

CITY OF ONALASKA MEETING NOTICE

COMMITTEE/BOARD: Finance & Personnel Committee
DATE OF MEETING: July 3, 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)

Consideration and possible action on the following items:

PERSONNEL

4. Promotion of Officer Matthew E. Jahr to Sergeant (Oath of Office)
5. Monthly department presentation by Planning and Inspection Department
6. Review and consideration of authorization to replace Police Officer
7. Review and consideration of reorganization of Omni Center staffing
8. Review and consideration of changes to existing job descriptions and new job descriptions:
 - a. Police/School Liaison Officer/GREAT Instructor
 - b. Sales Manager (New Job Description)
 - c. Event Coordinator (New Job Description)
9. Review and consideration of changes to Policy 2.01 EAP
10. Review and consideration of authorization for City Administrator to request quotes for a consultant to review the grading, pay scales and overall compensation plan for non-union employees as part of the Capital Improvement process for 2020

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

WPPA Steward IAFF Steward

Onalaska Omni Center

Onalaska Public Library

Date Notices Mailed and Posted 6/27/19

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.

FINANCE

11. 2019 Omni Center Financials
12. 2019 General Fund Financials
13. Bid results for the upcoming City of Onalaska financial audits
14. Authorization for Ehlers to assist in the preparation and analyze the Request for Proposals for City Banking
15. **Closed Session:** To consider a motion to convene in Closed Session under Section 19.85(1)(e) of the Wisconsin Statutes for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session:
 - IAFF, International Association of Firefighters, Local 127
 - OPPA, Onalaska Professional Police Association
 - SORD, Supervisory Officers Relation Division

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

Adjournment

Planning/Zoning & Inspection Departments Annual Report - 2018

**Planning/Zoning & Inspection Departments
City of Onalaska
Onalaska, Wisconsin 54650**

Planning/Zoning Department

415 Main Street
Onalaska, WI 54650
Phone: 608-781-9590
Fax: 608-781-9506

Inspection Department

415 Main Street
Onalaska, WI 54650
Phone: 608-781-9541
Fax: 608-781-9504

Planning/Zoning & Inspection Departments:

Planning/Zoning Department Mission Statement:

To provide leadership for the long-range planning of Onalaska using the 20-year land-use plan, zoning and subdivision codes, permit requirements and review procedures and fostering citizen participation through various City committees.

Department Members:

Eric Rindfleisch, City Administrator

Katie Aspenson, Planning Manager

Zach Peterson, Planning Technician

Inspection Department Mission Statement:

It shall be the mission of the Onalaska Inspection Department to enforce certain legal standards, provisions and requirements for safe and stable design, methods of construction and uses of buildings and /or structures erected, constructed, enlarged, altered, repaired, moved, converted, maintained or demolished within the City of Onalaska.

Department Members:

Eric Rindfleisch, City Administrator

Katie Aspenson, Planning Manager

Cindy Genz, Office Clerical Support

Calvin King, Commercial Building Inspector

Mac McGuire, Plumbing & Heating Inspector

Brad Neumeister, Electrical Inspector

Planning/Zoning Department Accomplishments

Modifications to Zoning Code:

- Signage, Conditional Use Permits, General Provisions, and Site Regulations:
 - Made ordinance amendments including updated language/definitions and references to State Statues.

Unified Development Code / Zoning Ordinance Re-write Project:

In 2018, the City of Onalaska contracted with Hoisington Koegler Group inc. (HKGi) to complete a two-year project to fully update and re-write the City's Unified Development Code / Zoning Ordinance. The Plan Commission is the steering committee for this project with expectations to advise on zoning and development matters relating to needed ordinance updates, serve as a sounding board for proposed updates, and review, comment and recommend updates to the Unified Development Code.

The project began with a kick-off meeting in July 2018, where the public was asked to comment on confusing aspects of the existing code, highlight outdated development regulations, and provide feedback to simplify the development process. In fall 2018, HKGi and City Staff focused on reviewing the entire Unified Development Code / Zoning Ordinance and made specific findings and recommendations for updates and improvements. In December 2018, the Plan Commission approved the new Preliminary Unified Development Code / Zoning Ordinance Outline and reviewed existing principal and accessory uses in tabular format. Efforts continue into 2019, with expected adoption in winter 2019.

Property Maintenance Compliance

Property Maintenance Violations:	2018	2017	2016	2015
<i>Vegetation - Related</i>	50	76	44	89
<i>Refuse - Related</i>	8	27	10	12
<i>Tire Storage</i>	1	5	*	*
<i>Vehicle - Related</i>	27	36	22	18
<i>Outdoor Storage</i>	29	33	49	52
<i>Snow / Ice Shoveling</i>	1	29	15	86
<i>Miscellaneous Violations</i>	6	9	8	10
Total Violations:	122	215	148	267
*Included in outdoor storage counts.				

Planning Department Committee Work

Plan Commission

- Approved Applications:
 - 18 Conditional Use Permits
 - 7 Rezoning
 - 2 Planned Commercial Industrial District (PCID) Amendments
 - 3 General Implementation Plans for Planned Unit Developments (PUD)s
 - 1 Final Implementation Plan for a Planned Unit Development (PUD)
 - 3 Certified Survey Maps
 - 3 Vacation/Discontinuance of Public Rights-of-Way
 - 4 Annexation Petitions

Community Development Authority

In 2018, the Onalaska Community Development Authority (CDA) contracted with Hoisington Koegler Group inc. (HKGi) to undergo Redevelopment Planning activities in two areas of Onalaska: the State Road 16 Corridor and Onalaska's Downtown. The purpose of the project was to guide potential future redevelopment opportunities and examine the current state of development in these areas. The plans reviewed existing conditions, include detailed market studies which reviewed market areas, existing markets for retail/housing, and showed where future opportunities may exist in the market, and proposed opportunities for redevelopment projects.

Another important aspect of the redevelopment planning efforts, focused on obtaining stakeholder and community input. The public participation input proved valuable as the comments were used to form redevelopment options in both Redevelopment Planning documents. In March and April 2019, the Community Development Authority and Onalaska Common Council approved the State Road 16 Corridor Redevelopment Study and Downtown Onalaska Redevelopment Study.

Urban Forestry Activities

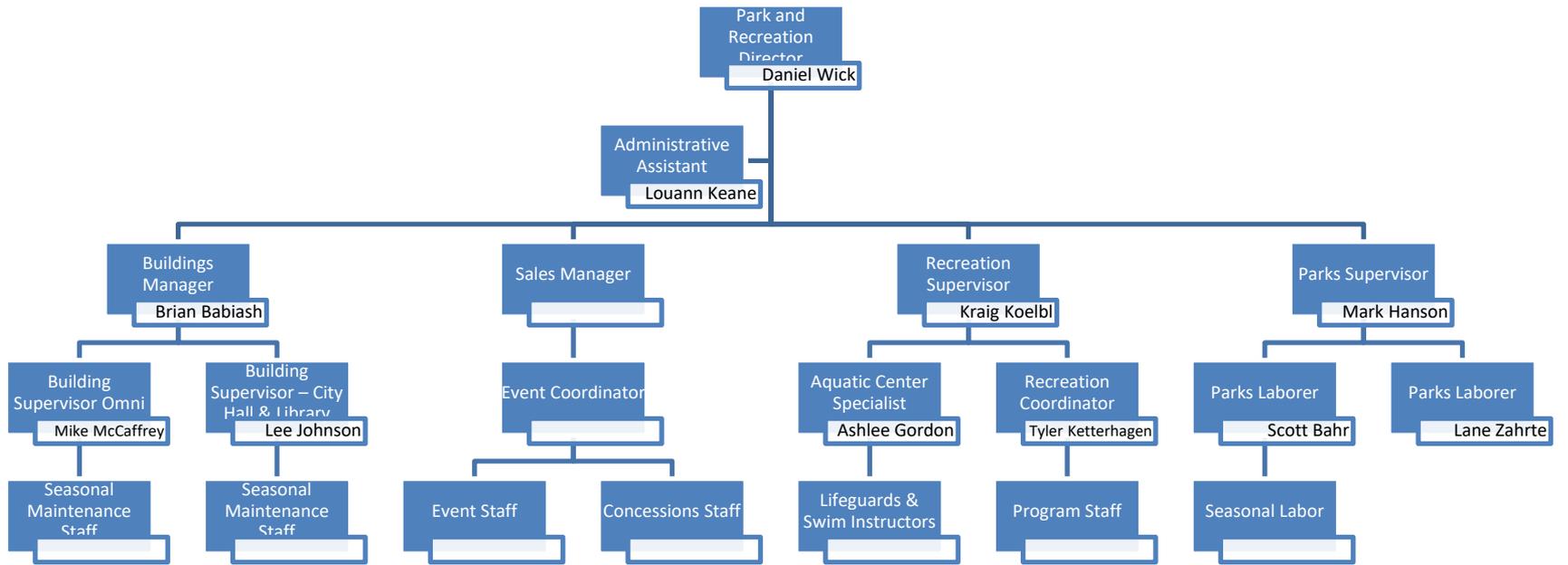
- Recognized as a “Tree City” for 18th consecutive year and received a “Growth Award” for urban forestry activities in Onalaska.
- Facilitated the completion of the updated Urban Forestry Management Plan and the Urban Forestry Tree Planting Plan, funded in part by the Wisconsin Department of Natural Resources Urban Forestry Grant.
- In partnership with the Engineering Department, over 80 trees were installed in Onalaska boulevards/parks and over 150 stumps were removed.
- The Public Works Department and Planning Departments coordinated and installed 6 trees as part of the Arbor Day Celebration with teachers and students of Northern Hills Elementary School.

Inspection Department Accomplishments

- Cooperative participation with Planning/ Zoning Department pertaining to Property Maintenance Code Enforcement efforts.
- Operated a smooth transition to State mandated online applications for Single and Two Family New Construction. Completed internal department staff training and provided training to public and contractors. Updated City Webpage to reflect new application procedures.
- Final implementation of IWorQ Software System for Inspection Department.
- Completed procedural transition for Erosion Control permitting, involving the Engineering Department to account for staff retirement. Continue to facilitate database management in IWorQ and Tyler Technologies softwares.
- Facilitated a training in partnership with the City of La Crosse Inspection Department for all Uniform Dwelling Code contractors pertaining to HVAC and Building requirements.
- Taught a Southwest Wisconsin Building Inspectors Association (SWWIBA) Training for all Uniform Dwelling Code Certifications, which allowed Continual Education Credits for participants.
- Gathered feedback regarding Licensing Requirements for multiple certification requirements for Building Inspectors.

Overall Development Activities in 2018

- The total number of commercial permits issued in 2018 was 96 permits, an increase from 2016 & 2017, exceeding the five-year average.
- The total number of residential permits (191) is less than the five-year average (252 permits), with 10 new residences.
- The total investment in the City as reported by Building Permits applications was \$48.2 million in 2018, well exceeding the five-year average of \$41.6 million. A notable decrease in residential investment occurred (\$3.5 million), with the bulk of the new commercial investments due to \$24 million in multi-family construction.
- In 2018, City staff reviewed 10 site plans for major commercial, multi-family projects including renovations, new construction, and additions. Below is a list of projects with a minimum value of \$1,000,000 dollars:
 - Onalaska Senior Living Facility: (\$18.7 million).
 - Abbey Road Apartments Phase 1: (\$2.78 million).
 - LB White Addition: (\$1.1 million).
 - Bronston Property Concepts: (\$1 million).
- Below is a list of other Building Permits issued for larger commercial projects, with a minimum value of \$1,000,000 dollars:
 - Sand Lake Road Luxury Apartments Addition: (\$3 million).
 - Quartz Health Solutions: (\$1.71 million).
 - Gundersen Health System (\$1.57 million).
 - Luther High School: (\$1.41 million).
- A total of 1,142 permits were issued by the Inspection Department in 2018, totaling \$321,627.11 dollars. Below is a breakdown of permits:
 - 405 Building Permits totaling \$186,200.60 dollars.
 - 234 Electrical Permits totaling \$87,758.17 dollars.
 - 209 Heating/Air Conditioning Permits totaling \$20,644.00 dollars.
 - 171 Plumbing Permits totaling \$22,019.18 dollars.



CITY OF ONALASKA

Position: Police/School Liaison Officer/GREAT Instructor **Department:** Police Department
Location: Police Department **Supervisor:** Professional Standards Sergeant
Page: 1 of 3 **Classification:** Union Hourly Non-Exempt

Approved by Police & Fire Commission:
 Approved by Finance & Personnel Committee: 12/2/09, 4/6/16, 3/7/18
 Approved by Council: 1/9/01, 12/8/09, 4/12/16, 3/13/18

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

ESSENTIAL JOB FUNCTIONS:

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

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

CITY OF ONALASKA

Position: Police/School Liaison Officer/GREAT Instructor **Department:** Police Department
Location: Police Department **Supervisor:** Professional Standards Sergeant
Page: 2 of 3 **Classification:** Union Hourly Non-Exempt

Approved by Police & Fire Commission:

Approved by Finance & Personnel Committee: 12/2/09, 4/6/16, 3/7/18

Approved by Council: 1/9/01, 12/8/09, 4/12/16, 3/13/18

RELATED JOB FUNCTIONS:

- A. Attends cyber-bullying task force meetings, quarterly county SRO meetings, weekly TAPS (team approach to problem solving) meetings, IEP/manifestation meetings with students and parents, and MDT meetings, as necessary.
- B. Oversees a mentorship program for high school students looking to go into law enforcement.
- C. Provides support to patrol officers as needed or requested.
- ~~C.D.~~ ~~W~~ works as a patrol officer when school is not in session. This position will normally have a Mon-Fri work schedule when school is in session. During summer break, this position will revert back to a 5-2/5-3 schedule with shift assignment being designated by annual shift bidding process. For extended holiday breaks (ex. Christmas), the schedule may be changed to a 5-2/ 5-3 schedule at the discretion of the Chief of Police to fill regular patrol vacancies.
- ~~D.E.~~ Contributes to a cooperative working effort by demonstrating a willingness to perform other job- related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested.
- ~~E.F.~~ Other duties as required or assigned.

