaska for the Great River Residences project in the amount of \$250,000.00
15. Approval of the following contracts:
 - a. MACH Sub-User's Agreement
 - b. TRACS Sublicense Agreement

PERSONNEL

16. Review and consideration of out of state travel for Jeremy Southworth to attend Leadership in Supervision at the National Fire Academy in Emmitsburg, Maryland from July 21 through July 26, 2019
17. Review and consideration of out of state travel for Jason Veldboom, Wayne Nagy and Karl Goldbeck to attend Crude by Rail Emergency Response in College Station, Texas from October 7 through October 9, 2019
18. Review and consideration of filling the budgeted position of Firefighter/EMT
19. Review and consideration to increase Part-Time Firefighter/EMT Lieutenant Goldbeck's hours to exceed the 600 hour Wisconsin Retirement cap not to exceed greater than 900 hours in a rolling calendar year.
20. Information on recruitment for Police Chief – FIO



21. Hearing on Grievance 2019-1

22. **Closed Session:** To consider a motion to convene in Closed Session under Section 19.85(1)(a) of the Wisconsin Statutes for the purpose of deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that government body:

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- Deliberation of Grievance 2019-1

And under Section 19.85(1)(f) of the Wisconsin Statutes for the purpose of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations:

- Discussion of extension of unpaid leave per 7.01 Leave of Absence Policy

And 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:

- Weather related fall in the vicinity of the 500 block of Wilson St

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.

23. Adjournment



City of Onalaska

#F-5
Balance Sheet
Account Summary
As Of 03/31/2019

Handwritten: Fred
4-8-19

Account	Name	Balance
Fund: 640 - OMNI CENTER		
Assets		
640-11100	CASH	-120,478.93
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	7,540.00
640-12100	TAXES RECEIVABLE	0.00
640-13000	ACCOUNTS RECEIVABLE	35,668.13
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
	Total Assets:	-11,603.10
		<u>-11,603.10</u>
Liability		
640-21100	ACCOUNTS PAYABLE	0.00
640-21110	AP PENDING (DUE TO POOL)	0.00
640-21111	PAYROLL CORRECTIONS	0.00
640-21112	SALES TAX PAYABLE	-847.12
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

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Balance Sheet

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)	8,758.00
640-21820	ACCUMULATED EMPLOYEE BENEFIT (SICK)	8,374.78
640-21900	LIQUOR SALES	4,512.61
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	4,255.00
640-23421	SEC DEP - SPRING	12,445.00
640-23422	SEC DEP - FALL	8,790.00
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
	Total Liability:	77,281.27
Equity		
640-31202	CONTRIBUTIONS FROM OTHERS	0.00
640-31203	DEPR./CHARGEBACK	0.00
640-31204	CONTRIBUTIONS FROM MUNIC.	0.00
640-32000	INVESTMENT IN CAPITAL ASSETS	0.00
640-34100	FUND BALANCE	-131,773.90
640-34141	SURPLUS/DEFICIT	0.00
640-34148	RESERVED RETAINED EARNINGS	0.00
640-34300	RESTRICTED FOR WRS PENSION	22,967.00
	Total Beginning Equity:	-108,806.90
Total Revenue		175,062.64
Total Expense		155,140.11
Revenues Over/Under Expenses		19,922.53
	Total Equity and Current Surplus (Deficit):	-88,884.37
	Total Liabilities, Equity and Current Surplus (Deficit):	-11,603.10

OK



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 640 - OMNI CENTER							
Revenue							
640-00000-41110	GENERAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00%
640-00000-41210	ROOM TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0.00%
640-00000-46716	RECR FEES >AGE 18	2,200.00	2,200.00	225.00	225.00	-1,975.00	89.77%
640-00000-46741	ICE RENTAL INCOME (NONTAXABLE)	162,379.00	162,379.00	5,094.50	72,745.43	-89,633.57	55.20%
640-00000-46742	ICE RENTAL INCOME (TAXABLE)	27,100.00	27,100.00	1,210.74	6,141.44	-20,958.56	77.34%
640-00000-46744	CONCESSION REV. (TAXABLE)	48,000.00	48,000.00	6,592.63	23,965.86	-24,034.14	50.07%
640-00000-46745	CATERING REVENUE -(TAXABLE)	6,000.00	6,000.00	160.00	546.00	-5,454.00	90.90%
640-00000-46746	CONCESSION REVENUE (VENDING)	0.00	0.00	0.00	0.00	0.00	0.00%
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	0.00	283.46	-1,466.54	83.80%
640-00000-46751	PRO SHOP REVENUE	6,000.00	6,000.00	373.46	3,155.67	-2,844.33	47.41%
640-00000-46752	RENTALS INC. (ARENA) TAXAB	12,000.00	12,000.00	8,080.30	8,080.30	-3,919.70	32.66%
640-00000-46754	RENTAL INC. (ARENA NON-TAX.)	10,000.00	10,000.00	5,050.00	5,050.00	-4,950.00	49.50%
640-00000-46755	RENTAL INC. (SHELTER - TAXABLE)	1,500.00	1,500.00	710.90	710.90	-789.10	52.61%
640-00000-46756	RENTAL INC. (MEETING NON-TAX.)	6,000.00	6,000.00	1,273.60	1,518.60	-4,481.40	74.69%
640-00000-46757	RENTAL INC. (SPACE/ST-TAX.)	35,000.00	35,000.00	5,232.22	5,232.22	-29,767.78	85.05%
640-00000-46758	RENTAL INC. (SUPPLIES - TAXABLE)	5,600.00	5,600.00	286.26	286.26	-5,313.74	94.89%
640-00000-46759	LABOR INC. (HOUSEPERSON NON-T	2,500.00	2,500.00	595.00	770.00	-1,730.00	69.20%
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	0.00	-5,000.00	100.00%
640-00000-46765	ADMISSION SALES - NONTAXABLE	6,000.00	6,000.00	525.00	1,553.10	-4,446.90	74.12%
640-00000-46766	RENTAL INC. (MTG. ROOM - TAX)	5,500.00	5,500.00	3,794.50	4,844.51	-655.49	11.92%
640-00000-46767	RENTAL INC. SUPPLIES - NONTAX	1,200.00	1,200.00	0.00	0.00	-1,200.00	100.00%
640-00000-46768	LABOR INC. - HOUSEPERSON TAX	7,500.00	7,500.00	4,218.00	4,494.85	-3,005.15	40.07%
640-00000-46769	CATERING REVENUE-(NON TAX.)	3,500.00	3,500.00	0.00	1,150.00	-2,350.00	67.14%
640-00000-48001	MISC. INCOME (NONTAXABLE)	7,000.00	7,000.00	0.00	16.50	-6,983.50	99.76%
640-00000-48002	MISC INCOME TAXABLE	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00%
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	1,422.74	14,464.04	-30,535.96	67.86%
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	300.00	-4,700.00	94.00%
640-00000-49201	OPERATING TRANSFER IN	183,174.00	183,174.00	19,418.50	19,418.50	-163,755.50	89.40%
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	110.00	110.00	0.00%
640-00000-49900	DEPRECIATION/CHARGEBACK	0.00	0.00	0.00	0.00	0.00	0.00%
	Revenue Total:	607,903.00	607,903.00	64,263.35	175,062.64	-432,840.36	71.20%
Expense							
640-55450-110	SALARIES - REGULAR	146,503.00	146,503.00	16,740.18	32,774.76	113,728.24	77.63%
640-55450-120	WAGES - REGULAR	13,653.00	13,653.00	1,548.54	3,045.47	10,607.53	77.69%
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	61,598.00	61,598.00	9,810.60	21,033.92	40,564.08	65.85%

*Spec Proj Fund 1st QTR 15,793.50
Tourism Addit " " 3,625- > 19,418.50*

Budget Report

For Fiscal: 2019 Period Ending: 03/31/2019

		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	16,964.00	16,964.00	2,075.12	4,165.59	12,798.41	75.44 %
640-55450-151	RETIREMENT (WRS)	10,490.00	10,490.00	1,197.90	2,346.23	8,143.77	77.63 %
640-55450-152	HEALTH INSURANCE	36,988.00	36,988.00	3,082.38	9,247.14	27,740.86	75.00 %
640-55450-153	DENTAL INSURANCE	3,428.00	3,428.00	275.15	825.45	2,602.55	75.92 %
640-55450-154	LIFE INSURANCE	39.00	39.00	3.18	9.54	29.46	75.54 %
640-55450-211	BOILER CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
640-55450-213	HVAC CONTRACTUAL	7,500.00	7,500.00	0.00	916.57	6,583.43	87.78 %
640-55450-214	FIRE CONTRACTUAL	1,560.00	1,560.00	0.00	0.00	1,560.00	100.00 %
640-55450-220	WATER/SEWER/STORM WATER	7,893.00	7,893.00	0.00	2,110.84	5,782.16	73.26 %
640-55450-221	ELECTRIC & GAS	173,286.00	173,286.00	19,379.50	39,438.34	133,847.66	77.24 %
640-55450-225	PHONE/INTERNET/CABLE	9,062.00	9,062.00	837.23	2,271.03	6,790.97	74.94 %
640-55450-240	SOFTWARE MAINTENANCE CONTR	3,320.00	3,320.00	0.00	600.00	2,720.00	81.93 %
640-55450-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	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	1,168.87	3,739.50	12,485.50	76.95 %
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	0.00	400.00	100.00 %
640-55450-311	POSTAGE	25.00	25.00	0.00	0.00	25.00	100.00 %
640-55450-312	COPY USAGE & PAPER	2,350.00	2,350.00	31.00	31.00	2,319.00	98.68 %
640-55450-320	SUBSCRIPTIONS & DUES	500.00	500.00	0.00	350.00	150.00	30.00 %
640-55450-323	GENERAL ADVERTISING	15,000.00	15,000.00	0.00	2,191.00	12,809.00	85.39 %
640-55450-324	RECRUITMENT	100.00	100.00	7.00	73.00	27.00	27.00 %
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	13,000.00	13,000.00	161.76	2,180.20	10,819.80	83.23 %
640-55450-341	PRINTING & FORMS	0.00	0.00	0.00	218.90	-218.90	0.00 %
640-55450-342	CLEANING & SANITARY SUPPLIES	5,500.00	5,500.00	716.39	1,510.56	3,989.44	72.54 %
640-55450-343	CONCESSIONS SUPPLIES	23,000.00	23,000.00	3,708.31	6,754.52	16,245.48	70.63 %
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	9,750.00	9,750.00	593.32	866.23	8,883.77	91.12 %
640-55450-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	0.00	0.00	500.00	100.00 %
640-55450-361	REGULAR FUEL	375.00	375.00	0.00	0.00	375.00	100.00 %
640-55450-362	OFF ROAD FUEL	50.00	50.00	0.00	0.00	50.00	100.00 %
640-55450-363	EQUIPMENT MAINT & REPAIRS	5,500.00	5,500.00	498.45	643.32	4,856.68	88.30 %
640-55450-510	INS - WORKERS COMP	7,000.00	7,000.00	1,492.50	2,985.00	4,015.00	57.36 %
640-55450-511	INS - FIRE, COMP/COLL, BOILER	12,282.00	12,282.00	0.00	12,291.00	-9.00	-0.07 %
640-55450-512	INS - VEHICLES	134.00	134.00	0.00	134.00	0.00	0.00 %
640-55450-513	INS - CVMIC, LIABILITY, PROF	2,037.00	2,037.00	0.00	2,037.00	0.00	0.00 %
640-55450-514	SIR	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-515	INS - MONIES & SECURITIES	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	0.00	0.00	0.00	0.00	0.00	0.00 %
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: 2019 Period Ending: 03/31/2019

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
5450-692 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	250.00	-250.00	0.00 %
Expense Total:	607,837.00	607,837.00	63,327.38	155,140.11	452,696.89	74.48 %
Fund: 640 - OMNI CENTER Surplus (Deficit):	66.00	66.00	935.97	19,922.53	19,856.53	10,085.65 %
Report Surplus (Deficit):	66.00	66.00	935.97	19,922.53	19,856.53	10,085.65 %



City of Onalaska

Account	Name	Balance
Fund: 100 - GENERAL FUND		
Assets		
100-11100	CASH	33,035.86
100-11103	CASH-CAFE PLAN	16,931.06
100-11305	TEMPORARY INVESTMENTS	12,602,313.53
100-11400	ONAL FIRE DEPT. (CARINS IRIS)	0.00
100-11510	DONATIONS SAVINGS ACCT	4,658.94
100-11511	NON-CITY INVESTMENTS	141.76
100-11800	PETTY CASH	5,140.00
100-12101	R/E & P/P TAXES REC.	0.00
100-12110	DELQ. S/A FROM COUNTY-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	3,083.69
100-12120	DELQ. S/A FROM CO. 2018	0.00
100-12332	2017-18 Delq. / PP TAXES	-8,360.57
100-12333	2018-19 DELQ. P/P TAXES	16,086.82
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	-21,074.18
100-12344	2016-17 DELQ. P/P TAXES	0.00
100-12609	S/A STORM SEWER	0.00
100-12611	S/A STREET CONSTRUCTION	123,056.62
100-12613	S/A CURB & GUTTER	65,631.19
100-12626	S/A SIDEWALK	59,177.26
100-12632	S/A ALLEY PAVING	10,713.25
100-13100	OTHER ACCOUNTS RECEIVABLE	14,262.29
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	1,404.57
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

Balance Sheet

Account	Name	Balance	
100-16200	PRE-PAID INSURANCE	47,163.03	
	Total Assets:	12,978,359.04	12,978,359.04
Liability			
100-21100	ACCOUNTS PAYABLE	53,971.42	
100-21110	AP PENDING (DUE TO POOL)	0.00	
100-21111	CORRECTIONS PAYABLE	-530.39	
100-21112	G.F. SALES TAX PAYABLE	158.68	
100-21405	DOT-PARKING TICKETS	-2,934.00	
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	17.37	
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	16,349.62	
100-21581	SUPPORT PAYMENTS	0.00	
100-21700	ACCRUED WAGES	0.00	
100-21901	PAYABLE TO SHARED RIDE	40.00	
100-23420	ANTI-ANNEXATION FEES	883.68	
100-24220	BAIL BOND DEPOSITS	0.00	
100-24230	PARTIAL PMT. - POLICE CITATIONS	0.00	
100-24330	DOG LICENSES DUE CO	14,646.50	
100-24600	MOBILE HOME TAX DUE - OSD	2,224.35	
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	123,056.62	
100-26220	POSTPONED S/A-CURB & GUTTER	65,631.19	
100-26230	POSTPONED S/A-SIDEWALK	59,911.21	
100-26260	POSTPONED S/A-ALLEY PAVING	10,713.25	
100-28000	NON-CITY FUNDS	141.75	
	Total Liability:	344,281.25	
Equity			
100-32000	INVESTMENT IN CAPITAL ASSETS	0.00	
100-34100	FUND BALANCE	8,151,732.12	
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	

Balance Sheet

As Of 04/30/2019

Account	Name	Balance
100-34216	HEA /DENTAL/VAG. FORMER EMPLOYEE	4,000.00
100-34217	ILLEGAL ASSESSMENTS	0.00
100-34218	TREE BRUSH	4,500.00
100-34219	ENGINEERING EQUIPMENT	0.00
100-34220	PROP/COLLISION	0.00
100-34221	DIRECT PAYROLL SOFTWARE	0.00
100-34222	CARIN IRIS EQUIP	0.00
100-34223	CITY LIBRARY REPAIRS	0.00
100-34224	STREET SEALING	0.00
100-34225	STREET (MAINT. SHOP)	29,000.00
100-34226	STREET SNOW & ICE	142,000.00
100-34227	STREET LIGHTS	10,000.00
100-34228	RECR./PARKS/C.CTR./POOL	9,000.00
100-34229	CITY STUDY	45,270.00
100-34230	CITY ATTORNEY	0.00
100-34231	CITY HALL EQUIPMENT	0.00
100-34232	FIRE DEPT REPAIRS	0.00
100-34233	CITY HALL VEHICLE	3,000.00
100-34234	FIRE DEPT TRAINING EQUIP	0.00
100-34235	FIRE DEPT ATV	0.00
	Total Beginning Equity:	8,615,228.12
Total Revenue		6,670,369.82
Total Expense		2,651,520.15
Revenues Over/Under Expenses		4,018,849.67
	Total Equity and Current Surplus (Deficit):	12,634,077.79
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>12,978,359.04</u>



City of Onalaska

Budget Report

Account Summary

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 100 - GENERAL FUND							
Revenue							
Department: 00000 - NON DEPARTMENTAL							
100-00000-41110	GENERAL PROPERTY TAXES	5,921,779.00	5,921,779.00	0.00	5,921,779.00	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	58,000.00	58,000.00	3,237.10	31,846.10	-26,153.90	45.09%
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	3,174.21	7,435.57	-32,601.43	81.43%
100-00000-41300	PAYMENTS IN LIEU OF TAXES	135,000.00	135,000.00	0.00	102,073.77	-32,926.23	24.39%
100-00000-41320	TAXES ON MUNICIPAL OWNED UTI	440,000.00	440,000.00	0.00	0.00	-440,000.00	100.00%
100-00000-41800	INTEREST ON TAXES	1,000.00	1,000.00	101.75	354.77	-645.23	64.52%
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	1,412.00	1,412.00	0.00	2,419.65	1,007.65	171.36%
100-00000-42030	S/A SIDEWALK	5,301.00	5,301.00	0.00	5,677.48	376.48	107.10%
100-00000-42050	S/A ALLEY	1,449.00	1,449.00	0.00	1,332.75	-116.25	8.02%
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	604,767.00	604,767.00	0.00	0.00	-604,767.00	100.00%
100-00000-43401	STATE AID COMPUTERS	55,000.00	55,000.00	0.00	0.00	-55,000.00	100.00%
100-00000-43420	FIRE INSURANCE FOR STATE	78,800.00	78,800.00	0.00	0.00	-78,800.00	100.00%
100-00000-43521	LAW ENFORCEMENT TRAINING AID	4,000.00	4,000.00	0.00	0.00	-4,000.00	100.00%
100-00000-43530	STATE AID ROAD ALLOTMENT	749,324.00	749,324.00	0.00	187,245.10	-562,078.90	75.01%
100-00000-43541	STATE AID FOR CONNECTING STRE	48,292.00	48,292.00	0.00	12,073.07	-36,218.93	75.00%
100-00000-43610	PAYMENT FOR MUNICIPAL SERVICE	3,000.00	3,000.00	0.00	3,573.66	573.66	119.12%
100-00000-43620	STATE AID IN LIEU OF TAXES	100.00	100.00	111.01	111.01	11.01	111.01%
100-00000-43625	STATE AID - PERSONAL PROPERTY	54,537.00	54,537.00	0.00	0.00	-54,537.00	100.00%
100-00000-43690	STATE AID OTHER PAYMENTS	0.00	0.00	0.00	0.00	0.00	0.00%
100-00000-44110	LIQUOR & MALT BEVERAGE LICENS	22,800.00	22,800.00	10,165.00	11,900.00	-10,900.00	47.81%
100-00000-44120	OPERATOR LICENSE	5,400.00	5,400.00	330.00	1,034.00	-4,366.00	80.85%
100-00000-44160	CIGARETTE LICENSE	1,200.00	1,200.00	900.00	900.00	-300.00	25.00%
100-00000-44170	CABLE TV LICENSE	150,000.00	150,000.00	0.00	0.00	-150,000.00	100.00%
100-00000-44171	CELL TOWER FEES	13,900.00	13,900.00	1,210.07	3,630.21	-10,269.79	73.88%
100-00000-44175	MOBILE HOME LICENSE	990.00	990.00	0.00	720.00	-270.00	27.27%
100-00000-44185	TAXIE CAB LICENSE	600.00	600.00	0.00	250.00	-350.00	58.33%
100-00000-44190	SOLICITERS LICENSE	100.00	100.00	0.00	0.00	-100.00	100.00%
100-00000-44193	ELECTRICAL LICENSE	0.00	0.00	0.00	0.00	0.00	0.00%
100-00000-44194	HTG/GAS PIPING LICENSES	1,000.00	1,000.00	0.00	2,890.00	1,890.00	289.00%
100-00000-44195	OTHER LICENSES	12,000.00	12,000.00	8,315.00	9,365.00	-2,635.00	21.96%
100-00000-44196	MOTEL/HOTEL PERMITS	0.00	0.00	90.00	120.00	120.00	0.00%
100-00000-44210	BICYCLE LICENSE	0.00	0.00	0.00	0.00	0.00	0.00%
100-00000-44215	DOG LICENSE	0.00	0.00	355.50	7,060.50	7,060.50	0.00%
100-00000-44220	CAT LICENSE	0.00	0.00	4,046.00	20,801.09	20,801.09	0.00%
100-00000-44300	INSPECTION FEES	0.00	0.00	0.00	0.00	0.00	0.00%
100-00000-44310	BUILDING PERMITS	120,000.00	120,000.00	15,084.05	57,309.90	-62,690.10	52.24%
100-00000-44311	PLAN REVIEW	500.00	500.00	0.00	330.00	-170.00	34.00%
100-00000-44315	ELECTRICAL PERMITS	30,000.00	30,000.00	5,156.50	20,071.39	-9,928.61	33.10%
100-00000-44320	HEATING & A/C PERMITS	17,000.00	17,000.00	1,530.00	9,027.50	-7,972.50	46.90%
100-00000-44323	PLUMBING PERMIT FEES	16,000.00	16,000.00	1,865.00	11,297.00	-4,703.00	29.39%
100-00000-44325	STREET OPENING PERMITS	750.00	750.00	75.00	100.00	-650.00	86.67%

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original	Current	Period	Fiscal	Variance	
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Percent Remaining
100-00000-44330	SIDEWALK PERMIT	750.00	750.00	125.00	200.00	-550.00	73.33 %
100-00000-44335	RAILROAD PERMIT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44336	RECREATIONAL BURNING PERMIT	11,000.00	11,000.00	3,360.00	5,760.00	-5,240.00	47.64 %
100-00000-44340	OTHER PERMITS	200.00	200.00	175.00	175.00	-25.00	12.50 %
100-00000-44345	P.U.D. PERMIT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44347	SITE PLANS	1,500.00	1,500.00	925.00	1,625.00	125.00	108.33 %
100-00000-44410	ZONING	6,000.00	6,000.00	389.26	2,712.96	-3,287.04	54.78 %
100-00000-45110	COURT PENALTIES	95,000.00	95,000.00	0.00	27,587.49	-67,412.51	70.96 %
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	62,084.00	62,084.00	0.00	27,259.62	-34,824.38	56.09 %
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	480.00	480.00	220.00	250.00	-230.00	47.92 %
100-00000-46120	SALES MATERIAL & SUPLS	9,500.00	9,500.00	550.13	2,279.56	-7,220.44	76.00 %
100-00000-46121	TOPO FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46210	FIRE PROTECTION SERVICE	40,000.00	40,000.00	0.00	12,660.00	-27,340.00	68.35 %
100-00000-46220	POLICE REPORTS	1,000.00	1,000.00	105.41	522.83	-477.17	47.72 %
100-00000-46221	FALSE ALARMS	2,500.00	2,500.00	95.00	783.82	-1,716.18	68.65 %
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	1,419.20	919.20	283.84 %
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	250.00	734.54	-465.46	38.79 %
100-00000-46711	PARK FACILITY RENTAL	12,000.00	12,000.00	2,383.48	7,708.26	-4,291.74	35.76 %
100-00000-46715	RECREATION FEES	70,000.00	70,000.00	19,705.20	43,423.07	-26,576.93	37.97 %
100-00000-46716	RECR. FEES > AGE 18	7,000.00	7,000.00	945.00	3,465.00	-3,535.00	50.50 %
100-00000-46725	SWIMMING POOL REVENUE	68,060.00	68,060.00	5,377.58	5,377.58	-62,682.42	92.10 %
100-00000-46726	SWIMMING POOL LESSONS	6,720.00	6,720.00	2,386.28	2,644.28	-4,075.72	60.65 %
100-00000-46727	SWIMMING POOL MISC	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46728	SWIMMING POOL CONCESSIONS	28,970.00	28,970.00	0.00	0.00	-28,970.00	100.00 %
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	34,800.00	34,800.00	0.00	19,772.20	-15,027.80	43.18 %
100-00000-47330	INTERGOV'T CHGS. FOR STR SERV.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48000	MISCELLANEOUS INCOME	0.00	0.00	25.98	1,416.41	1,416.41	0.00 %
100-00000-48100	INTEREST INCOME	105,000.00	105,000.00	0.00	55,615.87	-49,384.13	47.03 %
100-00000-48130	INTEREST DONATION ACCT.	0.00	0.00	0.00	4.95	4.95	0.00 %
100-00000-48131	INTEREST - NON CITY	0.00	0.00	0.00	0.01	0.01	0.00 %
100-00000-48150	INTEREST - STREET ASSMT.	2,394.00	2,394.00	0.00	2,394.08	0.08	100.00 %
100-00000-48155	INTEREST - CURB & GUTTER ASSMT	571.00	571.00	0.00	571.01	0.01	100.00 %
100-00000-48160	INTEREST - SIDEWALK ASSMT.	1,876.00	1,876.00	2.78	1,866.92	-9.08	0.48 %
100-00000-48170	INTEREST - ALLEY ASSMT.	575.00	575.00	0.00	527.15	-47.85	8.32 %
100-00000-48180	INTEREST - STORM SEWER ASSMT.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48190	INVESTMENT INCOME (CVMIC)	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48200	RENTAL INCOME & CDA SUBLEASE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48210	RENT- FINLEY PROP (JAYCEES)	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48211	RENT LIBRARY FACILITIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48302	SALE OF FIRE EQUIP	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48403	INSURANCE REIMB - POLICE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48404	INSURANCE REIMB - HWY	0.00	0.00	0.00	1,303.32	1,303.32	0.00 %
100-00000-48405	INSURANCE REIMB - GENERAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48406	INSURANCE DIVIDENDS	8,577.00	8,577.00	0.00	0.00	-8,577.00	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 %
100-00000-48510	CONTRIBUTION FROM SCHOOL DIS	21,500.00	21,500.00	0.00	0.00	-21,500.00	100.00 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-00000-48530	CAPITAL CONTRIBUTIONS PARK	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49000	GAIN ON SALE OF CITY PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49201	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49224	TRANSIT IN/5% SALES/COMP. PLAN	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49402	SALE OF CITY PROPERTY - OTHER E	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49403	SALE OF CITY PROPERTY - POLICE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-49997	SURPLUS FUNDS APPLIED	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 00000 - NON DEPARTMENTAL Total:		9,201,376.00	9,201,376.00	92,767.29	6,670,369.82	-2,531,006.18	27.51 %
Revenue Total:		9,201,376.00	9,201,376.00	92,767.29	6,670,369.82	-2,531,006.18	27.51 %

Expense

Department: 51100 - COMMON COUNCIL

100-51100-110	SALARIES - REGULAR	29,600.00	29,600.00	3,600.00	10,800.00	18,800.00	63.51 %
100-51100-150	FICA	2,264.00	2,264.00	275.40	826.20	1,437.80	63.51 %
100-51100-240	Software Contractual	3,250.00	3,250.00	0.00	0.00	3,250.00	100.00 %
100-51100-291	TRANSCRIPTION CONTRACTUAL	7,200.00	7,200.00	312.77	820.68	6,379.32	88.60 %
100-51100-310	OFFICE SUPPLIES	700.00	700.00	0.00	294.37	405.63	57.95 %
100-51100-311	POSTAGE	200.00	200.00	0.00	0.65	199.35	99.68 %
100-51100-312	COPY USAGE & PAPER	1,000.00	1,000.00	59.18	369.87	630.13	63.01 %
100-51100-320	SUBSCRIPTIONS & DUES	5,959.00	5,959.00	0.00	6,555.43	-596.43	-10.01 %
100-51100-322	LEGAL NOTICES	12,140.00	12,140.00	394.51	1,255.59	10,884.41	89.66 %
100-51100-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51100 - COMMON COUNCIL Total:		62,313.00	62,313.00	4,641.86	20,922.79	41,390.21	66.42 %

Department: 51110 - POLICE & FIRE COMMISSION

100-51110-290	OTHER CONTRACTUAL SERVICES	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51110-291	TRANSCRIPTION CONTRACTUAL	0.00	0.00	0.00	10.00	-10.00	0.00 %
100-51110-310	OFFICE SUPPLIES	0.00	0.00	45.00	45.00	-45.00	0.00 %
100-51110-311	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51110-312	COPY USAGE & PAPER	175.00	175.00	0.00	15.50	159.50	91.14 %
Department: 51110 - POLICE & FIRE COMMISSION Total:		275.00	275.00	45.00	70.50	204.50	74.36 %

Department: 51200 - MUNICIPAL COURT

100-51200-290	OTHER CONTRACTUAL SERVICES	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51200-340	OPERATING SUPPLIES	212.00	212.00	374.11	399.83	-187.83	-88.60 %
Department: 51200 - MUNICIPAL COURT Total:		312.00	312.00	374.11	399.83	-87.83	-28.15 %

