



AMENDED

City of Onalaska Meeting Notice

COMMITTEE/BOARD: Finance & Personnel Committee
DATE OF MEETING: February 3, 2021 (Wednesday)
TIME OF MEETING: 7:15 P.M. (no earlier than 7:15 p.m. or immediately following the Utilities Committee Meeting)

This meeting is being conducted via remote conferencing software due to a State of Emergency. Members of the public may call to listen in and provide public input at:

Meeting Link: <https://zoom.us/j/96601017585?pwd=VnNtOUl5anlySTdUb0xieVIPOXNrUT09>

- **Phone Number: 1-312-626-6799**
- **Meeting ID: 966 0101 7585**
- **Password: 54650**

PURPOSE OF MEETING

1. Call to Order and Roll Call
2. Approval of minutes from previous meeting
3. Public input: (limited to 3 minutes / individual)

Consideration And Possible Action On The Following Items:

FINANCE

4. City of Onalaska 2021 Capital Projects -General Obligation Corporate Purpose Bonds and State Trust Fund Loan:
 - a. **Resolution 2-2021** – Initial Resolution Authorizing \$150,000 General Obligation Bonds for Sanitary Sewer Projects

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 Kim Smith	_____
*Ald. Jim Olson – Vice Chair	_____
Ald. Steven Nott	_____
*Ald. Dan Stevens – Chair	_____
Ald. Tom Smith	_____
Ald. Cari Burmaster	_____
*Ald. Diane Wulf	_____
City Administrator City Attorney	WPPA Steward IAFF Steward
Dept Heads La Crosse Tribune	_____
Coulee Courier	Onalaska Omni Center
FOX WKTY WLXR WLAX WKTB WXOW	Onalaska Public Library
*Committee Members	

Date Notices Mailed and Posted: 01-29-2021

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.

- b. **Resolution 3-2021** – Initial Resolution Authorizing \$485,000 General Obligation Bonds for Storm Sewer Projects
 - c. **Resolution 4-2021** – Initial Resolution Authorizing \$30,000 General Obligation Bonds for Parks and Public Grounds Projects
 - d. **Resolution 5-2021** – Initial Resolution Authorizing \$2,435,000 General Obligation Bonds for Street Improvement Projects
 - e. **Resolution 6-2021** – Initial Resolution Authorizing \$410,000 General Obligation Bonds for Water System Projects
 - f. **Resolution 7-2021** – Directing Publication of Notice to Electors Relating to Bond Issues
 - g. **Resolution 8-2021** – Providing for the Sale of \$3,510,000 General Obligation Corporate Purpose Bonds
 - h. Financing Plan for 2021 Capital Improvement Projects
5. City of Onalaska Financials:
- a. General Fund – 2020
 - b. Authorization to approve transfer of funds within each department to comply with Government Accounting Standards Board (GASB) / Generally Accepted Accounting Principles (GAAP) standards – 2020
6. **Resolution 11-2021** – To Transfer To/From Various Departments in the 2020 General Fund Budget
7. Designated Fund Balance (DSFB) General Fund and /or Special Revenue Funds 2020:
- a. Adjust Existing DSFB – 2020
 - b. Establish new DSFB – 2020
8. **Resolution 12-2021** – To Transfer from the 2020 General Fund Budget to the Special Revenue Fund - Special Projects
9. **Resolution 13-2021** – To Transfer from the 2020 General Fund Budget to the Special Revenue Fund -Equipment Replacement Fund
10. 2020 Omni Center Financials
11. **Resolution 14-2021** – To Transfer from the 2020 Special Revenue – Special Projects Restricted Fund Balance to the Enterprise Fund – Omni Center Fund
12. Joint Municipal Court:
- a. Financials 2020
 - b. Review Joint Municipal Court Allocation – 2019
 - c. Review the 2015-2020 outstanding citations for the City of Onalaska
 - d. Purge the 2014 outstanding balance for the City of Onalaska
13. Gundersen Health Systems Parking Ramp:
- a. 4th Quarter and annual for 2020

PERSONNEL

- 14. Review and approval of Flexible Benefits Plan Carryover Increase and Indexing Amendment and Adopting **Resolution 9-2021**

15. Review and approval of the changes to the following job descriptions:
 - a. AP/AR/Purchasing Clerk
 - b. Paralegal/Administrative Assistant
 - c. Human Resources Manager

 16. Review and approval of Flexible Benefits Plan Consolidated Appropriations Act (CAA) Amendment and Adopting **Resolution 15-2021**

17. **Adjournment**

Resolution No. 2-2021

INITIAL RESOLUTION AUTHORIZING
\$150,000 GENERAL OBLIGATION BONDS
FOR SANITARY SEWER PROJECTS

BE IT RESOLVED by the Common Council of the City of Onalaska, La Crosse County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$150,000 for the public purpose of financing sewerage projects, consisting of sanitary sewer improvements.

Adopted, approved and recorded February 9, 2021.

Kim Smith
Mayor

JoAnn Marcon
City Clerk

(SEAL)

Resolution No. 3-2021

INITIAL RESOLUTION AUTHORIZING
\$485,000 GENERAL OBLIGATION BONDS
FOR STORM SEWER PROJECTS

BE IT RESOLVED by the Common Council of the City of Onalaska, La Crosse County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$485,000 for the public purpose of financing sewerage projects, consisting of storm sewer improvements.

Adopted, approved and recorded February 9, 2021.

Kim Smith
Mayor

JoAnn Marcon
City Clerk

(SEAL)

Resolution No. 4-2021

INITIAL RESOLUTION AUTHORIZING
\$30,000 GENERAL OBLIGATION BONDS
FOR PARKS AND PUBLIC GROUNDS PROJECTS

BE IT RESOLVED by the Common Council of the City of Onalaska, La Crosse County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$30,000 for the public purpose of financing parks and public grounds projects.

Adopted, approved and recorded February 9, 2021.

Kim Smith
Mayor

JoAnn Marcon
City Clerk

(SEAL)

Resolution No. 5-2021

INITIAL RESOLUTION AUTHORIZING
\$2,435,000 GENERAL OBLIGATION BONDS
FOR STREET IMPROVEMENT PROJECTS

BE IT RESOLVED by the Common Council of the City of Onalaska, La Crosse County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$2,435,000 for the public purpose of financing street improvement projects.

Adopted, approved and recorded February 9, 2021.

Kim Smith
Mayor

JoAnn Marcon
City Clerk

(SEAL)

Resolution No. 6-2021

INITIAL RESOLUTION AUTHORIZING
\$410,000 GENERAL OBLIGATION BONDS
FOR WATER SYSTEM PROJECTS

BE IT RESOLVED by the Common Council of the City of Onalaska, La Crosse County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$410,000 for the public purpose of financing water system projects.

Adopted, approved and recorded February 9, 2021.

Kim Smith
Mayor

JoAnn Marcon
City Clerk

(SEAL)

Resolution No. 7-2021

RESOLUTION DIRECTING PUBLICATION OF NOTICE TO ELECTORS
RELATING TO BOND ISSUES

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

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

Adopted, approved and recorded February 9, 2021.