REQUIREMENT OF WORK (KNOWLEDGE SKILLS AND ABILITIES):

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

CITY OF ONALASKA

Position: Police/School Liaison Officer/GREAT Instructor **Department:** Police Department
Location: Police Department **Supervisor:** Professional Standards Sergeant
Page: 3 of 3 **Classification:** Union Hourly Non-Exempt

Approved by Police & Fire Commission:
 Approved by Finance & Personnel Committee: 12/2/09, 4/6/16, 3/7/18
 Approved by Council: 1/9/01, 12/8/09, 4/12/16, 3/13/18

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

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

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

PHYSICAL REQUIREMENTS: The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A. Manual Dexterity: While performing the duties of this job, the employee is regularly required to coordinate hands, eyes, feet and limbs in performing skilled and semi-skilled movements such as operation of a gun, Taser, radio, MDT, police equipment, computer keyboard, telephone, and office equipment.
- B. ~~Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training.~~ Physical Effort: The employee is frequently required to exert light to medium physical effort in sedentary and light to medium work involving lifting, carrying, pushing, walking, standing, reaching with hands and arms, climbing, balancing, walking, running, stooping, kneeling or crouching. The employee must occasionally lift and/or move 25 to 50 pounds. Specific vision abilities required include close and distant vision and the ability to adjust focus.
- C. ~~Ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling. Ability to sustain prolonged visual concentration~~ Working Conditions: The noise level in the work environment is moderately quiet to moderately loud. The work environment is normally in a vehicle and may consist of varied climate conditions. Frequently the employee is required to be outdoors for periods of time and therefore subject to varying weather conditions, for purposes of accomplishing the essential functions of the job.
- D. ~~Reaches to shoulder height and above and below shoulder height frequently.~~
- E. ~~Occasional bending, stooping, climbing up and down stairs.~~
- F. ~~Seventy five (75%) percent of workday spent sitting.~~
- G. ~~Fifteen (15%) percent of work day spent walking.~~
- H. ~~Ten (10%) percent of workday is spent standing.~~
- I. ~~Walking, running, jumping, dodging obstacles, crawling, climbing, dragging, pushing/pulling objects of people.~~
- J. ~~Moderate, short, to intermittent use of force with subjects and ability to react with sudden movements which may involve heavy to very heavy demands.~~
- K. ~~All percentages above could vary, depending upon duties performed that day.~~

Percent of 8 Hour Day

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

CITY OF ONALASKA

Position: Police/School Liaison Officer/GREAT Instructor
Location: Police Department
Page: 4 of 3

Department: Police Department
Supervisor: Professional Standards Sergeant
Classification: Union Hourly Non-Exempt

Approved by Police & Fire Commission:
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Approved by Council: 1/9/01, 12/8/09, 4/12/16, 3/13/18

Heavy Freq. to 50#-100# max				<input checked="" type="checkbox"/>
Very Heavy Freq. over 50+#-100+#				<input checked="" type="checkbox"/>

Signature of Employee

Date

Signature of Employer

Date

CITY OF ONALASKA

Grade 17

Position: Sales Manager
Location: Omni Center
Page: 1 of 3

Department: Omni Center
Supervisor: Park & Rec Director
Classification: Salary Exempt

Approved by F & P Committee:
Approved by Council:

Under the supervision of the Park & Recreation Director, an employee in this position is responsible for the promotion of the Onalaska Omni Center and the City of Onalaska as a meeting and tourist destination. This position works with the Onalaska Omni Center management team, with support from the La Crosse County Convention & Visitor Bureau, and understands the complexities of a multi-use facility. This position will supervise event staff at the Omni Center. Work is reviewed by the Director for accuracy and adherence to established procedures, but frequently no review is completed of routine work; work is performed both in the field and in an office setting; and requires occasional travel, possibly overnight.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

- A. Represents the Onalaska Omni Center and the City of Onalaska in a professional manner that will affirm the Omni Center’s positive relations with the community and City at all times.
- B. Responsible for marketing, selling, and presenting the Onalaska Omni Center to potential clients, businesses, meeting planners, and trade show coordinators using sales techniques as recommended by the Park & Recreation Director; screens clients for compliance with established City policies and procedures.
- C. Supervises and evaluates full-time, part-time and temporary/seasonal staff; assists in the hiring and discipline of full-time, part-time and seasonal staff; assists in the establishing of a work schedule and assigns tasks to be performed with assistance and coordination from the Event Coordinator.
- D. Conducts facility tours; answers questions and provides information regarding facility services; and negotiates terms of booking according to City policies; communicates problems and proposed solutions to staff as it relates to selling and marketing the building.
- E. Serves as an Omni Center liaison with potential clients; the general public; businesses; sales representatives; and other City departments; researches and implements “best practices” of sales events through research and networking with other sales representatives.
- F. Responsible for creating ongoing Business Development strategies; including, but not limited to: developing prospects based on Omni Center needs, managing sales activities and related expenses.
- G. Researches various publications, the internet and any other venues for marketing opportunities and makes recommendations to the Park & Recreation Director on those marketing opportunities; closes business contracts, sales calls and appointments in a timely manner.
- H. Coordinates event publicity; advertises events, attractions, tournaments and other facility events through a variety of advertising methods, such as: radio, print, digital, social media, television and digital outdoor signage; compiles and organizes media results for reference and display purposes.
- I. Fosters coordinated sales efforts with other members of the region’s hospitality industry and maintains effective relationships with representatives of local user groups.
- J. Develops, plans, and delivers presentations to prospective clients, associations, corporations, and other organizations interested in renting the Omni Center facility; prepares sales materials, including developing sales budgets, tracking and follow up systems for sales leads and procedures on establishing leads, sales and marketing plans.
- K. Responsible for knowing and understanding the Omni Center facilities, Onalaska and La Crosse County geography, history, lodging facilities, and existing visitors' information and attractions to be able to market and sell the Onalaska Omni Center effectively.
- L. Maintains contact with event sponsors before, during, and after events.
- M. Enters and maintains sales and event information in scheduling and booking systems, along with assisting in scheduling ice time; prepares, distributes and follows up on correspondence to clients;

CITY OF ONALASKA

Grade 17

Position: Sales Manager

Location: Omni Center

Page: 2 of 3

Department: Omni Center

Supervisor: Park & Rec Director

Classification: Salary Exempt

Approved by F & P Committee:

Approved by Council:

prepares proposals and contracts according to approved City Policies; meets specified goals and objectives for facility usage.

N. Responsible for billing, security deposits, accounts receivable and invoicing of events; assists with daily deposits.

O. Reports on a weekly basis to the Director information on potential sales leads and existing client relations; may attend Park Board meetings offering a report.

RELATED JOB FUNCTIONS:

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

B. May participate in the development of newsletters and other such marketing materials.

C. Other duties as required or assigned.

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

A. Knowledge of processing of accounts payable and accounts receivable.

B. Knowledge of marketing, sales and cold calling techniques.

A. Ability to express ideas clearly and concisely in verbal and written communication; excellent verbal and written communication skills.

B. Excellent interpersonal and communication skills in order to maintain good relationships with city employees and officials, staff, clients, and the general public.

C. Ability to work in a team and collaborate with a variety of personalities.

D. Ability to comprehend maps and provide directions.

E. Ability to work with computer programs including: Microsoft Office, accounting software, point of sale software, Internet Explorer, and scheduling software programs.

F. Ability to operate a variety of office machines, computer, fax machine, copy machine, adding machine, multi-line phones, mobile phone and other office machines that may be required.

G. Excellent organizational and time management skills; ability to maintain records and files.

C. Ability to maintain confidentiality; ability to work independently with little supervision; pleasant and professional phone skills.

H. Knowledge of State and Federal mandates relating to public facilities.

I. Excellent general office skills, including word processing, spreadsheets, and data entry; ability to pay attention to detail including proofreading documents; ability to multi-task and prioritize work with a minimum of supervision.

J. Experience in marketing and public relations programs preferred.

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

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

A. Bachelor's Degree in business administration, recreation management, marketing or other related field; or any combination of education and experience that provides equivalent knowledge, skills, and abilities.

B. Two (2) to four (4) years' experience in marketing/sales, preference in lodging or tourism industry, and experience or knowledge of cold call sales techniques.

C. Valid driver's license with good driving record. Must be willing to travel.

CITY OF ONALASKA

Grade 17

Position: Sales Manager
Location: Omni Center
Page: 3 of 3

Department: Omni Center
Supervisor: Park & Rec Director
Classification: Salary Exempt

Approved by F & P Committee:
 Approved by Council:

PHYSICAL REQUIREMENTS: The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. **Manual Dexterity:** While performing the duties of this job, the employee is regularly required to coordinate hands, eyes, feet and limbs in performing semi-skilled movements such as operation of a computer keyboard, telephone, calculator and office equipment.
2. **Physical Effort:** The employee is occasionally required to exert light to medium physical effort in sedentary and light to medium work involving lifting, carrying, pushing, walking, standing, reaching with hands and arms, climbing, balancing, stooping, kneeling or crouching. The employee must occasionally lift and/or move 25 pounds. Specific vision abilities required include close and distant vision and the ability to adjust focus.
3. **Working Conditions:** The noise level in the work environment is moderately quiet. The work environment is normally indoors with controlled climate conditions. Occasionally the employee may be required to be outdoors for a short period of time, and therefore subject to varying weather conditions, for purposes of accomplishing the essential functions of this job.

Percent of 8 Hour Day

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

 Signature of Employee

 Date

 Signature of Employer

 Date

Job Evaluation Factors Questionnaire

New Position
Name

Sales Manager
Position Title

6/18/19
Date

Education Required – Weight 12 out of 100 Weight 4X 12 =48

- 1 High school diploma or equivalent
- 2 High school diploma or equivalent; some additional training or certification
- 3 Associate degree or equivalent work experience
- 4 Bachelor's degree or equivalent work experience
- 5 Master's degree or equivalent work experience

Experience Required – Weight 15 out of 100 Weight 1X 15 =15

- 0 0-1 years applicable work experience
- 1 1-3 years applicable work experience
- 2 3-5 years applicable work experience
- 3 5-7 years applicable work experience
- 4 7-10 years applicable work experience
- 5 10+ years applicable work experience

Scope of Responsibility - Weight 15 out of 100 Weight 3X 15 =45

- 1 Minimal autonomy and independent judgment are exercised
- 2 Moderate autonomy and independent judgment are exercised; errors are readily detected
- 3 Considerable Autonomy and independent judgment exercised; errors may cause confusion or delay
- 4 High autonomy and independent judgment exercised; errors may cause considerable confusion and adversely affect outside relationships
- 5 Extreme autonomy and independent judgment exercised; errors may affect organizational policy and damage outside relationships

Budget Responsibility - Weight 8 out of 100 Weight 3X 8 =24

- 1 No fiscal responsibility
- 2 Approves expenses within limited spending authority
- 3 Partially responsible for an annual budgeting and approval of expenditures for a department/area
- 4 Fiscally responsible for a departments/area including annual budgeting and approval of expenditures
- 5 Fiscally responsible for multiple departments/areas including annual budgeting and approval of expenditures

Nature of Supervision Received - Weight 10 out of 100 Weight 3X 10 =30

- 1 Immediate supervision; performs routine, repetitive assignments according to instructions and with procedures to follow
- 2 Close supervision; performs routine duties according to established procedures
- 3 General supervision; performs varied assignments following established procedures
- 4 General direction; performs varied assignments within an area according to broadly stated program objectives
- 5 General direction; performs assignments in various functional areas with little or no guidance

Points	Grade
151-165	10
166-180	11
181-195	12
196-210	13
211-225	14
226-240	15
241-255	16
256-270	17
271-285	18
286-300	19
301-315	20
316-330	21
331-345	22
346-360	23
361-375	24
376-390	25
391-405	26
406-420	27
421-435	28
436-450	29
451-465	30

Nature of Supervision Exercised - Weight 10 out of 100 Weight 3X 10 =30

- 1 No supervision exercised
- 2 Lead worker of a work group; or assists in directing a work group's activities
- 3 Responsible for a work group within a department
- 4 Responsible for a specific work unit within a City department
- 5 Responsible for an entire department within the City

Mental/Psychological Demands - Weight 7 out of 100 Weight 2X 7 =14

- 1 Unpredictable fluctuations in work volume; frequent interruptions; regular changes in work priority
- 2 Unpredictable fluctuations in work volume; frequent interruptions; frequent changes in work priority; occasional rush orders or conflicting deadlines
- 3 Frequently conflicting deadlines; constant rush orders; constant changes in work priority
- 4 Extremely tight deadlines; frequent exposure to distressing human situations
- 5 Conflicting priorities in matters of serious consequence; repeated or continuous exposure to distressing human situations

Physical Demands - Weight 7 out of 100 Weight 2X 7 =14

- 1 Minimal physical effort; slight risk of minimal injury or illness
- 2 Minimal physical effort; some risk of minimal injury or illness
- 3 Moderate physical effort, such as long periods of standing, walking, bending, climbing, reaching, repetitive motion, or lifting of moderately heavy items
- 4 Considerable physical effort, such as prolonged crouching or crawling in cramped spaces, digging, or frequent lifting of heavy objects; some risk of life-threatening injury or illness
- 5 Considerable risk of life-threatening injury or illness

Social Demands - Weight 8 out of 100 Weight 3X 8 =24

- 1 Basic interpersonal skills needed; responds to simple requests for information
- 2 Moderate interpersonal skills needed; verifies and explains facts/information
- 3 Considerable interpersonal skills needed; teaches, instructs, advises, counsels, guides, or interviews individuals; handles sensitive or confidential information
- 4 High interpersonal skills and understanding needed; persuades, motivates, or influences others; facilitates meetings and negotiations involving important or difficult issues
- 5 Extreme interpersonal skills and sensitivity needed; obtains trust and cooperation from individuals; negotiates critical, highly controversial issues

Working Conditions - Weight 8 out of 100 Weight 2X 8 =16

(disagreeable conditions: dust, dirt, grease, rime, blood or soil, offensive sights or odors, heat or cold, extreme weather conditions, or noise)

- 1 No exposure to disagreeable conditions
- 2 Minimal exposure to disagreeable conditions
- 3 Moderate exposure to disagreeable conditions
- 4 Considerable exposure to disagreeable conditions
- 5 Extreme exposure to disagreeable conditions

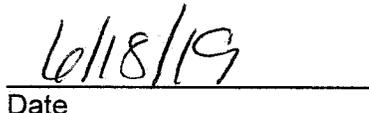
Total Weight **260**

Grade **17**

HR Signature

Date





CITY OF ONALASKA

Grade 15

Position: Event Coordinator**Location:** Omni Center**Page:** 1 of 3**Department:** Parks & Recreation**Supervisor:** Sales Manager**Classification:** Salaried Exempt

Approved by F & P Committee: 4/6/16, 9/6/17

Approved by Council: 2/25/13, 4/12/16, 9/12/17

Under supervision of the Sales Manager, an employee in this position is responsible for daily planning and management of the building events and programming, concessions operations at all City facilities (i.e. Omni & Aquatics) and performs a variety of office and event planning functions. Work is performed according to established guidelines and the verbal and written instructions of the Manager. Work is reviewed by the Manager for accuracy and adherence to established procedures but frequently no check is made of routine work.