Department: 51300 - LEGAL

100-51300-110	SALARIES REGULAR	32,853.00	32,853.00	0.00	0.00	32,853.00	100.00 %
100-51300-124	WAGES PERM. PT	8,550.00	8,550.00	0.00	0.00	8,550.00	100.00 %
100-51300-150	FICA	3,167.00	3,167.00	0.00	0.00	3,167.00	100.00 %
100-51300-151	RETIREMENT (WRS)	2,152.00	2,152.00	0.00	0.00	2,152.00	100.00 %
100-51300-152	HEALTH INSURANCE	4,798.00	4,798.00	0.00	0.00	4,798.00	100.00 %
100-51300-153	DENTAL INSURANCE	298.00	298.00	0.00	0.00	298.00	100.00 %
100-51300-154	LIFE INSURANCE	4.00	4.00	0.00	0.00	4.00	100.00 %
100-51300-225	PHONE/INTERNET/CABLE	1,100.00	1,100.00	0.00	0.00	1,100.00	100.00 %
100-51300-241	EQUIPMENT MAINTENANCE CONT	250.00	250.00	0.00	0.00	250.00	100.00 %
100-51300-290	OTHER CONTRACTUAL SERVICES	78,750.00	78,750.00	0.00	7,560.37	71,189.63	90.40 %
100-51300-310	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-51300-311	POSTAGE	270.00	270.00	0.00	0.00	270.00	100.00 %
100-51300-312	COPY USAGE & PAPER	400.00	400.00	0.00	0.00	400.00	100.00 %
100-51300-320	SUBSCRIPTIONS & DUES	600.00	600.00	0.00	293.87	306.13	51.02 %
100-51300-321	CERTIFICATIONS & LICENSES	600.00	600.00	0.00	0.00	600.00	100.00 %
100-51300-330	SEMINARS, CONF. & TRAVEL	600.00	600.00	0.00	0.00	600.00	100.00 %
100-51300-340	OPERATING SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-51300-341	PRINTING & FORMS	400.00	400.00	0.00	0.00	400.00	100.00 %
Department: 51300 - LEGAL Total:		138,792.00	138,792.00	0.00	7,854.24	130,937.76	94.34 %

Department: 51408 - CITY ADMINISTRATOR

100-51408-110	SALARIES REGULAR	95,575.00	95,575.00	7,221.66	28,525.55	67,049.45	70.15 %
100-51408-150	FICA	7,312.00	7,312.00	541.68	2,143.41	5,168.59	70.69 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51408-151	RETIREMENT (WRS)	6,260.00	6,260.00	473.02	1,868.43	4,391.57	70.15 %
100-51408-152	HEALTH INSURANCE	5,407.00	5,407.00	450.57	1,802.28	3,604.72	66.67 %
100-51408-153	DENTAL INSURANCE	826.00	826.00	66.29	265.16	560.84	67.90 %
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	27.64	110.66	989.34	89.94 %
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	1,217.02	1,217.02	-217.02	-21.70 %
100-51408-311	POSTAGE	270.00	270.00	22.54	28.81	241.19	89.33 %
100-51408-312	COPY USAGE/PAPER	400.00	400.00	0.13	0.17	399.83	99.96 %
100-51408-320	SUBSCRIPTIONS & DUES	600.00	600.00	195.00	195.00	405.00	67.50 %
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	519.93	480.07	48.01 %
100-51408-340	OPERATING SUPPLIES	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
100-51408-341	PRINTING & FORMS	400.00	400.00	0.00	0.00	400.00	100.00 %
Department: 51408 - CITY ADMINISTRATOR Total:		124,350.00	124,350.00	10,215.55	36,676.42	87,673.58	70.51 %
Department: 51410 - MAYOR							
100-51410-110	SALARIES - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51410-124	WAGES - PERM PT	12,390.00	12,390.00	953.06	3,764.60	8,625.40	69.62 %
100-51410-150	FICA	948.00	948.00	72.92	288.03	659.97	69.62 %
100-51410-151	RETIREMENT (WRS)	696.00	696.00	53.50	211.33	484.67	69.64 %
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	492.00	492.00	37.81	138.71	353.29	71.81 %
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	81.35	258.65	76.07 %
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	0.26	5.50	94.50	94.50 %
100-51410-320	SUBSCRIPTIONS & DUES	596.00	596.00	0.00	175.00	421.00	70.64 %
100-51410-330	SEMINARS, CONF & TRAVEL	400.00	400.00	0.00	0.00	400.00	100.00 %
100-51410-340	OPERATING SUPPLIES	50.00	50.00	0.00	0.00	50.00	100.00 %
100-51410-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51410 - MAYOR Total:		16,072.00	16,072.00	1,117.55	4,664.52	11,407.48	70.98 %
Department: 51411 - FINANCE							
100-51411-110	SALARIES - REGULAR	70,938.00	70,938.00	5,925.18	23,404.47	47,533.53	67.01 %
100-51411-120	WAGES - REGULAR	43,561.00	43,561.00	3,367.91	10,380.57	33,180.43	76.17 %
100-51411-124	WAGES - PERM PT	8,790.00	8,790.00	1,472.76	8,536.76	253.24	2.88 %
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	9,902.00	9,902.00	791.02	3,118.84	6,783.16	68.50 %
100-51411-151	RETIREMENT (WRS)	7,500.00	7,500.00	608.73	2,213.01	5,286.99	70.49 %
100-51411-152	HEALTH INSURANCE	20,222.00	20,222.00	1,358.51	4,415.63	15,806.37	78.16 %
100-51411-153	DENTAL INSURANCE	1,922.00	1,922.00	131.73	474.33	1,447.67	75.32 %
100-51411-154	LIFE INSURANCE	74.00	74.00	8.18	27.20	46.80	63.24 %
100-51411-225	PHONE/INTERNET/CABLE	570.00	570.00	40.62	112.11	457.89	80.33 %
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	1,493.15	3,006.85	66.82 %
100-51411-310	OFFICE SUPPLIES	1,200.00	1,200.00	71.30	565.96	634.04	52.84 %
100-51411-311	POSTAGE	1,500.00	1,500.00	332.72	585.53	914.47	60.96 %
100-51411-312	COPY USAGE & PAPER	1,000.00	1,000.00	76.49	759.47	240.53	24.05 %
100-51411-320	SUBSCRIPTIONS & DUES	150.00	150.00	0.00	165.00	-15.00	-10.00 %
100-51411-322	LEGAL NOTICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51411-330	SEMINARS, CONF & TRAVEL	1,325.00	1,325.00	100.00	575.00	750.00	56.60 %
100-51411-340	OPERATING SUPPLIES	3,015.00	3,015.00	0.00	58.45	2,956.55	98.06 %
100-51411-341	PRINTING & FORMS	500.00	500.00	0.00	196.03	303.97	60.79 %
Department: 51411 - FINANCE Total:		183,319.00	183,319.00	14,285.15	57,081.51	126,237.49	68.86 %

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 51420 - CITY CLERK						
100-51420-110	75,749.00	75,749.00	5,770.10	22,791.90	52,957.10	69.91 %
100-51420-120	54,169.00	54,169.00	4,110.64	16,257.90	37,911.10	69.99 %
100-51420-121	286.00	286.00	0.00	0.00	286.00	100.00 %
100-51420-124	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-125	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-126	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-127	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-150	9,961.00	9,961.00	691.96	2,757.51	7,203.49	72.32 %
100-51420-151	8,528.00	8,528.00	647.20	2,557.80	5,970.20	70.01 %
100-51420-152	22,776.00	22,776.00	1,898.00	7,592.00	15,184.00	66.67 %
100-51420-153	2,545.00	2,545.00	204.32	817.28	1,727.72	67.89 %
100-51420-154	95.00	95.00	7.95	31.80	63.20	66.53 %
100-51420-225	1,200.00	1,200.00	81.24	224.23	975.77	81.31 %
100-51420-241	435.00	435.00	0.00	0.00	435.00	100.00 %
100-51420-291	200.00	200.00	0.00	0.00	200.00	100.00 %
100-51420-310	1,230.00	1,230.00	7.41	52.38	1,177.62	95.74 %
100-51420-311	2,200.00	2,200.00	854.82	910.75	1,289.25	58.60 %
100-51420-312	1,200.00	1,200.00	17.73	443.58	756.42	63.04 %
100-51420-320	340.00	340.00	0.00	130.00	210.00	61.76 %
100-51420-321	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51420-322	210.00	210.00	0.00	0.00	210.00	100.00 %
100-51420-324	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-330	2,050.00	2,050.00	0.00	475.00	1,575.00	76.83 %
100-51420-340	555.00	555.00	0.00	0.00	555.00	100.00 %
100-51420-341	250.00	250.00	0.00	0.00	250.00	100.00 %
100-51420-381	80.00	80.00	0.00	0.00	80.00	100.00 %
Department: 51420 - CITY CLERK Total:	184,159.00	184,159.00	14,291.37	55,042.13	129,116.87	70.11 %
Department: 51440 - ELECTIONS						
100-51440-126	6,177.00	6,177.00	2,459.52	2,459.52	3,717.48	60.18 %
100-51440-150	0.00	0.00	23.28	23.28	-23.28	0.00 %
100-51440-241	1,400.00	1,400.00	0.00	1,283.56	116.44	8.32 %
100-51440-310	700.00	700.00	44.18	148.18	551.82	78.83 %
100-51440-311	600.00	600.00	466.31	587.28	12.72	2.12 %
100-51440-312	1,000.00	1,000.00	29.88	40.51	959.49	95.95 %
100-51440-322	2,200.00	2,200.00	233.42	277.45	1,922.55	87.39 %
100-51440-324	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51440-330	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51440-340	1,780.00	1,780.00	-500.00	-273.59	2,053.59	115.37 %
100-51440-341	1,600.00	1,600.00	0.00	71.59	1,528.41	95.53 %
Department: 51440 - ELECTIONS Total:	15,557.00	15,557.00	2,756.59	4,617.78	10,939.22	70.32 %
Department: 51500 - AUDIT						
100-51500-290	19,152.00	19,152.00	13,780.00	13,780.00	5,372.00	28.05 %
Department: 51500 - AUDIT Total:	19,152.00	19,152.00	13,780.00	13,780.00	5,372.00	28.05 %
Department: 51510 - HUMAN RESOURCES						
100-51510-110	42,172.00	42,172.00	3,227.24	12,747.60	29,424.40	69.77 %
100-51510-120	18,755.00	18,755.00	1,433.26	5,661.38	13,093.62	69.81 %
100-51510-124	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51510-150	4,661.00	4,661.00	311.34	1,247.20	3,413.80	73.24 %
100-51510-151	3,991.00	3,991.00	305.26	1,205.78	2,785.22	69.79 %
100-51510-152	20,043.00	20,043.00	1,670.24	6,680.96	13,362.04	66.67 %
100-51510-153	1,188.00	1,188.00	95.35	381.40	806.60	67.90 %
100-51510-154	14.00	14.00	1.19	4.76	9.24	66.00 %
100-51510-225	150.00	150.00	10.16	28.02	121.98	81.32 %
100-51510-241	190.00	190.00	0.00	0.00	190.00	100.00 %
100-51510-290	6,267.00	6,267.00	209.25	1,945.75	4,321.25	68.95 %
100-51510-310	400.00	400.00	25.69	117.60	282.40	70.60 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51510-311	POSTAGE	150.00	150.00	24.73	30.76	119.24	79.49 %
100-51510-312	COPY USAGE & PAPER	295.00	295.00	101.28	189.76	105.24	35.67 %
100-51510-320	SUBSCRIPTIONS & DUES	545.00	545.00	0.00	509.00	36.00	6.61 %
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	280.59	779.59	-4.59	-0.59 %
100-51510-340	OPERATING SUPPLIES	630.00	630.00	0.00	87.48	542.52	86.11 %
100-51510-341	PRINTING & FORMS	300.00	300.00	0.00	0.00	300.00	100.00 %
Department: 51510 - HUMAN RESOURCES Total:		100,526.00	100,526.00	7,695.58	31,617.04	68,908.96	68.55 %
Department: 51530 - ASSESSOR							
100-51530-120	WAGES - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-128	WAGES - BOR	300.00	300.00	0.00	0.00	300.00	100.00 %
100-51530-150	FICA	23.00	23.00	0.00	0.00	23.00	100.00 %
100-51530-151	RETIREMENT (WRS)	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-152	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-153	DENTAL INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-154	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-225	PHONE/INTERNET/CABLE	450.00	450.00	30.42	83.95	366.05	81.34 %
100-51530-240	SOFTWARE MAINTENANCE-CONTR	3,900.00	3,900.00	0.00	0.00	3,900.00	100.00 %
100-51530-290	OTHER CONTRACTUAL SERVICES	275,610.00	275,610.00	22,884.17	91,536.68	184,073.32	66.79 %
100-51530-291	TRANSCRIPTION CONTRACTUAL	250.00	250.00	0.00	37.44	212.56	85.02 %
100-51530-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-311	POSTAGE	3,825.00	3,825.00	1,001.98	1,358.12	2,466.88	64.49 %
100-51530-312	COPY USAGE & PAPER	250.00	250.00	0.02	2.38	247.62	99.05 %
100-51530-340	OPERATING SUPPLIES	250.00	250.00	0.00	0.00	250.00	100.00 %
100-51530-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51530 - ASSESSOR Total:		284,858.00	284,858.00	23,916.59	93,018.57	191,839.43	67.35 %
Department: 51540 - IT							
100-51540-110	SALARIES - REGULAR	36,983.00	36,983.00	2,783.08	10,993.16	25,989.84	70.28 %
100-51540-120	WAGES-REGULAR	6,252.00	6,252.00	477.76	1,887.15	4,364.85	69.82 %
100-51540-124	WAGES - PERM. PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-126	WAGES TEMP./SEAS.	1,494.00	1,494.00	21.00	21.00	1,473.00	98.59 %
100-51540-150	FICA	3,421.00	3,421.00	226.68	901.34	2,519.66	73.65 %
100-51540-151	RETIREMENT (WRS)	2,832.00	2,832.00	213.60	843.71	1,988.29	70.21 %
100-51540-152	HEALTH INSURANCE	13,848.00	13,848.00	1,153.98	4,615.92	9,232.08	66.67 %
100-51540-153	DENTAL INSURANCE	860.00	860.00	69.02	276.08	583.92	67.90 %
100-51540-154	LIFE INSURANCE	8.00	8.00	0.46	1.84	6.16	77.00 %
100-51540-225	PHONE/INTERNET/CABLE	1,540.00	1,540.00	258.81	1,041.10	498.90	32.40 %
100-51540-240	SOFTWARE MAINTENANCE CONTR	23,911.00	23,911.00	0.00	7,106.94	16,804.06	70.28 %
100-51540-241	EQUIPMENT MAINTENANCE CONT	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-51540-244	WEBSITE	1,250.00	1,250.00	0.00	0.00	1,250.00	100.00 %
100-51540-290	OTHER CONTRACTUAL SERVICES	15,624.00	15,624.00	1,777.35	7,109.40	8,514.60	54.50 %
100-51540-310	OFFICE SUPPLIES	0.00	0.00	0.00	120.95	-120.95	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	0.23	4.63	-4.63	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	2,660.00	2,660.00	0.00	0.50	2,659.50	99.98 %
100-51540-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-363	EQUIPMENT MAINT & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-399	ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51540 - IT Total:		115,183.00	115,183.00	6,981.97	34,923.72	80,259.28	69.68 %
Department: 51600 - CITY HALL							
100-51600-110	SALARIES - REGULAR	51,739.00	51,739.00	3,506.84	13,749.12	37,989.88	73.43 %
100-51600-124	WAGES - PERM PT	8,931.00	8,931.00	639.15	2,615.65	6,315.35	70.71 %
100-51600-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51600-126	WAGES - TEMP/SEAS	3,191.00	3,191.00	0.00	0.00	3,191.00	100.00 %
100-51600-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-150	FICA	4,885.00	4,885.00	294.03	1,165.40	3,719.60	76.14 %
100-51600-151	RETIREMENT (WRS)	3,389.00	3,389.00	229.70	900.54	2,488.46	73.43 %
100-51600-152	HEALTH INSURANCE	9,255.00	9,255.00	394.78	1,579.12	7,675.88	82.94 %
100-51600-153	DENTAL INSURANCE	536.00	536.00	79.00	316.00	220.00	41.04 %
100-51600-154	LIFE INSURANCE	32.00	32.00	1.30	5.20	26.80	83.75 %
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	5,914.48	-166.48	-2.90 %
100-51600-213	HVAC CONTRACTUAL	6,330.00	6,330.00	0.00	164.00	6,166.00	97.41 %
100-51600-214	FIRE CONTRACTUAL	2,910.00	2,910.00	1,787.96	1,787.96	1,122.04	38.56 %
100-51600-220	WATER/SEWER/STORM WATER	7,718.00	7,718.00	1,109.35	2,610.07	5,107.93	66.18 %
100-51600-221	ELECTRIC & GAS	39,000.00	39,000.00	2,790.21	11,540.21	27,459.79	70.41 %
100-51600-225	PHONE/INTERNET/CABLE	5,868.00	5,868.00	609.77	2,071.53	3,796.47	64.70 %
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	0.00	1,350.00	100.00 %
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	216.00	432.00	318.00	42.40 %
100-51600-290	OTHER CONTRACTUAL SERVICES	1,748.00	1,748.00	322.40	406.40	1,341.60	76.75 %
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	275.00	275.00	0.00	0.00	275.00	100.00 %
100-51600-311	POSTAGE	500.00	500.00	0.00	0.00	500.00	100.00 %
100-51600-312	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-324	RECRUITMENT	50.00	50.00	0.00	0.00	50.00	100.00 %
100-51600-330	SEMINARS, CONF & TRAVEL	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51600-340	OPERATING SUPPLIES	7,000.00	7,000.00	444.48	1,281.85	5,718.15	81.69 %
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	202.38	977.78	2,022.22	67.41 %
100-51600-350	BLDG & GRDS MAINT & REPAIRS	7,000.00	7,000.00	1,108.52	2,846.98	4,153.02	59.33 %
100-51600-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	147.62	147.62	352.38	70.48 %
100-51600-361	REGULAR FUEL	775.00	775.00	0.00	35.17	739.83	95.46 %
100-51600-362	OFF ROAD FUEL	300.00	300.00	0.00	0.00	300.00	100.00 %
100-51600-363	EQUIPMENT MAINT & REPAIRS	1,000.00	1,000.00	339.64	728.13	271.87	27.19 %
100-51600-381	EMPLOYMENT TESTING	50.00	50.00	0.00	0.00	50.00	100.00 %
Department: 51600 - CITY HALL Total:		175,800.00	175,800.00	14,223.13	51,875.21	123,924.79	70.49 %
Department: 51900 - OTHER GOVERNMENT							
100-51900-290	Other General Contractual	8,800.00	8,800.00	0.00	0.00	8,800.00	100.00 %
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	-20.22	-20.22	20.22	0.00 %
Department: 51900 - OTHER GOVERNMENT Total:		8,800.00	8,800.00	-20.22	-20.22	8,820.22	100.23 %
Department: 51938 - SICK LEAVE PAYOUT							
100-51938-516	EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51938 - SICK LEAVE PAYOUT Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51939 - WORKER'S COMPENSATION							
100-51939-510	INS - WORKERS COMP	81,698.00	81,698.00	0.00	40,848.50	40,849.50	50.00 %
Department: 51939 - WORKER'S COMPENSATION Total:		81,698.00	81,698.00	0.00	40,848.50	40,849.50	50.00 %
Department: 51940 - UNEMPLOYMENT COMPENSATION							
100-51940-517	UNEMPLOYMENT	9,000.00	9,000.00	0.00	0.00	9,000.00	100.00 %
Department: 51940 - UNEMPLOYMENT COMPENSATION Total:		9,000.00	9,000.00	0.00	0.00	9,000.00	100.00 %
Department: 51941 - SALES TAX							
100-51941-301	SALES TAX	9,700.00	9,700.00	269.25	431.44	9,268.56	95.55 %
Department: 51941 - SALES TAX Total:		9,700.00	9,700.00	269.25	431.44	9,268.56	95.55 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 51942 - ILLEGAL ASSESSMENTS							
100-51942-397	MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51942 - ILLEGAL ASSESSMENTS Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51943 - INS - FIRE, COMP / COLL, BOILER							
100-51943-511	INS - FIRE, COMP/COLL, BOILER	40,800.00	40,800.00	0.00	42,846.00	-2,046.00	-5.01 %
Department: 51943 - INS - FIRE, COMP / COLL, BOILER Total:		40,800.00	40,800.00	0.00	42,846.00	-2,046.00	-5.01 %
Department: 51944 - INS - VEHICLES							
100-51944-512	INS - VEHICLES	20,965.00	20,965.00	0.00	20,824.00	141.00	0.67 %
Department: 51944 - INS - VEHICLES Total:		20,965.00	20,965.00	0.00	20,824.00	141.00	0.67 %
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE							
100-51945-513	INS - CVMIC, LIABILITY, PROF	34,926.00	34,926.00	0.00	32,604.00	2,322.00	6.65 %
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE		34,926.00	34,926.00	0.00	32,604.00	2,322.00	6.65 %
Department: 51946 - SIR							
100-51946-514	SIR	2,000.00	2,000.00	0.00	3,071.17	-1,071.17	-53.56 %
Department: 51946 - SIR Total:		2,000.00	2,000.00	0.00	3,071.17	-1,071.17	-53.56 %
Department: 51947 - MONIES & SECURITIES INSURANCE MISC							
100-51947-515	INS - MONIES & SECURITIES	1,600.00	1,600.00	0.00	1,260.00	340.00	21.25 %
Department: 51947 - MONIES & SECURITIES INSURANCE MISC Tot		1,600.00	1,600.00	0.00	1,260.00	340.00	21.25 %
Department: 51980 - UNCOLLECTABLE ACCOUNTS							
100-51980-398	UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51980 - UNCOLLECTABLE ACCOUNTS Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 52100 - POLICE							
100-52100-110	SALARIES - REGULAR	214,102.00	214,102.00	16,239.16	64,144.68	149,957.32	70.04 %
100-52100-120	WAGES - REGULAR	1,641,979.00	1,641,979.00	116,873.33	456,564.61	1,185,414.39	72.19 %
100-52100-121	OVERTIME - REGULAR	70,120.00	70,120.00	11,834.59	27,398.07	42,721.93	60.93 %
100-52100-122	OVERTIME - SPECIAL PROJECTS	0.00	0.00	0.00	-721.24	721.24	0.00 %
100-52100-124	WAGES - PERM PT	10,585.00	10,585.00	647.42	2,862.50	7,722.50	72.96 %
100-52100-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52100-126	WAGES - TEMP/SEAS	24,244.00	24,244.00	1,919.75	7,260.30	16,983.70	70.05 %
100-52100-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52100-140	SHIFT DIFFERENTIAL	0.00	0.00	462.56	1,794.43	-1,794.43	0.00 %
100-52100-141	ON CALL	9,200.00	9,200.00	400.00	1,600.00	7,600.00	82.61 %
100-52100-150	FICA	150,723.00	150,723.00	10,580.25	40,096.77	110,626.23	73.40 %
100-52100-151	RETIREMENT (WRS)	270,409.00	270,409.00	20,397.70	76,866.83	193,542.17	71.57 %
100-52100-152	HEALTH INSURANCE	494,234.00	494,234.00	36,665.88	148,297.39	345,936.61	69.99 %
100-52100-153	DENTAL INSURANCE	29,868.00	29,868.00	2,034.49	8,259.12	21,608.88	72.35 %
100-52100-154	LIFE INSURANCE	544.00	544.00	41.63	167.56	376.44	69.20 %
100-52100-221	ELECTRIC & GAS	16,000.00	16,000.00	1,014.62	4,196.44	11,803.56	73.77 %
100-52100-225	PHONE/INTERNET/CABLE	6,984.00	6,984.00	694.26	2,427.69	4,556.31	65.24 %
100-52100-226	MOBILE DATA AIR CARDS	10,000.00	10,000.00	836.44	3,274.06	6,725.94	67.26 %
100-52100-240	SOFTWARE MAINTENANCE CONTR	23,340.00	23,340.00	0.00	15,719.15	7,620.85	32.65 %
100-52100-241	EQUIPMENT MAINTENANCE CONT	3,020.00	3,020.00	0.00	3,019.20	0.80	0.03 %
100-52100-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52100-290	OTHER CONTRACTUAL SERVICES	2,644.00	2,644.00	20.74	517.99	2,126.01	80.41 %
100-52100-310	OFFICE SUPPLIES	1,300.00	1,300.00	149.74	167.93	1,132.07	87.08 %
100-52100-311	POSTAGE	2,000.00	2,000.00	484.29	976.08	1,023.92	51.20 %
100-52100-312	COPY USAGE & PAPER	1,550.00	1,550.00	45.20	360.67	1,189.33	76.73 %
100-52100-320	SUBSCRIPTIONS & DUES	2,960.00	2,960.00	0.00	2,065.00	895.00	30.24 %
100-52100-321	CERTIFICATIONS & LICENSES	714.00	714.00	55.00	55.00	659.00	92.30 %
100-52100-324	RECRUITMENT	500.00	500.00	0.00	53.28	446.72	89.34 %
100-52100-330	SEMINARS, CONF & TRAVEL	14,000.00	14,000.00	1,810.43	11,894.23	2,105.77	15.04 %
100-52100-340	OPERATING SUPPLIES	12,000.00	12,000.00	597.69	1,766.05	10,233.95	85.28 %
100-52100-341	PRINTING & FORMS	1,800.00	1,800.00	105.63	894.09	905.91	50.33 %
100-52100-342	CLEANING & SANITARY SUPPLIES	150.00	150.00	0.00	0.00	150.00	100.00 %
100-52100-350	BLDG & GRDS MAINT & REPAIRS	1,300.00	1,300.00	46.31	46.31	1,253.69	96.44 %
100-52100-360	VEHICLE MAINT. & REPAIRS	11,049.00	11,049.00	555.87	1,864.52	9,184.48	83.12 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-52100-361	REGULAR FUEL	41,423.00	41,423.00	3,328.32	9,503.79	31,919.21	77.06 %
100-52100-363	EQUIPMENT MAINT & REPAIRS	1,500.00	1,500.00	129.45	348.45	1,151.55	76.77 %
100-52100-380	PUBLIC EDUCATION	500.00	500.00	0.00	0.00	500.00	100.00 %
100-52100-381	EMPLOYMENT TESTING	2,000.00	2,000.00	20.00	537.00	1,463.00	73.15 %
100-52100-382	UNIFORMS & SAFETY ATTIRE	12,000.00	12,000.00	2,363.67	2,853.59	9,146.41	76.22 %
100-52100-390	AMMUNITION	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00 %
100-52100-391	ERT SUPPLIES	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
100-52100-392	NON LETHAL SUPPLIES	2,000.00	2,000.00	1,437.44	1,437.44	562.56	28.13 %
100-52100-399	ADD'L SOFTWARE & UPGRADES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
Department: 52100 - POLICE Total:		3,095,242.00	3,095,242.00	231,791.86	898,568.98	2,196,673.02	70.97 %
Department: 52200 - FIRE							
100-52200-110	SALARIES - REGULAR	178,709.00	178,709.00	13,855.67	59,043.76	119,665.24	66.96 %
100-52200-120	WAGES - REGULAR	677,590.00	677,590.00	52,137.30	204,670.57	472,919.43	69.79 %
100-52200-121	OVERTIME - REGULAR	46,000.00	46,000.00	5,274.50	20,080.27	25,919.73	56.35 %
100-52200-123	OVERTIME - DOUBLE TIME	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-124	WAGES - PERM PT	51,190.00	51,190.00	3,783.00	11,868.00	39,322.00	76.82 %
100-52200-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-141	ON CALL	0.00	0.00	90.00	240.00	-240.00	0.00 %
100-52200-150	FICA	19,344.00	19,344.00	1,358.34	5,376.19	13,967.81	72.21 %
100-52200-151	RETIREMENT (WRS)	169,426.00	169,426.00	13,428.24	53,278.47	116,147.53	68.55 %
100-52200-152	HEALTH INSURANCE	248,646.00	248,646.00	20,640.38	72,932.50	175,713.50	70.67 %
100-52200-153	DENTAL INSURANCE	14,577.00	14,577.00	1,185.33	4,650.51	9,926.49	68.10 %
100-52200-154	LIFE INSURANCE	201.00	201.00	15.90	63.60	137.40	68.36 %
100-52200-212	ELEVATORS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-221	ELECTRIC & GAS	16,256.00	16,256.00	1,268.28	5,245.55	11,010.45	67.73 %
100-52200-225	PHONE/INTERNET/CABLE	3,000.00	3,000.00	302.95	1,098.58	1,901.42	63.38 %
100-52200-226	MOBILE DATA AIR CARDS	2,400.00	2,400.00	288.00	1,124.19	1,275.81	53.16 %
100-52200-240	SOFTWARE MAINTENANCE CONTR	8,008.00	8,008.00	0.00	5,569.73	2,438.27	30.45 %
100-52200-241	EQUIPMENT MAINTENANCE CONT	3,488.00	3,488.00	0.00	2,863.00	625.00	17.92 %
100-52200-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52200-290	OTHER CONTRACTUAL SERVICES	7,604.00	7,604.00	330.20	1,395.20	6,208.80	81.65 %
100-52200-310	OFFICE SUPPLIES	500.00	500.00	44.04	174.10	325.90	65.18 %
100-52200-311	POSTAGE	200.00	200.00	2.19	28.46	171.54	85.77 %
100-52200-312	COPY USAGE & PAPER	0.00	0.00	6.50	115.60	-115.60	0.00 %
100-52200-320	SUBSCRIPTIONS & DUES	1,100.00	1,100.00	0.00	365.00	735.00	66.82 %
100-52200-321	CERTIFICATIONS & LICENSES	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
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	250.00	332.99	3,967.01	92.26 %
100-52200-340	OPERATING SUPPLIES	7,041.00	7,041.00	1,168.72	2,163.15	4,877.85	69.28 %
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	0.00	2,000.00	100.00 %
100-52200-350	BLDG & GRDS MAINT & REPAIRS	1,000.00	1,000.00	0.00	32.96	967.04	96.70 %
100-52200-360	VEHICLE MAINT. & REPAIRS	6,000.00	6,000.00	150.78	1,877.73	4,122.27	68.70 %
100-52200-361	REGULAR FUEL	7,000.00	7,000.00	1,148.57	2,115.15	4,884.85	69.78 %
100-52200-362	OFF ROAD FUEL	200.00	200.00	0.00	31.63	168.37	84.19 %
100-52200-363	EQUIPMENT MAINT & REPAIRS	1,057.00	1,057.00	0.00	0.00	1,057.00	100.00 %
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	0.00	1,141.00	859.00	42.95 %
100-52200-382	UNIFORMS & SAFETY ATTIRE	3,000.00	3,000.00	11.00	161.00	2,839.00	94.63 %
100-52200-394	EMS - SUPPLIES	3,500.00	3,500.00	191.86	1,375.25	2,124.75	60.71 %
100-52200-399	ADD'L SOFTWARE & UPGRADES	150.00	150.00	0.00	187.56	-37.56	-25.04 %
Department: 52200 - FIRE Total:		1,487,937.00	1,487,937.00	116,931.75	459,601.70	1,028,335.30	69.11 %
Department: 52210 - HYDRANTS							
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 %
Department: 52400 - INSPECTIONS							
100-52400-110	SALARIES - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
100-52400-120	WAGES - REGULAR	269,985.00	269,985.00	18,463.24	80,561.55	189,423.45	70.16 %
100-52400-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-124	WAGES - PERM. P.T.	2,385.00	2,385.00	190.80	375.64	2,009.36	84.25 %
100-52400-126	WAGES - TEMP./SEAS.	500.00	500.00	0.00	0.00	500.00	100.00 %
100-52400-150	FICA	20,875.00	20,875.00	1,331.04	5,790.81	15,084.19	72.26 %
100-52400-151	RETIREMENT (WRS)	17,684.00	17,684.00	1,209.34	5,276.80	12,407.20	70.16 %
100-52400-152	HEALTH INSURANCE	68,991.00	68,991.00	4,195.32	19,818.08	49,172.92	71.27 %
100-52400-153	DENTAL INSURANCE	4,173.00	4,173.00	240.82	1,144.90	3,028.10	72.56 %
100-52400-154	LIFE INSURANCE	182.00	182.00	15.81	64.64	117.36	64.48 %
100-52400-225	PHONE/INTERNET/CABLE	1,900.00	1,900.00	344.83	1,260.35	639.65	33.67 %
100-52400-240	Hdwr/softwr. Maint.	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
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	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-310	OFFICE SUPPLIES	500.00	500.00	0.00	307.08	192.92	38.58 %
100-52400-311	POSTAGE	500.00	500.00	35.99	81.33	418.67	83.73 %
100-52400-312	COPY USAGE & PAPER	600.00	600.00	22.50	72.68	527.32	87.89 %
100-52400-320	SUBSCRIPTIONS & DUES	470.00	470.00	0.00	640.00	-170.00	-36.17 %
100-52400-321	CERTIFICATIONS & LICENSES	715.00	715.00	0.00	61.56	653.44	91.39 %
100-52400-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-330	SEMINARS, CONF & TRAVEL	2,900.00	2,900.00	0.00	2,141.53	758.47	26.15 %
100-52400-340	OPERATING SUPPLIES	410.00	410.00	81.60	599.55	-189.55	-46.23 %
100-52400-341	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	302.63	302.63	-2.63	-0.88 %
100-52400-361	REGULAR FUEL	1,765.00	1,765.00	114.48	442.92	1,322.08	74.91 %
100-52400-381	EMPLOYMENT TESTING	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 52400 - INSPECTIONS Total:		400,460.00	400,460.00	26,548.40	118,942.05	281,517.95	70.30 %
Department: 52601 - EMERGENCY GOVERNMENT							
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 %
Department: 52601 - EMERGENCY GOVERNMENT Total:		11,000.00	11,000.00	0.00	10,000.00	1,000.00	9.09 %
Department: 52700 - JAIL							
100-52700-290	OTHER CONTRACTUAL SERVICES	200.00	200.00	0.00	0.00	200.00	100.00 %
Department: 52700 - JAIL Total:		200.00	200.00	0.00	0.00	200.00	100.00 %
Department: 53100 - ENGINEERING							
100-53100-110	SALARIES - REGULAR	73,005.00	73,005.00	5,538.38	21,876.60	51,128.40	70.03 %
100-53100-120	WAGES - REGULAR	2,301.00	2,301.00	175.48	693.15	1,607.85	69.88 %
100-53100-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53100-150	FICA	5,761.00	5,761.00	408.38	1,625.58	4,135.42	71.78 %
100-53100-151	RETIREMENT (WRS)	4,932.00	4,932.00	374.26	1,478.33	3,453.67	70.03 %
100-53100-152	HEALTH INSURANCE	17,310.00	17,310.00	1,442.48	5,769.92	11,540.08	66.67 %
100-53100-153	DENTAL INSURANCE	1,075.00	1,075.00	86.27	345.08	729.92	67.90 %
100-53100-154	LIFE INSURANCE	18.00	18.00	1.62	6.48	11.52	64.00 %
100-53100-225	PHONE/INTERNET/CABLE	2,326.00	2,326.00	184.91	651.73	1,674.27	71.98 %
100-53100-240	SOFTWARE MAINTENANCE CONTR	400.00	400.00	0.00	0.00	400.00	100.00 %
100-53100-241	EQUIPMENT MAINTENANCE CONT	400.00	400.00	0.00	190.00	210.00	52.50 %
100-53100-310	OFFICE SUPPLIES	1,300.00	1,300.00	111.88	231.39	1,068.61	82.20 %
100-53100-311	POSTAGE	500.00	500.00	198.92	223.74	276.26	55.25 %
100-53100-312	COPY USAGE & PAPER	650.00	650.00	327.90	527.24	122.76	18.89 %
100-53100-320	SUBSCRIPTIONS & DUES	250.00	250.00	0.00	244.50	5.50	2.20 %
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	-18.00	718.00	102.57 %
100-53100-340	OPERATING SUPPLIES	1,000.00	1,000.00	231.23	231.23	768.77	76.88 %
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	42.63	184.61	315.39	63.08 %