Kim Smith
Mayor

JoAnn Marcon
City Clerk

(SEAL)

Resolution No. 8-2021

RESOLUTION PROVIDING FOR THE SALE OF
\$3,510,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS

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

- (a) \$150,000 for sewerage projects, consisting of sanitary sewer improvements;
- (b) \$485,000 for sewerage projects, consisting of storm sewer improvements;
- (c) \$30,000 for parks and public grounds projects;
- (d) \$2,435,000 for street improvement projects; and
- (e) \$410,000 for water system projects.

WHEREAS, the Common Council hereby finds and determines that the projects described in the Initial Resolutions are within the City's power to undertake and therefore serve a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Combination of Issues. The issues referred to above are hereby combined into one issue of bonds designated "General Obligation Corporate Purpose Bonds" (the "Bonds") in an amount not to exceed \$3,510,000 for the purposes above specified.

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

Section 3. Notice of Sale. The City Clerk (in consultation with Robert W. Baird & Co. Incorporated ("Baird")) be and hereby is directed to cause notice of the sale of the Bonds to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete Official Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Baird) shall also cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded February 9, 2021.

Kim Smith
Mayor

JoAnn Marcon
City Clerk

(SEAL)



City of Onalaska

Finance Committee – 2021 Financing Plan
February 3, 2021

Bradley D. Viegut, Managing Director

bviegut@rwbaird.com
777 East Wisconsin Avenue
Milwaukee, WI 53202
Phone 414.765.3827
rwbaird.com/publicfinance

City of Onalaska

SUMMARY OF FINANCING



Issue:	State Trust Fund Loan	General Obligation Corporate Purpose Bonds
Estimated Size:	\$253,388	\$3,510,000
Purpose:	2021 CIP Projects that are ineligible for bonding: 6b Fiber optic cable construction 49 Marked police vehicles (2) 50 Portable radios (12)	2021 Capital Improvement Projects to be funded in 2021 but not funded with the State Trust Fund Loan
Structure:	Matures Annually 3/15/2022-3/15/2026	Matures Annually 10/1/2022-10/1/2040
First Interest:	March 15, 2022	October 1, 2021
Callable:	1/1 – 8/31 each year	2030 and thereafter callable 10/1/2029
Estimated Interest Rate:	2.50%	1.49%



City of Onalaska

TIMELINE

- Finance Committee considers Initial Borrowing Resolutions.....February 3, 2021
- Council considers Initial Borrowing Resolutions.....February 9, 2021
 - Preparations are made for issuance
 - ✓ Official Statement
 - ✓ Bond Rating
 - ✓ Marketing
- Council considers Award Resolution (finalizes term and interest rates).....March 9, 2021
- Closing (funds available).....March 30, 2021

DETAILED ANALYSIS

- Attached – Page 4



City of Onalaska

2021 FINANCING ILLUSTRATION

YEAR DUE	NET EXISTING DEBT SERVICE (A)	EXISTING MILL RATE (B)	\$253,388 STATE TRUST FUND LOAN Dated March 30, 2021 (First Interest 3/15/22)			\$3,510,000 G.O. CORPORATE PURPOSE BONDS - POS Dated March 30, 2021 (First Interest 10/1/21)				OFFSETTING REVENUES (C)	NET DEBT SERVICE (D)	NET MILL RATE (E)	COMBINED NET DEBT SERVICE (F)	COMBINED MILL RATE (G)	YEAR DUE (H)
			PRINCIPAL (3/15)	INTEREST (3/15) AVG= 2.50%	TOTAL	PRINCIPAL (10/1)	INTEREST (4% & 10% 10% 1.42%	LESS HYPOTHEICAL GO PREMIUM	TOTAL						
2021	\$3,856,460	\$1.84								\$0	\$0.00		\$3,856,460	\$1.84	2021
2022	\$3,919,507	\$1.87	\$48,414	\$6,074	\$54,488	\$100,000	\$72,565	(\$72,565)	\$100,000	(\$40,000)	\$114,488	\$0.05	\$4,033,995	\$1.92	2022
2023	\$3,948,298	\$1.88	\$49,364	\$5,124	\$54,488	\$100,000	\$69,565	(\$24,308)	\$145,257	(\$59,930)	\$139,815	\$0.07	\$4,088,113	\$1.95	2023
2024	\$3,868,106	\$1.84	\$50,588	\$3,901	\$54,488	\$160,000	\$66,565		\$226,565	(\$64,208)	\$216,846	\$0.10	\$4,082,951	\$1.94	2024
2025	\$3,734,838	\$1.78	\$51,863	\$2,626	\$54,488	\$165,000	\$61,765		\$226,765	(\$62,868)	\$218,396	\$0.10	\$3,953,234	\$1.88	2025
2026	\$3,477,037	\$1.65	\$53,159	\$1,329	\$54,488	\$170,000	\$56,815		\$226,815	(\$66,508)	\$214,796	\$0.10	\$3,691,833	\$1.76	2026
2027	\$3,115,290	\$1.48				\$175,000	\$51,715		\$226,715	(\$65,008)	\$161,708	\$0.08	\$3,276,997	\$1.56	2027
2028	\$2,112,584	\$1.01				\$180,000	\$46,465		\$226,465	(\$63,508)	\$162,958	\$0.08	\$2,275,542	\$1.08	2028
2029	\$1,935,874	\$0.92				\$180,000	\$41,065		\$221,065	(\$62,008)	\$159,058	\$0.08	\$2,094,732	\$1.00	2029
2030	\$1,941,504	\$0.92				\$190,000	\$35,665		\$225,665	(\$65,508)	\$160,158	\$0.08	\$2,101,662	\$1.00	2030
2031	\$1,846,894	\$0.88				\$195,000	\$33,290		\$228,290	(\$64,820)	\$163,470	\$0.08	\$2,010,364	\$0.96	2031
2032	\$1,735,723	\$0.83				\$195,000	\$30,853		\$225,853	(\$64,133)	\$161,720	\$0.08	\$1,897,443	\$0.90	2032
2033	\$1,613,972	\$0.77				\$195,000	\$28,415		\$223,415	(\$63,445)	\$159,970	\$0.08	\$1,773,942	\$0.84	2033
2034	\$1,448,960	\$0.69				\$205,000	\$25,880		\$230,880	(\$67,730)	\$163,150	\$0.08	\$1,612,110	\$0.77	2034
2035	\$1,287,740	\$0.61				\$210,000	\$23,010		\$233,010	(\$71,890)	\$161,120	\$0.08	\$1,448,860	\$0.69	2035
2036	\$1,083,455	\$0.52				\$210,000	\$19,860		\$229,860	(\$70,915)	\$158,945	\$0.08	\$1,242,400	\$0.59	2036
2037	\$884,060	\$0.42				\$215,000	\$16,500		\$231,500	(\$69,875)	\$161,625	\$0.08	\$1,045,685	\$0.50	2037
2038	\$605,750	\$0.29				\$220,000	\$12,469		\$232,469	(\$68,656)	\$163,813	\$0.08	\$769,563	\$0.37	2038
2039	\$316,200	\$0.15				\$220,000	\$8,344		\$228,344	(\$67,438)	\$160,906	\$0.08	\$477,106	\$0.23	2039
2040						\$225,000	\$4,219		\$229,219	(\$66,219)	\$163,000	\$0.08	\$163,000	\$0.08	2040
	<u>\$42,730,053</u>		<u>\$253,388</u>	<u>\$19,054</u>	<u>\$272,442</u>	<u>\$3,510,000</u>	<u>\$741,508</u>	<u>(\$133,357)</u>	<u>\$4,118,151</u>	<u>(\$1,224,653)</u>	<u>\$3,165,940</u>		<u>\$45,895,993</u>		