ESSENTIAL JOB FUNCTIONS:

Any one position may not include all the duties listed, nor do the examples listed include all the duties that may be found in this position.

- A. Plans, organizes, implements, leads, directs, and evaluates a diversified series of programs and events and ensures the needs of the client and public are being met while allowing, supporting, and encouraging new programs and events.
- B. Assists in the supervision and monitoring of accounting duties and the maintenance of accounting records, account receivables, timesheets, deposits; and counting of money from daily operations and social events in coordination with the Sales Manager; assists with the completion of post-show event invoicing and collections.
- C. Assists in the hiring, supervising, training, motivating, evaluating, disciplining, scheduling and layout of work for seasonal or part-time employees assigned to the events department ; evaluates and recommends required event staffing levels; ensures time is reported correctly for payroll.
- D. Assists and directs maintenance staff with the breakdown and set up of events; creates and provides a detailed set up/take down sheet prior to every event; serves as "Manager on Duty" as scheduled; confirms all room set up and event details are to Omni standards and advances the requests of clients prior to their arrival.
- E. Performs required administrative duties including: assistance with creation of a marketing plan, completion of grant applications, and daily office functions.
- F. Corresponds with prospective customers and assesses and meets the rental needs of the customer prior, during, and after the event; processes contracts for events and monitors renewal status; responds to general inquiries regarding event information and the rental of the building through verbal and written correspondence.
- G. Performs public relations to include: meeting with individuals, organizations, and the general public as well as handle customer complaints or issues related to the building or its events in accordance to department guidelines.
- H. Conducts and prepares correspondence to individuals, organizations, general public regarding building uses.
- I. Assists in the development of ice and event scheduling policies and procedures; follows policies and procedures when renting ice time and events; responsible for the scheduling of ice time and events in the building and communicating the information to other Omni Center staff.
- J. Ensures the proper and timely purchasing of office, concessions and event supplies and equipment, including seeking competitive pricing when it applies, as well as ensuring the processing of payment for all purchases in accordance to the City's Purchasing Policy. .
- K. Plans, organizes, implements, and leads concession operations that meet user's expectations. May assist in the planning, organizing, promoting, and directing of contests, tournaments, social and special events as needed or required.
- L. Reviews and purchases all City concession inventory according to departmental guidelines; evaluates concession purchasing trends and determines items to sell or remove from inventory based on those trends; stocks, stores, and maintains inventory levels at appropriate temperatures.

CITY OF ONALASKA

Position: Event Coordinator

Location: Omni Center

Page: 2 of 3

Department: Parks & Recreation

Supervisor: Sales Manager

Classification: Salaried Exempt

Approved by F & P Committee: 4/6/16, 9/6/17

Approved by Council: 2/25/13, 4/12/16, 9/12/17

- M. Reviews and tracks sales from concessions and events including revenues, expenses, and product waste; balances cash drawers and submits funds to finance department daily..
- N. Responsible for the cleanliness of the concession and event areas, especially food preparation sites, ensuring compliance with all food regulations.
- O. Assesses and evaluates training needs. Develops and implements appropriate levels of training for assigned staff.
- P. Responsible for working a flexible schedule; which includes nights, weekends, holidays and early mornings as needed.

RELATED JOB FUNCTIONS:

- A. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested
- B. Attends conferences and training sessions to remain current in event management procedures of public facility operations.
- C. Interprets center services to public and participates in community meetings and organizational planning.
- D. May oversee facility in the absence of the Sales Manager.
- E. Other duties as requested or assigned.

REQUIREMENTS OF WORK (KNOWLEDGE, SKILLS AND ABILITIES):

- A. Knowledge of processing of accounts payable and accounts receivable.
- B. Ability to express ideas clearly and concisely in verbal and written communication; excellent verbal and written communication skills.
- C. Ability to work with computer programs including: Microsoft Office, accounting software, point of sale software, Internet Explorer, and scheduling software programs.
- D. Ability to operate a variety of office equipment including: computers, copier, fax machine, typewriter, multi-line phone, mobile phone, calculator and cash register.
- E. Excellent organizational and supervisor skills; ability to work independently with little supervision; pleasant and professional phone skills.
- F. Excellent interpersonal and communication skills in order to maintain good relationships with city employees and officials, staff, clients, and the general public.
- G. Ability to manage time well and the ability to concentrate for extended periods of time.
- H. Ability to maintain a professional demeanor and establish effective working relationships with associates, volunteers, staff and public; calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; concentrate for extended periods of time; and be flexible.
- I. Knowledge of State and Federal mandates relating to public facilities.
- J. Experience in point of sales and management of concessions; requires food handling certification or ability to obtain certification within six (6) months; requires bartending licensure within 6 months of employment.
- K. Experience in marketing and public relations programs preferred.

CITY OF ONALASKA

Position: Event Coordinator
Location: Omni Center
Page: 3 of 3

Department: Parks & Recreation
Supervisor: Sales Manager
Classification: Salaried Exempt

Approved by F & P Committee: 4/6/16, 9/6/17
 Approved by Council: 2/25/13, 4/12/16, 9/12/17

TRAINING, EXPERIENCE & OTHER REQUIREMENTS

- A. Associates’s Degree in business administration, recreation management, marketing or other related field or combination of education and experience that provides equivalent knowledge, skills, and abilities.
- B. One (1) to three (3) years of experience in management of public facilities, staff management and/or multiple programs.
- C. Experience in event planning (i.e., trade shows, craft fairs, weddings, tournaments).
- D. Requires food handling certification or ability to obtain certification within six (6) months; requires bartending licensure.
- E. Experience in the grant writing and administration of grants.
- F. Valid driver’s license with good driving record.

PHYSICAL REQUIREMENTS: The work environment characteristics described herein are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- 1. Manual Dexterity: While performing the duties of this job, the employee is regularly required to coordinate hands, eyes, feet and limbs in performing semi-skilled movements such as operation of a computer keyboard, telephone, calculator and office equipment.
- 2. Physical Effort: The employee is occasionally required to exert light to medium physical effort in sedentary and light to medium work involving lifting, carrying, pushing, walking, standing, reaching with hands and arms, climbing, balancing, stooping, kneeling or crouching. The employee must occasionally lift and/or move 25 pounds. Specific vision abilities required include close and distant vision and the ability to adjust focus.
- 3. Working Conditions: The noise level in the work environment is moderately quiet. The work environment is normally indoors with controlled climate conditions. Occasionally the employee may be required to be outdoors for a short period of time, and therefore subject to varying weather conditions, for purposes of accomplishing the essential functions of this job.

Percent of 8 Hour Day

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

 Signature of Employee

 Date

 Signature of Employer

 Date

Job Evaluation Factors Questionnaire

New Position
Name

Event Coordinator
Position Title

6/18/19
Date

Education Required – Weight 12 out of 100 Weight $3 \times 12 = 36$

- 1 High school diploma or equivalent
- 2 High school diploma or equivalent; some additional training or certification
- 3 Associate degree or equivalent work experience
- 4 Bachelor's degree or equivalent work experience
- 5 Master's degree or equivalent work experience

Points	Grade
151-165	10
166-180	11
181-195	12
196-210	13
211-225	14
226-240	15
241-255	16
256-270	17
271-285	18
286-300	19
301-315	20
316-330	21
331-345	22
346-360	23
361-375	24
376-390	25
391-405	26
406-420	27
421-435	28
436-450	29
451-465	30

Experience Required – Weight 15 out of 100 Weight $1 \times 15 = 15$

- 0 0-1 years applicable work experience
- 1 1-3 years applicable work experience
- 2 3-5 years applicable work experience
- 3 5-7 years applicable work experience
- 4 7-10 years applicable work experience
- 5 10+ years applicable work experience

Scope of Responsibility - Weight 15 out of 100 Weight $3 \times 15 = 45$

- 1 Minimal autonomy and independent judgment are exercised
- 2 Moderate autonomy and independent judgment are exercised; errors are readily detected
- 3 Considerable Autonomy and independent judgment exercised; errors may cause confusion or delay
- 4 High autonomy and independent judgment exercised; errors may cause considerable confusion and adversely affect outside relationships
- 5 Extreme autonomy and independent judgment exercised; errors may affect organizational policy and damage outside relationships

Budget Responsibility - Weight 8 out of 100 Weight $2 \times 8 = 16$

- 1 No fiscal responsibility
- 2 Approves expenses within limited spending authority
- 3 Partially responsible for an annual budgeting and approval of expenditures for a department/area
- 4 Fiscally responsible for a departments/area including annual budgeting and approval of expenditures
- 5 Fiscally responsible for multiple departments/areas including annual budgeting and approval of expenditures

Nature of Supervision Received - Weight 10 out of 100 Weight $3 \times 10 = 30$

- 1 Immediate supervision; performs routine, repetitive assignments according to instructions and with procedures to follow
- 2 Close supervision; performs routine duties according to established procedures
- 3 General supervision; performs varied assignments following established procedures
- 4 General direction; performs varied assignments within an area according to broadly stated program objectives
- 5 General direction; performs assignments in various functional areas with little or no guidance

Nature of Supervision Exercised - Weight 10 out of 100 Weight 2X 10 =20

- 1 No supervision exercised
- 2 Lead worker of a work group; or assists in directing a work group's activities
- 3 Responsible for a work group within a department
- 4 Responsible for a specific work unit within a City department
- 5 Responsible for an entire department within the City

Mental/Psychological Demands - Weight 7 out of 100 Weight 2X 7 =14

- 1 Unpredictable fluctuations in work volume; frequent interruptions; regular changes in work priority
- 2 Unpredictable fluctuations in work volume; frequent interruptions; frequent changes in work priority; occasional rush orders or conflicting deadlines
- 3 Frequently conflicting deadlines; constant rush orders; constant changes in work priority
- 4 Extremely tight deadlines; frequent exposure to distressing human situations
- 5 Conflicting priorities in matters of serious consequence; repeated or continuous exposure to distressing human situations

Physical Demands - Weight 7 out of 100 Weight 3X 7 =21

- 1 Minimal physical effort; slight risk of minimal injury or illness
- 2 Minimal physical effort; some risk of minimal injury or illness
- 3 Moderate physical effort, such as long periods of standing, walking, bending, climbing, reaching, repetitive motion, or lifting of moderately heavy items
- 4 Considerable physical effort, such as prolonged crouching or crawling in cramped spaces, digging, or frequent lifting of heavy objects; some risk of life-threatening injury or illness
- 5 Considerable risk of life-threatening injury or illness

Social Demands - Weight 8 out of 100 Weight 3X 8 =24

- 1 Basic interpersonal skills needed; responds to simple requests for information
- 2 Moderate interpersonal skills needed; verifies and explains facts/information
- 3 Considerable interpersonal skills needed; teaches, instructs, advises, counsels, guides, or interviews individuals; handles sensitive or confidential information
- 4 High interpersonal skills and understanding needed; persuades, motivates, or influences others; facilitates meetings and negotiations involving important or difficult issues
- 5 Extreme interpersonal skills and sensitivity needed; obtains trust and cooperation from individuals; negotiates critical, highly controversial issues

Working Conditions - Weight 8 out of 100 Weight 1X 8 =8

(disagreeable conditions: dust, dirt, grease, rime, blood or soil, offensive sights or odors, heat or cold, extreme weather conditions, or noise)

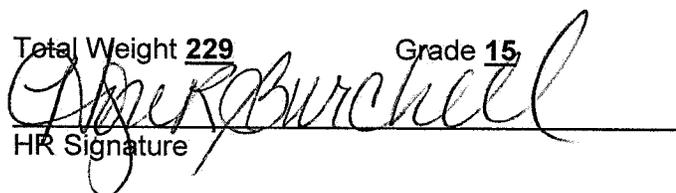
- 1 No exposure to disagreeable conditions
- 2 Minimal exposure to disagreeable conditions
- 3 Moderate exposure to disagreeable conditions
- 4 Considerable exposure to disagreeable conditions
- 5 Extreme exposure to disagreeable conditions

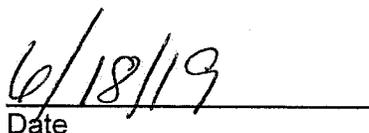
Total Weight **229**

Grade **15**

HR Signature

Date





CITY OF ONALASKA

Policy: Employee Assistance Program

Policy Number: 2.01

Page: 1 of 2

Approved by Committee: 8/5/99, 1/6/00, 11/5/03

Approved by Council: 8/10/99, 1/11/00, 11/11/03

Purpose

Employee is defined for purposes of the Employee Assistance Program as all regular full-time and regular part-time employees, alderpersons, mayor, ~~and part time firefighters~~. Because of the temporary nature of employment, seasonal and temporary employees are excluded from the program.

The City of Onalaska has entered into an agreement with Gundersen ~~Lutheran Medical Center~~[Health System](#) to provide employees and their family members with the benefits of an Employee Assistance Program (EAP). The EAP will provide confidential assessment, short-term counseling, and referral at no cost to the employee or immediate family members with a resource through which they can address personal or work-related issues. These concerns may include marital problems, depression, parenting issues, and drug and alcohol concerns, to name a few. The City of Onalaska recognizes that such problems may negatively effect work performance. Therefore, it recognizes that the EAP is in the best interest of all involved: employee, family and the City of Onalaska.