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining	
100-53100-361	700.00	700.00	24.63	45.98	654.02	93.43 %	
100-53100-399	550.00	550.00	0.00	400.00	150.00	27.27 %	
Department: 53100 - ENGINEERING Total:		113,803.00	113,803.00	9,148.97	34,707.56	79,095.44	69.50 %
Department: 53310 - BOARD OF PUBLIC WORKS							
100-53310-291	1,200.00	1,200.00	88.92	299.00	901.00	75.08 %	
100-53310-311	50.00	50.00	0.00	0.00	50.00	100.00 %	
100-53310-312	600.00	600.00	0.00	62.00	538.00	89.67 %	
100-53310-322	400.00	400.00	0.00	0.00	400.00	100.00 %	
Department: 53310 - BOARD OF PUBLIC WORKS Total:		2,250.00	2,250.00	88.92	361.00	1,889.00	83.96 %
Department: 53311 - STREET							
100-53311-110	35,412.00	35,412.00	3,439.78	13,587.14	21,824.86	61.63 %	
100-53311-120	305,095.00	305,095.00	24,550.13	96,838.65	208,256.35	68.26 %	
100-53311-121	14,000.00	14,000.00	112.77	11,913.58	2,086.42	14.90 %	
100-53311-124	4,981.00	4,981.00	52.03	120.75	4,860.25	97.58 %	
100-53311-125	0.00	0.00	0.00	0.00	0.00	0.00 %	
100-53311-126	5,070.00	5,070.00	0.00	0.00	5,070.00	100.00 %	
100-53311-127	0.00	0.00	0.00	0.00	0.00	0.00 %	
100-53311-150	27,889.00	27,889.00	2,000.68	8,828.25	19,060.75	68.35 %	
100-53311-151	23,220.00	23,220.00	1,840.69	8,013.23	15,206.77	65.49 %	
100-53311-152	107,670.00	107,670.00	9,375.45	37,501.80	70,168.20	65.17 %	
100-53311-153	7,686.00	7,686.00	632.12	2,528.48	5,157.52	67.10 %	
100-53311-154	196.00	196.00	16.25	65.00	131.00	66.84 %	
100-53311-211	100.00	100.00	0.00	0.00	100.00	100.00 %	
100-53311-213	800.00	800.00	94.42	94.42	705.58	88.20 %	
100-53311-214	650.00	650.00	214.12	214.12	435.88	67.06 %	
100-53311-220	2,100.00	2,100.00	677.15	1,855.18	244.82	11.66 %	
100-53311-221	8,662.00	8,662.00	1,262.09	3,523.27	5,138.73	59.32 %	
100-53311-225	2,694.00	2,694.00	314.50	1,085.97	1,608.03	59.69 %	
100-53311-230	250.00	250.00	0.00	0.00	250.00	100.00 %	
100-53311-240	710.00	710.00	0.00	600.00	110.00	15.49 %	
100-53311-241	100.00	100.00	0.00	0.00	100.00	100.00 %	
100-53311-242	11,500.00	11,500.00	4,379.11	7,486.77	4,013.23	34.90 %	
100-53311-243	0.00	0.00	0.00	0.00	0.00	0.00 %	
100-53311-290	16,000.00	16,000.00	262.48	703.50	15,296.50	95.60 %	
100-53311-310	200.00	200.00	0.00	156.85	43.15	21.58 %	
100-53311-311	300.00	300.00	0.00	0.00	300.00	100.00 %	
100-53311-312	50.00	50.00	2.91	45.07	4.93	9.86 %	
100-53311-320	0.00	0.00	0.00	0.00	0.00	0.00 %	
100-53311-322	100.00	100.00	0.00	0.00	100.00	100.00 %	
100-53311-324	50.00	50.00	0.00	0.00	50.00	100.00 %	
100-53311-330	500.00	500.00	0.00	187.50	312.50	62.50 %	
100-53311-340	4,850.00	4,850.00	845.50	1,943.72	2,906.28	59.92 %	
100-53311-341	100.00	100.00	0.00	0.00	100.00	100.00 %	
100-53311-342	600.00	600.00	17.73	25.82	574.18	95.70 %	
100-53311-350	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %	
100-53311-360	5,500.00	5,500.00	1,668.25	4,602.55	897.45	16.32 %	
100-53311-361	20,800.00	20,800.00	308.50	1,385.19	19,414.81	93.34 %	
100-53311-362	5,000.00	5,000.00	939.82	5,046.86	-46.86	-0.94 %	
100-53311-363	12,000.00	12,000.00	253.13	743.69	11,256.31	93.80 %	
100-53311-370	77,105.00	77,105.00	6,471.87	6,471.87	70,633.13	91.61 %	
100-53311-371	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %	
100-53311-375	5,000.00	5,000.00	0.00	-347.25	5,347.25	106.95 %	
100-53311-381	500.00	500.00	100.80	131.60	368.40	73.68 %	
100-53311-382	1,000.00	1,000.00	0.00	446.50	553.50	55.35 %	
100-53311-399	0.00	0.00	0.00	0.00	0.00	0.00 %	
Department: 53311 - STREET Total:		712,440.00	712,440.00	59,832.28	215,800.08	496,639.92	69.71 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 53312 - STREET SIGNS & SIGNALS							
100-53312-221	ELECTRIC & GAS	7,800.00	7,800.00	362.29	1,225.97	6,574.03	84.28 %
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	29.98	63.42	8,936.58	99.30 %
100-53312-373	STREET SIGNAL MAINT & REPAIRS	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
Department: 53312 - STREET SIGNS & SIGNALS Total:		19,100.00	19,100.00	392.27	1,289.39	17,810.61	93.25 %
Department: 53315 - STREET LIGHTS							
100-53315-221	ELECTRIC & GAS	225,955.00	225,955.00	16,542.05	49,612.99	176,342.01	78.04 %
100-53315-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	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	0.00	182.76	1,817.24	90.86 %
Department: 53315 - STREET LIGHTS Total:		239,955.00	239,955.00	16,542.05	49,795.75	190,159.25	79.25 %
Department: 53440 - STORM WATER							
100-53440-200	GF STORM WATER ERU	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 53440 - STORM WATER Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 54110 - ANIMAL CONTROL							
100-54110-290	OTHER CONTRACTUAL SERVICES	70,182.00	70,182.00	5,848.50	17,545.50	52,636.50	75.00 %
Department: 54110 - ANIMAL CONTROL Total:		70,182.00	70,182.00	5,848.50	17,545.50	52,636.50	75.00 %
Department: 55110 - LIBRARY							
100-55110-110	SALARIES - REGULAR	30,436.00	30,436.00	2,070.20	8,113.98	22,322.02	73.34 %
100-55110-124	WAGES - PERM PT	11,908.00	11,908.00	920.00	3,622.20	8,285.80	69.58 %
100-55110-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-126	WAGES - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-150	FICA	3,239.00	3,239.00	215.10	846.89	2,392.11	73.85 %
100-55110-151	RETIREMENT (WRS)	1,994.00	1,994.00	135.60	531.44	1,462.56	73.35 %
100-55110-152	HEALTH INSURANCE	5,508.00	5,508.00	242.94	971.76	4,536.24	82.36 %
100-55110-153	DENTAL INSURANCE	320.00	320.00	46.31	185.24	134.76	42.11 %
100-55110-154	LIFE INSURANCE	19.00	19.00	0.80	3.20	15.80	83.16 %
100-55110-211	BOILER CONTRACTUAL	635.00	635.00	0.00	0.00	635.00	100.00 %
100-55110-213	HVAC CONTRACTUAL	3,996.00	3,996.00	0.00	63.46	3,932.54	98.41 %
100-55110-214	FIRE CONTRACTUAL	1,249.00	1,249.00	71.95	71.95	1,177.05	94.24 %
100-55110-220	WATER/SEWER/STORM WATER	2,858.00	2,858.00	0.00	384.05	2,473.95	86.56 %
100-55110-221	ELECTRIC & GAS	24,421.00	24,421.00	1,808.42	6,242.42	18,178.58	74.44 %
100-55110-225	PHONE/INTERNET/CABLE	750.00	750.00	66.62	252.71	497.29	66.31 %
100-55110-240	SOFTWARE MAINTENANCE CONTR	750.00	750.00	0.00	600.00	150.00	20.00 %
100-55110-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-290	OTHER CONTRACTUAL SERVICES	1,320.00	1,320.00	218.35	218.35	1,101.65	83.46 %
100-55110-291	TRANSCRIPTION CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-292	ELECTRICAL CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-293	PLUMBING CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-311	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-312	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-340	OPERATING SUPPLIES	3,225.00	3,225.00	222.10	314.20	2,910.80	90.26 %
100-55110-342	CLEANING & SANITARY SUPPLIES	2,100.00	2,100.00	195.91	586.62	1,513.38	72.07 %
100-55110-350	BLDG & GRDS MAINT & REPAIRS	1,750.00	1,750.00	441.91	441.91	1,308.09	74.75 %
100-55110-360	VEHICLE MAINT. & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55110-363	EQUIPMENT MAINT. & REPAIRS	300.00	300.00	0.00	0.00	300.00	100.00 %
Department: 55110 - LIBRARY Total:		96,778.00	96,778.00	6,656.21	23,450.38	73,327.62	75.77 %
Department: 55200 - PARKS							
100-55200-110	SALARIES - REGULAR	64,719.00	64,719.00	4,955.70	19,575.02	45,143.98	69.75 %
100-55200-120	WAGES - REGULAR	80,210.00	80,210.00	6,114.24	24,151.25	56,058.75	69.89 %
100-55200-121	OVERTIME - REGULAR	1,000.00	1,000.00	0.00	510.39	489.61	48.96 %
100-55200-124	WAGES - PERM PT	6,900.00	6,900.00	0.00	0.00	6,900.00	100.00 %
100-55200-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-55200-126	WAGES - TEMP/SEAS	21,951.00	21,951.00	1,652.50	3,004.21	18,946.79	86.31 %
100-55200-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-150	FICA	13,371.00	13,371.00	915.02	3,410.05	9,960.95	74.50 %
100-55200-151	RETIREMENT (WRS)	10,010.00	10,010.00	773.81	2,946.22	7,063.78	70.57 %
100-55200-152	HEALTH INSURANCE	36,560.00	36,560.00	3,046.66	12,186.64	24,373.36	66.67 %
100-55200-153	DENTAL INSURANCE	2,207.00	2,207.00	177.17	708.68	1,498.32	67.89 %
100-55200-154	LIFE INSURANCE	65.00	65.00	5.41	21.64	43.36	66.71 %
100-55200-214	FIRE CONTRACTUAL	250.00	250.00	71.95	71.95	178.05	71.22 %
100-55200-220	WATER/SEWER/STORM WATER	16,223.00	16,223.00	3,097.23	6,446.48	9,776.52	60.26 %
100-55200-221	ELECTRIC & GAS	20,750.00	20,750.00	1,326.48	5,110.86	15,639.14	75.37 %
100-55200-225	PHONE/INTERNET/CABLE	3,840.00	3,840.00	322.69	1,296.57	2,543.43	66.24 %
100-55200-240	SOFTWARE MAINTENANCE CONTR	600.00	600.00	0.00	600.00	0.00	0.00 %
100-55200-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-290	OTHER CONTRACTUAL SERVICES	430.00	430.00	134.37	134.37	295.63	68.75 %
100-55200-291	TRANSCRIPTION CONTRACTUAL	600.00	600.00	94.51	215.41	384.59	64.10 %
100-55200-292	ELECTRICAL CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-293	PLUMBING CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-311	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-312	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-320	SUBSCRIPTIONS & DUES	400.00	400.00	0.00	250.00	150.00	37.50 %
100-55200-321	CERTIFICATIONS & LICENSES	150.00	150.00	0.00	0.00	150.00	100.00 %
100-55200-330	SEMINARS, CONF & TRAVEL	600.00	600.00	0.00	400.00	200.00	33.33 %
100-55200-340	OPERATING SUPPLIES	11,570.00	11,570.00	2,127.71	3,290.77	8,279.23	71.56 %
100-55200-342	CLEANING & SANITARY SUPPLIES	4,000.00	4,000.00	152.29	802.72	3,197.28	79.93 %
100-55200-350	BLDG & GRDS MAINT & REPAIRS	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
100-55200-360	VEHICLE MAINT. & REPAIRS	3,000.00	3,000.00	309.75	3,378.58	-378.58	-12.62 %
100-55200-361	REGULAR FUEL	6,500.00	6,500.00	480.96	1,527.00	4,973.00	76.51 %
100-55200-362	OFF ROAD FUEL	4,000.00	4,000.00	995.41	5,337.86	-1,337.86	-33.45 %
100-55200-363	EQUIPMENT MAINT & REPAIRS	6,500.00	6,500.00	1,519.76	8,135.11	-1,635.11	-25.16 %
100-55200-371	TREE & BRUSH MAINTENANCE	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-55200-381	EMPLOYMENT TESTING	75.00	75.00	0.00	0.00	75.00	100.00 %
100-55200-382	UNIFORMS & SAFETY ATTIRE	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 55200 - PARKS Total:		329,481.00	329,481.00	28,273.62	103,511.78	225,969.22	68.58 %
Department: 55300 - RECREATION							
100-55300-110	SALARIES - REGULAR	184,453.00	184,453.00	14,129.70	55,812.32	128,640.68	69.74 %
100-55300-120	WAGES - REGULAR	26,995.00	26,995.00	2,037.32	8,047.42	18,947.58	70.19 %
100-55300-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-124	WAGES - PERM PT	0.00	0.00	0.00	189.14	-189.14	0.00 %
100-55300-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-126	WAGES - TEMP/SEAS	66,308.00	66,308.00	2,468.13	6,796.94	59,511.06	89.75 %
100-55300-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-150	FICA	21,249.00	21,249.00	1,326.54	5,068.20	16,180.80	76.15 %
100-55300-151	RETIREMENT (WRS)	13,850.00	13,850.00	1,058.94	4,182.81	9,667.19	69.80 %
100-55300-152	HEALTH INSURANCE	54,781.00	54,781.00	4,565.06	18,260.24	36,520.76	66.67 %
100-55300-153	DENTAL INSURANCE	3,338.00	3,338.00	267.98	1,071.92	2,266.08	67.89 %
100-55300-154	LIFE INSURANCE	48.00	48.00	4.03	16.12	31.88	66.42 %
100-55300-225	PHONE/INTERNET/CABLE	4,250.00	4,250.00	309.28	1,147.95	3,102.05	72.99 %
100-55300-240	SOFTWARE MAINTENANCE CONTR	250.00	250.00	0.00	0.00	250.00	100.00 %
100-55300-241	EQUIPMENT MAINTENANCE CONTR	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	1,100.00	1,100.00	74.24	508.59	591.41	53.76 %
100-55300-311	POSTAGE	3,650.00	3,650.00	71.88	336.28	3,313.72	90.79 %
100-55300-312	COPY USAGE & PAPER	3,300.00	3,300.00	293.19	928.30	2,371.70	71.87 %
100-55300-320	SUBSCRIPTIONS & DUES	775.00	775.00	0.00	500.00	275.00	35.48 %
100-55300-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	60.00	-60.00	0.00 %
100-55300-330	SEMINARS, CONF & TRAVEL	2,100.00	2,100.00	128.08	1,232.08	867.92	41.33 %
100-55300-340	OPERATING SUPPLIES	31,000.00	31,000.00	2,190.82	2,998.34	28,001.66	90.33 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

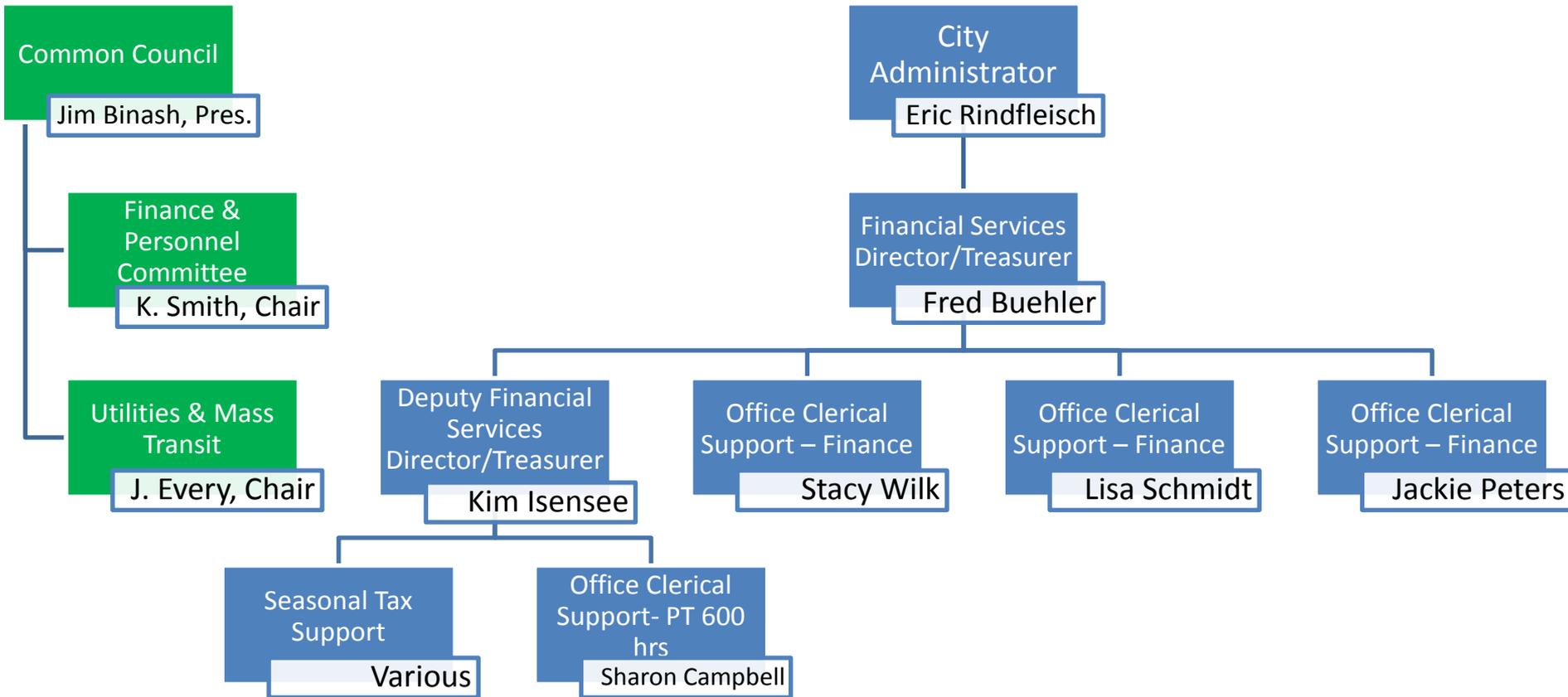
		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-55300-341	PRINTING & FORMS	6,325.00	6,325.00	0.00	1,696.24	4,628.76	73.18 %
100-55300-381	EMPLOYMENT TESTING	75.00	75.00	0.00	0.00	75.00	100.00 %
Department: 55300 - RECREATION Total:		423,847.00	423,847.00	28,925.19	108,852.89	314,994.11	74.32 %
Department: 55420 - AQUATIC CENTER							
100-55420-120	WAGES - REGULAR	21,449.00	21,449.00	1,631.36	6,443.87	15,005.13	69.96 %
100-55420-121	OVERTIME - REGULAR	0.00	0.00	0.00	305.88	-305.88	0.00 %
100-55420-126	WAGES - TEMP/SEAS	76,477.00	76,477.00	82.81	126.89	76,350.11	99.83 %
100-55420-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55420-150	FICA	7,491.00	7,491.00	119.51	485.39	7,005.61	93.52 %
100-55420-151	RETIREMENT (WRS)	1,405.00	1,405.00	106.86	442.13	962.87	68.53 %
100-55420-152	HEALTH INSURANCE	7,288.00	7,288.00	607.36	2,429.44	4,858.56	66.67 %
100-55420-153	DENTAL INSURANCE	452.00	452.00	36.32	145.28	306.72	67.86 %
100-55420-154	LIFE INSURANCE	6.00	6.00	0.49	1.96	4.04	67.33 %
100-55420-220	WATER/SEWER/STORM WATER	7,727.00	7,727.00	1,547.07	3,037.02	4,689.98	60.70 %
100-55420-221	ELECTRIC & GAS	17,500.00	17,500.00	412.20	2,046.76	15,453.24	88.30 %
100-55420-225	PHONE/INTERNET/CABLE	700.00	700.00	137.81	456.08	243.92	34.85 %
100-55420-290	OTHER CONTRACTUAL SERVICES	11,825.00	11,825.00	2,864.26	2,864.26	8,960.74	75.78 %
100-55420-321	CERTIFICATIONS & LICENSES	735.00	735.00	0.00	0.00	735.00	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	4,600.00	4,600.00	16.16	912.87	3,687.13	80.16 %
100-55420-342	CLEANING & SANITARY SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55420-343	CONCESSIONS SUPPLIES	15,580.00	15,580.00	0.00	47.51	15,532.49	99.70 %
100-55420-350	BLDG & GRDS MAINT & REPAIRS	4,500.00	4,500.00	0.00	0.00	4,500.00	100.00 %
100-55420-363	EQUIPMENT MAINT & REPAIRS	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
Department: 55420 - AQUATIC CENTER Total:		179,185.00	179,185.00	7,562.21	19,745.34	159,439.66	88.98 %
Department: 56600 - URBAN PLANNING							
100-56600-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56600-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56600 - URBAN PLANNING Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56610 - CITY STUDY							
100-56610-295	CITY STUDY	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56610 - CITY STUDY Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56700 - ECONOMIC DEVELOPMENT							
100-56700-290	OTHER CONTRACTUAL SERVICES	13,467.00	13,467.00	0.00	0.00	13,467.00	100.00 %
Department: 56700 - ECONOMIC DEVELOPMENT Total:		13,467.00	13,467.00	0.00	0.00	13,467.00	100.00 %
Department: 56900 - PLANNING & ZONING							
100-56900-110	SALARIES - REGULAR	62,391.00	62,391.00	4,745.96	18,746.54	43,644.46	69.95 %
100-56900-120	WAGES - REGULAR	4,601.00	4,601.00	350.96	1,386.30	3,214.70	69.87 %
100-56900-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-124	WAGES - PERM. P.T.	6,360.00	6,360.00	508.80	1,001.70	5,358.30	84.25 %
100-56900-126	WAGES - TEMP/SEAS.	500.00	500.00	0.00	0.00	500.00	100.00 %
100-56900-150	FICA	5,650.00	5,650.00	375.98	1,424.00	4,226.00	74.80 %
100-56900-151	RETIREMENT (WRS)	4,388.00	4,388.00	333.84	1,318.68	3,069.32	69.95 %
100-56900-152	HEALTH INSURANCE	20,043.00	20,043.00	1,670.24	6,680.96	13,362.04	66.67 %
100-56900-153	DENTAL INSURANCE	1,244.00	1,244.00	99.89	399.56	844.44	67.88 %
100-56900-154	LIFE INSURANCE	12.00	12.00	0.68	2.72	9.28	77.33 %
100-56900-225	PHONE/INTERNET/CABLE	1,700.00	1,700.00	98.74	306.87	1,393.13	81.95 %
100-56900-240	SOFTWARE MAINTENANCE CONTR	320.00	320.00	0.00	400.00	-80.00	-25.00 %
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	122.85	474.24	2,525.76	84.19 %
100-56900-310	OFFICE SUPPLIES	820.00	820.00	0.00	169.30	650.70	79.35 %
100-56900-311	POSTAGE	920.00	920.00	154.71	270.85	649.15	70.56 %
100-56900-312	COPY USAGE & PAPER	2,745.00	2,745.00	400.11	605.19	2,139.81	77.95 %
100-56900-320	SUBSCRIPTIONS & DUES	620.00	620.00	0.00	507.00	113.00	18.23 %
100-56900-322	LEGAL NOTICES	3,600.00	3,600.00	320.98	1,076.07	2,523.93	70.11 %
100-56900-324	RECRUITMENT	0.00	0.00	25.00	25.00	-25.00	0.00 %