(A) Net of Water, Sewer, Storm Water, Townsm, TIF #4, and Room Tax projected revenues, General Fund supported bid premium from the 2020 Bonds

(B) Mill rate based on 2020 Assessed Valuation (TID-OUT) of \$2,101,227,603 with annual growth of 0.00%

(C) Assumes amounts borrowed for Sewer Utility, Water Utility and Storm Water Utility are self supporting

Sewer Utility Portion	\$150,000
Water Utility Portion	\$410,000
Storm Water Utility Portion	\$485,000

Note: Planning estimates only. Significant changes in market conditions will require adjustments to current financing plan. If interest rates move higher, the interest cost will be higher.



City of Onalaska

#F-5-A
Balance Sheet
Account Summary
As Of 12/31/2020

*Fixed
1-27-21*

Account	Name	Balance
Fund: 100 - GENERAL FUND		
Assets		
100-11100	CASH	-2,354,969.17
100-11103	CASH-CAFE PLAN	4,101.69
100-11305	TEMPORARY INVESTMENTS	11,970,535.03
100-11400	ONAL FIRE DEPT. (CARINS IRIS)	0.00
100-11510	DONATIONS SAVINGS ACCT	5,142.04
100-11511	NON-CITY INVESTMENTS	143.01
100-11800	PETTY CASH	10,144.00
100-12101	R/E & P/P TAXES REC.	0.00
100-12110	DELQ. S/A FROM CO. - 2019	20,931.42
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	393.37
100-12118	DELQ. S/A FROM CO. 2016	1,181.65
100-12119	DELQ. S/A FROM CO. - 2017	1,322.76
100-12120	DELQ. S/A FROM CO. 2018	3,008.37
100-12332	2017-18 Delq. / PP TAXES	0.00
100-12333	2018-19 DELQ. P/P TAXES	3,432.04
100-12334	2019-20 DELQ. P/P TAXES	6,801.06
100-12335	2007/08 DELQ. P/P TAXES	0.00
100-12336	2008/09 DELQ P/P TAXES	0.00
100-12337	2009-10 DELQ. P/P TAXES	0.00
100-12338	2010-11 DELQ P/P TAXES	0.00
100-12339	2011-12 DELQ. P/P TAXES	0.00
100-12340	2012-13 DELQ. P/P TAXES	0.00
100-12341	2013-14 DELQ. P/P TAXES	0.00
100-12342	2014-15 DELQ. P/P TAXES	0.00
100-12343	2015-16 DELQ. P/P TAXES	0.00
100-12344	2016-17 DELQ. P/P TAXES	0.00
100-12609	S/A STORM SEWER	0.00
100-12611	S/A STREET CONSTRUCTION	120,629.65
100-12613	S/A CURB & GUTTER	61,881.46
100-12626	S/A SIDEWALK	53,967.90
100-12632	S/A ALLEY PAVING	26,639.50
100-13100	OTHER ACCOUNTS RECEIVABLE	23,405.13
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	144.51
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 AGENGY 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 12/31/2020

Account	Name	Balance	
100-16200	PRE-PAID INSURANCE	50,892.59	
	Total Assets:	10,012,697.38	10,012,697.38
Liability			
100-21100	ACCOUNTS PAYABLE	25,923.54	
100-21110	AP PENDING (DUE TO POOL)	177,097.82	
100-21111	CORRECTIONS PAYABLE	0.00	
100-21112	G.F. SALES TAX PAYABLE	310.21	
100-21405	DOT-PARKING TICKETS	-2,916.00	
100-21511	FICA W/H	0.00	
100-21512	FEDERAL W/H	419.56	
100-21513	STATE W/H - WI	32.10	
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	21.28	
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	-903.38	
100-21574	DUE TO EMPLOYEES CAFE PLAN	3,520.25	
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	1,008.53	
100-24220	BAIL BOND DEPOSITS	0.00	
100-24230	PARTIAL PMT. - POLICE CITATIONS	0.00	
100-24330	DOG LICENSES DUE CO	-11.00	
100-24600	MOBILE HOME TAX DUE - OSD	0.00	
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	123,245.65	
100-26220	POSTPONED S/A-CURB & GUTTER	64,852.64	
100-26230	POSTPONED S/A-SIDEWALK	89,953.61	
100-26260	POSTPONED S/A-ALLEY PAVING	8,775.60	
100-28000	NON-CITY FUNDS	142.24	
	Total Liability:	491,472.65	
Equity			
100-32000	INVESTMENT IN CAPITAL ASSETS	0.00	
100-34100	FUND BALANCE	8,416,252.99	
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 12/31/2020

Account	Name	Balance
<u>100-34216</u>	HEA./DENTAL/VAC. FORMER EMPLOYEE	4,000.00
<u>100-34217</u>	ILLEGAL ASSESSMENTS	0.00
<u>100-34218</u>	TREE BRUSH	4,500.00
<u>100-34219</u>	ENGINEERING EQUIPMENT	0.00
<u>100-34220</u>	PROP/COLLISION	0.00
<u>100-34221</u>	DIRECT PAYROLL SOFTWARE	0.00
<u>100-34222</u>	CARIN IRIS EQUIP	0.00
<u>100-34223</u>	CITY LIBRARY REPAIRS	0.00
<u>100-34224</u>	STREET SEALING	0.00
<u>100-34225</u>	STREET (MAINT. SHOP)	29,000.00
<u>100-34226</u>	STREET SNOW & ICE	142,000.00
<u>100-34227</u>	STREET LIGHTS	10,000.00
<u>100-34228</u>	RECR./PARKS/C.CTR./POOL	9,000.00
<u>100-34229</u>	CITY STUDY	45,270.00
<u>100-34230</u>	CITY ATTORNEY	0.00
<u>100-34231</u>	CITY HALL EQUIPMENT	0.00
<u>100-34232</u>	FIRE DEPT REPAIRS	0.00
<u>100-34233</u>	CITY HALL VEHICLE	3,000.00
<u>100-34234</u>	FIRE DEPT TRAINING EQUIP	0.00
<u>100-34235</u>	FIRE DEPT ATV	0.00
	Total Beginning Equity:	8,879,748.99
Total Revenue		9,944,644.80
Total Expense		9,303,169.06
Revenues Over/Under Expenses		641,475.74
	Total Equity and Current Surplus (Deficit):	9,521,224.73
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>10,012,697.38</u>