Procedure

The City of Onalaska will provide its employees and immediate family members with the services of an Employee Assistance Program, as contracted through Gundersen ~~Lutheran Medical Center~~[Health System](#). This program will provide confidential assessment, short-term counseling and referral services for employees and their immediate family. The City of Onalaska realizes that all employees experience personal problems in their lives. In most cases, they are able to work those problems out themselves. However, there are times when personal problems become complex and can affect personal health, family harmony, ~~and~~ life satisfaction and job performance. These problems may then be resolved through professional assistance. Use of the EAP is voluntary and occurs off-site at Gundersen ~~Lutheran~~'s EAP offices or one of its satellite EAP offices. For those employees who wish to pursue counseling services beyond complimentary EAP sessions, the EAP counselor will facilitate a referral. The counselor can assist the employee in determining whether their health insurance benefits will cover on-going services.

The City of Onalaska encourages the use of EAP through informal referral (also known as self-referral) by employees or their family members. Each employee will receive information on how to contact EAP should they wish to refer themselves.

When an employee experiences work performance problems, supervisors may also refer an employee to EAP through the formal referral process. The decision to accept a formal referral to EAP rests with the employee, due to the voluntary nature of the program. A formal referral to EAP in no way replaces the standard disciplinary policies of the City of Onalaska. Rather, the formal referral serves as an additional avenue through which employees can address problems that may adversely affect work performance. An employee's job security or future career advancement will not be jeopardized as a result of their participation in the Employee Assistance Program.

General Provisions

- A. All employees of the City of Onalaska and their immediate family members are eligible for 1 to [35](#) EAP sessions (per problem or issue). The City of Onalaska incurs the cost of the EAP benefit. Any ongoing counseling or other services pursued by the employee or their family will be their responsibility. In many instances, private health insurance provides some coverage for the additional sessions.

CITY OF ONALASKA

Policy: Employee Assistance Program

Policy Number: 2.01

Page: 2 of 2

Approved by Committee: 8/5/99, 1/6/00, 11/5/03

Approved by Council: 8/10/99, 1/11/00, 11/11/03

- B. Appointments with an EAP counselor can be made by contacting the EAP Office at (608) 775-4780 or 1-(800)-327-9991 ~~can make appointments with an EAP counselor.~~ You can also check out their website at gundersenhealth.org/eap. Daytime and evening appointments are available. All efforts will be made to see clients within 24 to 72 hours. The EAP has 24-hour telephone coverage as well as the ability to intervene with crisis situations at any hour.
- C. The EAP is a confidential service. No information about a client will be shared without a signed consent form. Federal and/or State regulations do not protect participants from disclosure of information related to suspected ed child abuse and neglect, a situation deemed potentially life threatening, or commission of a crime against property or personnel.
- D. When an employee is experiencing work performance problems, the supervisor, following established procedures, should work with the employee in an effort to re-establish accepted levels of performance. If it appears that the sub-standard performance is or may be due to problems or impairment, the supervisor may formally refer the employee to EAP as part of a performance improvement plan. In a formal referral, the supervisor will discuss the referral with the employee, notify EAP that a referral has been made. The referral to EAP in no way lessens the expectation that work performance be improved.
- E. It is appropriate and encouraged for a supervisor to consult with an EAP counselor regarding employee concerns. The EAP counselor maintains a position of neutrality regarding workplace conflict.

Labor Agreements

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



City of Onalaska

F-#11
Balance Sheet
Account Summary
 As Of 06/12/2019

Account	Name	Balance
Fund: 640 - OMNI CENTER		
Assets		
640-11100	CASH	-132,103.78
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	9,040.00
640-12100	TAXES RECEIVABLE	0.00
640-13000	ACCOUNTS RECEIVABLE	3,796.34
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	25,502.00
640-19001	WRS LIFE ASSET	0.00
640-19200	DEF. OUTFLOW-WRS PENSION-CONTRIBL	74,518.00
640-19201	DEFERRED OUTFLOW WRS LRLIF	776.00
	Total Assets:	-6,763.74
		-6,763.74
Liability		
640-21100	ACCOUNTS PAYABLE	0.00
640-21110	AP PENDING (DUE TO POOL)	520.47
640-21111	PAYROLL CORRECTIONS	0.00
640-21112	SALES TAX PAYABLE	-2,857.60
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

Balance Sheet

Account	Name	Balance
640-21570	UNION DUES	0.00
640-21571	LOCAL 150 UNION DUES W/H	0.00
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	14,301.03
640-22403	INTEREST ACCRUED - RESTRICTED ASSETS	0.00
640-22408	INTEREST ACCRUED - G.O.	0.00
640-22409	INTEREST ACCRUED - CITY	0.00
640-22901	CURRENT PORTION REDEV.	0.00
640-22903	CURRENT PORTION G.O. ISSUE	0.00
640-22905	CURRENT PORTION CITY LOAN	0.00
640-22906	CURRENT PORT - CITY LOAN RLC	0.00
640-22907	CURRENT PORTION OF LEASE PAYABLE	0.00
640-23415	SECURITY DEPOSITS	3,655.00
640-23421	SEC DEP - SPRING	5,405.00
640-23422	SEC DEP - FALL	10,440.00
640-23423	SEC DEP- SPORTS & ADVENT.	0.00
640-23424	SEC DEP- WEDDING EXPO	0.00
640-23425	SEC DEP - SERV./EQUIP./PRODUCT	0.00
640-23900	WRS NET PENSION LIAB.	0.00
640-23901	WRS LRLIF LIABILITY	5,370.00
640-25100	DUE TO GENERAL FUND	0.00
640-25200	DEFERRED INFLOW-WRS PENSION	81,139.00
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:	135,105.68
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	-142,988.90
640-34141	SURPLUS/DEFICIT	0.00
640-34148	RESERVED RETAINED EARNINGS	0.00
640-34300	RESTRICTED FOR WRS PENSION	25,502.00
	Total Beginning Equity:	-117,486.90
Total Revenue		259,962.16
Total Expense		284,344.68
Revenues Over/Under Expenses		-24,382.52
	Total Equity and Current Surplus (Deficit):	-141,869.42
	Total Liabilities, Equity and Current Surplus (Deficit):	-6,763.74



		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	0.00	225.00	-1,975.00	89.77 %
640-00000-46741	ICE RENTAL INCOME (NONTAXABLE)	162,379.00	162,379.00	0.00	74,102.33	-88,276.67	54.36 %
640-00000-46742	ICE RENTAL INCOME (TAXABLE)	27,100.00	27,100.00	0.00	6,241.44	-20,858.56	76.97 %
640-00000-46744	CONCESSION REV. (TAXABLE)	48,000.00	48,000.00	932.32	36,175.08	-11,824.92	24.64 %
640-00000-46745	CATERING REVENUE -(TAXABLE)	6,000.00	6,000.00	0.00	621.00	-5,379.00	89.65 %
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	1,176.08	-573.92	32.80 %
640-00000-46751	PRO SHOP REVENUE	6,000.00	6,000.00	0.00	3,168.94	-2,831.06	47.18 %
640-00000-46752	RENTALS INC. (ARENA) TAXAB	12,000.00	12,000.00	0.00	12,422.45	422.45	103.52 %
640-00000-46754	RENTAL INC. (ARENA NON-TAX.)	10,000.00	10,000.00	0.00	7,150.00	-2,850.00	28.50 %
640-00000-46755	RENTAL INC. (SHELTER - TAXABLE)	1,500.00	1,500.00	0.00	1,058.05	-441.95	29.46 %
640-00000-46756	RENTAL INC. (MEETING NON-TAX.)	6,000.00	6,000.00	0.00	1,643.60	-4,356.40	72.61 %
640-00000-46757	RENTAL INC. (SPACE/ST-TAX.)	35,000.00	35,000.00	-50.00	21,991.11	-13,008.89	37.17 %
640-00000-46758	RENTAL INC. (SUPPLIES - TAXABLE)	5,600.00	5,600.00	0.00	1,843.80	-3,756.20	67.08 %
640-00000-46759	LABOR INC. (HOUSEPERSON NON-T	2,500.00	2,500.00	0.00	1,740.00	-760.00	30.40 %
640-00000-46760	RENTAL INC. (SHELTER NON-TAXAB	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
640-00000-46761	ADVERTISING INCOME	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-46763	ADMISSION SALES - TAXABLE	5,000.00	5,000.00	0.00	3,758.00	-1,242.00	24.84 %
640-00000-46765	ADMISSION SALES - NONTAXABLE	6,000.00	6,000.00	1,015.00	2,862.10	-3,137.90	52.30 %
640-00000-46766	RENTAL INC. (MTG. ROOM - TAX)	5,500.00	5,500.00	0.00	3,942.47	-1,557.53	28.32 %
640-00000-46767	RENTAL INC. SUPPLIES - NONTAX	1,200.00	1,200.00	0.00	815.00	-385.00	32.08 %
640-00000-46768	LABOR INC. - HOUSEPERSON TAX	7,500.00	7,500.00	0.00	4,325.85	-3,174.15	42.32 %
640-00000-46769	CATERING REVENUE-(NON TAX.)	3,500.00	3,500.00	0.00	2,227.00	-1,273.00	36.37 %
640-00000-48001	MISC. INCOME (NONTAXABLE)	7,000.00	7,000.00	0.00	513.50	-6,486.50	92.66 %
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	26.68	26.68	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	835.65	19,778.37	-25,221.63	56.05 %
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	307.00	-4,693.00	93.86 %
640-00000-49201	OPERATING TRANSFER IN	183,174.00	183,174.00	0.00	24,683.00	-158,491.00	86.52 %
640-00000-49221	TRANSFER FROM CITY (TOURI)	0.00	0.00	0.00	27,054.31	27,054.31	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	2,732.97	259,962.16	-347,940.84	57.24 %
Expense							
640-55450-110	SALARIES - REGULAR	146,503.00	146,503.00	5,663.16	61,039.66	85,463.34	58.34 %
640-55450-120	WAGES - REGULAR	13,653.00	13,653.00	529.02	5,664.89	7,988.11	58.51 %
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	1,317.11	32,337.20	29,260.80	47.50 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
640-5450-127	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	538.06	7,212.45	9,751.55	57.48 %
640-55450-151	RETIREMENT (WRS)	10,490.00	10,490.00	405.57	4,369.07	6,120.93	58.35 %
640-55450-152	HEALTH INSURANCE	36,988.00	36,988.00	3,082.38	18,494.28	18,493.72	50.00 %
640-55450-153	DENTAL INSURANCE	3,428.00	3,428.00	0.00	1,375.75	2,052.25	59.87 %
640-55450-154	LIFE INSURANCE	39.00	39.00	0.00	15.90	23.10	59.23 %
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	1,603.47	5,896.53	78.62 %
640-55450-214	FIRE CONTRACTUAL	1,560.00	1,560.00	380.00	380.00	1,180.00	75.64 %
640-55450-220	WATER/SEWER/STORM WATER	7,893.00	7,893.00	0.00	4,642.71	3,250.29	41.18 %
640-55450-221	ELECTRIC & GAS	173,286.00	173,286.00	6,602.34	67,853.46	105,432.54	60.84 %
640-55450-225	PHONE/INTERNET/CABLE	9,062.00	9,062.00	718.87	4,668.21	4,393.79	48.49 %
640-55450-240	SOFTWARE MAINTENANCE CONTR	3,320.00	3,320.00	0.00	4,122.00	-802.00	-24.16 %
640-55450-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	58.97	-58.97	0.00 %
640-55450-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-243	LEASES	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-244	WEBSITE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-290	OTHER CONTRACTUAL SERVICES	16,225.00	16,225.00	328.41	7,475.46	8,749.54	53.93 %
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	25.00	25.00	375.00	93.75 %
640-55450-311	POSTAGE	25.00	25.00	2.50	3.92	21.08	84.32 %
640-55450-312	COPY USAGE & PAPER	2,350.00	2,350.00	109.45	359.35	1,990.65	84.71 %
640-55450-320	SUBSCRIPTIONS & DUES	500.00	500.00	0.00	550.00	-50.00	-10.00 %
640-55450-323	GENERAL ADVERTISING	15,000.00	15,000.00	300.00	9,148.84	5,851.16	39.01 %
640-55450-324	RECRUITMENT	100.00	100.00	36.00	123.00	-23.00	-23.00 %
640-55450-330	SEMINARS, CONF & TRAVEL	1,000.00	1,000.00	85.72	85.72	914.28	91.43 %
640-55450-340	OPERATING SUPPLIES	13,000.00	13,000.00	1,594.15	8,807.02	4,192.98	32.25 %
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	201.27	2,900.72	2,599.28	47.26 %
640-55450-343	CONCESSIONS SUPPLIES	23,000.00	23,000.00	1,568.39	15,755.40	7,244.60	31.50 %
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	206.08	3,590.98	6,159.02	63.17 %
640-55450-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	0.00	42.63	457.37	91.47 %
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	477.77	1,694.22	3,805.78	69.20 %
640-55450-510	INS - WORKERS COMP	7,000.00	7,000.00	1,492.50	4,913.50	2,086.50	29.81 %
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: 06/30/2019

		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 %
640-57600-699	PRIOR PERIOD ADJUSTMENT LRLIF	0.00	0.00	0.00	0.00	0.00	0.00 %
	Expense Total:	607,837.00	607,837.00	25,663.75	284,344.68	323,492.32	53.22 %
	Fund: 640 - OMNI CENTER Surplus (Deficit):	66.00	66.00	-22,930.78	-24,382.52	-24,448.52	17,043.21 %
	Report Surplus (Deficit):	66.00	66.00	-22,930.78	-24,382.52	-24,448.52	17,043.21 %