Budget Report

For Fiscal: 2019 Period Ending: 04/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-56900-330	SEMINARS, CONF & TRAVEL	2,300.00	2,300.00	0.00	0.00	2,300.00	100.00 %
100-56900-340	OPERATING SUPPLIES	700.00	700.00	0.00	103.00	597.00	85.29 %
100-56900-360	VEHICLE MAINT. & REPAIRS	300.00	300.00	0.00	0.00	300.00	100.00 %
100-56900-361	REGULAR FUEL	600.00	600.00	0.00	40.62	559.38	93.23 %
Department: 56900 - PLANNING & ZONING Total:		122,814.00	122,814.00	9,208.74	34,938.60	87,875.40	71.55 %
Department: 59200 - TRANSFERS							
100-59200-590	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 59200 - TRANSFERS Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Expense Total:		9,351,376.00	9,351,376.00	662,324.45	2,651,520.15	6,699,855.85	71.65 %
Fund: 100 - GENERAL FUND Surplus (Deficit):		-150,000.00	-150,000.00	-569,557.16	4,018,849.67	4,168,849.67	2,779.23 %
Report Surplus (Deficit):		-150,000.00	-150,000.00	-569,557.16	4,018,849.67	4,168,849.67	2,779.23 %

Finance





Description of Various Funds

<u>TITLE</u>	<u>FUND #</u>	<u>TITLE</u>	<u>FUND #</u>
GENERAL FUND.....	100	ENTERPRISE FUNDS	
SPECIAL REVENUE FUNDS		Water Utility.....	610
Park Fund.....	203	Sewer Utility.....	620
Special Projects/Donation Fund.....	204	Cemetery.....	630
Refuse/Recycling Fund.....	205	Omni Center.....	640
Shared Ride Taxi Fund.....	206	Tourism.....	650
Equipment (New/Replacement) Fun	207	Storm Water Utility.....	660
Joint Municipal Court.....	208	Gundersen Lutheran.....	670
Onalaska Police Reserves.....	209		
		TAX AGENCY FUND.....	820
DEBT SERVICE FUND.....	300		
		GENERAL FUND (FIXED ASSETS).....	910
CAPITAL PROJECTS		GENERAL LONG-TERM OBLIGATION..	920
1998 C/P.....	498		
2008 C/P.....	408		
TIF #5.....	490	COM. DEV. AUTH.- MGMT.....	992
2015 CIP.....	415		
2016 CIP.....	416		
2017 CIP.....	417		
2018 CIP.....	418		
2019 CIP.....	419		

MOODY'S

Investments

Year	General Obligation (G.O.) Rating
2011-2019	Aa2
2007-2010	Aa3
August 2006	Aa3
March 2006	A1
2001-2005	A1
1997-2000	A2
1991-1996	A3
1990	Baa1
1981	Baa
1981	Baa1
1974	A3

Year	Mortgage Revenue Bond (MRB) Rating
2019 Strm Wtr	Aa3
2019 Wtr/Swr	Aa2
2015 Wtr/Swr	Aa2
2006 Wtr/Swr	A3
2005 Wtr/Swr Refunding	A3

NOTE: Storm Water Fund was Established in 2010

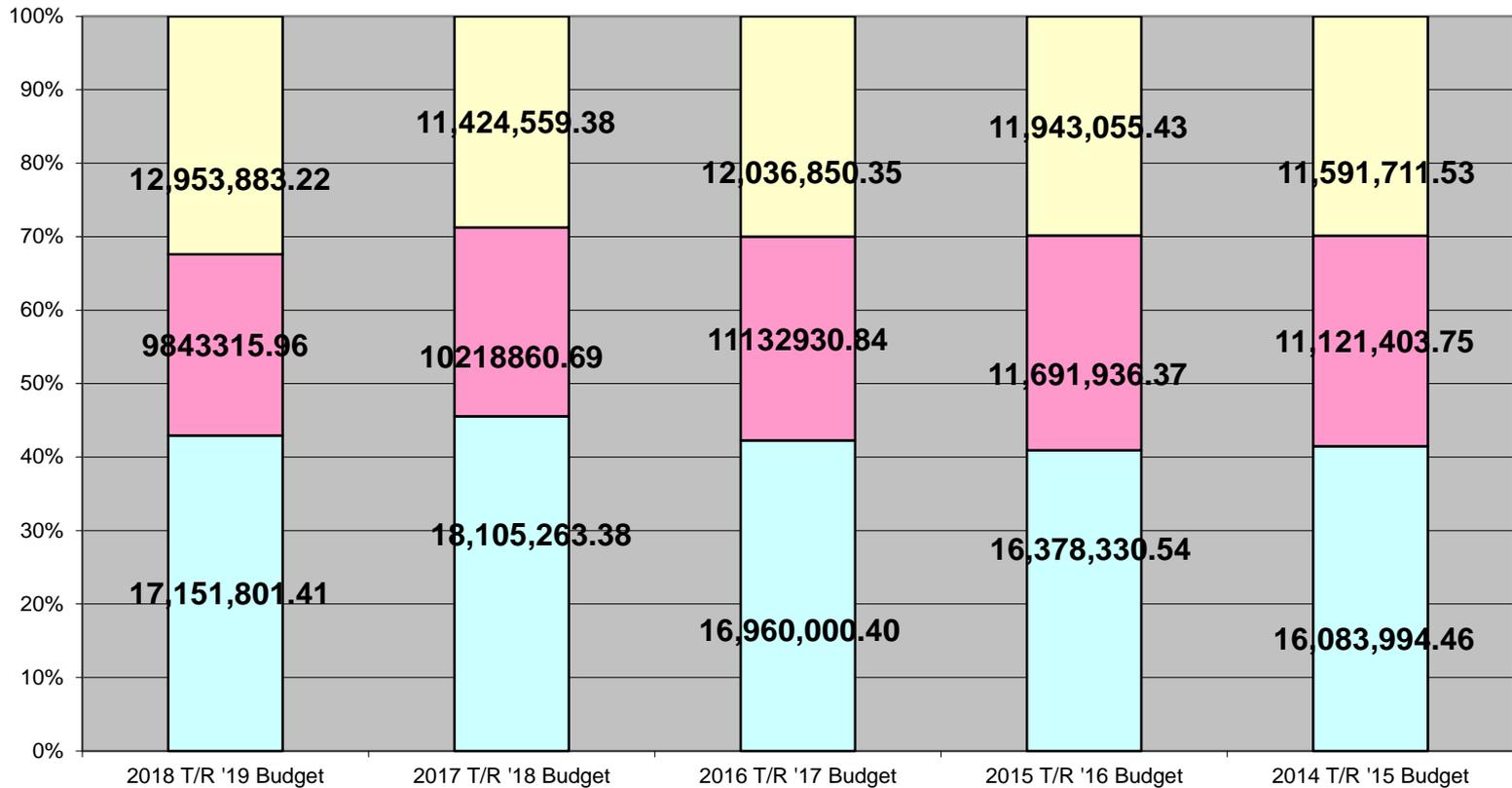
SURROUNDING AREAS	
Holmen School Dist	Aa2
Holmen Village	
Onalaska School Dist	Aa2
LaCrosse City	Aa2
LaCrosse County	Aa1



HIGHEST RATING
Aaa
Aa1
Aa2
Aa3
A1
A2
A3
Baa
Baa1
Baa2
Baa3



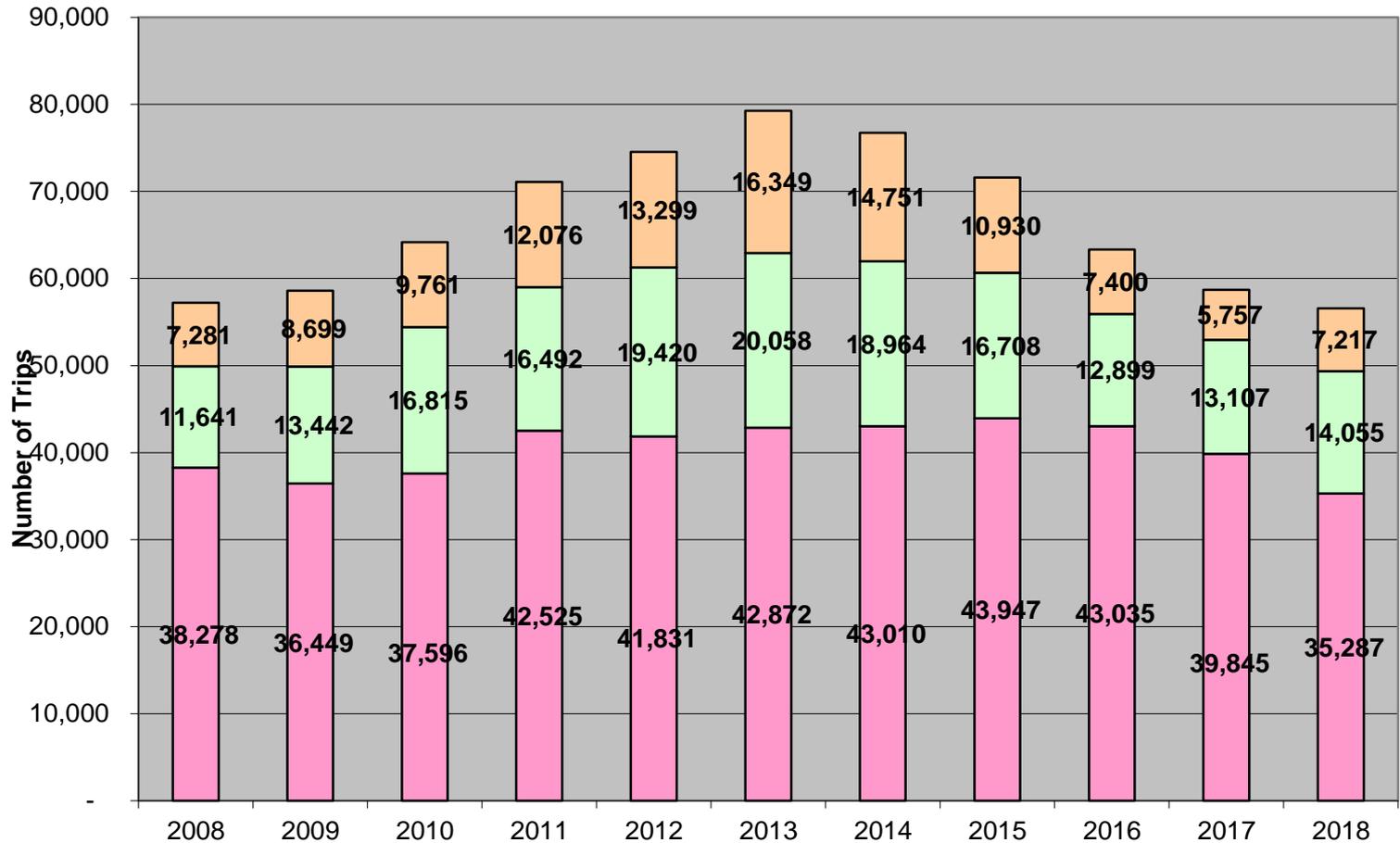
Real and Personal Property Tax Collection



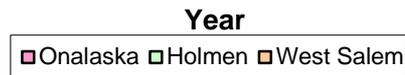
TOTAL DEC
 TOTAL JAN
 COUNTY COLL. / UNCOLLECTABLE



Onalaska/Holmen/West Salem Public Transit Trip Totals



Onalaska - Started Aug. 1994
 Holmen - Started Jan. 2001
 West Salem - Started July 2006



Credit Card Transactions



4th Qtr 2018

801

1st Qtr 2019

1,345

4th Qtr 2018

393

1st Qtr 2019

650

4th Qtr 2018

143

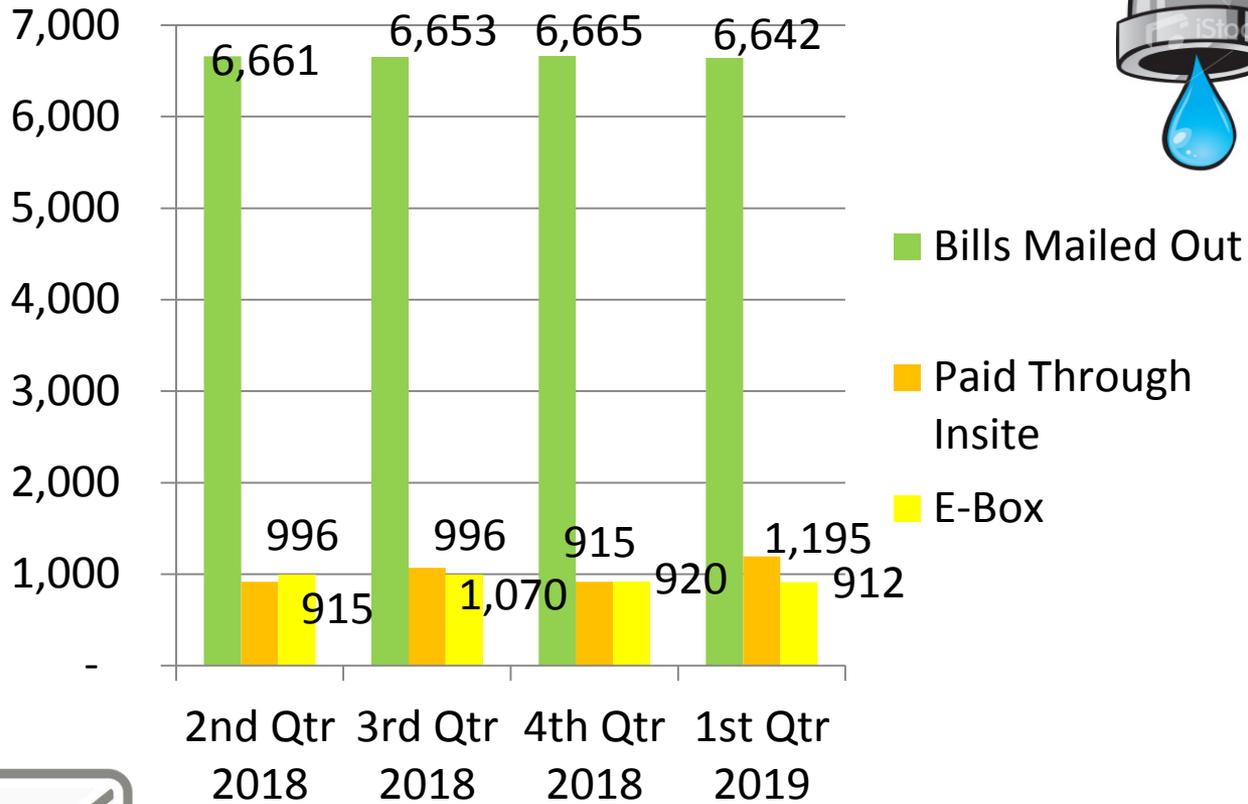
1st Qtr 2019

266

4th Qtr 2018 Sales Using a Credit Card - \$245,903.62

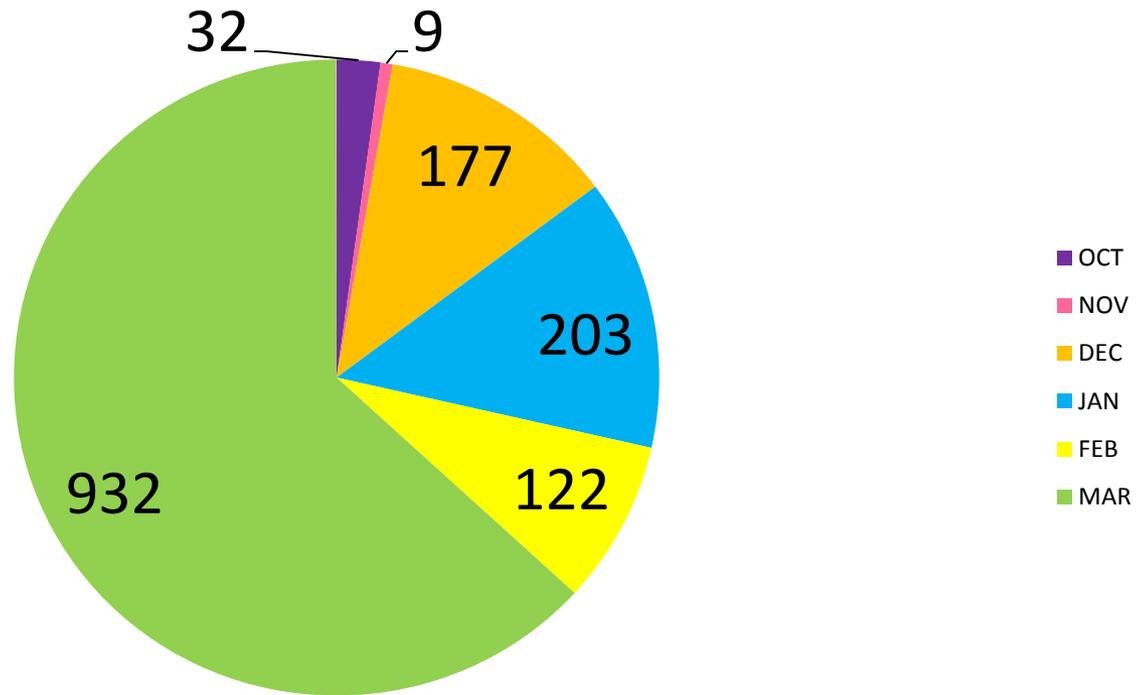
1st Qtr 2019 Sales Using a Credit Card - \$348,200.80

Utility Billing



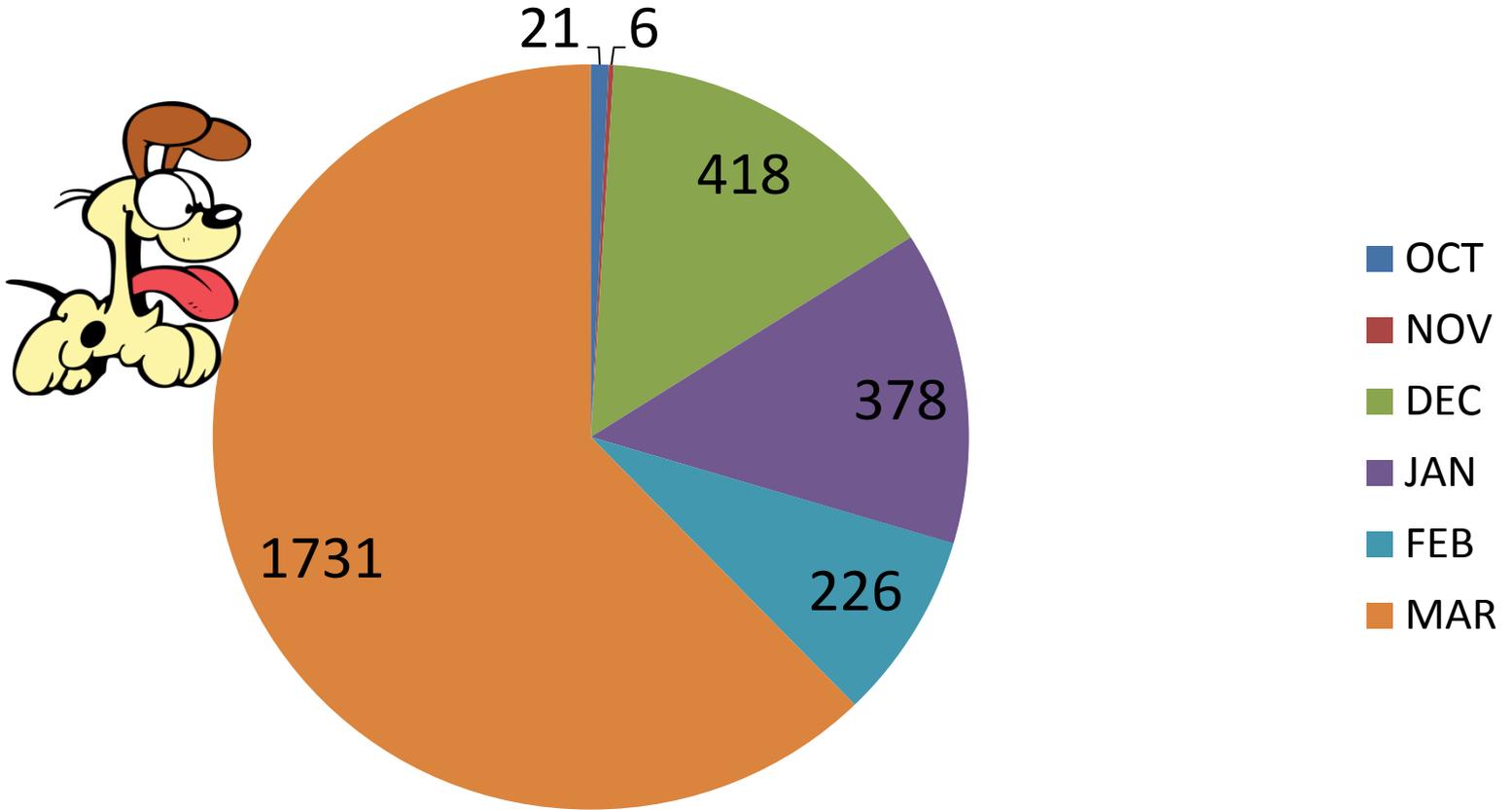
Cat Licenses

4th Qtr 2018 – 1st Qtr 2019



Dog Licenses

4th Qtr 2018 – 1st Qtr 2019



Yard Waste Stickers

- 706 Sold Between December 1st – March 31st
- Not needed in the Month of April or November



GovPayNet

Online Payments
for Parking Tickets
& Court Citations

Began Tracking in
August of 2018
378 Recorded
thru the End of
the Year

1/1/19 –
3/31/19
739 Payments
have been made



10/1/18 – 3/31/19

Citations Paid

\$226,831.35

10/1/18 – 3/31/19

Parking Tickets Paid

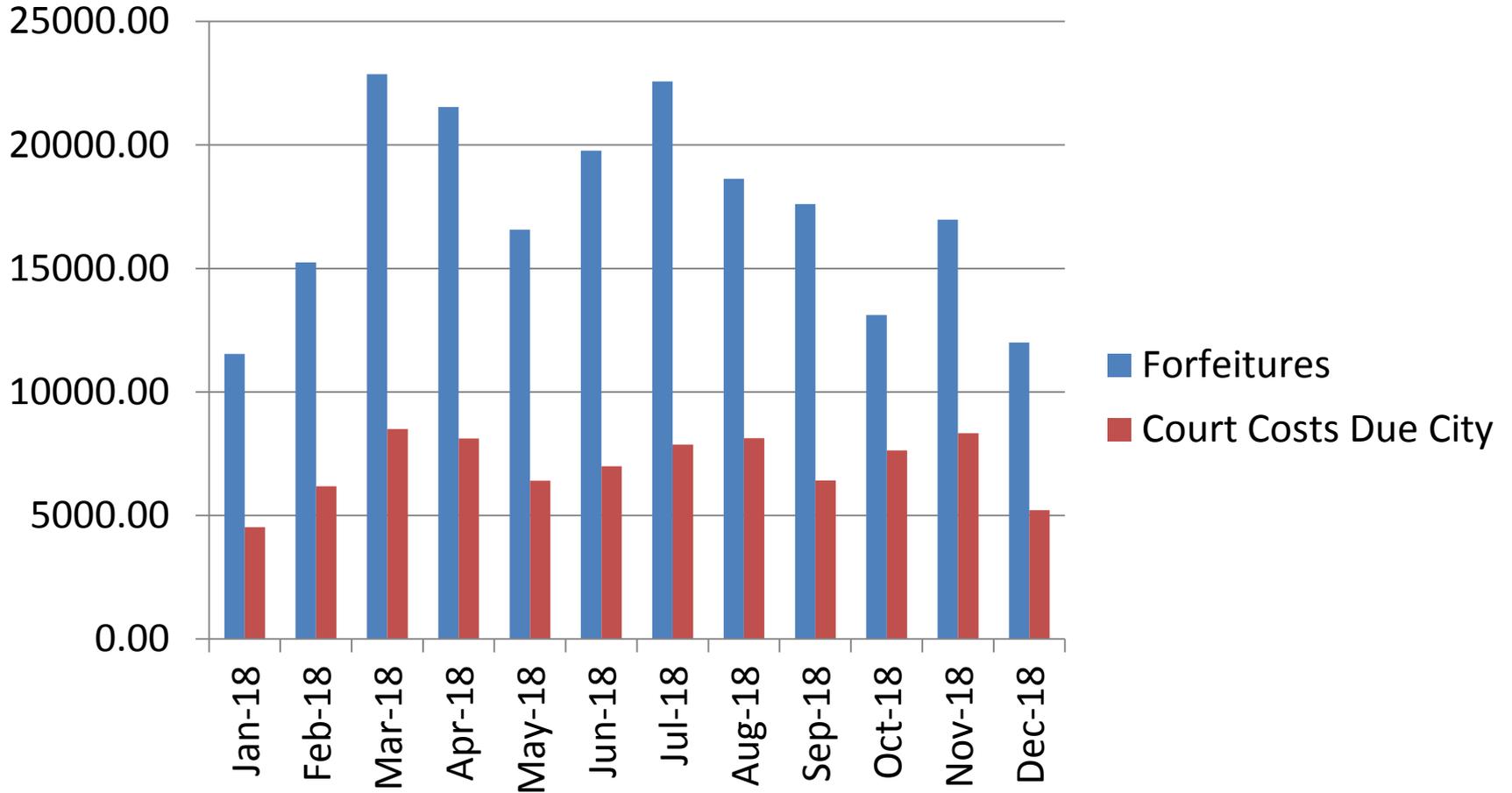
\$40,240.00

Joint Municipal Court

- Town of Holland
- City of Onalaska
- Town of Campbell
- Town of Shelby
- Village of Holmen
- Village of Bangor
- Village of West Salem
- Village of Rockland



2018 JMC Monthly Summary

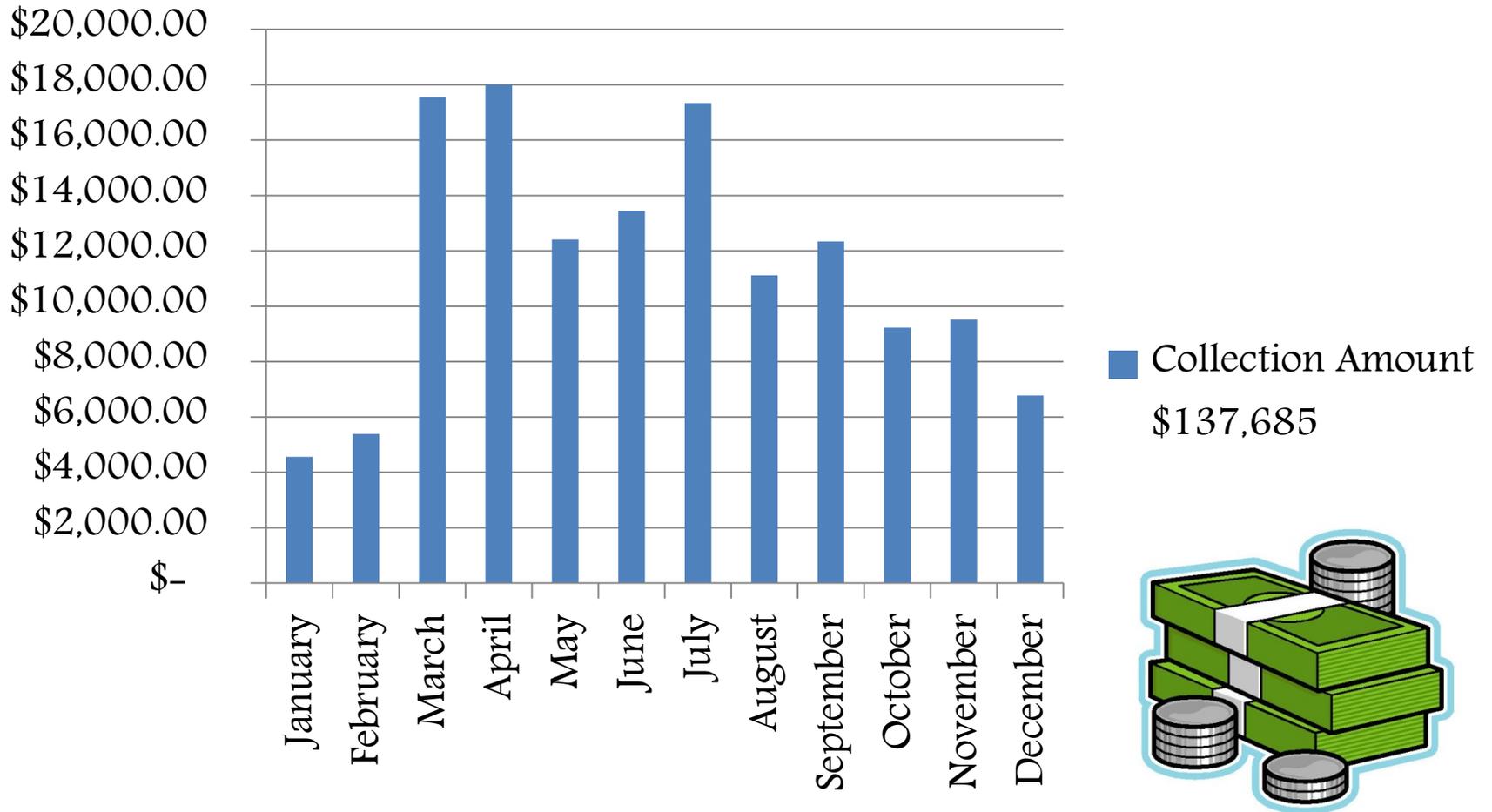


Cases Not Dismissed

JOINT MUNICIPAL COURT ALLOCATION - 2018

	<u>1st Qtr</u>	<u>2nd Qtr</u>	<u>3rd Qtr</u>	<u>4th Qtr</u>	<u>Total</u>	
Onalaska	390	494	581	505	1970	57.3341%
Bangor	28	42	30	23	123	3.5797%
Campbell	68	99	62	52	281	8.1781%
Holland	0	0	0	0	0	0.0000%
Holmen	142	276	164	131	713	20.7509%
Rockland	0	0	0	0	0	0.0000%
Shelby	19	19	25	8	71	2.0664%
West Salem	<u>66</u>	<u>50</u>	<u>82</u>	<u>80</u>	<u>278</u>	<u>8.0908%</u>
GRAND TOTAL	713	980	944	799	3436	100.0000%