Budget Report Account Summary

For Fiscal: 2020 Period Ending: 12/31/2020

		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	6,587,164.00	6,587,164.00	0.00	6,587,164.00	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	57,000.00	57,000.00	6,752.14	63,243.01	6,243.01	110.95 %
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	38,576.00	38,576.00	2,425.94	19,802.23	-18,773.77	48.67 %
100-00000-41300	PAYMENTS IN LIEU OF TAXES	127,000.00	127,000.00	9,950.25	137,861.10	10,861.10	108.55 %
100-00000-41320	TAXES ON MUNICIPAL OWNED UTIL	420,000.00	420,000.00	437,781.87	437,781.87	17,781.87	104.23 %
100-00000-41800	INTEREST ON TAXES	1,000.00	1,000.00	223.73	1,489.73	489.73	148.97 %
100-00000-42010	S/A STREET	7,000.00	7,000.00	0.00	7,581.17	581.17	108.30 %
100-00000-42020	S/A CURB & GUTTER	1,500.00	1,500.00	0.00	2,501.36	1,001.36	166.76 %
100-00000-42030	S/A SIDEWALK	7,000.00	7,000.00	0.00	7,070.06	70.06	101.00 %
100-00000-42050	S/A ALLEY	1,200.00	1,200.00	0.00	1,113.61	-86.39	7.20 %
100-00000-42060	S/A STORM SEWER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43211	FEDERAL LAW ENFORCEMENT GRA	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43221	FEDERAL GRANT - HIGHWAY	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43300	FED GOV'T REVENUE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-43307	FEMA MONEY	0.00	0.00	726.00	1,856.52	1,856.52	0.00 %
100-00000-43309	SHARED REVENUE FROM STATE	594,451.00	594,451.00	0.00	594,184.35	-266.65	0.04 %
100-00000-43401	STATE AID COMPUTERS	56,000.00	56,000.00	0.00	57,334.92	1,334.92	102.38 %
100-00000-43420	FIRE INSURANCE FOR STATE	82,000.00	82,000.00	0.00	87,930.16	5,930.16	107.23 %
100-00000-43521	LAW ENFORCEMENT TRAINING AID	4,000.00	4,000.00	4,000.00	4,000.00	0.00	0.00 %
100-00000-43530	STATE AID ROAD ALLOTMENT	860,000.00	860,000.00	0.00	861,327.48	1,327.48	100.15 %
100-00000-43541	STATE AID FOR CONNECTING STREE	48,000.00	48,000.00	0.00	48,171.99	171.99	100.36 %
100-00000-43610	PAYMENT FOR MUNICIPAL SERVICE	3,000.00	3,000.00	354.88	4,023.65	1,023.65	134.12 %
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	54,537.01	0.01	100.00 %
100-00000-43630	STATE AID VIDEO SERVICE PROVIDE	0.00	0.00	0.00	24,032.61	24,032.61	0.00 %
100-00000-43690	STATE AID OTHER PAYMENTS	0.00	0.00	1,453.15	14,007.25	14,007.25	0.00 %
100-00000-44110	LIQUOR & MALT BEVERAGE LICENS	22,800.00	22,800.00	10.00	8,505.00	-14,295.00	62.70 %
100-00000-44120	OPERATOR LICENSE	4,200.00	4,200.00	203.00	4,337.00	137.00	103.26 %
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	5,797.41	89,350.88	-60,649.12	40.43 %
100-00000-44171	CELL TOWER FEES	14,000.00	14,000.00	2,567.54	15,114.77	1,114.77	107.96 %
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	40.00	220.00	120.00	220.00 %
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	1,510.00	510.00	151.00 %
100-00000-44195	OTHER LICENSES	12,000.00	12,000.00	70.00	12,110.50	110.50	100.92 %
100-00000-44196	MOTEL/HOTEL PERMITS	0.00	0.00	0.00	145.00	145.00	0.00 %
100-00000-44210	BICYCLE LICENSE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44215	DOG LICENSE	44,000.00	44,000.00	996.00	8,030.50	-35,969.50	81.75 %
100-00000-44220	CAT LICENSE	31,000.00	31,000.00	2,583.00	29,413.65	-1,586.35	5.12 %
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	5,726.00	125,251.19	5,251.19	104.38 %
100-00000-44311	PLAN REVIEW	500.00	500.00	0.00	80.00	-420.00	84.00 %
100-00000-44315	ELECTRICAL PERMITS	45,000.00	45,000.00	11,189.08	39,494.88	-5,505.12	12.23 %
100-00000-44320	HEATING & A/C PERMITS	20,000.00	20,000.00	1,827.35	25,056.15	5,056.15	125.28 %
100-00000-44323	PLUMBING PERMIT FEES	20,000.00	20,000.00	77,395.71	100,943.50	80,943.50	504.72 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-00000-44325	STREET OPENING PERMITS	750.00	750.00	75.00	1,225.00	475.00	163.33 %
100-00000-44330	SIDEWALK PERMIT	750.00	750.00	0.00	455.00	-295.00	39.33 %
100-00000-44335	RAILROAD PERMIT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-44336	RECREATIONAL BURNING PERMIT	11,000.00	11,000.00	40.00	11,480.00	480.00	104.36 %
100-00000-44340	OTHER PERMITS	200.00	200.00	275.00	546.25	346.25	273.13 %
100-00000-44345	P.U.D. PERMIT	0.00	0.00	0.00	5,750.00	5,750.00	0.00 %
100-00000-44347	SITE PLANS	2,000.00	2,000.00	0.00	6,652.60	4,652.60	332.63 %
100-00000-44410	ZONING	6,000.00	6,000.00	653.32	9,023.94	3,023.94	150.40 %
100-00000-45110	COURT PENALTIES	105,000.00	105,000.00	0.00	73,705.92	-31,294.08	29.80 %
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	62,000.00	62,000.00	8,902.00	49,631.90	-12,368.10	19.95 %
100-00000-46100	GEN'L GOV'T REVENUE (SHARED-RI	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46105	GENERAL GOVERNMENT FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46110	PLAT FILING FEES	0.00	0.00	0.00	875.00	875.00	0.00 %
100-00000-46115	LICENSE PUBLICATION FEES	450.00	450.00	0.00	440.00	-10.00	2.22 %
100-00000-46120	SALES MATERIAL & SUPLS	9,500.00	9,500.00	750.00	13,296.29	3,796.29	139.96 %
100-00000-46121	TOPO FEES	0.00	0.00	10.00	20.00	20.00	0.00 %
100-00000-46210	FIRE PROTECTION SERVICE	20,000.00	20,000.00	0.00	25,210.00	5,210.00	126.05 %
100-00000-46220	POLICE REPORTS	400.00	400.00	70.00	848.00	448.00	212.00 %
100-00000-46221	FALSE ALARMS	2,500.00	2,500.00	1,125.00	5,565.00	3,065.00	222.60 %