City of Onalaska

F-#12
Balance Sheet

Account Summary

As Of 06/12/2019

Final
6-12-19

Account	Name	Balance
Fund: 100 - GENERAL FUND		
Assets		
100-11100	CASH	-1,076,458.71
100-11103	CASH-CAFE PLAN	17,989.18
100-11305	TEMPORARY INVESTMENTS	13,045,123.24
100-11400	ONAL FIRE DEPT. (CARINS IRIS)	0.00
100-11510	DONATIONS SAVINGS ACCT	4,664.06
100-11511	NON-CITY INVESTMENTS	141.77
100-11800	PETTY CASH	5,140.00
100-12101	R/E & P/P TAXES REC.	0.00
100-12110	DELQ. S/A FROM COUNTRY-2008	0.00
100-12111	DELQ. S/A FROM COUNTY-2009	0.00
100-12112	DELQ S/A FROM CO. -2010	0.00
100-12113	DELQ. S/A FROM CO. -2011	1,043.82
100-12114	DELQ.S/A FROM CO. -2012	883.16
100-12115	DELQ,S/A FROM CO. -2013	407.07
100-12116	DELQ. S/A FROM CO. - 2014	635.32
100-12117	DELQ,S/A FROM CO. - 2015	842.90
100-12118	DELQ. S/A FROM CO. 2016	1,181.65
100-12119	DELQ. S/A FROM CO. - 2017	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	11,947.93
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	15,137.50
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	348.13
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 AGENY FUND	0.00
100-14215	DUE FROM S/R-O.S.R.	0.00
100-14216	DUE FROM DEBT SERVICE	0.00

Balance Sheet

As Of 06/12/2019

Account	Name	Balance
100-16200	PRE-PAID INSURANCE	45,515.10
Total Assets:		12,306,769.38

12,306,769.38

Liability

100-21100	ACCOUNTS PAYABLE	53,971.42
100-21110	AP PENDING (DUE TO POOL)	18,498.80
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	18.37
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	17,407.74
100-21581	SUPPORT PAYMENTS	0.00
100-21700	ACCRUED WAGES	0.00
100-21901	PAYABLE TO SHARED RIDE	0.00
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	638.00
100-24600	MOBILE HOME TAX DUE - OSD	769.70
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:		348,336.02

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 06/12/2019

Account	Name	Balance
100-34216	HEA./DENTAL/VAC. 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		7,100,584.51
Total Expense		3,757,379.27
Revenues Over/Under Expenses		3,343,205.24
	Total Equity and Current Surplus (Deficit):	11,958,433.36
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>12,306,769.38</u>



City of Onalaska

Budget Report Account Summary

For Fiscal: 2019 Period Ending: 06/30/2019

		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	1,247.34	35,822.22	-22,177.78	-38.24 %
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	193.33	10,267.12	-29,769.88	-74.36 %
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	42.08	509.71	-490.29	-49.03 %
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	374,490.20	-374,833.80	-50.02 %
100-00000-43541	STATE AID FOR CONNECTING STRE	48,292.00	48,292.00	0.00	24,146.14	-24,145.86	-50.00 %
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	0.00	111.01	11.01	111.01 %
100-00000-43625	STATE AID - PERSONNAL 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	110.00	21,610.00	-1,190.00	-5.22 %
100-00000-44120	OPERATOR LICENSE	5,400.00	5,400.00	209.00	2,321.00	-3,079.00	-57.02 %
100-00000-44160	CIGARETTE LICENSE	1,200.00	1,200.00	0.00	1,200.00	0.00	0.00 %
100-00000-44170	CABLE TV LICENSE	150,000.00	150,000.00	0.00	35,687.67	-114,312.33	-76.21 %
100-00000-44171	CELL TOWER FEES	13,900.00	13,900.00	1,210.07	6,050.35	-7,849.65	-56.47 %
100-00000-44175	MOBILE HOME LICENSE	990.00	990.00	0.00	990.00	0.00	0.00 %
100-00000-44185	TAXIE CAB LICENSE	600.00	600.00	0.00	625.00	25.00	104.17 %
100-00000-44190	SOLICITERS LICENSE	100.00	100.00	0.00	140.00	40.00	140.00 %
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	290.00	12,283.00	283.00	102.36 %
100-00000-44196	MOTEL/HOTEL PERMITS	0.00	0.00	0.00	210.00	210.00	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	16.50	7,186.50	7,186.50	0.00 %
100-00000-44220	CAT LICENSE	0.00	0.00	443.00	25,266.25	25,266.25	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	250.00	73,769.90	-46,230.10	-38.53 %
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	629.55	34,509.75	4,509.75	115.03 %
100-00000-44320	HEATING & A/C PERMITS	17,000.00	17,000.00	580.00	12,588.75	-4,411.25	-25.95 %
00000-44323	PLUMBING PERMIT FEES	16,000.00	16,000.00	165.00	15,022.00	-978.00	-6.11 %
00000-44325	STREET OPENING PERMITS	750.00	750.00	0.00	450.00	-300.00	-40.00 %

Budget Report

For Fiscal: 2019 Period Ending: 06/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
00000-44330	SIDEWALK PERMIT	750.00	750.00	20.00	325.00	-425.00	56.67 %
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	400.00	9,000.00	-2,000.00	18.18 %
100-00000-44340	OTHER PERMITS	200.00	200.00	25.00	325.00	125.00	162.50 %
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	450.00	2,975.00	1,475.00	198.33 %
100-00000-44410	ZONING	6,000.00	6,000.00	581.51	3,784.25	-2,215.75	36.93 %
100-00000-45110	COURT PENALTIES	95,000.00	95,000.00	0.00	48,603.81	-46,396.19	48.84 %
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	38,273.92	-23,810.08	38.35 %
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	340.00	340.00	340.00	0.00 %
100-00000-46115	LICENSE PUBLICATION FEES	480.00	480.00	0.00	450.00	-30.00	6.25 %
100-00000-46120	SALES MATERIAL & SUPLS	9,500.00	9,500.00	20.75	4,384.31	-5,115.69	53.85 %
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	10.00	688.05	-311.95	31.20 %
100-00000-46221	FALSE ALARMS	2,500.00	2,500.00	0.00	1,188.82	-1,311.18	52.45 %
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	0.00	734.54	-465.46	38.79 %
100-00000-46711	PARK FACILITY RENTAL	12,000.00	12,000.00	640.58	10,273.30	-1,726.70	14.39 %
100-00000-46715	RECREATION FEES	70,000.00	70,000.00	3,421.44	51,013.43	-18,986.57	27.12 %
100-00000-46716	RECR. FEES > AGE 18	7,000.00	7,000.00	0.00	3,780.00	-3,220.00	46.00 %
100-00000-46725	SWIMMING POOL REVENUE	68,060.00	68,060.00	9,797.66	17,333.34	-50,726.66	74.53 %
100-00000-46726	SWIMMING POOL LESSONS	6,720.00	6,720.00	783.38	4,903.75	-1,816.25	27.03 %
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	4,471.44	4,471.44	-24,498.56	84.57 %
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	-1,172.23	-2,498.44	-2,498.44	0.00 %
100-00000-48100	INTEREST INCOME	105,000.00	105,000.00	0.00	109,513.03	4,513.03	104.30 %
100-00000-48130	INTEREST DONATION ACCT.	0.00	0.00	0.00	10.07	10.07	0.00 %
100-00000-48131	INTEREST - NON CITY	0.00	0.00	0.00	0.02	0.02	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	0.00	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	3,363.67	3,363.67	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 %
00000-48500	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00 %
00000-48510	CONTRIBUTION FROM SCHOOL DIS	21,500.00	21,500.00	0.00	5,223.59	-16,276.41	75.70 %

Budget Report

For Fiscal: 2019 Period Ending: 06/30/2019

		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	25,175.40	7,100,584.51	-2,100,791.49	22.83 %
Revenue Total:		9,201,376.00	9,201,376.00	25,175.40	7,100,584.51	-2,100,791.49	22.83 %

Expense

Department: 51100 - COMMON COUNCIL

100-51100-110	SALARIES - REGULAR	29,600.00	29,600.00	0.00	13,200.00	16,400.00	55.41 %
100-51100-150	FICA	2,264.00	2,264.00	0.00	1,009.80	1,254.20	55.40 %
100-51100-240	Software Contractual	3,250.00	3,250.00	0.00	3,250.00	0.00	0.00 %
100-51100-291	TRANSCRIPTION CONTRACTUAL	7,200.00	7,200.00	358.01	1,424.13	5,775.87	80.22 %
100-51100-310	OFFICE SUPPLIES	700.00	700.00	37.27	470.06	229.94	32.85 %
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	175.94	662.26	337.74	33.77 %
100-51100-320	SUBSCRIPTIONS & DUES	5,959.00	5,959.00	360.00	6,319.48	-360.48	-6.05 %
100-51100-322	LEGAL NOTICES	12,140.00	12,140.00	30.00	1,285.59	10,854.41	89.41 %
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	961.22	27,621.97	34,691.03	55.67 %

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	32.23	52.23	-52.23	0.00 %
100-51110-310	OFFICE SUPPLIES	0.00	0.00	0.00	100.98	-100.98	0.00 %
100-51110-311	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
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	32.23	168.71	106.29	38.65 %

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	11.12	410.95	-198.95	-93.84 %
Department: 51200 - MUNICIPAL COURT Total:		312.00	312.00	11.12	410.95	-98.95	-31.71 %

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	8,915.50	42,325.82	36,424.18	46.25 %
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	293.87	1,265.48	-665.48	-110.91 %
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	9,209.37	43,591.30	95,200.70	68.59 %

Department: 51408 - CITY ADMINISTRATOR

51408-110	SALARIES REGULAR	95,575.00	95,575.00	3,713.99	39,667.52	55,907.48	58.50 %
51408-150	FICA	7,312.00	7,312.00	278.74	2,979.63	4,332.37	59.25 %

Budget Report

For Fiscal: 2019 Period Ending: 06/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
1408-151	RETIREMENT (WRS)	6,260.00	6,260.00	243.27	2,598.24	3,661.76	58.49 %
100-51408-152	HEALTH INSURANCE	5,407.00	5,407.00	450.57	2,703.42	2,703.58	50.00 %
100-51408-153	DENTAL INSURANCE	826.00	826.00	0.00	331.45	494.55	59.87 %
100-51408-154	LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51408-225	PHONE/INTERNET/CABLE	1,100.00	1,100.00	0.00	138.30	961.70	87.43 %
100-51408-241	EQUIPMENT MAINT. CONTRACTUA	250.00	250.00	0.00	0.00	250.00	100.00 %
100-51408-290	OTHER CONTRACTUAL SERVICES	750.00	750.00	0.00	0.00	750.00	100.00 %
100-51408-310	OFFICE SUPPLIES	1,000.00	1,000.00	0.00	1,217.02	-217.02	-21.70 %
100-51408-311	POSTAGE	270.00	270.00	3.15	36.46	233.54	86.50 %
100-51408-312	COPY USAGE/PAPER	400.00	400.00	1.98	7.05	392.95	98.24 %
100-51408-320	SUBSCRIPTIONS & DUES	600.00	600.00	0.00	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	959.93	40.07	4.01 %
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	4,691.70	50,834.02	73,515.98	59.12 %

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	476.53	5,194.19	7,195.81	58.08 %
100-51410-150	FICA	948.00	948.00	36.46	397.41	550.59	58.08 %
100-51410-151	RETIREMENT (WRS)	696.00	696.00	26.75	291.58	404.42	58.11 %
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	10.16	186.68	305.32	62.06 %
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	6.65	12.53	87.47	87.47 %
100-51410-320	SUBSCRIPTIONS & DUES	596.00	596.00	0.00	770.95	-174.95	-29.35 %
100-51410-330	SEMINARS, CONF & TRAVEL	400.00	400.00	172.49	172.49	227.51	56.88 %
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	729.04	7,107.18	8,964.82	55.78 %