2018 State Debt Collections



2019 Parking Ramp Operating Costs Through 1st Quarter

	<u>1st Quarter</u>		<u>2nd Quarter</u>		<u>3rd Quarter</u>		<u>4th Quarter</u>		<u>Annual</u>		
	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	<u>2019</u>	<u>2018</u>	
Electricity & Gas	\$ 1,666.61	\$ 5,202.04	\$ 4,078.53		\$ 1,929.44		\$ 4,038.00		\$ 1,666.61	\$ 15,248.01	
Water	343.39	661.76	296.09		305.85		971.75		343.39	2,235.45	
Insurance	2,298.27	2,254.92	2,254.92		2,254.92		2,269.37		2,298.27	9,034.13	
Contracted Cleaning Service		594.00	774.00		1,035.00		731.00		-	3,134.00	
Snow Removal Services	7,642.50	6,001.50	1,610.00				1,167.50		7,642.50	8,779.00	
Lawn Mowing / landscaping / Pest Control	2,084.62	311.38	1,383.22		2,983.25		71.25		2,084.62	4,749.10	
Elevator Inspection & Permit (Fabco)									-	-	
Ice Melt									-	-	
Generator Service Contract			618.00						-	618.00	
Repair to Ramp/Minor Supplies			341.22		200.00		393.91		-	935.13	
Door closure repair									-	-	
Security Services :											
Smoke detector testing (annual cost \$160)	40.00	40.00	40.00		40.00		40.00		40.00	160.00	
Monitoring CCTV 24/7 (\$125/mo)	375.00	375.00	375.00		375.00		375.00		375.00	1,500.00	
Monitoring Smoke/Fire alarm (\$25/mo)	75.00	75.00	75.00		75.00		75.00		75.00	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	7,920.00	
Elevator Service Contract	1,139.22	854.40	854.40		854.42		569.61		1,139.22	3,132.83	
Total	\$ 17,644.61	\$ 18,350.00	\$ -	\$ 14,680.38	\$ -	\$12,032.88	\$ -	\$12,682.39	\$ 17,644.61	\$ 57,745.65	
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	\$ 5,000.00	
Stoney Creek	15-1428755-45300	1,764.46	1,835.00	-	1,468.04	-	1,203.29	-	1,268.24	1,764.46	5,774.57
Total		\$ 3,014.46	\$ 3,085.00	\$ -	\$ 2,718.04	\$ -	\$ 2,453.29	\$ -	\$ 2,518.24	\$ 3,014.46	\$ 10,774.57

Note: Monthly average number of cars

January	322	384	April	369	July	387	Oct	317
February	336	374	May	381	August	344	Nov	339
March	316	366	June	359	Sept	340	Dec	312
High daily count during quarter	Jan 22nd	370	May 8th		July 17th		Nov 1st	
	Jan 15th	452	May 8th	444	July 17th	422	Nov 1st	431

Buehler, Fred

From: Kirk Bey <beykirk@yahoo.com>
Sent: Tuesday, April 16, 2019 11:15 AM
To: Burmaster, Cari
Cc: Buehler, Fred
Subject: Transcription bid for 2020

Hello, Cari and Fred. Here is my bid for 2020:

- ① 13 cents per line, \$10 minimum (no change from current price).
→ ②

If you're ready to do so, feel free to put this on the May 8 Finance and Personnel agenda. And please let me know if you have any questions.

See you tomorrow.

Kirk

- ① Same since 2013
② started @ \$20 minimum
\$10 " since 2017

Buehler, Fred

From: Amanda Jackson <ajackson@lacrosselaw.com>
Sent: Wednesday, April 17, 2019 2:45 PM
To: Buehler, Fred
Cc: Sean O'Flaherty
Subject: State Plan of Operation btw State of WI and OPD

I reviewed the State Plan of Operation between the State of Wisconsin and Onalaska Police Department, the contract is fine in general but has significant reporting requirements on the OPD's end. I'm not sure who administers the program for the City but there are very specific reporting requirements with respect to the OPD's ability to receive excess DOD property, limitations on our ability to transfer that property, records related to such transfers and also annual inventory reporting requirements that they should be aware of and understand. Failure to follow these procedures may lead to removal from the program. Additionally, the records related to the program are to be retained pursuant to the record retention section in the Agreement under Section IX as opposed to the City's general records retention schedule and that such records must be maintained segregated from other records. It is important that whoever is managing this program for the Onalaska Police Department is aware of the Section IX retention schedule. Although in some cases the property is being transferred to us and in other cases it is essentially on loan to us, the City is responsible for the liability insurance related to the use of the property and while not required to maintain comprehensive insurance on property controlled or remaining to be titled by the DOD, if the City elects to carry insurance and the property is lost or damaged, the City would need to submit a check payable to the DLA for any insurance proceed received in excess of the City's actual costs of acquiring or rehabilitating the property prior to its loss, damage or destruction.

Thank You,

Amanda Halderson Jackson | Attorney



ajackson@lacrosselaw.com

201 MAIN STREET ■ STE. 1000 ■ LA CROSSE, WI 54601

DIRECT (608) 433-2115 ■ ASSISTANT (608) 433-2139

FAX (608) 785-1303

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WI DOT BOTS

TASK FORCE OPERATIONAL PLAN La Crosse County Highway Safety Task Force

I. Purpose

1. It is the intent of this plan to specify and address the issues and procedures required to bring together a Multi-jurisdictional Traffic Safety Task Force geared toward a High Visibility Enforcement (HVE) effort focused on decreasing crashes and obtaining voluntary compliance with traffic regulations.

The task force agencies involved are:

Administered by: *Onalaska Police Department*
Campbell Police
Holmen Police
La Crosse County Sheriff
Onalaska Police
West Salem Police

2. This enforcement effort will be a direct result of a task force formed and comprised of sworn personnel from all jurisdictions listed at the end of this document as well as the Wisconsin State Patrol, as appropriate. Agencies work in concert to address the objectives below and within corresponding grant documents and then take enforcement action based on violations observed/detected as a result of contact with motorists.
3. In addition, partnerships are encouraged with both private and public sector partners interested in promoting traffic safety.

II. Objectives

1. The objectives for this operational plan are to decrease the incidence of targeted driving violations, related crashes and to increase voluntary compliance with traffic regulations thereby decreasing fatalities and serious injury collisions by way of a proactive and highly visible enforcement effort.
2. Officers involved in the campaign will take a zero-tolerance on the following violations:
 - a. PRIMARY: *Speed Violations*
 - b. ADDITIONAL: *OWI & Seatbelt Violations*
3. The main objective is to gain and maintain voluntary and continued compliance with the targeted traffic laws thereby improving individual motor vehicle crash survivability rates and reduction of long term disabilities.

III. Concept of Operations

1. The concept of operation incorporates a High Visibility Enforcement (HVE) effort by utilizing a number of area state and local law enforcement agencies. Sworn personnel saturate pre-selected highway corridors/sections best determined to be advantageous in the detection of targeted violations.

2. Task Force Law Enforcement Departments may include any law enforcement agency located with jurisdictional responsibilities in the County(s). Each Department involved in the Task Force is responsible for deployment coverage of targeted locations within their jurisdiction.

NOTE: This may include funded agencies as well as agencies not receiving grant funds.

3. The three primary issues that a minimum of two agencies, preferably all agencies must share within the Task Force include:
 - a. Common location(s): Saturation, Corridor, or Jurisdictional Corridor.
 - b. Specific time frame of deployments.
 - c. Specific dates of deployments.
4. It would therefore be the intent of this plan to deploy a number of sworn personnel from the Task Force departments, simultaneously with mobile squad units and required equipment from their host agencies into a pre-determined locations (with alternate locations) within designated community(s) supporting this collaborative effort.
5. The Task Force is encouraged to utilize the Wisconsin State Patrol version of Mobile Architecture for Communications Handling (MACH).
6. It is envisioned that the duration of each campaign should be a minimum of four (4) hours in length and would include the following:
 - a. Pre-Deployment – at the beginning of the month, prior to any deployments consisting of advanced notice via PSAs, social media announcements, and other methods regarding deployment dates, times and general locations of targeted enforcement.
 - b. Deployment to the Targeted Areas.
 - c. Post Deployment – including;
 - 1.) At the end of the month, after all deployments consisting of sharing of results with all jurisdictions and media.
 - 2.) Completion of all required paperwork and reports required for Reports and Reimbursement Funding.
 - 3.) Completion of Citations, Court Documentation and Incidents Reports if required.
7. The dates and times of these HVE deployments are pre-determined and advertised to the public through the efforts of press releases and media contacts to make the public preemptively aware of these various enforcement deployments. As an intended consequence it would also be the hope of gaining the motoring public's voluntary compliance as well as raise individual awareness of the hazards and penalties surrounding their conscious non-compliance with traffic safety laws.

IV. Date, Time, and Location of the Deployments

Location(s): *To be agreed upon by task force members.*

Dates: *To be agreed upon by task force members.*

- * Locations are subject to change dependent upon agency agreement, crash experience, and other determinations made by the involved agencies. As a starting point, include listed highways also include up to ¼mile in any direction of such highways so as to include feeder streets to the primary target areas. Dates are subject to change dependent upon weather and other factors as agreed upon by Task Force members.

V. Liability of Law Enforcement Personnel Involved

1. It is understood and agreed by task force agencies that employees assigned to HVE efforts, even if/when operating in another's jurisdiction, are the sole responsibility of the individual's employing department, unless

the jurisdiction already have a mutual aid or similar agreement that they wish to use. If agencies have mutual aid or similar agreements made prior to Task Force operations, then those agreements replace this provision.

2. The individual employing department retains liability for its employees as if the employee was functioning in their own jurisdiction.
3. The individual organization is responsible to ensure the employee is qualified to be assigned to the HVE effort under regulation or requirement of the Wisconsin Department of Justice Law Enforcement Training and Standards Board and the BOTS.
4. The Parties assume their own liability and agree to release and hold harmless each other, including the others officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney fees which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of performance under this agreement. This indemnity provision does not constitute, and is not intended to constitute, a waiver of any governmental or other immunities or limitations of liability on the part of any Party. (See any related Mutual Aid Agreement for more details)

VI. Jurisdictional Authority and Court Assignment of Citations

1. Any Police Chief or the Sheriff may request, preferably in writing, that an HVE event occur within their jurisdiction.
2. Task Force agencies will make decisions as to the appropriate court for citations/arrests.

VII. Required Personnel and Qualifications

1. Task Force Representative – from each participating jurisdiction and/or other involved non law enforcement member agency, to act as the liaison for that agency regarding Task Force affairs. (NOTE – Preferably this position will be filled by one or two individuals that can act in this capacity throughout the entire campaign focus to best insure continuity in operation.)
2. Task Force Agency representatives shall meet on a quarterly basis to discuss relevant issues, deployment changes/dates, etc at their corresponding Traffic Safety Commission (TSC) meetings.
3. HVE Enforcement Officers: Officers shall be trained in Standardized Field Sobriety Testing (SFST). ARIDE and DRE training are strongly encouraged.
4. K-9 Officer and Dog – It is encouraged to have working deployment dates/times.
5. Drug Recognition Expert (DRE) Officer – It is encouraged working deployment dates/times.

VIII. Uniform and Vehicles

1. HVE Enforcement Officers will be working in full uniform (safety vests are highly encouraged) and operating in their assigned patrol vehicles (unless assigned as specific “spotters” or other plain clothes roles).
2. Squads may be marked or unmarked, depending on assignment/purpose.

IX. Reporting

1. Each Officer working the operation will complete an Activity Log. Sheet. Each agency will be responsible for compiling the statistics; done immediate at the end of the deployment but no later than 48 hours afterward. The reimbursement paperwork will follow.

X. Safety

1. Safety is of high importance and should include available methods, materials and equipment to that end, including but not limited to: reflective safety vests, use of seat belts, etc.
2. If an unsafe act or condition is observed, that will be reported to their OIC as soon as possible. The OIC will then be responsible to correct the situation or change the operational plan to insure a safe conduct of the plan.

**The following sections are provided primarily for:
agencies that are NOT funded through the task force grant, and,
agencies that are funded BUT are not administering this task force grant.**

ALL AGENCIES WITHIN THE TASK FORCE GEOGRAPHICAL AREA SHOULD BE GIVEN THIS DOCUMENT FOR THEIR GENERAL INFORMATION AND POTENTIAL PARTICIPATION.

XI. Federal Requirements

Funded agencies must comply with all grant requirements particularly those listed in the "General Contract Terms" section, to include, but not limited to:

1. Purpose of this Agreement

The Bureau of Transportation Safety, housed within the Wisconsin Department of Transportation's Division of State Patrol, serves as the administering agency for state and federal grants relating to transportation safety. The purpose of this Agreement is to enable BOTS to award grant funding to Grantee for eligible costs of the Grant Project ("Grant") undertaken as outlined in the project narrative and work plan. The funds shall be used exclusively in accordance with the provisions of this Agreement, as well as applicable federal and state laws and regulations.

2. Term

Work conducted under this Grant must occur within the federal fiscal year: October 1 to September 30. This Agreement expires September 30 of the federal fiscal year during which the Grant is conducted.

3. Implementation

Grantee shall be solely responsible for the design and implementation of the Grant as described in the project narrative and work plan. Grantee agrees to conduct the Grant in accordance with these plans as approved by BOTS. Modification of the Grant shall require prior approval of BOTS. Any change in project coordinator, financial officer, authorizing official, addresses, or telephone numbers requires written notification to BOTS. If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the Wise-Grants System. Amended activity may not commence prior to BOTS approval. Failure to perform planned activity may be considered grounds for termination of funding.

4. Audit and Maintenance of Records

Grantee government subdivisions are responsible for obtaining audits in accordance with the Single Audit Act Amendments of 1996 (31 U.S. C. 7501-8507) and the Single Audit Requirements of 2 C.F.R. §200, Subpart F (A-133 Single Audit Requirements). If Grantee government subdivision is subject to a Single Audit, BOTS must be notified of the audit and subsequent results. If Grantee is subject to these requirements, it will verify that it is compliance with these requirements and that it has filed with the Federal Audit Clearing House. BOTS may take corrective action within six months and may require independent auditors to have access to grantee's records and financial statements. Documentation of costs shall be maintained for three years following final reimbursement. Reimbursement claim cost detail shall include a list of all personnel whose time is claimed; current billing period and year-to-date wages and fringe benefits paid to each person listed; all travel listed individually and broken out by transportation/mileage, meals, lodging, and related costs; all materials and supplies and contractual services, itemized, required to complete project activity. Employee time records for actual hours worked or percent of time dedicated to project activity are to be maintained by Grantee and made available to BOTS upon request with reasonable notice. Each budget item identified as "Other" shall be claimed separately.

5. Monitoring by the State

Grantee consents to monitoring by BOTS staff to ensure compliance with applicable state and federal regulations. Monitoring may occur on-site and will require access to original versions of employee payroll information, citations, and other materials related to the implementation of this grant.

6. Payment of Funds by the State

All highway safety projects are funded on a cost reimbursement basis. State or local funds shall be expended before federal reimbursement is made. BOTS shall reimburse Grantee only for the actual hours worked, and for other eligible costs, and only if the costs are

incurred in performing tasks identified within the grant application. Personnel costs shall be reimbursed on the basis of actual hourly salary and fringe rate(s) that have been verified and approved by BOTS, or on the basis of percentage of annual salary and fringe dedicated to project activity as described within the grant application. All expenses for which Grantee seeks reimbursement must be documented in the Project Activity Reports.

7. Equipment

Tangible, non-expendable personal property having an acquisition cost of \$5,000 or more, with a useful life of greater than one year, that is purchased in whole or in part by Grantee using funds awarded as part of this Agreement must be justified in the project narrative or work plan and approved by the NHTSA Regional Office in writing before initiating the acquisition of the equipment. Each item shall be tagged, inventoried, and monitored until the federal interest is released. Tangible, non-expendable personal property having an acquisition cost of less than \$5,000, and budgeted as materials and supplies, will also be monitored. Grantee must inform BOTS in writing when equipment is no longer used for the purpose for which it was acquired. Grantee's procurement of property under a grant will follow the same policies and procedures used for procurement from its non-federal funds, provided their procurement procedures follow the requirements for procurement standards set forth in federal law in 2 C.F.R. §§200.318 general procurement standards through 200.326 contract provisions. Each grantee receiving traffic safety funds must maintain written property management standards that comply with the requirements for property standards set forth in federal law in 2 C.F.R. §§200.310 through 200.316. These requirements include, but are not limited to, the maintenance of accurate property records [2 C.F.R. §200.313(d)(1)]. Such records will include a description of the property; a serial number or other identification number; the source of funding for the property (including the FAIN, if applicable); indication of with whom title is vested; acquisition date; cost of the property; percentage (at the end of the budget year) of federal participation in the cost of the project for the federal award under which the property was acquired; location, use, and condition of the property; and ultimate disposition data including the date of disposal and the sale price of the property. Grantees will institute maintenance procedures adequate to keep the property in good condition.

8. Print and Audio Visual Materials

Grantee shall submit all materials developed under this Agreement to BOTS for approval of content and style prior to final production and release. All video materials intended for general public viewing must be close-captioned. Grantee shall credit the Wisconsin Department of Transportation Bureau of Transportation Safety and the National Highway Traffic Safety Administration on all such materials. Grantee may not copyright any portion of materials produced under this Agreement.

9. Program Income

Program income is gross income derived by Grantee from Grant-supported activities. Grantee will report program income on reimbursement claims, stating whether the income is retained or credited as a reduction in federal share of project expenditures. If retained, such income may be used only for highway safety activities and is subject to audit by BOTS.

10. Additional Requirements Where Funds Are Expended on Law Enforcement

- A. Grantee agency certifies that it has a written departmental policy on biased-based policing, or that it will initiate development of one during the grant period.
- B. Grantee agency certifies that it has a written departmental policy on pursuits or that it will initiate development of one during the grant period. The policy should conform to the guidelines of the IACP or a similar pursuit policy.
- C. Grantee agency certifies that it has a written departmental policy on the BAC testing of all drivers involved in fatal vehicle crashes involving alcohol, or that it will initiate one during the grant period. Grantee agency will require a test of all killed drivers and will encourage all surviving drivers to consent to a test.
- D. Grantee agency certifies that it has a written departmental policy on the use of safety belts by employees, or that it will initiate development of one during the grant period.

11. General Costs of Government

The general costs of government (i.e. supplanting) are unallowable except as provided in 2 C.F.R. §200.474. [2 C.F.R. §200.444]. The replacement of routine or existing state or local expenditures with the use of federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of a state or local agency is prohibited.

12. Guidelines for Allowability of Costs

To be allowable under Federal awards, costs must meet the following general criteria [2 C.F.R. §225, Appendix A, C(1)]:

1. Be necessary and reasonable for proper and efficient performance and administration of Federal awards.
2. Be allocable to Federal awards under the provisions of 2 CFR part 225.
3. Be authorized or not prohibited under State or local laws or regulations.
4. Conform to any limitations or exclusions set forth in these principles, Federal laws, terms and conditions of the Federal award, or other governing regulations as to types or amounts of cost items.
5. Be consistent with policies, regulations, and procedures that apply uniformly to both Federal awards and other activities of the governmental unit.
6. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
7. Except as otherwise provided for in 2 CFR part 225, be determined in accordance with generally accepted accounting principles.
8. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federal award in either the current or a prior period, except as specifically provided by Federal law or regulation.
9. Be the net of all applicable credits.
10. Be adequately documented.

13. Nondiscrimination

During the performance of this contract/funding agreement, the contractor/funding recipient agrees —

1. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
2. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or

regulation, as set forth in Appendix B of 49 CFR part 21 and herein;

3. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;

4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
To insert this clause, including paragraphs a through e, in every subcontract and sub-agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

The grantee will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;

The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);

Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);

Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;

The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);

The Civil Rights Restoration Act of 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38

Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and

Low-Income Populations (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and

Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR at 74087 to 74100).

14. Political Activity (Hatch Act)

Grantee will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508) which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

15. Lobbying Activities

Certification Regarding Federal Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

16. Certification Regarding Debarment And Suspension

Grantee certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from entering into this Grant by any federal agency, or by any department, agency, or political subdivision of the state. For purposes of this grant, "principal" includes an officer, director, owner, partner, or other person with primary management and supervisory responsibilities, or a person who has critical influence on or substantive control over the operations of Grantee.

Instructions for Lower Tier Certification:

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarment, suspension, ineligible, lower tier, participant, person, primary tier, principal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 2 CFR Part 180. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

17. Buy America Act

The Grantee and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase only steel, iron and manufactured products produced in the United States with Federal funds, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification to and approved by the Secretary of Transportation.

18. Prohibition on using grant funds to check for helmet usage

The Grantee and each sub recipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

19. Termination

This grant may be terminated upon BOTS' determination that Grantee has materially failed to comply with terms of this Agreement. Termination may be considered among the criteria for subsequent grant awards.

20. Correspondence

All correspondence outside of Wise-Grants with BOTS regarding this project shall include the Grant Number, and shall be submitted to the following address or attached to the Supporting Documentation on the grant application:

Bureau of Transportation Safety

General Contract Terms General

This Grant Agreement ("Agreement"), entered into by and between the Bureau of Transportation Safety ("BOTS") and _____ ("Grantee"), is executed pursuant to terms that follow.

1. Purpose of this Agreement

The Bureau of Transportation Safety, housed within the Wisconsin Department of Transportation's Division of State Patrol, serves as the administering agency for state and federal grants relating to transportation safety. The purpose of this Agreement is to enable BOTS to award grant funding to Grantee for eligible costs of the Grant Project ("Grant") undertaken as outlined in the project narrative and work plan. The funds shall be used exclusively in accordance with the provisions of this Agreement, as well as applicable federal and state laws and regulations.

2. Term

Work conducted under this Grant must occur within the federal fiscal year: October 1 to September 30. This Agreement expires September 30 of the federal fiscal year during which the Grant is conducted.

3. Implementation

Grantee shall be solely responsible for the design and implementation of the Grant as described in the project narrative and work plan. Grantee agrees to conduct the Grant in accordance with these plans as approved by BOTS.

Modification of the Grant shall require prior approval of BOTS. Any change in project coordinator, financial officer, authorizing official, addresses, or telephone numbers requires written notification to BOTS. If the work plan or other documentation must be changed after the contract is signed, Grantee must submit an amendment request via the Wise-Grants System. Amended activity may not commence prior to BOTS approval.

Failure to perform planned activity may be considered grounds for termination of funding.

4. Audit and Maintenance of Records

Grantee government subdivisions are responsible for obtaining audits in accordance with the Single Audit Act Amendments of 1996 (31 U.S.C. 7501-8507) and the Single Audit Requirements of 2 C.F.R. §200, Subpart F (A-133 Single Audit Requirements). If Grantee government subdivision is subject to a Single Audit, BOTS must be notified of the audit and subsequent results. If Grantee is subject to these requirements, it will verify that it is compliance with these requirements and that it has filed with the Federal Audit Clearing House. BOTS may take corrective action within six months and may require independent auditors to have access to grantee's records and financial statements. Documentation of costs shall be maintained for three years following final reimbursement. Reimbursement claim cost detail shall include a list of all personnel whose time is claimed; current billing period and year-to-date wages and fringe benefits paid to each person listed; all travel listed individually and broken out by transportation/mileage, meals, lodging, and related costs; all materials and supplies and contractual services, itemized, required to complete project activity. Employee time records for actual hours worked or percent of time dedicated to project activity are to be maintained by Grantee and made available to BOTS upon request with reasonable notice. Each budget item identified as "Other" shall be claimed separately.

5. Monitoring by the State

Grantee consents to monitoring by BOTS staff to ensure compliance with applicable state and federal regulations. Monitoring may occur on-site and will require access to original versions of employee payroll information, citations, and other materials related to the implementation of this grant.

6. Payment of Funds by the State

All highway safety projects are funded on a cost reimbursement basis. State or local funds shall be expended before federal reimbursement is made.

BOTS shall reimburse Grantee only for the actual hours worked, and for other eligible costs, and only if the costs are incurred in performing tasks identified within the grant application. Personnel costs shall be reimbursed on the basis of actual hourly salary and fringe rate(s) that have been verified and approved by BOTS, or on the basis of percentage of annual salary and fringe dedicated to project activity as described within the grant application. All expenses for which Grantee

General Contract Terms General

seeks reimbursement must be documented in the Project Activity Reports .

7. Equipment

Tangible, non-expendable personal property having an acquisition cost of \$5,000 or more, with a useful life of greater than one year, that is purchased in whole or in part by Grantee using funds awarded as part of this Agreement must be justified in the project narrative or work plan and approved by the NHTSA Regional Office in writing before initiating the acquisition of the equipment. Each item shall be tagged, inventoried, and monitored until the federal interest is released. Tangible, non-expendable personal property having an acquisition cost of less than \$5,000, and budgeted as materials and supplies, will also be monitored. Grantee must inform BOTS in writing when equipment is no longer used for the purpose for which it was acquired. Grantee's procurement of property under a grant will follow the same policies and procedures used for procurement from its non-federal funds, provided their procurement procedures follow the requirements for procurement standards set forth in federal law in 2 C.F.R. §§200.318 general procurement standards through 200.326 contract provisions. Each grantee receiving traffic safety funds must maintain written property management standards that comply with the requirements for property standards set forth in federal law in 2 C.F.R. §§200.310 through 200.316. These requirements include, but are not limited to, the maintenance of accurate property records [2 C.F.R. §200.313(d)(1)]. Such records will include a description of the property; a serial number or other identification number; the source of funding for the property (including the FAIN, if applicable); indication of with whom title is vested; acquisition date; cost of the property; percentage (at the end of the budget year) of federal participation in the cost of the project for the federal award under which the property was acquired; location, use, and condition of the property; and ultimate disposition data including the date of disposal and the sale price of the property. Grantees will institute maintenance procedures adequate to keep the property in good condition.

8. Print and Audio Visual Materials

Grantee shall submit all materials developed under this Agreement to BOTS for approval of content and style prior to final production and release. All video materials intended for general public viewing must be close-captioned. Grantee shall credit the Wisconsin Department of Transportation Bureau of Transportation Safety and the National Highway Traffic Safety Administration on all such materials. Grantee may not copyright any portion of materials produced under this Agreement.

9. Program Income

Program income is gross income derived by Grantee from Grant-supported activities. Grantee will report program income on reimbursement claims, stating whether the income is retained or credited as a reduction in federal share of project expenditures. If retained, such income may be used only for highway safety activities and is subject to audit by BOTS.

10. Additional Requirements Where Funds Are Expended on Law Enforcement

- A. Grantee agency certifies that it has a written departmental policy on biased-based policing, or that it will initiate development of one during the grant period.
- B. Grantee agency certifies that it has a written departmental policy on pursuits or that it will initiate development of one during the grant period. The policy should conform to the guidelines of the IACP or a similar pursuit policy.
- C. Grantee agency certifies that it has a written departmental policy on the BAC testing of all drivers involved in fatal vehicle crashes involving alcohol, or that it will initiate one during the grant period. Grantee agency will require a test of all killed drivers and will encourage all surviving drivers to consent to a test.
- D. Grantee agency certifies that it has a written departmental policy on the use of safety belts by employees, or that it will initiate development of one during the grant period.

11. General Costs of Government

The general costs of government (i.e. supplanting) are unallowable except as provided in 2 C.F.R. §200.474. [2 C.F.R. §200.444]. The replacement of routine or existing state or local expenditures with the use of federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of a state or local agency is prohibited.