100-00000-46222	POLICE SECURITY FEES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46300	HIGHWAY MAINT. & SNOWPLOWIN	500.00	500.00	0.00	8,496.37	7,996.37	1,699.27 %
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	810.00	810.00	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	1,800.00	1,800.00	0.00	711.13	-1,088.87	60.49 %
100-00000-46711	PARK FACILITY RENTAL	14,000.00	14,000.00	75.00	6,427.55	-7,572.45	54.09 %
100-00000-46715	RECREATION FEES	70,000.00	70,000.00	985.05	7,504.12	-62,495.88	89.28 %
100-00000-46716	RECR. FEES > AGE 18	7,000.00	7,000.00	0.00	1,500.00	-5,500.00	78.57 %
100-00000-46725	SWIMMING POOL REVENUE	78,190.00	78,190.00	0.00	223.54	-77,966.46	99.71 %
100-00000-46726	SWIMMING POOL LESSONS	6,720.00	6,720.00	0.00	0.00	-6,720.00	100.00 %
100-00000-46727	SWIMMING POOL MISC	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46728	SWIMMING POOL CONCESSIONS	28,570.00	28,570.00	0.00	0.00	-28,570.00	100.00 %
100-00000-46729	SWIMMING POOL ADVERT. INCOM	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-46840	URBAN DEVELOPMENT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-47310	INTERGOV'T - GEN'L GOV'T	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-47320	OTHER LOCAL GOV'T/LAW ENFORC	35,000.00	35,000.00	0.00	34,268.02	-731.98	2.09 %
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	2,480.29	-456.01	-456.01	0.00 %
100-00000-48100	INTEREST INCOME	250,000.00	250,000.00	2,082.16	124,497.41	-125,502.59	50.20 %
100-00000-48130	INTEREST DONATION ACCT.	0.00	0.00	0.23	28.04	28.04	0.00 %
100-00000-48131	INTEREST - NON CITY	0.00	0.00	0.01	0.77	0.77	0.00 %
100-00000-48150	INTEREST - STREET ASSMT.	2,000.00	2,000.00	0.00	2,038.68	38.68	101.93 %
100-00000-48155	INTEREST - CURB & GUTTER ASSMT	500.00	500.00	0.00	1,301.19	801.19	260.24 %
100-00000-48160	INTEREST - SIDEWALK ASSMT.	1,500.00	1,500.00	0.00	1,771.14	271.14	118.08 %
100-00000-48170	INTEREST - ALLEY ASSMT.	500.00	500.00	0.00	442.10	-57.90	11.58 %
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	3,723.20	3,723.20	0.00 %
100-00000-48404	INSURANCE REIMB - HWY	0.00	0.00	0.00	8,829.10	8,829.10	0.00 %
100-00000-48405	INSURANCE REIMB - GENERAL	0.00	0.00	0.00	488.60	488.60	0.00 %
100-00000-48406	INSURANCE DIVIDENDS	8,600.00	8,600.00	34,118.00	41,263.00	32,663.00	479.80 %
100-00000-48408	INSURANCE WAIVER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-00000-48500	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-00000-48510	CONTRIBUTION FROM SCHOOL DIS	21,600.00	21,600.00	0.00	11,967.46	-9,632.54	44.60 %
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	4,581.38	4,581.38	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:		10,183,948.00	10,183,948.00	623,714.11	9,944,644.80	-239,303.20	2.35 %
Revenue Total:		10,183,948.00	10,183,948.00	623,714.11	9,944,644.80	-239,303.20	2.35 %
Expense							
Department: 51100 - COMMON COUNCIL							
100-51100-110	SALARIES - REGULAR	37,000.00	37,000.00	2,824.85	26,980.99	10,019.01	27.08 %
100-51100-150	FICA	2,831.00	2,831.00	239.05	2,090.35	740.65	26.16 %
100-51100-240	Software Contractual	3,250.00	3,250.00	0.00	276.00	2,974.00	91.51 %
100-51100-291	TRANSCRIPTION CONTRACTUAL	7,200.00	7,200.00	350.35	3,153.13	4,046.87	56.21 %
100-51100-310	OFFICE SUPPLIES	700.00	700.00	132.33	448.62	251.38	35.91 %
100-51100-311	POSTAGE	200.00	200.00	0.00	0.00	200.00	100.00 %
100-51100-312	COPY USAGE & PAPER	1,000.00	1,000.00	57.87	883.96	116.04	11.60 %
100-51100-320	SUBSCRIPTIONS & DUES	6,368.00	6,368.00	0.00	7,066.40	-698.40	-10.97 %
100-51100-322	LEGAL NOTICES	12,140.00	12,140.00	1,151.08	7,018.46	5,121.54	42.19 %
100-51100-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51100 - COMMON COUNCIL Total:		70,689.00	70,689.00	4,755.53	47,917.91	22,771.09	32.21 %
Department: 51110 - POLICE & FIRE COMMISSION							
100-51110-290	OTHER CONTRACTUAL SERVICES	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51110-291	TRANSCRIPTION CONTRACTUAL	0.00	0.00	0.00	522.93	-522.93	0.00 %
100-51110-310	OFFICE SUPPLIES	0.00	0.00	19.99	278.80	-278.80	0.00 %
100-51110-311	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51110-312	COPY USAGE & PAPER	175.00	175.00	0.00	150.73	24.27	13.87 %
Department: 51110 - POLICE & FIRE COMMISSION Total:		275.00	275.00	19.99	952.46	-677.46	-246.35 %
Department: 51200 - MUNICIPAL COURT							
100-51200-290	OTHER CONTRACTUAL SERVICES	100.00	100.00	0.00	50.00	50.00	50.00 %
100-51200-340	OPERATING SUPPLIES	212.00	212.00	0.00	145.85	66.15	31.20 %
Department: 51200 - MUNICIPAL COURT Total:		312.00	312.00	0.00	195.85	116.15	37.23 %
Department: 51300 - LEGAL							
100-51300-110	SALARIES REGULAR	70,051.00	70,051.00	8,209.05	69,620.83	430.17	0.61 %
100-51300-120	WAGES - REGULAR	40,376.00	40,376.00	0.00	1,508.28	38,867.72	96.26 %
100-51300-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51300-124	WAGES PERM. PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51300-150	FICA	8,448.00	8,448.00	590.46	4,917.14	3,530.86	41.80 %
100-51300-151	RETIREMENT (WRS)	7,454.00	7,454.00	554.10	4,801.09	2,652.91	35.59 %
100-51300-152	HEALTH INSURANCE	36,084.00	36,084.00	0.00	0.00	36,084.00	100.00 %
100-51300-153	DENTAL INSURANCE	2,048.00	2,048.00	79.08	907.60	1,140.40	55.68 %
100-51300-154	LIFE INSURANCE	21.00	21.00	0.95	12.65	8.35	39.76 %
100-51300-225	PHONE/INTERNET/CABLE	1,100.00	1,100.00	142.01	627.29	472.71	42.97 %