Department: 51411 - FINANCE

100-51411-110	SALARIES - REGULAR	70,938.00	70,938.00	2,962.59	32,292.24	38,645.76	54.48 %
100-51411-120	WAGES - REGULAR	43,561.00	43,561.00	1,667.10	15,381.87	28,179.13	64.69 %
100-51411-124	WAGES - PERM PT	8,790.00	8,790.00	256.00	8,897.89	-107.89	-1.23 %
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	354.22	4,150.40	5,751.60	58.09 %
100-51411-151	RETIREMENT (WRS)	7,500.00	7,500.00	303.26	3,122.79	4,377.21	58.36 %
100-51411-152	HEALTH INSURANCE	20,222.00	20,222.00	1,358.51	7,132.65	13,089.35	64.73 %
100-51411-153	DENTAL INSURANCE	1,922.00	1,922.00	0.00	606.06	1,315.94	68.47 %
100-51411-154	LIFE INSURANCE	74.00	74.00	0.00	34.46	39.54	53.43 %
100-51411-225	PHONE/INTERNET/CABLE	570.00	570.00	40.62	193.35	376.65	66.08 %
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	2,787.72	1,712.28	38.05 %
100-51411-310	OFFICE SUPPLIES	1,200.00	1,200.00	104.55	842.52	357.48	29.79 %
100-51411-311	POSTAGE	1,500.00	1,500.00	110.00	822.94	677.06	45.14 %
100-51411-312	COPY USAGE & PAPER	1,000.00	1,000.00	61.75	871.66	128.34	12.83 %
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	521.78	1,190.56	134.44	10.15 %
100-51411-340	OPERATING SUPPLIES	3,015.00	3,015.00	0.00	124.96	2,890.04	95.86 %
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	7,740.38	78,813.10	104,505.90	57.01 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 51420 - CITY CLERK							
100-51420-110	SALARIES - REGULAR	75,749.00	75,749.00	2,885.05	31,447.05	44,301.95	58.49 %
100-51420-120	WAGES - REGULAR	54,169.00	54,169.00	2,055.32	22,423.86	31,745.14	58.60 %
100-51420-121	OVERTIME - REGULAR	286.00	286.00	0.00	0.00	286.00	100.00 %
100-51420-124	WAGES - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-126	WAGES - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-150	FICA	9,961.00	9,961.00	345.98	3,795.45	6,165.55	61.90 %
100-51420-151	RETIREMENT (WRS)	8,528.00	8,528.00	323.60	3,528.60	4,999.40	58.62 %
100-51420-152	HEALTH INSURANCE	22,776.00	22,776.00	1,898.00	11,388.00	11,388.00	50.00 %
100-51420-153	DENTAL INSURANCE	2,545.00	2,545.00	0.00	1,021.60	1,523.40	59.86 %
100-51420-154	LIFE INSURANCE	95.00	95.00	0.00	39.75	55.25	58.16 %
100-51420-225	PHONE/INTERNET/CABLE	1,200.00	1,200.00	81.24	386.71	813.29	67.77 %
100-51420-241	EQUIPMENT MAINTENANCE CONT	435.00	435.00	0.00	0.00	435.00	100.00 %
100-51420-291	TRANSCRIPTION CONTRATUAL	200.00	200.00	0.00	0.00	200.00	100.00 %
100-51420-310	OFFICE SUPPLIES	1,230.00	1,230.00	0.00	77.56	1,152.44	93.69 %
100-51420-311	POSTAGE	2,200.00	2,200.00	72.35	1,111.15	1,088.85	49.49 %
100-51420-312	COPY USAGE & PAPER	1,200.00	1,200.00	36.24	507.61	692.39	57.70 %
100-51420-320	SUBSCRIPTIONS & DUES	340.00	340.00	0.00	130.00	210.00	61.76 %
100-51420-321	CERTIFICATIONS & LICENSES	100.00	100.00	0.00	20.00	80.00	80.00 %
100-51420-322	LEGAL NOTICES	210.00	210.00	0.00	0.00	210.00	100.00 %
100-51420-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51420-330	SEMINARS, CONF & TRAVEL	2,050.00	2,050.00	75.00	645.00	1,405.00	68.54 %
100-51420-340	OPERATING SUPPLIES	555.00	555.00	0.00	0.00	555.00	100.00 %
100-51420-341	PRINTING & FORMS	250.00	250.00	0.00	0.00	250.00	100.00 %
100-51420-381	EMPLOYMENT TESTING	80.00	80.00	0.00	0.00	80.00	100.00 %
Department: 51420 - CITY CLERK Total:		184,159.00	184,159.00	7,772.78	76,522.34	107,636.66	58.45 %
Department: 51440 - ELECTIONS							
100-51440-126	WAGES - TEMP/SEAS	6,177.00	6,177.00	0.00	2,459.52	3,717.48	60.18 %
100-51440-150	FICA	0.00	0.00	0.00	23.28	-23.28	0.00 %
100-51440-241	EQUIPMENT MAINTENANCE CONT	1,400.00	1,400.00	0.00	1,283.56	116.44	8.32 %
100-51440-310	OFFICE SUPPLIES	700.00	700.00	0.00	159.17	540.83	77.26 %
100-51440-311	POSTAGE	600.00	600.00	0.00	598.78	1.22	0.20 %
100-51440-312	COPY USAGE & PAPER	1,000.00	1,000.00	0.00	78.18	921.82	92.18 %
100-51440-322	LEGAL NOTICES	2,200.00	2,200.00	0.00	277.45	1,922.55	87.39 %
100-51440-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51440-330	SEMINARS, CONF & TRAVEL	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51440-340	OPERATING SUPPLIES	1,780.00	1,780.00	0.00	-219.01	1,999.01	112.30 %
100-51440-341	PRINTING & FORMS	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	0.00	4,732.52	10,824.48	69.58 %
Department: 51500 - AUDIT							
100-51500-290	OTHER CONTRACTUAL SERVICES	19,152.00	19,152.00	0.00	13,780.00	5,372.00	28.05 %
Department: 51500 - AUDIT Total:		19,152.00	19,152.00	0.00	13,780.00	5,372.00	28.05 %
Department: 51510 - HUMAN RESOURCES							
100-51510-110	SALARIES - REGULAR	42,172.00	42,172.00	1,613.62	17,588.46	24,583.54	58.29 %
100-51510-120	WAGES - REGULAR	18,755.00	18,755.00	716.63	7,811.27	10,943.73	58.35 %
100-51510-124	WAGES - PERM. PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51510-150	FICA	4,661.00	4,661.00	155.67	1,714.21	2,946.79	63.22 %
100-51510-151	RETIREMENT (WRS)	3,991.00	3,991.00	152.63	1,663.67	2,327.33	58.31 %
100-51510-152	HEALTH INSURANCE	20,043.00	20,043.00	1,670.24	10,021.44	10,021.56	50.00 %
100-51510-153	DENTAL INSURANCE	1,188.00	1,188.00	0.00	476.75	711.25	59.87 %
100-51510-154	LIFE INSURANCE	14.00	14.00	0.00	5.95	8.05	57.50 %
100-51510-225	PHONE/INTERNET/CABLE	150.00	150.00	10.16	48.34	101.66	67.77 %
100-51510-241	EQUIPMENT MAINTENANCE CONT	190.00	190.00	0.00	0.00	190.00	100.00 %
100-51510-290	OTHER CONTRACTUAL SERVICES	6,267.00	6,267.00	0.00	2,074.00	4,193.00	66.91 %
100-51510-310	OFFICE SUPPLIES	400.00	400.00	28.31	145.91	254.09	63.52 %

Budget Report

For Fiscal: 2019 Period Ending: 06/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51510-311	POSTAGE	150.00	150.00	6.00	49.96	100.04	66.69 %
100-51510-312	COPY USAGE & PAPER	295.00	295.00	43.86	291.19	3.81	1.29 %
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	0.00	956.59	-181.59	-23.43 %
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	4,397.12	43,444.22	57,081.78	56.78 %
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	144.79	305.21	67.82 %
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	137,305.02	138,304.98	50.18 %
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	2.00	1,806.12	2,018.88	52.78 %
100-51530-312	COPY USAGE & PAPER	250.00	250.00	3.38	18.18	231.82	92.73 %
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	22,919.97	139,311.55	145,546.45	51.09 %
Department: 51540 - IT							
100-51540-110	SALARIES - REGULAR	36,983.00	36,983.00	1,391.54	15,167.78	21,815.22	58.99 %
100-51540-120	WAGES-REGULAR	6,252.00	6,252.00	238.88	2,603.79	3,648.21	58.35 %
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	145.60	455.00	1,039.00	69.54 %
100-51540-150	FICA	3,421.00	3,421.00	123.68	1,272.16	2,148.84	62.81 %
100-51540-151	RETIREMENT (WRS)	2,832.00	2,832.00	106.80	1,164.11	1,667.89	58.89 %
100-51540-152	HEALTH INSURANCE	13,848.00	13,848.00	1,153.98	6,923.88	6,924.12	50.00 %
100-51540-153	DENTAL INSURANCE	860.00	860.00	0.00	345.10	514.90	59.87 %
100-51540-154	LIFE INSURANCE	8.00	8.00	0.00	2.30	5.70	71.25 %
100-51540-225	PHONE/INTERNET/CABLE	1,540.00	1,540.00	158.74	1,458.10	81.90	5.32 %
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 CONTR	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	0.00	8,886.75	6,737.25	43.12 %
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	0.00	4.94	-4.94	0.00 %
100-51540-320	SUBSCRIPTIONS & DUES	1,000.00	1,000.00	0.00	400.00	600.00	60.00 %
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	35.88	296.38	2,363.62	88.86 %
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	3,355.10	46,208.18	68,974.82	59.88 %
Department: 51600 - CITY HALL							
100-51600-110	SALARIES - REGULAR	51,739.00	51,739.00	1,753.42	19,009.38	32,729.62	63.26 %
100-51600-124	WAGES - PERM PT	8,931.00	8,931.00	312.19	3,607.06	5,323.94	59.61 %
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	180.50	180.50	3,010.50	94.34 %
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	160.27	1,622.78	3,262.22	66.78 %
100-51600-151	RETIREMENT (WRS)	3,389.00	3,389.00	114.85	1,245.09	2,143.91	63.26 %
100-51600-152	HEALTH INSURANCE	9,255.00	9,255.00	394.78	2,368.68	6,886.32	74.41 %
100-51600-153	DENTAL INSURANCE	536.00	536.00	0.00	395.00	141.00	26.31 %
100-51600-154	LIFE INSURANCE	32.00	32.00	0.00	6.50	25.50	79.69 %
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	5,964.48	-216.48	-3.77 %
100-51600-213	HVAC CONTRACTUAL	6,330.00	6,330.00	0.00	391.96	5,938.04	93.81 %
100-51600-214	FIRE CONTRACTUAL	2,910.00	2,910.00	0.00	1,787.96	1,122.04	38.56 %
100-51600-220	WATER/SEWER/STORM WATER	7,718.00	7,718.00	0.00	2,610.07	5,107.93	66.18 %
100-51600-221	ELECTRIC & GAS	39,000.00	39,000.00	721.95	12,262.16	26,737.84	68.56 %
100-51600-225	PHONE/INTERNET/CABLE	5,868.00	5,868.00	581.13	3,261.91	2,606.09	44.41 %
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	825.00	1,009.00	341.00	25.26 %
100-51600-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-243	LEASES	750.00	750.00	0.00	432.00	318.00	42.40 %
100-51600-290	OTHER CONTRACTUAL SERVICES	1,748.00	1,748.00	40.13	486.66	1,261.34	72.16 %
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	235.00	265.00	53.00 %
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	183.94	1,924.46	5,075.54	72.51 %
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	289.71	1,341.64	1,658.36	55.28 %
100-51600-350	BLDG & GRDS MAINT & REPAIRS	7,000.00	7,000.00	304.61	5,784.54	1,215.46	17.36 %
100-51600-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	39.24	186.86	313.14	62.63 %
100-51600-361	REGULAR FUEL	775.00	775.00	48.94	158.64	616.36	79.53 %
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	0.00	728.13	271.87	27.19 %
100-51600-381	EMPLOYMENT TESTING	50.00	50.00	18.00	18.00	32.00	64.00 %
Department: 51600 - CITY HALL Total:		175,800.00	175,800.00	5,968.66	67,618.46	108,181.54	61.54 %
Department: 51900 - OTHER GOVERNMENT							
100-51900-290	Other General Contractual	8,800.00	8,800.00	0.00	8,800.00	0.00	0.00 %
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	718.50	5,736.50	-5,736.50	-0.00 %
Department: 51900 - OTHER GOVERNMENT Total:		8,800.00	8,800.00	718.50	14,536.50	-5,736.50	-65.19 %
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	20,424.25	68,894.75	12,803.25	15.67 %
Department: 51939 - WORKER'S COMPENSATION Total:		81,698.00	81,698.00	20,424.25	68,894.75	12,803.25	15.67 %
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	232.24	1,152.14	8,547.86	88.12 %
Department: 51941 - SALES TAX Total:		9,700.00	9,700.00	232.24	1,152.14	8,547.86	88.12 %

		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	5,240.29	83,974.50	130,127.50	60.78 %
100-52100-120	WAGES - REGULAR	1,641,979.00	1,641,979.00	57,695.64	633,236.26	1,008,742.74	61.43 %
100-52100-121	OVERTIME - REGULAR	70,120.00	70,120.00	6,505.47	40,807.43	29,312.57	41.80 %
100-52100-122	OVERTIME - SPECIAL PROJECTS	0.00	0.00	0.00	-721.24	721.24	0.00 %
100-52100-124	WAGES - PERMIPT	10,585.00	10,585.00	338.44	3,992.98	6,592.02	62.28 %
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	966.50	10,283.80	13,960.20	57.58 %
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	240.22	2,487.97	-2,487.97	0.00 %
100-52100-141	ON CALL	9,200.00	9,200.00	200.00	2,200.00	7,000.00	76.09 %
100-52100-150	FICA	150,723.00	150,723.00	5,081.68	55,437.01	95,285.99	63.22 %
100-52100-151	RETIREMENT (WRS)	270,409.00	270,409.00	9,695.96	105,888.15	164,520.85	60.84 %
100-52100-152	HEALTH INSURANCE	494,234.00	494,234.00	34,176.30	216,649.99	277,584.01	56.16 %
100-52100-153	DENTAL INSURANCE	29,868.00	29,868.00	0.00	10,143.86	19,724.14	66.04 %
100-52100-154	LIFE INSURANCE	544.00	544.00	0.00	207.19	336.81	61.91 %
100-52100-221	ELECTRIC & GAS	16,000.00	16,000.00	262.52	4,458.96	11,541.04	72.13 %
100-52100-225	PHONE/INTERNET/CABLE	6,984.00	6,984.00	399.89	3,525.55	3,458.45	49.52 %
100-52100-226	MOBILE DATA AIR CARDS	10,000.00	10,000.00	0.00	4,139.70	5,860.30	58.60 %
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	22.57	1,013.13	1,630.87	61.68 %
100-52100-310	OFFICE SUPPLIES	1,300.00	1,300.00	50.53	252.14	1,047.86	80.60 %
100-52100-311	POSTAGE	2,000.00	2,000.00	184.17	1,410.69	589.31	29.47 %
100-52100-312	COPY USAGE & PAPER	1,550.00	1,550.00	1.17	413.25	1,136.75	73.34 %
100-52100-320	SUBSCRIPTIONS & DUES	2,960.00	2,960.00	75.00	2,215.00	745.00	25.17 %
100-52100-321	CERTIFICATIONS & LICENSES	714.00	714.00	0.00	55.00	659.00	92.30 %
100-52100-324	RECRUITMENT	500.00	500.00	0.00	340.21	159.79	31.96 %
100-52100-330	SEMINARS, CONF & TRAVEL	14,000.00	14,000.00	166.07	12,145.13	1,854.87	13.25 %
100-52100-340	OPERATING SUPPLIES	12,000.00	12,000.00	263.14	2,827.43	9,172.57	76.44 %
100-52100-341	PRINTING & FORMS	1,800.00	1,800.00	52.23	1,100.52	699.48	38.86 %
100-52100-342	CLEANING & SANITARY SUPPLIES	150.00	150.00	0.00	10.64	139.36	92.91 %
100-52100-350	BLDG & GRDS MAINT & REPAIRS	1,300.00	1,300.00	0.00	95.93	1,204.07	92.62 %
100-52100-360	VEHICLE MAINT. & REPAIRS	11,049.00	11,049.00	835.88	4,047.92	7,001.08	63.36 %