12. Guidelines for Allowability of Costs

To be allowable under Federal awards, costs must meet the following general criteria [2 C.F.R. §225, Appendix A, C(1)]:

General Contract Terms General

1. Be necessary and reasonable for proper and efficient performance and administration of Federal awards .
2. Be allocable to Federal awards under the provisions of 2 CFR part 225.
3. Be authorized or not prohibited under State or local laws or regulations.
4. Conform to any limitations or exclusions set forth in these principles, Federal laws, terms and conditions of the Federal award, or other governing regulations as to types or amounts of cost items.
5. Be consistent with policies, regulations, and procedures that apply uniformly to both Federal awards and other activities of the governmental unit.
6. Be accorded consistent treatment. A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
7. Except as otherwise provided for in 2 CFR part 225, be determined in accordance with generally accepted accounting principles.
8. Not be included as a cost or used to meet cost sharing or matching requirements of any other Federal award in either the current or a prior period, except as specifically provided by Federal law or regulation.
9. Be the net of all applicable credits.
10. Be adequately documented.

13. Nondiscrimination

During the performance of this contract/funding agreement, the contractor/funding recipient agrees —

1. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
 2. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR part 21 and herein;
 3. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
 4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and
- To insert this clause, including paragraphs a through e, in every subcontract and sub-agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

The grantee will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- **The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970**, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- **Federal-Aid Highway Act of 1973**, (23 U.S.C. 324 et seq.), and **Title IX of the Education Amendments of 1972**, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- **Section 504 of the Rehabilitation Act of 1973**, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);

General Contract Terms General

•**The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

•**Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38

•**Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations** (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and

•**Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency** (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR at 74087 to 74100).

14. **Political Activity (Hatch Act)**

Grantee will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508) which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

15. **Lobbying Activities**

Certification Regarding Federal Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

General Contract Terms General

16. Certification Regarding Debarment And Suspension

Grantee certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from entering into this Grant by any federal agency, or by any department, agency, or political subdivision of the state. For purposes of this grant, "principal" includes an officer, director, owner, partner, or other person with primary management and supervisory responsibilities, or a person who has critical influence on or substantive control over the operations of Grantee.

Instructions for Lower Tier Certification:

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR Parts 180 and 1300.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarment, suspension, ineligible, lower tier, participant, person, primary tier, principal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definition and Coverage sections of 2 CFR Part 180. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by NHTSA.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR Parts 180 and 1300.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, the department or agency with which this transaction originated may disallow costs, annul or terminate the transaction, issue a stop work order, debar or suspend you, or take other remedies as appropriate.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

17. Buy America Act

General Contract Terms General

The Grantee and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase only steel, iron and manufactured products produced in the United States with Federal funds, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification to and approved by the Secretary of Transportation .

18. Prohibition on using grant funds to check for helmet usage

The Grantee and each sub recipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

19. Termination

This grant may be terminated upon BOTS' determination that Grantee has materially failed to comply with terms of this Agreement. Termination may be considered among the criteria for subsequent grant awards .

20. Correspondence

All correspondence outside of Wise-Grants with BOTS regarding this project shall include the Grant Number, and shall be submitted to the following address:

**Bureau of Transportation Safety
4822 Madison Yards Way, 9th Floor South
Madison, WI 53705**

SIGNED:

(Agency Head or Authorizing Official), (Date), (Agency Name)

(Director, Bureau of Transportation Safety), (Date)

Please attach signed contract to the "Supporting Documentation" page on the grant.

Liquor Account Agreement

THIS AGREEMENT is entered into this ___ day of April, 2019, by and between the City of Onalaska (City) and the Onalaska Enhancement Foundation (OEF).

WHEREAS, the OEF is a non-profit Wisconsin corporation, organized for the purposes of coordinating the sale of alcoholic beverages at the City of Onalaska and to enhance development and programming for the City of Onalaska and community of Onalaska; and

WHEREAS, the City of Onalaska operates the Omni Center and desires to offer the sale of intoxicating liquors and fermented malt beverages for the term of this Agreement in order to jointly promote the interests of the City of Onalaska and Onalaska Enhancement Foundation; and

WHEREAS, the OEF desires to donate money to the City for the purposes of enhancing the City's ability to provide quality programs, events and services in concert with the OEF's mission.

NOW THEREFORE,

1. The OEF shall obtain the necessary "Class B" fermented malt beverage license and intoxicating liquor permit authorizing the sale of fermented malt beverages and intoxicating liquor at the Omni Center.
2. The City of Onalaska shall manage the beer and liquor concession for the OEF and in doing so shall employ all personnel operating said beer and liquor concession, determine necessary pricing, brand selection, serving sizes, hours of operation, purchase supplies and equipment and make any necessary expenditure at its own discretion.
3. The OEF shall be responsible for obtaining and maintaining the retail "Class B" fermented malt beverage license and intoxicating liquor permit authorizing the sale of fermented malt beverage license and intoxicating liquor permit authorize the sale of fermented malt beverages and intoxicating liquor at the Onalaska Omni Center.

4. The City shall be responsible on behalf of the OEF for the payment of the Class "B" fermented malt beverage license fee, the Class "B" permit for the sale of intoxicating liquor issued by the state, the deferral tax stamp, Wisconsin seller's permit, bartender's license fee required of any agent or officer of the OEF, liability insurance, cost of any audit of the books of the OEF caused by obtaining and maintaining of a retail Class "B" fermented malt beverage license and intoxicating liquor permit.

5. The City shall be responsible for the collection of all monies from the sale of intoxicating liquors and malt beverages and the payment of all costs of goods sold or other taxes shall be paid from an account entitled OEF Liquor in a manner prescribed by law and the City shall be responsible for all personnel expenses incurred in the performance of this Agreement.

6. The City shall provide quarterly reports covering the revenue expenses of the beer and liquor sales at the Omni Center, including but not limited to Wisconsin sales tax returns for authorization of electronic filing of the same. The OEF agrees to review, approve and sign or authorize electronic filing of all forms submitted in sufficient time to allow proper filing with any taxing authorities, before the same are due. The City shall have an outside audit of the OEF Liquor account annually and a copy of the same shall be provided to the OEF.

7. The OEF shall contribute to the City all of the net proceeds above the minimum fund balance of \$2,000 which the OEF receives from the sale of fermented beverages and intoxicating liquors at the Onalaska Omni Center on quarterly basis.

8. Both parties agree to uphold applicable local, state and federal laws, regulations and ordinances related to the sale of intoxicating liquors and fermented malt beverages

9. The term of this Agreement shall begin on April 1, 2019 and shall continue unless and until either party notifies the other in writing of its intent to terminate this Agreement upon ninety (90) days written notice. Such notice shall be delivered in person or by certified mail, return receipt requested to the following:

- a. City of Onalaska
c/o City Clerk
415 Main Street
Onalaska, WI 54650

b. Onalaska Enhancement Foundation
c/o President

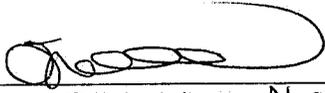
10. The City of Onalaska agrees to defend, indemnify and hold the OEF harmless from any and all claims including reasonable attorneys' fees, arising out of the supervision and operation of the beer and liquor concession at the Omni Center. This indemnification provision shall not apply to the forfeiture or fines resulting from violations of local ordinances, state or federal laws, except for acts and omissions from City of Onalaska personnel. This indemnification shall not be construed to circumvent or waive any immunity or liability limitations of the City of Onalaska.

11. This Agreement shall not be modified except in writing signed by both parties.

CITY OF ONALASKA

ONALASKA ENHANCEMENT FOUNDATION

Joe Chilsen, Mayor

By: 
Name: SHAWN McALISTER
Title: Vice President

Caroline Burmaster, Clerk

Date: _____

Date: 4-18-19 _____

The form of this Agreement has been reviewed and approved by the City Attorney for the City of Onalaska provided the Agreement is signed by all parties on or before _____, 2019.

Sean O'Flaherty

- 252 • \$20.67 for transcription services
- 253 • \$4,498.88 for Thanksgiving vendors
- 254 • **Subtotal:** \$4,519.55
- 255 • **Total:** \$4,556.05

256
257 Motion by Bill, second by Adam, to approve the disbursement registers – 1st Quarter

258
259 On voice vote, motion carried.

260
261 E. Liquor agreement between OEF and City of Onalaska

262
263 Dan noted the liquor agreement still was with the OEC and said it has been revised to the OEF.

264
265 Motion by Dan, second by Ald. K. Smith, to approve the liquor agreement between the OEF and
266 the City of Onalaska. ✓

267
268 On voice vote, motion carried.

269
70 **Item 6 – Closed Session**

271
272 To consider a motion to convene in Closed Session under Section 19.85(1)(e) for the purpose of
273 deliberating or negotiating the purchasing of public properties, the investing of public funds or
274 conducting other specified public business whenever competitive or bargaining reasons require a
275 closed session:

- 276
277 • Martino Sculpture Contract

278
279 If any action is required in Open Session as a result of the Closed Session, the Onalaska
280 Enhancement Foundation will reconvene in Open Session to take the necessary action and/or
281 continue on with the printed agenda.

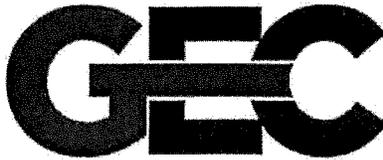
282
283 Motion by Dan, second by Bill, to convene in Closed Session.

284
285 On roll call vote: Bill Leathen – aye, Adam Fleis – aye, Parks and Recreation Director Dan
286 Wick – aye, Ald. Kim Smith – aye, Lori Raabe – aye, Shawn McAlister – aye, Erik Sjolander –
287 aye. In Closed Session.

288
289 The OEF reconvened in Open Session.

290
291 Motion by Ald. K. Smith, second by Shawn, to approve the contractual agreement of the creation
92 and production of a sculptural work between Michael Martino and the Onalaska Enhancement

General Engineering Company
P.O. Box 340
916 Silver Lake Drive
Portage, WI 53901



#F-13

608-742-2169 (Office)
608-742-2592 (Fax)
gec@generalengineering.net
www.generalengineering.net

Engineers • Consultants • Inspectors

AGREEMENT FOR MUNICIPAL INSPECTION SERVICES

This Agreement for Municipal Inspection Services ("**Agreement**") is made as of _____, by and between the Municipality and the Inspector.

ARTICLE 1 – FUNDAMENTAL TERMS

- 1.1 "**Municipality**" shall mean City of Onalaska, La Crosse County, Wisconsin and its agents, employees, and authorized representatives.
- 1.2 "**Inspector**" shall mean General Engineering Company and its agents, employees, and authorized representatives.
- 1.3 "**Work**" shall mean, collectively, the following services to be performed by the Inspector with respect to building projects within the Municipality's jurisdictional boundaries: (i) process all (CHECK ONE: residential building permits residential and commercial building permits) and make required inspections relative thereto; (ii) coordinate and complete required inspections for permitted building construction; (iii) (CHECK ONE: bill the municipality bill, collect, and remit to the municipality collect and retain) the proper fees from permit applicants.
- 1.4 **Scope.** The Inspector shall perform the Work for the Municipality pursuant to and in accordance with the terms and conditions of this Agreement.
- 1.5 **Compensation.** The Municipality shall compensate the Inspector for the Work at a rate of \$85.00 per hour plus the current mileage fee of \$0.65 per mile. The Inspector shall invoice the Municipality monthly for the Work (or other services) performed. The Municipality shall pay the Inspector within 30 days of the receipt of each invoice from the Inspector.

This Agreement is subject to the terms and conditions as shown on pages 2 and 3 hereof. The Municipality and the Inspector have signed this Agreement as of the date first written above.

City of Onalaska

General Engineering Company

By: _____

By: Mark Jankowski

Print Name: _____

Print Name: Mark Jankowski

Date: _____

Date: 5/1/19

Portage • Black River Falls • La Crosse



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



ARTICLE 2 – PERFORMANCE STANDARDS

The Inspector shall use that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services with respect to the category of services being performed. The Municipality acknowledges and agrees that inspections to be provided as part of the Work: (i) shall be based only upon visible, observable, and accessible conditions as they exist at the time of inspection; (ii) are not designed or intended to predict future conditions; and (iii) do not cover any latent defects, concealed defects, or defects not reasonably observable in the course of or at the time of inspection,

ARTICLE 3 – TERM AND TERMINATION

- 3.1 **Initial Term and Renewal.** This Agreement shall become effective on _____ (the "Effective Date") and shall, unless earlier terminated pursuant to Section 3.2, remain in full force and effect until December 31, 2019 (the "Initial Term"). The Inspector shall begin performing the Work pursuant to this Agreement upon the Effective Date. Unless earlier terminated pursuant to Section 3.2, this Agreement shall automatically renew for successive twelve (12) month periods (each a "Renewal Term") unless either party gives written notice of nonrenewal at least ninety (90) days prior to the end of the then-current term, in which case the Agreement shall terminate at the end of the then-current term.
- 3.2 **Termination.** Either party may terminate this Agreement for any reason or no reason upon 60 days advance written notice to the other party (a "Termination Notice"), which notice shall set forth the date of termination of this Agreement. The Municipality shall remain liable to the Inspector for compensation for all Work (or other services) performed by the Inspector prior to the date set forth in the Termination Notice for the termination of this Agreement. The Inspector may terminate this Agreement immediately and without notice if the Municipality fails to make payment of an invoice from the Inspector within 30 days of the date of such invoice.

ARTICLE 4 – ADDITIONAL SERVICES

Notwithstanding anything in Section 1.3 to the contrary, the Work shall be limited to inspections necessary to administer and enforce chs. SPS 320 to 325, Uniform Dwelling Code, and chs. SPS 361 to 366, Commercial Building Code and shall not include any ancillary or related services, including, but not limited to, zoning, planning, floodplain zoning, or shoreland zoning administration. In the event the Inspector provides services beyond those set forth in Section 1.3 at the direction of the Municipality, then the Municipality shall pay the Inspector for all such services based on the Inspector's then current hourly rates as set forth in the Inspector's rate schedule, which present rate schedule is shown below in Article 11, plus expenses.

ARTICLE 5 – INSURANCE

The Inspector shall maintain: (i) commercial general liability insurance in the minimum amount of \$1,000,000.00; (ii) a professional liability policy of \$2,000,000.00; and (iii) workers' compensation insurance covering all employees or agents of the Inspector assisting or participating in any way in the rendering of Work under this Agreement and in an amount not less than that required under Wisconsin law.

ARTICLE 6 – RELATIONSHIP OF THE PARTIES

- 6.1 **General.** It is understood, agreed, and is the intent of the parties that the Inspector is at all times acting and performing as an independent contractor, not as a servant or employee of the Municipality, and the Inspector shall not hold itself out as such. The Inspector is solely responsible for the Inspector's employee benefit, tax withholding, employment taxes and workers' compensation insurance, and for complying with all other applicable laws, rules and regulations with regard to the Inspector's performance of the Work. The Inspector shall be solely liable for all Federal and State tax liability associated with any payments received from the Municipality under the terms of this Agreement. Each party shall furnish all legal, insurance and accounting services as may be reasonably necessary at any time for the services and to meet each party's needs and interests. Nothing in this Agreement shall be deemed to create an employment, partnership, or joint venture relationship between the Municipality and the Inspector or any of the Inspector's employees. Neither party shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party. Both the Municipality and the Inspector expressly acknowledge that the Municipality is not liable for unemployment compensation with regard to any services provided by the Inspector in accordance with the Agreement. The Inspector shall not receive from the Municipality any retirement or savings benefits, health insurance, or any other benefit offered to the Municipality's employees. Notwithstanding the foregoing or any other provision of this Article 6, the Inspector shall be the Municipality's "agent" as that term is specifically utilized and defined by the court in *Estate of Lyons v. CNA Ins.*, 207 Wis. 2d 446, 558 N.W.2d 658 (Ct. App. 1996) and as further explained in *Melchert et al. v. Pro Electric Contractors et al.*, 2017 WI 30, for purposes of governmental contractor immunity.
- 6.2 **Licensing.** The Inspector is responsible for, and shall keep in full force and effect, any necessary federal and/or state licensing and bonding, and shall comply with all federal and state law regarding any services to be provided pursuant to this Agreement.
- 6.3 **Facilities and Equipment.** The Inspector shall maintain a separate business from the Municipality with its own office, equipment, materials, and other such facilities. The Inspector shall be responsible for providing all code books, technical manuals and inspection equipment, incurring the cost of all necessary professional organization dues and costs of on-going training and re-certification, and a properly registered and insured vehicle for use while performing services, including the costs of maintenance and fuel.
- 6.4 **Means of Performing Work.** The Inspector shall control the means of providing services under this Agreement, and the Municipality will not control the details of the Work. The Municipality shall have no control or supervision over the Inspector, other than accepting or rejecting the Work. Inspector is not required to work any set number of hours per week, any schedule or any routine. The Municipality has

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no right to compel the Inspector to work at a certain time, to travel to any particular location, to canvass a certain territory, or to work at specific places or at specific times.

- 6.5 **Municipality's Property.** The Inspector has no right to, and shall not, use the Municipality's name, symbol, or logo in the promotion of the Inspector's business or other activities, unless preapproved in writing by Municipality.

ARTICLE 7 – DOCUMENTS AND RECORDS

- 7.1 **Municipality's Obligations.** The Municipality shall timely provide all data, information, plans, specifications, records and other documentation required by Inspector to perform Services. Notwithstanding anything to the contrary in this Agreement, the Municipality acknowledges and agrees that the Inspector shall be entitled to rely upon the adequacy, accuracy and completeness of any and all data, information, plans, specifications, records and other documentation that the Municipality provides to the Inspector relative to the Work.
- 7.2 **Inspector's Obligations.** The Inspector shall maintain copies of all data, information, plans, specifications, records and other documentation utilized or created on behalf of the Municipality in the performance of the Work; these records shall only be retained by the Inspector for the time limit stated in Wisconsin State Code SPS 320.10(6). The Inspector shall assist the Municipality in answering or responding to requests for open records but shall not be considered the records custodian for purposes of determining whether or not records should be provided in response to a request.

ARTICLE 8 – THIRD PARTY RELIANCE

This Agreement is intended for the mutual benefit of the parties hereto and no third party rights are intended or implied except with respect to permit applicants and, if a permit applicant is not the owner(s) of the real property to be improved pursuant to the applied for permit, the owner of the real property to be improved pursuant to the applied for permit (collectively, the "Third Parties"). The parties acknowledge and agree that: (i) the issuance of a building permit creates no legal liability, express or implied, on the Municipality or Inspector; (ii) the Third Parties are responsible for complying with all applicable codes, statutes, ordinances relative to the permitted improvements and the conditions of the building permit; (iii) no examination or inspection made by Inspector at any time relieves the Third Parties of responsibility for complying with all applicable codes, statutes, ordinances relative to the permitted improvements or the conditions of the building permit; and (iv) Inspector is released and discharged from any and all liability, claims, demands or causes of action that the Third Parties may hereafter have for injury, death or other damages arising out of or related to the permitted improvements, including, but not limited to, negligence claims, warranty claims and/or breach of contract claims.

ARTICLE 9 – NOTICES

All notices, demands, and communications provided for under this Agreement shall be delivered or mailed first class with postage prepaid, addressed in each case as follows, until some other address shall have been designated in a written notice given in like manner, and shall be deemed to have been given or made when so delivered or mailed: (i) if to the Inspector, General Engineering Company, c/o Mark Jankowski, PO Box 340, 916 Silver Lake Drive, Portage, WI 53901; and (ii) if to the Municipality, City of Onalaska, c/o Eric Rindfleisch, 415 Main Street, Onalaska, WI 54650.

ARTICLE 10 – MISCELLANEOUS

- 10.1 **Amendment of Agreement.** This Agreement may be amended, modified, or superseded only by a written instrument executed by all of the parties to this Agreement.
- 10.2 **Waiver.** The failure of any party at any time or times to require performance of any provision of this Agreement shall in no manner affect the right at a later time to enforce that provision. No waiver by any party of any breach of any term contained in this Agreement, whether by conduct or otherwise, in any one or more instances, shall be deemed to be or construed as a further or continuing waiver of any such breach or a waiver of any other term contained in this Agreement.
- 10.3 **Severability.** If any covenant, term or provision of this Agreement is held to be invalid or unenforceable for any reason, it is agreed that such invalidity or unenforceability shall not affect any other covenant, term or provision of this Agreement, and that the remaining covenants, terms, and provisions, or portions thereof, shall remain in full force and effect.
- 10.4 **Counterparts and Copies.** This Agreement may be fully executed in separate counterparts by each of the parties hereto, such counterparts when combined constituting but one and the same instrument. Such counterparts may be exchanged electronically via e-mail or facsimile transmission, which shall be deemed an original. A copy of this Agreement shall have the same full force and effect as the original.
- 10.5 **Successors and Assigns.** Neither party may assign any of its rights or delegate any of its obligations hereunder without the prior written consent of the other party. This Agreement shall inure to the benefit of and be binding upon each of the parties hereto and their respective successors and allowed assigns.
- 10.6 **Jurisdiction and Governing Law.** All actions or proceedings in any manner relating to or arising out of this Agreement may be brought only in courts of the State of Wisconsin located in Columbia County, and the Municipality hereby consents to the jurisdiction of such court. The Municipality hereby waives any objection to the venue of such court. This Agreement shall be governed by the laws (excluding conflicts of laws rules) of the State of Wisconsin. To the extent of any conflict between the terms of this Agreement and the Municipality's codes or ordinances, this Agreement shall control.

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10.7 **Integration.** This Agreement, including the exhibits hereto, constitutes the entire agreement between the parties hereto pertaining to the subject matters hereof and supersedes all negotiations, preliminary agreements and all prior or contemporaneous discussions and understandings of the parties hereto in connection with the subject matters hereof.

ARTICLE 7 – CURRENT HOURLY RATES

Hourly rates for Additional Services are as follows:

Expert Witness	\$300/hr	Registered Land Surveyor	\$100/hr
Principal	\$130/hr - \$155/hr	Field Crew Chief (1 person Total Station)	\$72.50/hr
Project Engineer or Project Manager	\$90/hr - \$115/hr	Field Crew Chief (1 person GPS)	\$145/hr
Staff Engineer	\$85 - \$105/hr	Land Survey Crew	\$145/hr
Technician	\$60 - \$90/hr	Grant & Funding Staff	\$55 - \$75/hr
GIS Staff	\$60 - \$90/hr	Administration and Support Staff	\$45/hr

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Buehler, Fred

From: Rindfleisch, Eric
Sent: Wednesday, May 01, 2019 3:35 PM
To: Buehler, Fred
Cc: Aspenson, Katie
Subject: FW: Agreement for Services
Attachments: City of Onalaska Agreement for Inspection Services.pdf

Fred,

I do not have Sean's review of this document yet, but please add this to F&P agenda. Possible language under Consideration and Possible action... "Approve draft agreement with General Engineering Company (GEC) for the provision of Inspection Services".

Katie, any thoughts?

Eric

From: Brenda Fassett [<mailto:bfassett@generalengineering.net>]
Sent: Wednesday, May 1, 2019 11:49 AM
To: Rindfleisch, Eric
Cc: Mark Jankowski
Subject: Agreement for Services

Attached, please find our Agreement for Building Inspection Services. If all is correct, please complete the "start date", sign and return a copy to GEC either by email to bfassett@generalengineering.net or by mail to:

GEC
Attn: Brenda Fassett
PO Box 340
Portage, WI 53901

If you have any questions, please let us know.

Thank you,

Brenda K. Fassett
Administrative & Billing Coordinator, Building Inspection Department
General Engineering Company
916 Silver Lake Drive | PO Box 340 | Portage, WI 53901
P (608) 745-4070 | F (608) 745-5763
bfassett@generalengineering.net
www.generalengineering.net

GENERAL ENGINEERING COMPANY ELECTRONIC FILE NOTICE AND DISCLAIMER
This email and any electronic media transmitted with it are provided solely for the use of the addressee. Data, plans, specifications, reports, documents, and other information recorded on or transmitted as electronic media are subject to undetectable alteration, either intentional or unintentional, due to, among other causes, transmission, conversion, media degradation, software error, or human alteration. Accordingly, all such documents recorded on or transmitted as electronic media are being provided to the addressee for informational purposes only, and not as an end product or as a record document. Any reliance on documents recorded on or transmitted as electronic media is deemed to be unreasonable and unenforceable. The hard copy drawing(s) or other original document(s) produced by GENERAL ENGINEERING COMPANY are the only true contract documents of record. Documents recorded on or transmitted as electronic media may not be used on other projects, other additions to this project, or by third parties without the express written permission of GENERAL ENGINEERING COMPANY. Any unauthorized modification or reuse of the transmitted electronic media shall be at addressee's sole risk, and addressee agrees to defend, indemnify, and hold GENERAL ENGINEERING COMPANY harmless for all claims, injuries, damages, losses, expenses and attorneys' fees arising out of the unauthorized modification or use of such electronic media.

The addressee understands that the use of any project related electronic media constitutes acceptance of the above conditions.

If you have received this email in error please notify the system manager. Finally, the recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email.

**COMMUNITY DEVELOPMENT INVESTMENT GRANT AGREEMENT
BETWEEN
THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION
AND
CITY OF ONALASKA**

This Agreement is entered into pursuant to Chapter 238 of the Wisconsin Statutes between the Wisconsin Economic Development Corporation (“WEDC”), a public body corporate and politic authorized to grant funds for the purpose of economic development pursuant to Chapter 238 of the Wisconsin Statutes, and the City of Onalaska (“Recipient”). Certain capitalized terms are defined in Section 1 of this Agreement.

WITNESSETH

WHEREAS, the Recipient has submitted an Application to WEDC, requesting funds from WEDC’s Community Development Investment Grant Program (“CDI Funds”);

WHEREAS, WEDC has determined that the Recipient is an eligible recipient of CDI Funds; and

WHEREAS, in reliance upon the Recipient’s Application, WEDC has approved the Recipient for up to Two Hundred Fifty Thousand Dollars (\$250,000) in CDI Funds.

NOW, THEREFORE, for valid consideration, the receipt of which is hereby acknowledged, and in consideration for the promises and covenants in this Agreement, WEDC and the Recipient agree as follows:

1. Definitions. For purposes of this Agreement, the following terms shall have the following meanings:

(a) “Agreement” means this agreement, to include all documents required to be delivered contemporaneously with the execution and delivery of this Agreement, and the attached Exhibits, together with any future amendments executed in compliance with Section 21 of this Agreement.

(b) “Application” means the materials submitted by the Recipient to WEDC relating to this allocation of CDI Funds.

(c) “CDI Funds” means the grant monies the Recipient is eligible to receive from WEDC’s Community Development Investment Grant Program in accordance with this Agreement.

(d) “Effective Date” means the date on which this Agreement is fully executed by both parties.

(e) “Eligible Project Costs” means costs for which CDI Funds and Matching Funds may be used, as outlined in Section 3(b) of this Agreement, which the Recipient incurs between the Project Start Date and Project End Date.

(f) “Ineligible Costs” means costs for which CDI Funds and Matching Funds may not be used, means costs incurred prior to the Project Start Date; costs for acquisition; costs related to grant applications or bid preparation; costs which may be covered by other grant or statutory programs; permits; Phase I and II environmental studies; Lien claims of the Department of Natural Resources and Environmental Protection Agency; performance and payment bonds; contingencies; developer fees; insurance premiums; supplies and the purchase of moveable equipment; signage and advertising; financing fees, interest payments, or the assumption of debt; relocation fees; accounting, legal, appraisal, and architectural fees; mergers and acquisitions; project administration fees, including costs associated with WEDC compliance reporting, schedules of expenditures, and payment requests.

(g) “Leverage” means funding provided for the Project other than CDI Funds, including Matching Funds.

(h) “Matching Funds” means non-CDI Funds secured by the Recipient to meet the required 3:1 funding requirement of the CDI Funds under this Agreement. No more than Thirty Percent (30%) of the Matching Funds may consist of other state and/or federal grants. Matching Funds may not be in-kind.

(i) “Project” means the Recipient’s development of the Great River Residences, a multi-family residential building, in accordance with the Recipient’s Application and the terms of this Agreement.

(j) “Project End Date” means December 31, 2020, the date by which the Project will be complete and the last day which the Recipient may incur costs against CDI Funds and Matching Funds.

(k) “Project Location” means the site or sites at which the Project will take place, specifically 200, 300 and 400 Court Street, Onalaska, Wisconsin.

(l) “Project Start Date” means April 1, 2019, the date on which the Project begins and the Recipient may start incurring costs against CDI Funds and Matching Funds.

(m) “Recipient” means the City of Onalaska.

(n) “WEDC” means the Wisconsin Economic Development Corporation, together with its successors and assigns.

2. CDI Funds. Subject to the terms and conditions set forth in this Agreement, and in Wisconsin law, WEDC shall provide to the Recipient a grant of up to Two Hundred Fifty Thousand Dollars (\$250,000) in CDI Funds.

3. Recipient’s Obligations. The Recipient will:

(a) Complete the Project as contemplated by the Application and in accordance with the terms of this Agreement.

(b) Use the CDI Funds and Matching Funds for Eligible Project Costs, incurred between the Project Start Date and Project End Date as outlined in the following budget:

USES		SOURCES			TOTAL
Budget Code	Eligible Project Costs	CDI Funds	Private Funds	Public Funds	
0190	Site Clearance	\$0	\$280,998	\$33,502	\$314,500
0237	Site Preparation	\$0	\$335,053	\$39,947	\$375,000
0200	Construction/Electrical/Plumbing	\$250,000	\$10,949,508	\$1,305,470	\$12,504,978
0415	Infrastructure	\$0	\$749,491	\$89,359	\$838,850
TOTAL		\$250,000	\$12,315,050	\$1,468,278	\$14,033,328

- i. Eligible Project Costs to be applied to CDI Funds for Construction/Electrical/Plumbing include specifically new building construction.
- ii. Eligible Project Costs to be applied to Matching Funds for Construction/Electrical/Plumbing include specifically new building construction.
- iii. Eligible Project Costs to be applied to Matching Funds for Site Clearance include specifically demolition of structures, utilities, and asphalt removal.
- iv. Eligible Project Costs to be applied to Matching Funds for Site Preparation include specifically site grading, soil corrections and excavation.
- v. Eligible Project Costs to be applied to Matching Funds for Infrastructure include specifically gas, power, sewer relocation, streets, sidewalks, curbs, gutters, retention ponds, landscaping and retaining wall.