100-51300-240	HDWR/SOFTWR MAINT	1,254.00	1,254.00	0.00	1,213.30	40.70	3.25 %
100-51300-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51300-290	OTHER CONTRACTUAL SERVICES	20,000.00	20,000.00	5,440.00	18,223.73	1,776.27	8.88 %
100-51300-310	OFFICE SUPPLIES	1,000.00	1,000.00	43.70	1,298.02	-298.02	-29.80 %
100-51300-311	POSTAGE	270.00	270.00	0.00	37.25	232.75	86.20 %
100-51300-312	COPY USAGE & PAPER	500.00	500.00	0.00	90.09	409.91	81.98 %
100-51300-320	SUBSCRIPTIONS & DUES	650.00	650.00	113.30	1,331.00	-681.00	-104.77 %
100-51300-321	CERTIFICATIONS & LICENSES	600.00	600.00	0.00	0.00	600.00	100.00 %
100-51300-330	SEMINARS,CONF.& TRAVEL	3,000.00	3,000.00	25.00	1,383.61	1,616.39	53.88 %
100-51300-340	OPERATING SUPPLIES	3,000.00	3,000.00	1,230.00	2,594.17	405.83	13.53 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51300-341	PRINTING & FORMS	400.00	400.00	0.00	935.44	-535.44	-133.86 %
	Department: 51300 - LEGAL Total:	196,256.00	196,256.00	16,427.65	109,501.49	86,754.51	44.20 %
Department: 51408 - CITY ADMINISTRATOR							
100-51408-110	SALARIES REGULAR	100,530.00	100,530.00	11,709.15	99,770.30	759.70	0.76 %
100-51408-124	WAGES - PERM. PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51408-150	FICA	7,691.00	7,691.00	769.62	7,381.59	309.41	4.02 %
100-51408-151	RETIREMENT (WRS)	6,786.00	6,786.00	790.38	6,734.53	51.47	0.76 %
100-51408-152	HEALTH INSURANCE	5,980.00	5,980.00	474.24	5,956.20	23.80	0.40 %
100-51408-153	DENTAL INSURANCE	835.00	835.00	73.09	838.80	-3.80	-0.46 %
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	121.59	526.95	573.05	52.10 %
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	383.10	616.90	61.69 %
100-51408-311	POSTAGE	270.00	270.00	0.00	58.30	211.70	78.41 %
100-51408-312	COPY USAGE/PAPER	400.00	400.00	0.01	83.58	316.42	79.11 %
100-51408-320	SUBSCRIPTIONS & DUES	600.00	600.00	250.00	425.00	175.00	29.17 %
100-51408-321	CERTIFICATIONS & LICENSES	200.00	200.00	0.00	0.00	200.00	100.00 %
100-51408-330	SEMINARS,CONF. & TRAVEL	4,000.00	4,000.00	0.00	765.54	3,234.46	80.86 %
100-51408-340	OPERATING SUPPLIES	3,000.00	3,000.00	1,950.00	2,665.87	334.13	11.14 %
100-51408-341	PRINTING & FORMS	400.00	400.00	0.00	10.29	389.71	97.43 %
	Department: 51408 - CITY ADMINISTRATOR Total:	133,792.00	133,792.00	16,138.08	125,600.05	8,191.95	6.12 %
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	12,980.00	12,980.00	1,512.90	12,794.33	185.67	1.43 %
100-51410-150	FICA	993.00	993.00	115.71	978.65	14.35	1.45 %
100-51410-151	RETIREMENT (WRS)	757.00	757.00	0.00	-6.43	763.43	100.85 %
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	124.89	672.65	-180.65	-36.72 %
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	90.48	249.52	73.39 %
100-51410-311	POSTAGE	60.00	60.00	0.00	0.50	59.50	99.17 %
100-51410-312	COPY USAGE & PAPER	100.00	100.00	0.00	0.00	100.00	100.00 %
100-51410-320	SUBSCRIPTIONS & DUES	800.00	800.00	0.00	175.00	625.00	78.13 %
100-51410-330	SEMINARS, CONF & TRAVEL	400.00	400.00	50.00	50.00	350.00	87.50 %
100-51410-340	OPERATING SUPPLIES	50.00	50.00	0.00	49.99	0.01	0.02 %
100-51410-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
	Department: 51410 - MAYOR Total:	16,972.00	16,972.00	1,803.50	14,805.17	2,166.83	12.77 %
Department: 51411 - FINANCE							
100-51411-110	SALARIES - REGULAR	73,404.00	73,404.00	6,814.97	74,328.56	-924.56	-1.26 %
100-51411-120	WAGES -REGULAR	45,673.00	45,673.00	3,354.32	31,066.88	14,606.12	31.98 %
100-51411-121	WAGES - OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51411-124	WAGES - PERM PT	16,500.00	16,500.00	2,317.58	15,389.57	1,110.43	6.73 %
100-51411-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51411-126	WAGES - TEMP./SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51411-150	FICA	10,371.00	10,371.00	930.10	8,818.73	1,552.27	14.97 %
100-51411-151	RETIREMENT (WRS)	8,038.00	8,038.00	526.10	6,862.06	1,175.94	14.63 %
100-51411-152	HEALTH INSURANCE	16,885.00	16,885.00	1,764.50	20,347.44	-3,462.44	-20.51 %
100-51411-153	DENTAL INSURANCE	1,640.00	1,640.00	129.76	1,872.28	-232.28	-14.16 %
100-51411-154	LIFE INSURANCE	87.00	87.00	5.77	82.62	4.38	5.03 %
100-51411-225	PHONE/INTERNET/CABLE	570.00	570.00	179.92	927.97	-357.97	-62.80 %
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	9,106.46	18,712.66	-14,212.66	-315.84 %
100-51411-310	OFFICE SUPPLIES	1,200.00	1,200.00	604.13	3,008.89	-1,808.89	-150.74 %
100-51411-311	POSTAGE	1,500.00	1,500.00	719.25	2,220.21	-720.21	-48.01 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51411-312	COPY USAGE & PAPER	1,000.00	1,000.00	514.35	3,045.66	-2,045.66	-204.57 %
100-51411-320	SUBSCRIPTIONS & DUES	275.00	275.00	0.00	202.00	73.00	26.55 %
100-51411-322	LEGAL NOTICES	0.00	0.00	0.00	45.47	-45.47	0.00 %
100-51411-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51411-330	SEMINARS, CONF & TRAVEL	2,325.00	2,325.00	0.00	591.11	1,733.89	74.58 %
100-51411-340	OPERATING SUPPLIES	2,015.00	2,015.00	3,273.38	4,716.58	-2,701.58	-134.07 %
100-51411-341	PRINTING & FORMS	500.00	500.00	0.00	0.00	500.00	100.00 %
Department: 51411 - FINANCE Total:		186,983.00	186,983.00	30,240.59	192,238.69	-5,255.69	-2.81 %
Department: 51420 - CITY CLERK							
100-51420-110	SALARIES - REGULAR	79,238.00	79,238.00	8,175.28	101,041.41	-21,803.41	-27.52 %
100-51420-120	WAGES - REGULAR	56,882.00	56,882.00	7,914.29	57,122.26	-240.26	-0.42 %
100-51420-121	OVERTIME - REGULAR	286.00	286.00	0.00	3,314.18	-3,028.18	-1,058.80 %