		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	3,556.98	16,413.48	25,009.52	60.38 %
100-52100-363	EQUIPMENT MAINT & REPAIRS	1,500.00	1,500.00	365.00	781.45	718.55	47.90 %
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	1,146.00	2,674.50	-674.50	-33.73 %
100-52100-382	UNIFORMS & SAFETY ATTIRE	12,000.00	12,000.00	1,001.75	4,927.80	7,072.20	58.94 %
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	0.00	1,437.44	562.56	28.13 %
100-52100-399	ADD'L SOFTWARE & UPGRADES	1,000.00	1,000.00	0.00	79.98	920.02	92.00 %
Department: 52100 - POLICE Total:		3,095,242.00	3,095,242.00	128,523.40	1,247,692.10	1,847,549.90	59.69 %
Department: 52200 - FIRE							
100-52200-110	SALARIES - REGULAR	178,709.00	178,709.00	6,864.08	77,862.56	100,846.44	56.43 %
100-52200-120	WAGES - REGULAR	677,590.00	677,590.00	24,340.67	279,449.70	398,140.30	58.76 %
100-52200-121	OVERTIME - REGULAR	46,000.00	46,000.00	4,780.13	31,609.11	14,390.89	31.28 %
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	3,443.00	19,009.00	32,181.00	62.87 %
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	45.00	360.00	-360.00	0.00 %
100-52200-150	FICA	19,344.00	19,344.00	781.70	7,451.26	11,892.74	61.48 %
100-52200-151	RETIREMENT (WRS)	169,426.00	169,426.00	6,897.71	73,369.03	96,056.97	56.70 %
100-52200-152	HEALTH INSURANCE	248,646.00	248,646.00	17,936.84	108,806.18	139,839.82	56.24 %
100-52200-153	DENTAL INSURANCE	14,577.00	14,577.00	0.00	5,803.97	8,773.03	60.18 %
100-52200-154	LIFE INSURANCE	201.00	201.00	0.00	79.50	121.50	60.45 %
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	328.16	5,573.71	10,682.29	65.71 %
100-52200-225	PHONE/INTERNET/CABLE	3,000.00	3,000.00	185.45	1,587.46	1,412.54	47.08 %
100-52200-226	MOBILE DATA AIR CARDS	2,400.00	2,400.00	7.02	1,419.21	980.79	40.87 %
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	0.00	1,395.20	6,208.80	81.65 %
100-52200-310	OFFICE SUPPLIES	500.00	500.00	145.59	319.69	180.31	36.06 %
100-52200-311	POSTAGE	200.00	200.00	5.00	33.96	166.04	83.02 %
100-52200-312	COPY USAGE & PAPER	0.00	0.00	18.22	133.82	-133.82	0.00 %
100-52200-320	SUBSCRIPTIONS & DUES	1,100.00	1,100.00	0.00	405.80	694.20	63.11 %
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	335.71	1,145.28	3,154.72	73.37 %
100-52200-340	OPERATING SUPPLIES	7,041.00	7,041.00	663.05	3,036.25	4,004.75	56.88 %
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	7.04	1,992.96	99.65 %
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	0.00	5,606.76	393.24	6.55 %
100-52200-361	REGULAR FUEL	7,000.00	7,000.00	661.72	3,296.54	3,703.46	52.91 %
100-52200-362	OFF ROAD FUEL	200.00	200.00	0.00	49.50	150.50	75.25 %
100-52200-363	EQUIPMENT MAINT & REPAIRS	1,057.00	1,057.00	7.15	7.15	1,049.85	99.32 %
100-52200-380	PUBLIC EDUCATION	1,000.00	1,000.00	179.55	179.55	820.45	82.05 %
100-52200-381	EMPLOYMENT TESTING	2,000.00	2,000.00	378.00	2,128.00	-128.00	-6.40 %
100-52200-382	UNIFORMS & SAFETY ATTIRE	3,000.00	3,000.00	0.00	161.00	2,839.00	94.63 %
100-52200-394	EMS - SUPPLIES	3,500.00	3,500.00	0.00	1,495.63	2,004.37	57.27 %
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	68,003.75	640,435.11	847,501.89	56.96 %
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 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
2400-120	WAGES - REGULAR	269,985.00	269,985.00	9,393.99	108,529.13	161,455.87	59.80 %
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	79.50	677.25	1,707.75	71.60 %
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	676.74	7,809.45	13,065.55	62.59 %
100-52400-151	RETIREMENT (WRS)	17,684.00	17,684.00	615.31	7,108.69	10,575.31	59.80 %
100-52400-152	HEALTH INSURANCE	68,991.00	68,991.00	4,195.32	28,208.72	40,782.28	59.11 %
100-52400-153	DENTAL INSURANCE	4,173.00	4,173.00	0.00	1,385.72	2,787.28	66.79 %
100-52400-154	LIFE INSURANCE	182.00	182.00	0.00	80.45	101.55	55.80 %
100-52400-225	PHONE/INTERNET/CABLE	1,900.00	1,900.00	91.79	1,629.44	270.56	14.24 %
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	42.80	144.18	355.82	71.16 %
100-52400-312	COPY USAGE & PAPER	600.00	600.00	12.56	142.39	457.61	76.27 %
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	81.60	183.16	531.84	74.38 %
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	2,672.14	227.86	7.86 %
100-52400-340	OPERATING SUPPLIES	410.00	410.00	0.00	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	0.00	302.63	-2.63	-0.88 %
100-52400-361	REGULAR FUEL	1,765.00	1,765.00	260.70	883.39	881.61	49.95 %
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	15,450.31	161,303.37	239,156.63	59.72 %
Department: 52601 - EMERGENCY GOVERNMENT							
2601-290	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	2,809.49	30,305.07	42,699.93	58.49 %
100-53100-120	WAGES - REGULAR	2,301.00	2,301.00	89.88	962.79	1,338.21	58.16 %
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	207.44	2,247.90	3,513.10	60.98 %
100-53100-151	RETIREMENT (WRS)	4,932.00	4,932.00	189.91	2,048.06	2,883.94	58.47 %
100-53100-152	HEALTH INSURANCE	17,310.00	17,310.00	1,442.48	8,654.88	8,655.12	50.00 %
100-53100-153	DENTAL INSURANCE	1,075.00	1,075.00	0.00	431.35	643.65	59.87 %
100-53100-154	LIFE INSURANCE	18.00	18.00	0.00	8.10	9.90	55.00 %
100-53100-225	PHONE/INTERNET/CABLE	2,326.00	2,326.00	71.09	884.49	1,441.51	61.97 %
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	0.00	231.39	1,068.61	82.20 %
100-53100-311	POSTAGE	500.00	500.00	8.75	304.44	195.56	39.11 %
100-53100-312	COPY USAGE & PAPER	650.00	650.00	230.86	1,020.34	-370.34	-56.98 %
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	48.98	496.21	503.79	50.38 %
100-53100-341	PRINTING & FORMS	125.00	125.00	0.00	0.00	125.00	100.00 %
100-53100-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	0.00	184.61	315.39	63.08 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-53100-361	REGULAR FUEL	700.00	700.00	218.16	395.32	304.68	43.53 %
100-53100-399	ADD'L SOFTWARE & UPGRADES	550.00	550.00	0.00	400.00	150.00	27.27 %
Department: 53100 - ENGINEERING Total:		113,803.00	113,803.00	5,317.04	48,991.45	64,811.55	56.95 %
Department: 53310 - BOARD OF PUBLIC WORKS							
100-53310-291	TRANSCRIPTION CONTRACTUAL	1,200.00	1,200.00	124.80	528.84	671.16	55.93 %
100-53310-311	POSTAGE	50.00	50.00	0.00	0.00	50.00	100.00 %
100-53310-312	COPY USAGE & PAPER	600.00	600.00	0.00	62.00	538.00	89.67 %
100-53310-322	LEGAL NOTICES	400.00	400.00	0.00	0.00	400.00	100.00 %
Department: 53310 - BOARD OF PUBLIC WORKS Total:		2,250.00	2,250.00	124.80	590.84	1,659.16	73.74 %
Department: 53311 - STREET							
100-53311-110	SALARIES - REGULAR	35,412.00	35,412.00	1,746.75	18,827.39	16,584.61	46.83 %
100-53311-120	WAGES - REGULAR	305,095.00	305,095.00	12,326.38	133,926.31	171,168.69	56.10 %
100-53311-121	OVERTIME - REGULAR	14,000.00	14,000.00	117.18	12,061.35	1,938.65	13.85 %
100-53311-124	WAGES - PERM PT	4,981.00	4,981.00	112.33	577.22	4,403.78	88.41 %
100-53311-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-126	WAGES - TEMP/SEAS	5,070.00	5,070.00	0.00	0.00	5,070.00	100.00 %
100-53311-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-150	FICA	27,889.00	27,889.00	1,017.69	11,883.47	16,005.53	57.39 %
100-53311-151	RETIREMENT (WRS)	23,220.00	23,220.00	929.47	10,795.37	12,424.63	53.51 %
100-53311-152	HEALTH INSURANCE	107,670.00	107,670.00	9,375.45	56,252.70	51,417.30	47.75 %
100-53311-153	DENTAL INSURANCE	7,686.00	7,686.00	0.00	3,160.60	4,525.40	58.88 %
100-53311-154	LIFE INSURANCE	196.00	196.00	0.00	81.25	114.75	58.55 %
100-53311-211	BOILER CONTRACTUAL	100.00	100.00	0.00	0.00	100.00	100.00 %
100-53311-213	HVAC CONTRACTUAL	800.00	800.00	0.00	94.42	705.58	88.20 %
100-53311-214	FIRE CONTRACTUAL	650.00	650.00	95.00	309.12	340.88	52.44 %
100-53311-220	WATER/SEWER/STORM WATER	2,100.00	2,100.00	0.00	1,855.18	244.82	11.66 %
100-53311-221	ELECTRIC & GAS	8,662.00	8,662.00	331.89	4,048.62	4,613.38	53.26 %
100-53311-225	PHONE/INTERNET/CABLE	2,694.00	2,694.00	222.33	1,623.39	1,070.61	39.74 %
100-53311-230	COUNTY HWY DEPT SERVICES	250.00	250.00	0.00	0.00	250.00	100.00 %
100-53311-240	SOFTWARE MAINTENANCE CONTR	710.00	710.00	0.00	1,170.00	-460.00	-64.79 %
100-53311-241	EQUIPMENT MAINTENANCE CONT	100.00	100.00	0.00	0.00	100.00	100.00 %
100-53311-242	EQUIPMENT RENTAL	11,500.00	11,500.00	0.00	7,486.77	4,013.23	34.90 %
100-53311-243	LEASES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-290	OTHER CONTRACTUAL SERVICES	16,000.00	16,000.00	250.56	1,145.82	14,854.18	92.84 %
100-53311-310	OFFICE SUPPLIES	200.00	200.00	0.00	156.85	43.15	21.58 %
100-53311-311	POSTAGE	300.00	300.00	2.00	2.00	298.00	99.33 %
100-53311-312	COPY USAGE & PAPER	50.00	50.00	0.00	45.07	4.93	9.86 %
100-53311-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-322	LEGAL NOTICES	100.00	100.00	0.00	0.00	100.00	100.00 %
100-53311-324	RECRUITMENT	50.00	50.00	0.00	0.00	50.00	100.00 %
100-53311-330	SEMINARS, CONF & TRAVEL	500.00	500.00	0.00	187.50	312.50	62.50 %
100-53311-340	OPERATING SUPPLIES	4,850.00	4,850.00	151.60	3,102.30	1,747.70	36.04 %
100-53311-341	PRINTING & FORMS	100.00	100.00	0.00	0.00	100.00	100.00 %
100-53311-342	CLEANING & SANITARY SUPPLIES	600.00	600.00	44.21	70.03	529.97	88.33 %
100-53311-350	BLDG & GRDS MAINT & REPAIRS	1,500.00	1,500.00	0.00	27.70	1,472.30	98.15 %
100-53311-360	VEHICLE MAINT. & REPAIRS	5,500.00	5,500.00	635.62	6,001.58	-501.58	-9.12 %
100-53311-361	REGULAR FUEL	20,800.00	20,800.00	617.51	2,311.22	18,488.78	88.89 %
100-53311-362	OFF ROAD FUEL	5,000.00	5,000.00	608.57	6,054.73	-1,054.73	-21.09 %
100-53311-363	EQUIPMENT MAINT & REPAIRS	12,000.00	12,000.00	155.41	1,738.13	10,261.87	85.52 %
100-53311-370	SALT & SAND	77,105.00	77,105.00	634.25	7,106.12	69,998.88	90.78 %
100-53311-371	TREE & BRUSH MAINTENANCE	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
100-53311-375	STREET MAINT & REPAIRS	5,000.00	5,000.00	1,099.07	1,314.57	3,685.43	73.71 %
100-53311-381	EMPLOYMENT TESTING	500.00	500.00	199.50	331.10	168.90	33.78 %
100-53311-382	UNIFORMS & SAFETY ATTIRE	1,000.00	1,000.00	144.00	619.81	380.19	38.02 %
100-53311-399	ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 53311 - STREET Total:		712,440.00	712,440.00	30,816.77	294,367.69	418,072.31	58.68 %

		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	0.00	1,710.19	6,089.81	78.07 %
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	1,799.99	1,863.41	7,136.59	79.30 %
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	1,799.99	3,573.60	15,526.40	81.29 %
Department: 53315 - STREET LIGHTS							
100-53315-221	ELECTRIC & GAS	225,955.00	225,955.00	16,124.56	82,416.08	143,538.92	63.53 %
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	343.76	1,656.24	82.81 %
Department: 53315 - STREET LIGHTS Total:		239,955.00	239,955.00	16,124.56	82,759.84	157,195.16	65.51 %
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	29,242.50	40,939.50	58.33 %
Department: 54110 - ANIMAL CONTROL Total:		70,182.00	70,182.00	5,848.50	29,242.50	40,939.50	58.33 %
Department: 55110 - LIBRARY							
100-55110-110	SALARIES - REGULAR	30,436.00	30,436.00	1,035.10	11,219.28	19,216.72	63.14 %
100-55110-124	WAGES - PERM PT	11,908.00	11,908.00	414.00	4,956.20	6,951.80	58.38 %
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	104.03	1,166.02	2,072.98	64.00 %
100-55110-151	RETIREMENT (WRS)	1,994.00	1,994.00	67.80	734.84	1,259.16	63.15 %
100-55110-152	HEALTH INSURANCE	5,508.00	5,508.00	242.94	1,457.64	4,050.36	73.54 %
100-55110-153	DENTAL INSURANCE	320.00	320.00	0.00	231.55	88.45	27.64 %
100-55110-154	LIFE INSURANCE	19.00	19.00	0.00	4.00	15.00	78.95 %
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	161.46	3,834.54	95.96 %
100-55110-214	FIRE CONTRACTUAL	1,249.00	1,249.00	380.00	451.95	797.05	63.82 %
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	0.00	7,931.66	16,489.34	67.52 %
100-55110-225	PHONE/INTERNET/CABLE	750.00	750.00	63.95	380.56	369.44	49.26 %
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	0.00	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	341.17	1,056.81	2,168.19	67.23 %
100-55110-342	CLEANING & SANITARY SUPPLIES	2,100.00	2,100.00	148.42	820.28	1,279.72	60.94 %
100-55110-350	BLDG & GRDS MAINT & REPAIRS	1,750.00	1,750.00	20.97	489.85	1,260.15	72.01 %
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	2,818.38	32,264.50	64,513.50	66.66 %
Department: 55200 - PARKS							
100-55200-110	SALARIES - REGULAR	64,719.00	64,719.00	2,477.85	27,008.57	37,710.43	58.27 %
100-55200-120	WAGES - REGULAR	80,210.00	80,210.00	3,100.68	33,407.45	46,802.55	58.35 %
100-55200-121	OVERTIME - REGULAR	1,000.00	1,000.00	0.00	510.39	489.61	48.96 %
5200-124	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 %