(c) Not use the CDI Funds or Matching Funds for any Ineligible Costs.

(d) Secure Matching Funds from non-WEDC sources sufficient to achieve the 3:1 match requirement of the CDI Funds under this Agreement. Matching Funds must equal at least Seven Hundred Fifty Thousand Dollars (\$750,000) in order for the Recipient to obtain the maximum amount of the CDI Funds, and must be documented prior to the final disbursement.

(e) Provide acknowledgement of WEDC's participation in the Project in any signage at the Project Location and any planning and feasibility documents related to the Project.

(f) Provide reports to WEDC as further described in Section 5 of this Agreement, in such form as required by WEDC.

4. Release of Funds. WEDC will release the CDI Funds contemplated by this Agreement to the Recipient on a disbursement basis. The Recipient may request the CDI Funds in One (1) or more disbursements and each disbursement will be contingent on the following:

(a) The Recipient submitting to WEDC a request for disbursement of funds in such form as required by WEDC, a sample of which is attached to this Agreement as Exhibit A.

(b) The Recipient submitting to WEDC a report detailing the dollar amount and purpose of the Eligible Project Costs included in the request for disbursement as well as the dollar amount and purpose of each expenditure that the Recipient has contributed to the Project since the date of the previous disbursement of CDI Funds.

(c) The Recipient submitting to WEDC documentation of the Eligible Project Costs incurred against the CDI Funds, and the Recipient submitting to WEDC documentation of the Eligible Project Costs incurred against the Matching Funds, in an amount that is 3:1 of the CDI Funds being requested. Such documentation may include, but not be limited to, purchase orders or invoices.

(d) The Recipient being in compliance with this Agreement, and with any other agreements by and between the Recipient and WEDC.

(e) The Recipient requesting all CDI Funds no later than March 31, 2021.

5. Reporting. The Recipient shall provide reports to WEDC subject to the following requirements:

(a) Semi-annual performance reports, due according to the Schedule of Reporting set forth in Section 5(b) below, in such form as required by WEDC. The report shall include information required by WEDC to determine Project performance which shall include, at a minimum, a financial overview and narrative summary on the progress of the Project to date, Project expenditures, and the Recipient's progress on achieving the goals related to the following Project-specific metrics:

Metric	Goal*
Taxable Property Value	\$9,977,493
Capital Investment	\$14,283,328
Total Leverage	\$15,489,215

* These goals represent anticipated Project outcomes and failure to achieve these goals will not constitute an Event of Default, unless they are noted as a requirement elsewhere in the Agreement.

(b) Schedule of Reporting:

PERIOD COVERED	DOCUMENTATION	DUE DATE
See Section 6 Below	Schedule of Expenditures	See Section 6 Below
April 1, 2019 – September 30, 2019	Semi-Annual Performance Report	December 1, 2019
April 1, 2019 – March 31, 2020	Semi-Annual Performance Report	June 1, 2020
April 1, 2019 – September 30, 2020	Semi-Annual Performance Report	December 1, 2021
April 1, 2019 – December 31, 2020	Semi-Annual Performance Report	March 1, 2021

(c) Within Thirty (30) days, notify WEDC in writing of any event or occurrence that may adversely impact the completion of the Project as represented in Recipient's Application. Adverse impacts include, but are not limited to, lawsuits, regulatory intervention, and inadequate capital to complete the Project.

6. Schedule of Expenditures. Consistent with Wis. Stat. § 238.03(3)(a), the Recipient must submit to WEDC, within 120 days after the end of the Recipient's fiscal year in which any grant or loan funds were expended, a schedule of expenditures of the grant or loan funds, including expenditures of any matching cash or in-kind match, signed by the director or principal officer of the recipient to attest to the accuracy of the schedule of expenditures. The Recipient shall engage an independent certified public accountant to perform procedures, approved by WEDC and consistent with applicable professional standards of the American Institute of Certified Public Accountants, to determine whether the grant or loan funds and any matching cash or in-kind match were expended in accordance with the grant or loan contract. The Recipient must make available for inspection the documents supporting the schedule of expenditures.

7. Event of Default. The occurrence of any one or more of the following events shall constitute an "Event of Default" for the purposes of this Agreement:

(a) The Recipient ceases the Project within Five (5) years of the Effective Date of this Agreement and commences substantially the same economic activity outside of Wisconsin.

(b) The Recipient supplies false or misleading information to WEDC in connection with this Agreement, without providing a satisfactory explanation, in WEDC's sole discretion, for the false or misleading information.

(c) The Recipient fails to comply with or perform, in any material respect, any of its obligations under this Agreement, without providing a satisfactory explanation, in WEDC's sole discretion, for the noncompliance.

(d) The Recipient is in default under any other agreement between WEDC and the Recipient.

8. Remedies in Event of Default.

(a) Upon the occurrence of any Event of Default, WEDC shall send a written notice of default to the Recipient, setting forth with reasonable specificity the nature of the default. If the Recipient fails to cure any such Event of Default to the reasonable satisfaction of WEDC within Thirty (30) calendar days, WEDC may extend the cure period if WEDC determines, in its sole discretion, that the Recipient has begun to cure the Event of Default and diligently pursues such cure, or, without further written notice to the Recipient, declare the Recipient in default. The cure period shall in no event be extended more than Ninety (90) days. In the Event of Default, WEDC shall terminate the Agreement and recover from the Recipient:

(i) One Hundred Percent (100%) of the funds disbursed to the Recipient under this Agreement;

(ii) All court costs and attorneys' fees incurred by WEDC in terminating this Agreement and recovering the amounts owed by the Recipient under this provision; and

(iii) A financial penalty of up to One Percent (1%) of the CDI Funds.

(b) These amounts shall be paid to WEDC within Thirty (30) calendar days of demand by WEDC hereunder. If the Recipient fails to pay these amounts to WEDC as and when due, the Recipient will be liable for the full unpaid balance plus interest at the annual rate of up to Twelve Percent (12%) from the date of the notice of Event of Default.

(c) Upon an Event of Default, WEDC shall, without further notice, withhold remaining disbursements of the CDI Funds.

9. Recipient's Warranties and Representations. In addition to the other provisions of this Agreement, the Recipient hereby warrants and represents to the best of its knowledge that as of the date of this Agreement:

(a) The Recipient is in compliance with all laws, regulations, ordinances and orders of public authorities applicable to it, the violation of which would have a material adverse effect on the Recipient's ability to perform its obligations under this Agreement or to otherwise engage in its business.

(b) The Recipient is not in default under the terms of any loan, lease or financing agreements with any creditor where such default would have a material adverse effect on the Recipient's ability to fulfill its obligations under this Agreement.

(c) The financial statements and other information provided by the Recipient to WEDC are complete and accurate in accordance in all material respects with Generally Accepted Accounting Principles where applicable and have been relied on by WEDC in deciding whether to enter into this Agreement with the Recipient.

(d) There are no actions, suits or proceedings, whether litigation, arbitration, or administrative, pending or threatened against or affecting the Recipient or the Project which, if adversely determined, would individually or in the aggregate materially impair the ability of the Recipient to perform any of its obligations under this Agreement or adversely affect the financial condition or the assets of the Recipient.

(e) The Recipient is unaware of any conditions which could subject it to any damages, penalties or clean-up costs under any federal or state environmental laws which would have a material adverse effect on the Recipient's ability to comply with this Agreement.

(f) The Recipient has, or will acquire before commencing any work for which they are required, all necessary permits, licenses, certificates or other approval, governmental or otherwise, necessary to operate its business and own and operate its assets, all of which are in full force and effect and not subject to proceedings to revoke, suspend, forfeit or modify.

(g) The Recipient has filed when due all federal and state income and other tax returns required to be filed by the Recipient and has paid all taxes shown thereon to be due. The Recipient

has no knowledge of any uncompleted audit of the returns or assessment of additional taxes thereon.

(h) The Recipient and the undersigned officer thereof has all necessary or requisite power and authority to execute and deliver this Agreement.

(i) The execution and delivery by the Recipient of this Agreement has been duly authorized by all necessary action of the Recipient and no other proceedings on the part of the Recipient are necessary to authorize this Agreement or to consummate the transactions contemplated hereby.

(j) The Recipient has available or has the capacity to secure funds necessary to cover, as and when incurred, the costs and expenditures necessary for completion of the Project, as identified in the Application and this Agreement.

(k) The Recipient is not making these representations and warranties specifically based upon information furnished by WEDC.

(l) These warranties and representations herein are true and accurate as of the Effective Date of this Agreement, and shall survive the execution thereof.

(m) The information disclosed to WEDC in the course of WEDC's evaluation of the Recipient's eligibility for the Program does not contain any untrue statement of a material fact or omit to state a material fact necessary in order to make the statements contained therein, taken as a whole and in light of the circumstances under which they were made, not misleading.

10. Wisconsin Public Records Law. The Recipient understands that this Agreement and other materials submitted to WEDC may constitute public records subject to disclosure under Wisconsin's Public Records Law, Wis. Stats. §§ 19.31-.39, and any successor statutes and regulations.

11. Additional Requirements.

(a) Project Records and Financial Records. The Recipient shall prepare, keep and maintain such records as may be reasonably required by WEDC to validate the Recipient's performance under this Agreement, whether held by the Recipient or by a third party conducting Project-related activities on behalf of the Recipient, and the performance reports provided to WEDC. All of the Recipient's financial records shall be complete and accurate, and prepared, kept, and maintained in accordance with Generally Accepted Accounting Principles. The Recipient shall provide such records to WEDC during the term of this Agreement as may be requested by WEDC. Such materials shall be retained by the Recipient for a period of at least Three (3) years after March 1, 2021.

(b) Inspection.

(i) WEDC and its respective agents, shall, upon Forty-Eight (48) hours' advance written notice to the Recipient, have the right to enter the Recipient's premises, during normal business hours, to inspect the Recipient's operations documentation relating to this Agreement, provided, however, that such access does not unreasonably disrupt the normal operations of the Recipient.

(ii) The Recipient shall produce for inspection, examination, auditing and copying, upon reasonable advance notice, any and all records which relate to this Agreement, whether held by the Recipient or by a third-party conducting Project-related activities on behalf of the Recipient.

(iii) WEDC reserves the right to conduct physical site visits of the Project during the term of this Agreement.

(c) Authorization to Receive Confidential Information. The Recipient hereby authorizes WEDC to request and receive confidential information that the Recipient has submitted to, including any adjustments to such information by, the Wisconsin Department of Revenue (“DOR”) and the Wisconsin Department of Workforce Development (“DWD”), and to use such information solely for the purposes of assessing the Recipient's performance for the duration of the Project and ensuring that WEDC is properly administering or evaluating economic development programs. With regard to the information contained in the DWD unemployment insurance files, WEDC may access the following for the Eight (8) most recent quarters: the quarterly gross wages paid to the Recipient's employees; the monthly employee count; and the Recipient's FEIN, NAICS code, and legal and trade names. The Recipient also authorizes WEDC to share information submitted to WEDC by the Recipient with the DOR and DWD and to redisclose to the public the information received from the DOR and DWD used to evaluate the Recipient's performance under its specific economic development program and the impact of WEDC economic development programs. Records exempted from the public records law by Wis. Stat. § 19.36(1) will be handled by WEDC in accordance with that law.

(d) Consolidation or Merger. During the term of this Agreement, the Recipient shall provide written notice to WEDC within Thirty (30) days of any consolidation or merger with or into any other unrelated corporation or business entity.

(e) Public Announcement. The Recipient agrees to cooperate with WEDC in making a public announcement of this Agreement.

(f) Insurance. The Recipient covenants that it will maintain insurance in such amounts and against such liabilities and hazards as customarily is maintained by other companies operating similar businesses.

12. Conflicts. In the event of any conflict between the provisions of this Agreement and any accompanying documents, the terms of this Agreement control.

13. Choice of Law. THIS AGREEMENT AND ALL MATTERS RELATING TO IT OR ARISING FROM IT – WHETHER SOUNDING IN CONTRACT LAW OR OTHERWISE – SHALL BE GOVERNED BY, AND SHALL BE CONSTRUED AND ENFORCED PURSUANT TO, THE LAWS OF THE STATE OF WISCONSIN.

14. Venue, Jurisdiction. Any judicial action relating to the construction, interpretation, or enforcement of this Agreement, or the recovery of any principal, accrued interest, court costs, attorney's fees and other amounts owed hereunder, shall be brought and venued in the U.S. District Court for the Western District of Wisconsin or the Dane County Circuit Court in Madison, Wisconsin. **EACH PARTY HEREBY CONSENTS AND AGREES TO JURISDICTION IN**

THOSE WISCONSIN COURTS, AND WAIVES ANY DEFENSES OR OBJECTIONS THAT IT MAY HAVE ON PERSONAL JURISDICTION, IMPROPER VENUE OR FORUM NON CONVENIENS.

15. Waiver of Right to Jury Trial. EACH PARTY WAIVES ITS RIGHT TO A JURY TRIAL IN CONNECTION WITH ANY JUDICIAL ACTION OR PROCEEDING THAT MAY ARISE BY AND BETWEEN WEDC AND THE RECIPIENT CONCERNING OR RELATING TO THE CONSTRUCTION, INTERPRETATION OR ENFORCEMENT OF THIS AGREEMENT, OR THE RECOVERY OF ANY PRINCIPAL, ACCRUED INTEREST, COURT COSTS, ATTORNEYS' FEES AND OTHER AMOUNTS THAT MAY BE OWED BY THE RECIPIENT HEREUNDER. THIS JURY TRIAL WAIVER CONSTITUTES A SUBSTANTIAL CONSIDERATION FOR AND INDUCEMENT TO THE PARTIES TO ENTER INTO THIS AGREEMENT.

16. Limitation of Liability. RECIPIENT HEREBY WAIVES ANY RIGHT IT MAY HAVE TO CLAIM OR RECOVER FROM WEDC ANY SPECIAL, EXEMPLARY, PUNITIVE, CONSEQUENTIAL, OR DAMAGES OF ANY OTHER NATURE OTHER THAN ACTUAL DAMAGES INCURRED OR SUFFERED BY RECIPIENT.

17. Severability. If any provision of this Agreement is held invalid or unenforceable by any Governmental Body of competent jurisdiction, such invalidity or unenforceability shall not invalidate the entire Agreement. Instead, this Agreement shall be construed as if it did not contain the particular provision or provisions held to be invalid or unenforceable, and an equitable adjustment shall be made and necessary provisions added so as to give effect to the intention of the parties as expressed in this Agreement at the time of the execution of this Agreement and of any amendments to this Agreement. In furtherance of and not in limitation of the foregoing, the parties expressly stipulate that this Agreement shall be construed in a manner that renders its provisions valid and enforceable to the maximum extent (not exceeding its express terms) possible under applicable law. "Governmental Body" means any federal, state, local, municipal, foreign or other government; courts, arbitration commission, governmental or quasi-governmental authority of any nature; or an official of any of the foregoing.

18. WEDC Not a Joint Venturer or Partner. WEDC shall not, under any circumstances, be considered or represented to be a partner or joint venturer of the Recipient or any beneficiary thereof.

19. Captions. The captions in this Agreement are for convenience of reference only and shall not define or limit any of the terms and conditions set forth herein.

20. No Waiver. No failure or delay on the part of WEDC in exercising any power or right under this Agreement shall operate as a waiver, nor shall any single or partial exercise of any such power or right preclude any other exercise of any other power or right.

21. Entire Agreement. This Agreement embodies the entire agreement of the parties concerning WEDC's and the Recipient's obligations related to the subject of this Agreement. This Agreement may not be amended, modified or altered except in writing signed by the Recipient and WEDC. This Agreement supersedes all prior agreements and understandings between the parties related to the subject matter of this agreement.

IN WITNESS WHEREOF, WEDC and the Recipient have executed and delivered this Agreement effective the date set forth next to WEDC's signature below.

WISCONSIN ECONOMIC DEVELOPMENT CORPORATION

By: _____
Mark R. Hogan
Secretary & CEO

Date

CITY OF ONALASKA

By: _____
Joe Chilsen,
Mayor

Date

Notices to the Recipient hereunder shall be effective upon mailing by first class mail, postage prepaid, and addressed to the following person and address or such other person and address as the Recipient may designate in writing:

City of Onalaska
415 Main Street
Onalaska, WI 54650
Attn: Katie Aspenson

Notices to WEDC hereunder shall be effective upon mailing by first class mail, postage prepaid, and addressed as follows:

Wisconsin Economic Development Corporation
Division of Credit & Risk
P.O. Box 1687
Madison, WI 53701
Attn: Community Development Investment
Contract # CDI FY19-24554

**EXHIBIT A
REQUEST FOR WEDC PAYMENT**

Award Number: CDI FY19-24554	Rep:	Recipient: City of Onalaska
FEIN #	Request Number:	
Program: Community Development Investment	Award Type: Grant	
Funding Period Covered by this Request From: _____ To: _____		

PROJECT EXPENSES INCURRED/PAID DURING THIS PERIOD (see attachment)

Budget Code	Description Line Item	WEDC Funding This Period	+	Match	=	Total This Period
0190	Site Clearance					
0237	Site Preparation					
0200	Construction/Electrical/Plumbing					
0415	Infrastructure					
TOTAL:						

- Check here if this is the Final Request for Payment. If there is a balance remaining on the Project it may be lapsed.

PAYMENT/PROJECT EXPENSE/MATCH DESCRIPTION - Disbursement

Prior to the release of funds, the following requirements must be met (to be initialed by WEDC staff):

- The Recipient submitting to WEDC a report detailing the dollar amount and purpose of the Eligible Project Costs included in the request for disbursement as well as the dollar amount and purpose of each expenditure that the Recipient has contributed to the Project since the date of the previous disbursement of CDI Funds. _____
- The Recipient submitting to WEDC documentation of the Eligible Project Costs incurred against the CDI Funds, and the Recipient submitting to WEDC documentation of the Eligible Project Costs incurred against the Matching Funds, in an amount that is 3:1 of the CDI Funds being requested. Such documentation may include, but not be limited to, purchase orders or invoices. _____
- The Recipient being in compliance with this Agreement, and with any other agreements by and between the Recipient and WEDC. _____
- The Recipient requesting all CDI Funds no later than March 31, 2021. _____

I hereby certify that the expenses reported on this form are in accordance with the terms of the Agreement and that complete and accurate records are being kept to substantiate such expenses.

Authorized Recipient Signature

Date

WEDC Division VP or Designee

Date

WEDC Servicing

Date

WEDC Controller or Finance Department

Date

Retain a copy of the completed form for your records and email a copy of the original and documentation to:
disbursements@wedc.org. The hard copy may be required to be sent upon request.

Buehler, Fred

From: Amanda Jackson <ajackson@lacrosselaw.com>
Sent: Wednesday, April 17, 2019 3:34 PM
To: Buehler, Fred
Cc: Sean O'Flaherty
Subject: MACH Sub-User's Agreement

This agreement is fine, the OPD is essentially a sub user of a sublicensee agreement between the State of WI and State of Iowa.

A few notes: the City pays \$12/user/year for use of the software and in turn receive use of the software, there is no liability to the licensor, sublicensor or sublicensee as a result of the City's use. Jurisdiction is in WI provided it doesn't interfere with the applicability of the state of Iowa to the sublicensee agreement. The agreement can be terminated at any time by the City, at which time the City would need to cease use of the software and return any copies to the State or certify in writing that all materials have been destroyed. The state does reserve the right to alter the terms of this agreement and new terms would go into effect automatically after sixty days' notice to the City.

Thank You,

Amanda Halderson Jackson | Attorney



ajackson@lacrosselaw.com

201 MAIN STREET ■ STE. 1000 ■ LA CROSSE, WI 54601

DIRECT (608) 433-2115 ■ ASSISTANT (608) 433-2139

FAX (608) 785-1303

www.lacrosselaw.com



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MACH Sub-User's Agreement
Wisconsin Department of Transportation
(August, 2018 version)

This Mobile Architecture for Communications Handling ("MACH") Sub-User's Agreement ("Agreement") is entered into by and between the Wisconsin Department of Transportation, an agency of the State of Wisconsin, with principal offices at 4822 Madison Yards Way, Madison, WI 53705-9100 ("Sublicensee") and the Onalaska Police Department (Agency Name), an agency of the State of Wisconsin, with principal offices at 415 Main Street Onalaska, WI 54650 (Agency Address) ("Sub-User").

MACH is software owned by Technology Enterprise Group, Inc., a Pennsylvania corporation having its principal offices at 1244 Perry Highway, Portersville, PA 16051 ("Licensor"). MACH is licensed by Licensor for use to the Iowa Department of Transportation, having its principal offices at 800 Lincoln Way, Ames, IA 50010 ("Sublicensor") for its use as governed by a MACH Server License Agreement effective May 1, 2016 ("License Agreement") that is included as Attachment 1 and incorporated by reference into this Agreement. This Agreement is also governed by the Sublicensing Agreement between the State of Iowa and the State of Wisconsin effective March 22, 2018 ("Sublicense Agreement"), and is included as Attachment 2 and incorporated by reference into this Agreement. It is the intent of the Licensee that MACH be distributed only to other Wisconsin state or local government public safety entities or Wisconsin Freeway Service Teams for any official purpose within the purview of a public safety agency, as allowed by and under the provisions of Section 6.3 of Attachment 2.

The parties agree that the following terms and conditions apply to the Sublicensee's provision of MACH to the Sub-User:

1. **Use.** Sublicensee permits Sub-User the use of MACH for any official purpose within the purview of the public safety agency. Sub-user acknowledges that this is a nonexclusive, nontransferable, royalty free license to use MACH in accordance with the applicable terms and conditions of this Agreement and of Attachments 1 and 2.
2. **Term.** Use of MACH may occur only during the term of the Sublicense Agreement (Attachment 2) between Sublicensor and Sublicensee.
3. **Fee.** Sub-User will provide Sublicensee with the number of, serial numbers of, and payment for, any Online GPS Equipped Computers for which Sub-User makes use of or intends to make use of, within fifteen (15) calendar days from the start of such use. Sub-User shall continue to report the number of Online GPS Equipped Computers to Sublicensee, as requested by Sublicensee. Sub-User shall pay Sublicensee the online GPS Fee of \$12 per year for each computer equipped to receive a global positioning system signal with which the Online GPS Feature is used or is intended to be used, as required under Secs. 5.6 and 6.3(c) of the Sublicense Agreement (Attachment 2).

4. End of Use. Sub-User must immediately prohibit removed, terminated or transferred users from accessing or using MACH. Sub-User must immediately remove the MACH software and all associated data from any computers or other devices when such devices are removed from service, repurposed or reassigned. Sub-User shall notify Sublicensee within fifteen (15) days upon the removal, termination, or transfer of a user or removal, repurposing or reassigning of a computer to end access to MACH as described above.
5. Software Installation and Maintenance. In no event shall Licensor have an obligation under this Agreement to provide direct support to Sub-User. Any requests for modification of the MACH software shall be made to Sublicensee. Sublicensee shall refer all requests for modification to Sublicensor.
6. Effective Date. This Agreement becomes effective when signed by both parties and continues until terminated, in writing, by either party's authorized representative.
7. Limitation of Liability. In no event shall Licensor, Sublicensor, or Sublicensee be liable for any damages whatsoever (including, without limitation, indirect, incidental, special, or consequential damages, including lost profits, business interruption, loss of information, or other loss) arising out of this Agreement or Sub-User's use or inability to use the Licensed Software, even if Licensor, Sublicensor, or Sublicensee have been advised of the possibility of such damages.
8. Governing Law. If not otherwise resolvable, the laws of Wisconsin will apply to all disputes arising under this Agreement; to the extent such application is consistent with and does not interfere with the relationship of the Sublicensor and Sublicensee and the applicability of Iowa law to the Sublicense Agreement between those parties (Attachment 2).
9. Confidentiality. As provided in section 10 of the Sublicense Agreement, Sublicensee represents, and Sub-User acknowledges, that the MACH Software contains trade secrets of Licensor, including, without limitation, algorithms, methods, and structure and design elements. Such trade secrets are entrusted to the Sub-User only for use as expressly provided in this Agreement. Sub-User agrees to hold all Licensor's trade secrets in confidence. Under no circumstances may Sub-User decompile, reverse engineer, or "unlock" (as the term is generally used in the industry) the MACH Software.
10. Disclaimer of Warranties. The MACH software is provided "as is" and "with all faults" without any warranty of any kind, express or implied, including but not limited to, warranties of noninfringement, performance, merchantability, or fitness for a particular purpose. Sub-User is responsible for the selection of the MACH software to achieve its intended purpose, use of the Licensed Software, and the results obtained.
11. Suspension of Use. This Agreement shall be suspended, without recourse, by Sublicensee whenever Sublicensee determines Sub-User is in violation of the terms of the Sub-User Agreement, or whenever Sublicensee is advised by Sublicensor that Sub-User's use violates the original Sublicense Agreement (Attachment 2) or License Agreement (Attachment 1).

12. Revision of Terms. The Sublicensee reserves the right to alter in writing by a duly authorized representative the terms of this Agreement. New terms will go into effect automatically sixty (60) days after the Sub-User has been notified.

13. Termination. This Sub-User Agreement may be terminated as follows:

- a. By the Sub-User at any time; or
- b. By the Sublicensee:
 - i. For breach or nonperformance by Sub-User of any material term or condition of this Agreement.
 - ii. If the Sublicensee decides to discontinue use of the MACH software by state or local government public safety entities.

Upon termination of this Agreement, Sub-User shall cease using the MACH Software, and promptly return to Sublicensee all copies of the MACH Software, documentation, or other information provided by this agreement, including any modifications, or certify, in writing, that all materials have been destroyed.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their properly and duly authorized officers or representatives:

Sublicensee:

Wisconsin Department of Transportation
(Agency Name)

(Authorizing Official Signature)

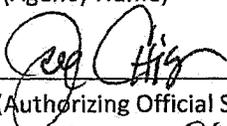
(Print Name)

(Title)

(Date)

Sub-User:

Onalaska Police Department
(Agency Name)


(Authorizing Official Signature)

Joe Chilsen
(Print Name)

Mayor
(Title)

18 January 2019
(Date)

Buehler, Fred

From: Amanda Jackson <ajackson@lacrosselaw.com>
Sent: Wednesday, April 17, 2019 3:43 PM
To: Buehler, Fred
Cc: Sean O'Flaherty
Subject: TRACS Sublicense Agreement

This Agreement is fine, a few points worth noting:

1. Can be terminated by either OPD or State of WI at anytime or upon termination of the master agreement, if the master agreement is terminated the City will get a 45 day phase out period to cease use of the TRACS software.
2. There is no warranty on the use of the software
3. State of Wisconsin and State of Iowa both limit their liability with respect to the City's use of the software
4. The agreement auto renews the first of each year unless terminated
5. There is not a fee listed in the Agreement for use by the sublicensee (there is an annual fee paid by the state in the agreement between WI and IA but there isn't one in the sublicensee agreement)
6. The form of this agreement is required under the license agreement between the two states.

It appears that the Mayor signed a form of one of the exhibits for the third party contractor agreement under the TRACS license agreement, which should not have been signed, the City is not a third party contractor, I'm assuming this was signed in error but will bring it with tomorrow. If we are approving these retroactively I would also note on the record that it wasn't the intention to execute that agreement.

Thank You,

Amanda Halderson Jackson | Attorney



ajackson@lacrosselaw.com

201 MAIN STREET ■ STE. 1000 ■ LA CROSSE, WI 54601

DIRECT (608) 433-2115 ■ ASSISTANT (608) 433-2139

FAX (608) 785-1303

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TraCS Sublicense Agreement
Wisconsin Department of Transportation
(June, 2018 version)

This sublicense agreement ("Sublicense") is by and between Wisconsin Department of Transportation, an agency of the State of Wisconsin, with principal offices at 4822 Madison Yards Way, Madison, WI 53705-9100 ("Sublicensor") and the Onalaska Police Department (Agency Name), an agency of the State of Wisconsin, with principal offices at 415 Main Street Onalaska, WI 54650 (Agency Address) ("Sublicensee"), each a "Party," collectively the "Parties".

RECITATIONS

1. WHEREAS, Sublicensor has entered into an agreement with the Iowa Department of Transportation for the ability to use certain software products (the "Master Agreement") known as the "Traffic and Criminal Software" ("TraCS Software"), and TraCS Location Tool (TLT) ("collectively the "Licensed Software"); and
2. WHEREAS, Sublicensee is a governmental public safety agency within the Sublicensor's state; and
3. WHEREAS, pursuant to the terms and conditions of the Master Agreement, Sublicensor desires to grant to Sublicensee, and Sublicensee desires to receive a non-exclusive, nontransferable, non-sublicensable license to use the object code version of the Licensed Software;

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Section 1: License Grant.