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	10,435.00	10,435.00	1,168.73	11,586.15	-1,151.15	-11.03 %
100-51420-151	RETIREMENT (WRS)	9,207.00	9,207.00	959.21	9,476.43	-269.43	-2.93 %
100-51420-152	HEALTH INSURANCE	25,199.00	25,199.00	13,214.26	44,712.44	-19,513.44	-77.44 %
100-51420-153	DENTAL INSURANCE	2,574.00	2,574.00	676.99	3,013.10	-439.10	-17.06 %
100-51420-154	LIFE INSURANCE	104.00	104.00	1.55	68.95	35.05	33.70 %
100-51420-225	PHONE/INTERNET/CABLE	1,200.00	1,200.00	26.72	108.15	1,091.85	90.99 %
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	793.27	436.73	35.51 %
100-51420-311	POSTAGE	2,800.00	2,800.00	105.25	3,394.55	-594.55	-21.23 %
100-51420-312	COPY USAGE & PAPER	1,400.00	1,400.00	60.31	911.85	488.15	34.87 %
100-51420-320	SUBSCRIPTIONS & DUES	380.00	380.00	0.00	175.00	205.00	53.95 %
100-51420-321	CERTIFICATIONS & LICENSES	200.00	200.00	0.00	70.00	130.00	65.00 %
100-51420-322	LEGAL NOTICES	420.00	420.00	0.00	0.00	420.00	100.00 %
100-51420-324	RECRUITMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
100-51420-330	SEMINARS, CONF & TRAVEL	2,360.00	2,360.00	0.00	159.00	2,201.00	93.26 %
100-51420-340	OPERATING SUPPLIES	805.00	805.00	0.00	797.52	7.48	0.93 %
100-51420-341	PRINTING & FORMS	500.00	500.00	0.00	0.00	500.00	100.00 %
100-51420-381	EMPLOYMENT TESTING	80.00	80.00	0.00	42.00	38.00	47.50 %
Department: 51420 - CITY CLERK Total:		196,935.00	196,935.00	32,302.59	236,786.26	-39,851.26	-20.24 %
Department: 51440 - ELECTIONS							
100-51440-126	WAGES - TEMP/SEAS	30,502.00	30,502.00	320.00	24,630.06	5,871.94	19.25 %
100-51440-150	FICA	964.00	964.00	24.48	1,385.86	-421.86	-43.76 %
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	942.69	-242.69	-34.67 %
100-51440-311	POSTAGE	1,500.00	1,500.00	0.00	18,357.39	-16,857.39	-1,123.83 %
100-51440-312	COPY USAGE & PAPER	1,000.00	1,000.00	30.95	1,012.73	-12.73	-1.27 %
100-51440-322	LEGAL NOTICES	2,200.00	2,200.00	36.65	1,130.59	1,069.41	48.61 %
100-51440-324	RECRUITMENT	0.00	0.00	133.00	224.00	-224.00	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	9,040.00	9,040.00	383.37	9,323.53	-283.53	-3.14 %
100-51440-341	PRINTING & FORMS	1,600.00	1,600.00	0.00	4,569.71	-2,969.71	-185.61 %
Department: 51440 - ELECTIONS Total:		49,006.00	49,006.00	928.45	62,860.12	-13,854.12	-28.27 %
Department: 51500 - AUDIT							
100-51500-290	OTHER CONTRACTUAL SERVICES	19,660.00	19,660.00	0.00	17,660.00	2,000.00	10.17 %
Department: 51500 - AUDIT Total:		19,660.00	19,660.00	0.00	17,660.00	2,000.00	10.17 %
Department: 51510 - HUMAN RESOURCES							
100-51510-110	SALARIES - REGULAR	44,280.00	44,280.00	5,217.33	43,986.15	293.85	0.66 %
100-51510-120	WAGES- REGULAR	27,791.00	27,791.00	3,278.76	27,302.22	488.78	1.76 %
100-51510-124	WAGES - PERM. PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51510-150	FICA	5,514.00	5,514.00	615.54	4,790.38	723.62	13.12 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-51510-151	RETIREMENT (WRS)	4,866.00	4,866.00	573.48	4,811.90	54.10	1.11 %
100-51510-152	HEALTH INSURANCE	25,199.00	25,199.00	2,104.78	25,203.46	-4.46	-0.02 %
100-51510-153	DENTAL INSURANCE	1,430.00	1,430.00	120.14	1,431.23	-1.23	-0.09 %
100-51510-154	LIFE INSURANCE	19.00	19.00	1.62	18.39	0.61	3.21 %
100-51510-225	PHONE/INTERNET/CABLE	150.00	150.00	3.88	14.06	135.94	90.63 %
100-51510-241	EQUIPMENT MAINTENANCE CONT	190.00	190.00	0.00	0.00	190.00	100.00 %
100-51510-290	OTHER CONTRACTUAL SERVICES	5,304.00	5,304.00	139.35	3,057.62	2,246.38	42.35 %
100-51510-310	OFFICE SUPPLIES	450.00	450.00	0.00	138.73	311.27	69.17 %
100-51510-311	POSTAGE	150.00	150.00	9.80	81.75	68.25	45.50 %
100-51510-312	COPY USAGE & PAPER	600.00	600.00	24.79	280.49	319.51	53.25 %
100-51510-320	SUBSCRIPTIONS & DUES	550.00	550.00	36.00	703.00	-153.00	-27.82 %
100-51510-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	169.00	-169.00	0.00 %
100-51510-330	SEMINARS, CONF & TRAVEL	2,000.00	2,000.00	875.00	1,438.00	562.00	28.10 %
100-51510-340	OPERATING SUPPLIES	2,200.00	2,200.00	1,899.39	2,444.54	-244.54	-11.12 %
100-51510-341	PRINTING & FORMS	300.00	300.00	0.00	30.85	269.15	89.72 %
Department: 51510 - HUMAN RESOURCES Total:		120,993.00	120,993.00	14,899.86	115,901.77	5,091.23	4.21 %
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	300.00	0.00	0.00 %
100-51530-150	FICA	23.00	23.00	0.00	22.95	0.05	0.22 %
100-51530-151	RETIREMENT (WRS)	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-152	HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00 %
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	1,500.00	1,500.00	9.94	40.13	1,459.87	97.32 %
100-51530-240	SOFTWARE MAINTENANCE-CONTR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-290	OTHER CONTRACTUAL SERVICES	134,500.00	134,500.00	11,208.33	134,499.97	0.03	0.00 %
100-51530-291	TRANSCRIPTION CONTRACTUAL	250.00	250.00	0.00	0.00	250.00	100.00 %
100-51530-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51530-311	POSTAGE	0.00	0.00	0.00	8.95	-8.95	0.00 %
100-51530-312	COPY USAGE & PAPER	250.00	250.00	0.00	6.06	243.94	97.58 %
100-51530-340	OPERATING SUPPLIES	2,500.00	2,500.00	0.00	907.82	1,592.18	63.69 %
100-51530-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 51530 - ASSESSOR Total:		139,323.00	139,323.00	11,218.27	135,785.88	3,537.12	2.54 %
Department: 51540 - IT							