		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	3,475.75	9,900.96	12,050.04	54.90 %
100-55200-127	OVERTIME - TEMP/SEAS	0.00	0.00	27.75	27.75	-27.75	0.00 %
100-55200-150	FICA	13,371.00	13,371.00	665.66	5,129.19	8,241.81	61.64 %
100-55200-151	RETIREMENT (WRS)	10,010.00	10,010.00	408.23	4,176.94	5,833.06	58.27 %
100-55200-152	HEALTH INSURANCE	36,560.00	36,560.00	3,046.66	18,279.96	18,280.04	50.00 %
100-55200-153	DENTAL INSURANCE	2,207.00	2,207.00	0.00	885.85	1,321.15	59.86 %
100-55200-154	LIFE INSURANCE	65.00	65.00	0.00	27.05	37.95	58.38 %
100-55200-214	FIRE CONTRACTUAL	250.00	250.00	0.00	71.95	178.05	71.22 %
100-55200-220	WATER/SEWER/STORM WATER	16,223.00	16,223.00	0.00	6,446.48	9,776.52	60.26 %
100-55200-221	ELECTRIC & GAS	20,750.00	20,750.00	561.48	7,989.51	12,760.49	61.50 %
100-55200-225	PHONE/INTERNET/CABLE	3,840.00	3,840.00	322.17	1,940.91	1,899.09	49.46 %
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	0.00	134.37	295.63	68.75 %
100-55200-291	TRANSCRIPTION CONTRACTUAL	600.00	600.00	117.91	376.35	223.65	37.28 %
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	717.14	7,551.97	4,018.03	34.73 %
100-55200-342	CLEANING & SANITARY SUPPLIES	4,000.00	4,000.00	0.00	1,070.52	2,929.48	73.24 %
100-55200-350	BLDG & GRDS MAINT & REPAIRS	12,000.00	12,000.00	2,898.28	3,172.35	8,827.65	73.56 %
100-55200-360	VEHICLE MAINT. & REPAIRS	3,000.00	3,000.00	238.98	4,169.02	-1,169.02	-38.97 %
100-55200-361	REGULAR FUEL	6,500.00	6,500.00	416.58	2,495.47	4,004.53	61.61 %
100-55200-362	OFF ROAD FUEL	4,000.00	4,000.00	837.41	6,637.11	-2,637.11	-65.93 %
100-55200-363	EQUIPMENT MAINT & REPAIRS	6,500.00	6,500.00	805.50	9,023.18	-2,523.18	-38.82 %
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	54.00	61.00	14.00	18.67 %
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	20,172.03	151,744.30	177,736.70	53.94 %
Department: 55300 - RECREATION							
100-55300-110	SALARIES - REGULAR	184,453.00	184,453.00	7,064.85	77,006.87	107,446.13	58.25 %
100-55300-120	WAGES - REGULAR	26,995.00	26,995.00	1,048.62	11,193.28	15,801.72	58.54 %
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	344.25	533.39	-533.39	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	1,478.88	12,783.96	53,524.04	80.72 %
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	710.60	7,265.95	13,983.05	65.81 %
100-55300-151	RETIREMENT (WRS)	13,850.00	13,850.00	531.43	5,777.10	8,072.90	58.29 %
100-55300-152	HEALTH INSURANCE	54,781.00	54,781.00	4,565.06	27,390.36	27,390.64	50.00 %
100-55300-153	DENTAL INSURANCE	3,338.00	3,338.00	0.00	1,339.90	1,998.10	59.86 %
100-55300-154	LIFE INSURANCE	48.00	48.00	0.00	20.15	27.85	58.02 %
100-55300-225	PHONE/INTERNET/CABLE	4,250.00	4,250.00	134.18	1,521.70	2,728.30	64.20 %
100-55300-240	SOFTWARE MAINTENANCE CONTR	250.00	250.00	0.00	0.00	250.00	100.00 %
100-55300-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-310	OFFICE SUPPLIES	1,100.00	1,100.00	24.46	722.98	377.02	34.27 %
100-55300-311	POSTAGE	3,650.00	3,650.00	51.30	411.93	3,238.07	88.71 %
100-55300-312	COPY USAGE & PAPER	3,300.00	3,300.00	216.95	1,436.74	1,863.26	56.46 %
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	30.00	1,272.08	827.92	39.42 %
100-55300-340	OPERATING SUPPLIES	31,000.00	31,000.00	1,469.80	13,091.92	17,908.08	57.77 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
5300-341	PRINTING & FORMS	6,325.00	6,325.00	0.00	4,896.00	1,429.00	22.59 %
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	17,670.38	167,224.31	256,622.69	60.55 %
Department: 55420 - AQUATIC CENTER							
100-55420-120	WAGES - REGULAR	21,449.00	21,449.00	829.44	8,932.19	12,516.81	58.36 %
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	2,425.98	2,636.07	73,840.93	96.55 %
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	243.22	850.28	6,640.72	88.65 %
100-55420-151	RETIREMENT (WRS)	1,405.00	1,405.00	54.33	605.12	799.88	56.93 %
100-55420-152	HEALTH INSURANCE	7,288.00	7,288.00	607.36	3,644.16	3,643.84	50.00 %
100-55420-153	DENTAL INSURANCE	452.00	452.00	0.00	181.60	270.40	59.82 %
100-55420-154	LIFE INSURANCE	6.00	6.00	0.00	2.45	3.55	59.17 %
100-55420-220	WATER/SEWER/STORM WATER	7,727.00	7,727.00	0.00	3,037.02	4,689.98	60.70 %
100-55420-221	ELECTRIC & GAS	17,500.00	17,500.00	1,646.76	4,021.15	13,478.85	77.02 %
100-55420-225	PHONE/INTERNET/CABLE	700.00	700.00	164.18	758.07	-58.07	-8.30 %
100-55420-290	OTHER CONTRACTUAL SERVICES	11,825.00	11,825.00	2,614.26	8,092.78	3,732.22	31.56 %
100-55420-321	CERTIFICATIONS & LICENSES	735.00	735.00	1,035.00	1,035.00	-300.00	-40.82 %
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	633.90	2,097.71	2,502.29	54.40 %
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	1,073.25	1,120.76	14,459.24	92.81 %
100-55420-350	BLDG & GRDS MAINT & REPAIRS	4,500.00	4,500.00	983.88	1,228.68	3,271.32	72.70 %
100-55420-363	EQUIPMENT MAINT & REPAIRS	1,200.00	1,200.00	0.00	307.96	892.04	74.34 %
Department: 55420 - AQUATIC CENTER Total:		179,185.00	179,185.00	12,311.56	38,856.88	140,328.12	78.31 %
Department: 56600 - URBAN PLANNING							
100-56600-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
6600-320	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	13,466.99	0.01	0.00 %
Department: 56700 - ECONOMIC DEVELOPMENT Total:		13,467.00	13,467.00	0.00	13,466.99	0.01	0.00 %
Department: 56900 - PLANNING & ZONING							
100-56900-110	SALARIES - REGULAR	62,391.00	62,391.00	2,442.77	26,074.85	36,316.15	58.21 %
100-56900-120	WAGES - REGULAR	4,601.00	4,601.00	179.76	1,925.58	2,675.42	58.15 %
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	212.00	1,805.98	4,554.02	71.60 %
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	190.42	2,008.13	3,641.87	64.46 %
100-56900-151	RETIREMENT (WRS)	4,388.00	4,388.00	171.78	1,834.02	2,553.98	58.20 %
100-56900-152	HEALTH INSURANCE	20,043.00	20,043.00	1,670.24	10,021.44	10,021.56	50.00 %
100-56900-153	DENTAL INSURANCE	1,244.00	1,244.00	0.00	499.45	744.55	59.85 %
100-56900-154	LIFE INSURANCE	12.00	12.00	0.00	3.40	8.60	71.67 %
100-56900-225	PHONE/INTERNET/CABLE	1,700.00	1,700.00	71.09	476.70	1,223.30	71.96 %
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	170.82	919.49	2,080.51	69.35 %
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	67.70	400.35	519.65	56.48 %
100-56900-312	COPY USAGE & PAPER	2,745.00	2,745.00	40.58	924.22	1,820.78	66.33 %
100-56900-320	SUBSCRIPTIONS & DUES	620.00	620.00	0.00	507.00	113.00	18.23 %
6900-322	LEGAL NOTICES	3,600.00	3,600.00	0.00	1,076.07	2,523.93	70.11 %
100-56900-324	RECRUITMENT	0.00	0.00	0.00	25.00	-25.00	0.00 %

Budget Report

For Fiscal: 2019 Period Ending: 06/30/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
6900-330	SEMINARS, CONF & TRAVEL	2,300.00	2,300.00	198.22	198.22	2,101.78	91.38 %
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	34.57	140.53	459.47	76.58 %
Department: 56900 - PLANNING & ZONING Total:		122,814.00	122,814.00	5,449.95	49,512.73	73,301.27	59.68 %
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	419,595.10	3,757,379.27	5,593,996.73	59.82 %
Fund: 100 - GENERAL FUND Surplus (Deficit):		-150,000.00	-150,000.00	-394,419.70	3,343,205.24	3,493,205.24	2,328.80 %
Report Surplus (Deficit):		-150,000.00	-150,000.00	-394,419.70	3,343,205.24	3,493,205.24	2,328.80 %

CITY OF ONALASKA
AUDIT BID SHEET

2019 Audit:

CITY \$ 28,650

CDA \$ 550

TOTAL \$ 29,200

*Note: 2018 city: 29,450
CDA: 550-
Total: 30,000*

2020 Audit:

CITY \$ 29,450

CDA \$ 550

TOTAL \$ 30,000

2021 Audit:

CITY \$ 30,250

CDA \$ 550

TOTAL \$ 30,800

Hawkins Ash CPAs, LLP

Company Name

Monica Hausen

Signed

Partner

Title

June 21, 2019

Date

June 26, 2019

Fred Buehler
City of Onalaska
Financial Services Director/Treasurer
415 Main Street
Onalaska, WI 54650

Dear Mr. Buehler,

Ehlers Investment Partners, LLC is an independent investment adviser registered with the Securities and Exchange Commission and a subsidiary of Ehlers Companies created to serve only local governments. We believe our abilities and performance will be distinguished from our competitors by our commitment to serve only the best interest of our clients and the constituency they serve, our access to investment markets and resources and over 75 years of combined experience in treasury management and banking, investment management and municipal finance. Following is a brief proposal and additional information about our investment advisory firm.

Experience. Ehlers Investment Partners staff are Certified Public Funds Investment Managers (CPFIM), Certified Financial Analysts (CFA), Certified Cash Managers (CCM) and licensed investment professionals with more than 25 years' experience in banking and treasury management, investments, and for more than half-a-century Ehlers has provided independent financial advice to communities in the issuance of over \$1 billion in bonds annually. Few of our competitors can compare with the depth and breadth of over 75 years of collective experience Ehlers Investment Partners and affiliates can bring to your investments.

Commitment. Ehlers Investment Partners LLC was created to provide all forms of local governments with assistance and expertise in investing their cash assets and debt proceeds. We are committed to providing investment advisory services that ensure a robust financial future in the communities we serve. We will honor this commitment by;

1. Preparing a cash flow forecast to determine current funds available, timing of receipts and payments and amounts available for investment.
2. Formulating an investment policy that outlines general objectives, ensures compliance with state statutes, establishes procedures and controls, provides for continuity to the investment program and incorporates language for local depository considerations and deposit collateralization procedures.
3. Implementing an investment strategy that is consistent with the cash flow forecast, conforms to the investment policy and the tenants of Safety, Liquidity and Yield and is understood by those responsible for its success.
4. Scheduling regular reviews to ensure your investment strategies and performance are consistent, cash forecasts current and treasury management practices efficient and cost effective.

Ehlers Investment Partners is not a “typical” investment advisor as we consult with clients on a wide array of banking and treasury management issues. We’ve assisted many municipalities in the Request for Proposal process for banking services. In this process we;

- Wrote the request for proposal, in collaboration with the client
- Provided a list of potential respondents
- Produced and sent the RFP to potential respondents
- Accepted and evaluated each response
- Prepared a list of finalists and presented the analysis to staff, finance committee and board
- Attended interviews and implementation meetings

Ehlers Investment Partners typically charges \$200 per hour for consulting services not directly related to investment management. Ehlers Investment Partners would consult, and advise the of City of Onalaska in the Request for Proposal for Banking Services process as described above for \$200 per hour, not to exceed \$3,500. Our staff has over 25 years’ experience in the banking industry providing services to entities similar to the City of Onalaska, and as Treasury Managers buying bank services. It is our experience the City of Onalaska staff would spend a minimum of 20 hours in the RFP process. Time spent could double if the City of Onalaska accepts a proposal that requires a bank change.

Ehlers Investment Partners prides itself on its commitment to providing outstanding investment advisory services and results to the communities we serve. Our mission is simple – consider only the best interests of our clients by providing local government officials with convenience, confidence and peace of mind to help them effectively and safely manage investments for their community’s future.

Thank you for considering Ehlers Investment Partners, LLC.

Sincerely,

Ken
Kenneth J. Herdeman, CPFIM
President
Ehlers Investment Partners, LLC