- 1.1 Sublicensor grants to Sublicensee, subject to the terms and conditions of this Sublicense, a nonexclusive, nontransferable, non-sublicensable license to use the object code version of the Licensed Software. The Licensed Software is to be used only on computers under exclusive control of Sublicensee and used only by employees of Sublicensee.
- 1.2 Sublicensor grants to Sublicensee, subject to the terms and conditions of this Sublicense, a nonexclusive, nontransferable, non-sublicensable license to use the TraCS software trademark (the "Licensed Mark") on and in conjunction with the Licensed Software and promotional materials for the Licensed Software.

Section 2: Term.

- 2.1 This Sublicense shall commence and become effective as of the Effective Date and, unless terminated earlier in accordance with Section 3, shall remain in full force to the end of the current calendar year. The Sublicense shall then be automatically renewed on the first day of each new calendar year for a renewal term period of one year until this Agreement is terminated in accordance with Section 3.

Section 3: Termination.

3.1 This Sublicense may be terminated as follows:

3.1.1 by the Sublicensee at any time; or

3.1.2 by the Sublicensor at any time; or

3.1.3 when the Master Agreement is terminated.

3.1 This Sublicense automatically terminates at the termination of the Master Agreement. If automatic termination occurs pursuant to this Section 3.2, Sublicensee will be provided a 45 day period to cease any and all use of the Licensed Software ("Phase Out Period").

3.2 At the end of the Phase Out Period, Sublicensee shall immediately stop using the Licensed Software and promptly return to Sublicensor all copies of the Licensed Software or certify that all copies have been destroyed.

Section 4: Software Updates

4.1 From time to time, Sublicensor may provide updates to the Licensed Software to Sublicensee. These updates may be used by the Sublicensee under the same provisions as the original Licensed Software.

Section 5: Intellectual Property

5.1 The Sublicensee acknowledges that the Licensed Software contains Intellectual Property belonging to the Iowa Department of Transportation, and that access to this Intellectual Property is conditioned upon the terms and conditions of this Sublicense. Intellectual Property includes any and all registered and unregistered rights granted, applied for or otherwise now or hereafter in existence under or related to any patent, copyright, trademark, trade secret, database protection or other intellectual property rights laws, and all similar or equivalent rights or forms of protection in any part of the world ("Intellectual Property"). Such Intellectual Property is entrusted to the Sublicensee for use as expressly authorized under this Sublicense. To the extent the Intellectual Property is confidential or proprietary, Sublicensee shall hold said Intellectual Property in confidence. Under no circumstances shall Sublicensee, among other infringing acts, decompile, reverse engineer, or "unlock" (as the term is generally used in the industry) any part of the Licensed Software. Sublicensee shall not modify or tamper with the Licensed Software source or object code. Any and all use of the Licensed Software shall be in accordance with the various marking provisions required by the Patent, Trademark and Copyright Act.

Section 6: Disclaimer of Warranty

6.1 The Licensed Software is provided "as is" and without any warranty of any kind, express or implied, including but not limited to, warranties of noninfringement, performance, merchantability, or fitness for a particular purpose.

Section 7: Limitation of Liability

7.1 In no event shall the Iowa Department of Transportation or Sublicensor be liable for any damages whatsoever (including, without limitation, indirect, incidental, special or consequential damages including lost profits, business interruption, loss of information, or other loss) arising out of this Sublicense or Sublicensee's use or inability to use the Licensed Software.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their properly and duly authorized officers or representatives:

Sublicensor:

Wisconsin Department of Transportation
(Agency Name)

(Authorizing Official Signature)

(Print Name)

(Title)

(Date)

Sublicensee:

Onalaska Police Department
(Agency Name)


(Authorizing Official Signature)

Joe Chilsen
(Print Name)

Mayor
(Title)

1/18/19
(Date)

**CITY OF ONALASKA - Seminar and Travel Request Form
FOR EMPLOYEES ONLY**

#P-16

Please direct questions about this form to kisensee@cityofonalaska.com

EMPLOYEE INFORMATION	
Employee Name	<u>Jeremy Southworth</u>
Department	<u>Onalaska Fire Department</u>
Business Purpose	<u>01</u> 01 - Training 02 - Conference Attendance 03 - Speech or Presentation 04 - Site Visit 05 - Other _____
Name of Seminar	<u>Leadership in Supervision (R0645)</u>
Date(s) of Seminar	<u>07-21-2019-07-26-2019</u>
Departure Date	<u>7/20/19</u> Return Date <u>7/27/19</u>
Destination	<u>Emmitsburg, MD</u> (city, state)

TRAVEL REQUEST	
<input type="checkbox"/> Travel within WI	<input checked="" type="checkbox"/> Out of State Travel
<input type="checkbox"/> Travel to MN	<input type="checkbox"/> Travel at No Expense

AUTHORIZED ESTIMATED COSTS	
Registration	<u>\$0.00</u>
Lodging (total)	<u>\$0.00</u>
<i>cost per night</i>	
Airfare	<u>\$0.00</u>
City Vehicle	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Personal Vehicle	<u>_____</u> miles <u>\$0.00</u>
<small>\$0.58 - city vehicle not available \$0.20 - available, not used</small>	
Other	
Meals (total)	<u>\$172.00</u>
<i>per diem</i>	
TOTAL Estimated Cost	<u>\$172.00</u>

REQUESTS FOR PAYMENTS		
Registration Expenses	<input checked="" type="checkbox"/> Prepay	
Pay To	<u>N/A</u>	
Address	_____	
City	<u>State / ZIP</u>	
Amount	_____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Lodging Expenses	<input type="checkbox"/> Prepay	
Pay To	<u>N/A</u>	
Address	_____	
City	<u>State / ZIP</u>	
Amount	<u>Conf. #</u>	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

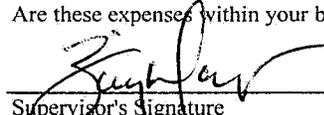
Airfare Expenses	<input type="checkbox"/> Prepay	
Pay To	<u>N/A</u>	
Address	_____	
City	<u>State / ZIP</u>	
Amount	_____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other Expenses (meals, parking, etc.)	<input checked="" type="checkbox"/> Prepay	
Pay To	<u>National Emergency Training Center</u>	
Address	<u>16825 S Seton Avenue</u>	
City	<u>Emmitsburg,</u>	<u>State / ZIP</u> <u>21727</u>
Amount	<u>\$172.00</u>	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

SOURCE OF FUNDS		
Please list account numbers in the order you want them to be charged. Approval from Department Head required.		
<u>Account</u>	<u>Authorized Signature</u>	<u>Remarks</u>
<u>100/52200/330</u>	_____	_____
_____	_____	_____
_____	_____	_____

REQUEST FOR ADVANCE	
<input type="checkbox"/> Travel Advance	
Pay To	_____
Amount	_____

TRAVELER'S SIGNATURE	
If any unpaid balances are owed by me to the City as a result of this trip for more than 30 days after completion of trip, I authorize the City to withhold the balance due from funds owed to me.	
	<u>4-22-19</u>
Traveler's Signature	Date

SUPERVISOR/DEPARTMENT HEAD'S SIGNATURE	
I have examined this authorization and certify that it is just and reasonable.	
Are these expenses within your budget?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	<u>4/22/19</u>
Supervisor's Signature	Date

DOCUMENTATION / COPIES	
<input type="checkbox"/> Original to Deputy Finance	<u>DATE</u> _____
<input type="checkbox"/> Agenda Attached*	_____
<input type="checkbox"/> Copy to HR (Out of State)	_____
<input type="checkbox"/> Other _____	_____
*If an agenda is not available, submit a one paragraph description of the seminar, or travel request, including benefit to you and the City.	

APPROVAL ROUTING	
Routed for approval to:	<u>DATE</u>
<input type="checkbox"/> Supervisor	_____
<input type="checkbox"/> F&P	_____
<input type="checkbox"/> Common Council	_____
<input type="checkbox"/> Other _____	_____



U.S. Fire Administration
Working for a fire-safe America

Leadership in Supervision R0645

Curriculum: Leadership and Executive Development (<https://www.usfa.fema.gov/nfacourses/catalog/search?courseCurriculum=8>)

TRAINING SPECIALIST

✉ **Kevin Brame** (<https://www.usfa.fema.govmailto:kevin.brame@fema.dhs.gov>)

301-447-1069

DELIVERY TYPE

6-Day On-Campus

CONTINUING EDUCATION UNITS

4.4

ACE (AMERICAN COUNCIL ON EDUCATION) RECOMMENDATION

In the lower-division baccalaureate/associate degree category, three semester hours in leadership or management.

This six-day course is the combination of the three two-day courses within the Leadership in Supervision Series: *Creating Environments for Professional Growth* (Course 0646), *Perspectives in Thinking* (Course 0647), and *Frameworks to Success* (Course 0648).

This series presents the fire and emergency medical services (EMS) supervisor with the basic leadership skills and tools needed to perform effectively in the fire and EMS environment, to successfully transition to supervisory and leadership roles, and establish a conceptual foundation and framework for success in leadership roles by exploring creative, analytical, political and critical thinking perspectives.

Topics in the course include: adaptive leadership, change management, active followership, effective communication including difficult conversations, advocacy-inquiry based dialogue and persuasion, ethics, authority, power, decision-making assessing situations from multiple perspectives, fostering creativity and innovation, professionalism, resilience, emotional intelligence, situational awareness, managing conflict, delegating, mentoring, coaching, empowerment, and building collaboration and synergy for professional growth.

The course includes the development of a personal plan for active engagement in the provision of leadership in supervision.

This course meets the requirements of the Managing Officer Program for completion of Leadership I, II, and III.

Student pre-course materials and course syllabus:

https://nfa.usfa.fema.gov/ax/syll/syllabus_r0645.pdf

(https://nfa.usfa.fema.gov/ax/syll/syllabus_r0645.pdf) PDF 143KB

Selection criteria

The primary target audience is those individuals who are at the first line level of supervision. For purposes of student selection first line level is considered to be those at the Company Officer or Unit (fire prevention, fire education, communications, EMS, etc.) Supervisor level.

More specifically primary selection criteria are as follows:

- First line supervisors in fire and emergency medical services organizations.
- Fire and emergency medical services personnel due for promotion/appointment to a first line supervisory position within 18 months.
- Fire and emergency medical services personnel who are regularly assigned acting supervisory positions.

Fire and EMS personnel currently enrolled in the National Fire Academy Managing Officer Program will be provided priority selection.

The secondary target audiences are fire and EMS personnel at the first line management level (Chief Officer or above). Students at this level may be given consideration on a space available basis.

Prerequisites

Incident Command System (ICS)-100-level and ICS-200-level training. Preferred courses are Q0462 and Q0463, available through NFA Online

(<https://www.usfa.fema.gov/training/nfa/courses/online.html>). Chief's signature attests that the applicant has completed this required training.

**FIVE Day Course -
\$145.86**

E0083; E0106; E0110;
E0203; E0208; E0287;
E0302; E0322; E0354;
E0388; E0393; E0425;
E0449; E0451; E0452;
E0453; E0454; E0475;
E0537; E0542; E0551;
E0590; E0591; E0592;
E0603; E0664; E0698;
E0706; E0754; E0767;
E0780; E0836; E0846;
E0848; E0850; E0865;
E0869; E0870; E0880;
E0951; E0953; E0968;
E0967; E0978; E0981;
E0991; E0995; E1170
E0428&E0427;
E0662&E0663;
E0300&E0400;
E0289&E0489;
E0411&E0417; E0705

**SIX Day Course - 172.00
\$172.00**

Meals

R0108; R0135; R0137;
R0147; R0154; R0158;
R0200; R0204; R0214;
R0227; R0243; R0254;
R0255; R0297; R0312;
R0314; R0335; R0348;
R0354; R0378; R0390;
R0391; R0393; R0396;
R0445; R0491; R0492;
R0614; R0615; R0629;
R0645; R0670; R0671;
R0673; R0763; R0810;
R0815; R0822; R0824;
R0825; R0827; R0831;
R0833; R0834; R0835;
R0836; R0837; R0847;
R0892; R0896; P0608;
P0655; P0860
E0387&E0388

Quantity

Add to Order

**TEN Day Course - 309.50
\$309.50**

R0123; R0125; R0150;
R0151; R0152; R0206;
R0208; R0229; R0233;
R0247; R0274; R0306;

R0308; R0333; R0342;
R0506
E0102-E0105

BACK-TO-BACK 354.98
SIX-Day Courses -
\$354.98

R0385; R0387; R0388;
R0389

2-Week EMI - 328.84
\$328.84

E0101; E0602; E0635

WEEKEND 52.28
COURSE - \$52.28

Meal tickets can be picked up at dining hall at first meal. Please provide proof of purchase either by printing receipt or showing receipt email via mobile phone. If you have a food allergy, please contact netc-cafeteria@fema.dhs.gov

**CITY OF ONALASKA - Seminar and Travel Request Form
FOR EMPLOYEES ONLY**

#P-17

Please direct questions about this form to kisensee@cityofonalaska.com

EMPLOYEE INFORMATION	
Employee Name	<u>Jason Veldboom</u>
Department	<u>Fire Department</u>
Business Purpose	<u>01</u> 01 - Training 02 - Conference Attendance 03 - Speech or Presentation 04 - Site Visit 05 - Other _____
Name of Seminar	<u>Crude By Rail Emergency Response</u>
Date(s) of Seminar	<u>October 7-9</u>
Departure Date	<u>10/6/19</u> Return Date <u>10/10/19</u>
Destination	<u>College Station, Texas</u> (city, state)

TRAVEL REQUEST	
<input type="checkbox"/> Travel within WI	<input type="checkbox"/> Out of State Travel
<input type="checkbox"/> Travel to MN	<input type="checkbox"/> Travel at No Expense

AUTHORIZED ESTIMATED COSTS	
Registration	_____
Lodging (total)	_____ <i>cost per night</i>
Airfare	_____
City Vehicle	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Personal Vehicle	_____ <i>miles</i> \$0.00 <small>\$0.545 - city vehicle not available \$0.18 - available, not used</small> _____ <i>rate per mile</i>
Other	_____
Meals (total)	_____ <i>per diem</i>
TOTAL Estimated Cost	\$0.00

REQUESTS FOR PAYMENTS		
Registration Expenses		<input type="checkbox"/> Prepay
Pay To	<u>N/A</u>	
Address	_____	
City	_____ State / ZIP _____	
Amount	_____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lodging Expenses		<input checked="" type="checkbox"/> Prepay
Pay To	<u>N/A</u>	
Address	_____	
City	_____ State / ZIP _____	
Amount	_____ Conf. # _____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Airfare Expenses		<input type="checkbox"/> Prepay
Pay To	<u>N/A</u>	
Address	_____	
City	_____ State / ZIP _____	
Amount	_____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Expenses (meals, parking, etc.)		<input type="checkbox"/> Prepay
Pay To	<u>N/A</u>	
Address	_____	
City	_____ State / ZIP _____	
Amount	_____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SOURCE OF FUNDS		
Please list account numbers in the order you want them to be charged. Approval from Department Head required.		
<u>Account</u>	<u>Authorized Signature</u>	<u>Remarks</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

REQUEST FOR ADVANCE	
<input type="checkbox"/> Travel Advance	_____
Pay To	_____
Amount	_____

TRAVELER'S SIGNATURE	
If any unpaid balances are owed by me to the City as a result of this trip for more than 30 days after completion of trip, I authorize the City to withhold the balance due from funds owed to me.	
<u>Jason Veldboom</u>	<u>2-5-19</u>
Traveler's Signature	Date

SUPERVISOR/DEPARTMENT HEAD'S SIGNATURE	
I have examined this authorization and certify that it is just and reasonable.	
Are these expenses within your budget?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<u>[Signature]</u>	<u>4/22/19</u>
Supervisor's Signature	Date

DOCUMENTATION / COPIES	
<input type="checkbox"/> Original to Deputy Finance	_____ <u>DATE</u>
<input type="checkbox"/> Agenda Attached*	_____
<input type="checkbox"/> Copy to HR (Out of State)	_____
<input type="checkbox"/> Other _____	_____
*If an agenda is not available, submit a one paragraph description of the seminar, or travel request, including benefit to you and the City.	

APPROVAL ROUTING	
Routed for approval to:	<u>DATE</u>
<input type="checkbox"/> Supervisor	_____
<input type="checkbox"/> F&P	_____
<input type="checkbox"/> Common Council	_____
<input type="checkbox"/> Other _____	_____

**CITY OF ONALASKA - Seminar and Travel Request Form
FOR EMPLOYEES ONLY**

Please direct questions about this form to kisensee@cityofonalaska.com

EMPLOYEE INFORMATION	
Employee Name	<u>Wayne Nagy</u>
Department	<u>Fire Department</u>
Business Purpose	<u>01</u> 01 - Training 02 - Conference Attendance 03 - Speech or Presentation 04 - Site Visit 05 - Other _____
Name of Seminar	<u>Crude By Rail Emergency Response</u>
Date(s) of Seminar	<u>October 7-9</u>
Departure Date	<u>10/6/19</u> Return Date <u>10/10/19</u>
Destination	<u>College Station, Texas</u> (city, state)

TRAVEL REQUEST	
<input type="checkbox"/> Travel within WI	<input type="checkbox"/> Out of State Travel
<input type="checkbox"/> Travel to MN	<input type="checkbox"/> Travel at No Expense

REQUESTS FOR PAYMENTS		
Registration Expenses <input type="checkbox"/> Prepay		
Pay To	<u>N/A</u>	
Address	_____	
City	State / ZIP	_____
Amount	_____	
Issue Check <input type="checkbox"/>	Paid with Visa <input type="checkbox"/>	Will Bill <input type="checkbox"/>

Lodging Expenses <input checked="" type="checkbox"/> Prepay		
Pay To	<u>N/A</u>	
Address	_____	
City	State / ZIP	_____
Amount	Conf. #	_____
Issue Check <input type="checkbox"/>	Paid with Visa <input type="checkbox"/>	Will Bill <input type="checkbox"/>

Airfare Expenses <input type="checkbox"/> Prepay		
Pay To	<u>N/A</u>	
Address	_____	
City	State / ZIP	_____
Amount	_____	
Issue Check <input type="checkbox"/>	Paid with Visa <input type="checkbox"/>	Will Bill <input type="checkbox"/>

Other Expenses (meals, parking, etc.) <input type="checkbox"/> Prepay		
Pay To	<u>N/A</u>	
Address	_____	
City	State / ZIP	_____
Amount	_____	
Issue Check <input type="checkbox"/>	Paid with Visa <input type="checkbox"/>	Will Bill <input type="checkbox"/>

REQUEST FOR ADVANCE	
<input type="checkbox"/> Travel Advance	_____
Pay To	_____
Amount	_____

AUTHORIZED ESTIMATED COSTS	
Registration	_____
Lodging (total)	_____ <i>cost per night</i>
Airfare	_____
City Vehicle	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Personal Vehicle	_____ <i>miles</i> \$0.00
<small>\$0.545 - city vehicle not available \$0.18 - available, not used</small>	_____ <i>rate per mile</i>
Other	_____
Meals (total)	_____ <i>per diem</i>
TOTAL Estimated Cost	\$0.00

SOURCE OF FUNDS		
Please list account numbers in the order you want them to be charged. Approval from Department Head required.		
Account	Authorized Signature	Remarks
_____	_____	_____
_____	_____	_____
_____	_____	_____

TRAVELER'S SIGNATURE	
If any unpaid balances are owed by me to the City as a result of this trip for more than 30 days after completion of trip, I authorize the City to withhold the balance due from funds owed to me.	
<u>Wayne Nagy</u> Traveler's Signature	<u>1-31-2019</u> Date

SUPERVISOR/DEPARTMENT HEAD'S SIGNATURE	
I have examined this authorization and certify that it is just and reasonable.	
Are these expenses within your budget? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<u>Zimmerman</u> Supervisor's Signature	<u>4/22/19</u> Date

DOCUMENTATION / COPIES	
<input type="checkbox"/> Original to Deputy Finance	DATE _____
<input type="checkbox"/> Agenda Attached*	_____
<input type="checkbox"/> Copy to HR (Out of State)	_____
<input type="checkbox"/> Other _____	_____
<small>*If an agenda is not available, submit a one paragraph description of the seminar, or travel request, including benefit to you and the City.</small>	

APPROVAL ROUTING	
Routed for approval to:	DATE _____
<input type="checkbox"/> Supervisor	_____
<input type="checkbox"/> F&P	_____
<input type="checkbox"/> Common Council	_____
<input type="checkbox"/> Other _____	_____

**CITY OF ONALASKA - Seminar and Travel Request Form
FOR EMPLOYEES ONLY**

Please direct questions about this form to kisensee@cityofonalaska.com

EMPLOYEE INFORMATION	
Employee Name	<u>Karl Goldbeck</u>
Department	<u>Fire Department</u>
Business Purpose	<u>01</u> 01 - Training 02 - Conference Attendance 03 - Speech or Presentation 04 - Site Visit 05 - Other _____
Name of Seminar	<u>Crude By Rail Emergency Response</u>
Date(s) of Seminar	<u>October 7-9</u>
Departure Date	<u>10/6/19</u> Return Date <u>10/10/19</u>
Destination	<u>College Station, Texas</u> (city, state)

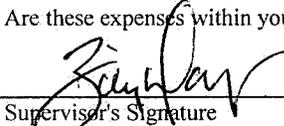
AUTHORIZED ESTIMATED COSTS	
Registration	_____
Lodging (total)	_____ <i>cost per night</i>
Airfare	_____
City Vehicle	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Personal Vehicle	_____ <i>miles</i> \$0.00
<small>\$0.545 - city vehicle not available \$0.18 - available, not used</small>	_____ <i>rate per mile</i>
Other	_____
Meals (total)	_____ <i>per diem</i>
TOTAL Estimated Cost	\$0.00

SOURCE OF FUNDS		
Please list account numbers in the order you want them to be charged. Approval from Department Head required.		
<u>Account</u>	<u>Authorized Signature</u>	<u>Remarks</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

TRAVELER'S SIGNATURE	
If any unpaid balances are owed by me to the City as a result of this trip for more than 30 days after completion of trip, I authorize the City to withhold the balance due from funds owed to me.	
	<u>1-28-19</u>
Traveler's Signature	Date

TRAVEL REQUEST	
<input type="checkbox"/> Travel within WI	<input type="checkbox"/> Out of State Travel
<input type="checkbox"/> Travel to MN	<input type="checkbox"/> Travel at No Expense

REQUESTS FOR PAYMENTS		
Registration Expenses		<input type="checkbox"/> Prepay
Pay To	<u>N/A</u>	
Address	_____	
City	_____ State / ZIP _____	
Amount	_____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lodging Expenses		<input checked="" type="checkbox"/> Prepay
Pay To	<u>N/A</u>	
Address	_____	
City	_____ State / ZIP _____	
Amount	_____ Conf. # _____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Airfare Expenses		<input type="checkbox"/> Prepay
Pay To	<u>N/A</u>	
Address	_____	
City	_____ State / ZIP _____	
Amount	_____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Expenses (meals, parking, etc.)		<input type="checkbox"/> Prepay
Pay To	<u>N/A</u>	
Address	_____	
City	_____ State / ZIP _____	
Amount	_____	
Issue Check	Paid with Visa	Will Bill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
REQUEST FOR ADVANCE		
<input type="checkbox"/> Travel Advance		
Pay To	_____	
Amount	_____	

SUPERVISOR/DEPARTMENT HEAD'S SIGNATURE	
I have examined this authorization and certify that it is just and reasonable.	
Are these expenses within your budget?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	<u>4/22/19</u>
Supervisor's Signature	Date

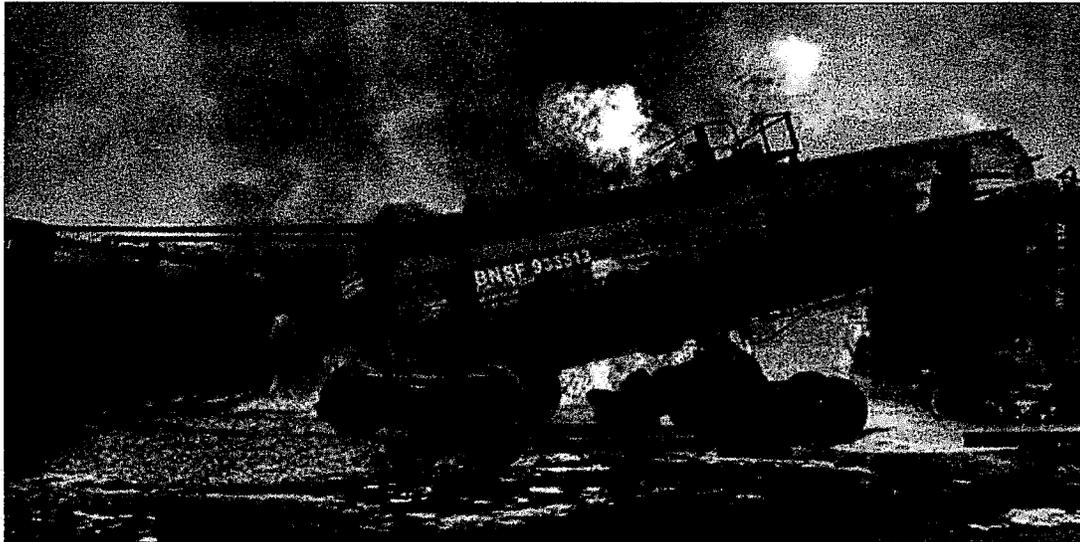
DOCUMENTATION / COPIES	
<input type="checkbox"/> Original to Deputy Finance	<u>DATE</u> _____
<input type="checkbox"/> Agenda Attached*	_____
<input type="checkbox"/> Copy to HR (Out of State)	_____
<input type="checkbox"/> Other _____	_____
*If an agenda is not available, submit a one paragraph description of the seminar, or travel request, including benefit to you and the City.	

APPROVAL ROUTING	
Routed for approval to:	<u>DATE</u> _____
<input type="checkbox"/> Supervisor	_____
<input type="checkbox"/> F&P	_____
<input type="checkbox"/> Common Council	_____
<input type="checkbox"/> Other _____	_____

Hoeft, Stacy

Subject:

Sent from Snipping Tool



OCT
07

Crude By Rail/Flammable Liquids Training

by BNSF Railway

Free



Register

Description

BNSF Railway offers Crude By Rail / Flammable Liquids Training workshops to municipal first responders. This no cost training program will provide first responders with the basic knowledge, skill and abilities to respond to incidents involving Crude By Rail (CBR). The program is delivered over 3 days (24 hours) with over 60% of the time spent on field exercises.

- **NO COST** to attendees for tuition
- **NO COST** to attendees for travel expenses - air, rental car and hotel are prepaid. Incidental expenses will be reimbursed through a \$350 prepaid Visa card issued on the first day of class.

This program covers:

- **The Chemical and Physical Properties of the Different Types of Crude Oil Transported**
- **Basic Site Safety and Damage Assessment**
- **Tank Car Design and Construction**
- **Tactical Control Methods**
- **Application of Firefighting Foam Agents**
- **Water and Spill Control Procedures**
- **Planning for Crude Oil Incidents**
- **Potential Environmental Impacts**

Date And Time

Mon, October 7, 2019, 7:30 AM

Wed, October 9, 2019, 5:00 AM

[Add to Calendar](#)

[Select a different date](#)

Location

TEEX Brayton Fire Training Facility
1595 Nuclear Science Road
College Station, TX 77843

[View Map](#)

Memorandum

**To: Finance & Personnel
Common Council**

From: Fire Chief Billy D. Hayes

Date: May 1, 2019

Re: Lieutenant Karl Goldbeck

I am submitting this memorandum to request consideration be given to increase Lieutenant Karl Goldbeck's hourly cap from 600 hours to 900 hours. Lieutenant Goldbeck is a senior fire officer in the Onalaska Fire Department (OFD) and serves as the part-time Company Officer. I am requesting this increase in his hours, which can be absorbed into the existing 2019 budget, for several purposes as described below:

- 1) The Onalaska Fire Department currently consists of five fulltime supervisors comprised of the Fire Chief, Assistant Fire Chief, and three shift Lieutenants. In addition, there is one part-time Captain and one part-time Lieutenant, which is Karl Goldbeck. With the small number of supervisors for the OFD, it is imperative to have Lieutenant Goldbeck, whom has over 20 years of experience, available when needed in emergency situations.
- 2) The OFD has and continues to face staffing concerns arising from normal leave time of full-time employees, FMLA, vacant positions, along with an increasing demand on service delivery and emergency response. Thus, it is imperative to rely on part-time positions to respond back to the station to pick-up calls or back fill the station.
- 3) As we continue to see an increase in call volume, Lieutenant Goldbeck has responded to an estimated 20% of the call back of part-time personnel. On many occasions, because Lieutenant Goldbeck is approaching his limit in the twelve-rolling month period, and due to upcoming out of state training, he is refraining from responding to emergencies to reduce the risk of going over, and being selective to the significance of the incident.. This is a strain on him personally for wanting to help and his exercise as a leader, a strain on the organization that needs an extra set of hands and his experience on incidents, and most importantly, the citizens by removing one more responder from the resource list.
- 4) Lieutenant Goldbeck is the first line supervisor for part-time firefighters and is responsible for completing their performance evaluations, along with Captain Molzahn, thus hours will be accumulated at the end of 2019 as he will have administrative functions that pull from his allotted time.

Based on the numbers you have provided me, the difference for the 300-hour increase is \$4543.11. This includes salary, WRS, and FICA. Again, this can be absorbed in the existing 2019 budget. Lieutenant Goldbeck does not anticipate exceeding the additional hours if afforded to him; however, having extra where he can perform his functions without fear of going over, or not responding to call for emergency will be beneficial. I appreciate your support in this endeavor and request.