100-51540-110	SALARIES - REGULAR	51,918.00	51,918.00	1,987.14	16,790.46	35,127.54	67.66 %
100-51540-120	WAGES-REGULAR	13,943.00	13,943.00	0.00	6,590.89	7,352.11	52.73 %
100-51540-124	WAGES - PERM. PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-126	WAGES TEMP./SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-150	FICA	5,038.00	5,038.00	145.94	1,658.99	3,379.01	67.07 %
100-51540-151	RETIREMENT (WRS)	4,446.00	4,446.00	134.13	1,569.98	2,876.02	64.69 %
100-51540-152	HEALTH INSURANCE	20,802.00	20,802.00	526.19	7,093.86	13,708.14	65.90 %
100-51540-153	DENTAL INSURANCE	1,384.00	1,384.00	30.04	394.84	989.16	71.47 %
100-51540-154	LIFE INSURANCE	13.00	13.00	0.18	2.86	10.14	78.00 %
100-51540-225	PHONE/INTERNET/CABLE	1,540.00	1,540.00	519.59	3,680.83	-2,140.83	-139.01 %
100-51540-240	SOFTWARE MAINTENANCE CONTR	61,305.00	61,305.00	0.00	46,046.35	15,258.65	24.89 %
100-51540-241	EQUIPMENT MAINTENANCE CONT	2,500.00	2,500.00	0.00	3,250.00	-750.00	-30.00 %
100-51540-244	WEBSITE	1,250.00	1,250.00	0.00	2,732.55	-1,482.55	-118.60 %
100-51540-290	OTHER CONTRACTUAL SERVICES	11,808.00	11,808.00	0.00	66,541.62	-54,733.62	-463.53 %
100-51540-310	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-311	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-312	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51540-320	SUBSCRIPTIONS & DUES	1,000.00	1,000.00	0.00	1,381.99	-381.99	-38.20 %
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	50.00	565.00	435.00	43.50 %
100-51540-340	OPERATING SUPPLIES	2,660.00	2,660.00	1,113.41	14,590.79	-11,930.79	-448.53 %
100-51540-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
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:		180,607.00	180,607.00	4,506.62	172,891.01	7,715.99	4.27 %
Department: 51600 - CITY HALL							
100-51600-110	SALARIES - REGULAR	47,115.00	47,115.00	2,193.96	41,531.83	5,583.17	11.85 %
100-51600-124	WAGES - PERM PT	9,489.00	9,489.00	1,092.39	10,434.64	-945.64	-9.97 %
100-51600-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-126	WAGES - TEMP/SEAS	3,450.00	3,450.00	0.00	0.00	3,450.00	100.00 %
100-51600-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-150	FICA	4,594.00	4,594.00	241.77	3,732.86	861.14	18.74 %
100-51600-151	RETIREMENT (WRS)	3,180.00	3,180.00	148.08	2,761.86	418.14	13.15 %
100-51600-152	HEALTH INSURANCE	5,241.00	5,241.00	414.57	5,219.05	21.95	0.42 %
100-51600-153	DENTAL INSURANCE	995.00	995.00	26.03	822.16	172.84	17.37 %
100-51600-154	LIFE INSURANCE	20.00	20.00	1.44	21.12	-1.12	-5.60 %
100-51600-211	BOILER CONTRACTUAL	670.00	670.00	124.50	124.50	545.50	81.42 %
100-51600-212	ELEVATORS	5,748.00	5,748.00	428.04	6,302.52	-554.52	-9.65 %
100-51600-213	HVAC CONTRACTUAL	6,400.00	6,400.00	0.00	5,223.88	1,176.12	18.38 %
100-51600-214	FIRE CONTRACTUAL	2,910.00	2,910.00	240.00	1,061.79	1,848.21	63.51 %
100-51600-220	WATER/SEWER/STORM WATER	7,754.00	7,754.00	0.00	5,800.51	1,953.49	25.19 %
100-51600-221	ELECTRIC & GAS	39,000.00	39,000.00	7,677.88	43,877.06	-4,877.06	-12.51 %
100-51600-225	PHONE/INTERNET/CABLE	5,868.00	5,868.00	1,510.34	5,871.23	-3.23	-0.06 %
100-51600-240	SOFTWARE MAINT. CONTRACTUAL	600.00	600.00	0.00	600.00	0.00	0.00 %
100-51600-241	EQUIPMENT MAINTENANCE CONT	1,350.00	1,350.00	0.00	1,839.95	-489.95	-36.29 %
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	900.00	-150.00	-20.00 %
100-51600-290	OTHER CONTRACTUAL SERVICES	1,748.00	1,748.00	319.82	1,305.96	442.04	25.29 %
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	240.00	260.00	52.00 %
100-51600-312	COPY USAGE & PAPER	0.00	0.00	0.00	82.12	-82.12	0.00 %
100-51600-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	42.75	-42.75	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	1,210.27	7,687.69	-687.69	-9.82 %
100-51600-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-51600-342	CLEANING & SANITARY SUPPLIES	3,800.00	3,800.00	944.42	10,833.77	-7,033.77	-185.10 %
100-51600-350	BLDG & GRDS MAINT & REPAIRS	7,000.00	7,000.00	375.32	3,831.27	3,168.73	45.27 %
100-51600-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	17.13	1,138.44	-638.44	-127.69 %
100-51600-361	REGULAR FUEL	775.00	775.00	94.91	448.06	326.94	42.19 %
100-51600-362	OFF ROAD FUEL	300.00	300.00	0.00	70.42	229.58	76.53 %
100-51600-363	EQUIPMENT MAINT & REPAIRS	1,400.00	1,400.00	30.75	1,180.96	219.04	15.65 %
100-51600-381	EMPLOYMENT TESTING	50.00	50.00	0.00	0.00	50.00	100.00 %
Department: 51600 - CITY HALL Total:		169,232.00	169,232.00	17,091.62	162,986.40	6,245.60	3.69 %
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	787.52	0.06	-0.06	0.00 %
Department: 51900 - OTHER GOVERNMENT Total:		8,800.00	8,800.00	787.52	8,800.06	-0.06	0.00 %
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	80,502.00	80,502.00	0.00	80,157.00	345.00	0.43 %
Department: 51939 - WORKER'S COMPENSATION Total:		80,502.00	80,502.00	0.00	80,157.00	345.00	0.43 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 51940 - UNEMPLOYMENT COMPENSATION							
100-51940-517	UNEMPLOYMENT	3,000.00	3,000.00	15,737.89	27,141.16	-24,141.16	-804.71 %
Department: 51940 - UNEMPLOYMENT COMPENSATION Total:		3,000.00	3,000.00	15,737.89	27,141.16	-24,141.16	-804.71 %
Department: 51941 - SALES TAX							
100-51941-301	SALES TAX	9,700.00	9,700.00	41.26	492.87	9,207.13	94.92 %
Department: 51941 - SALES TAX Total:		9,700.00	9,700.00	41.26	492.87	9,207.13	94.92 %
Department: 51942 - ILLEGAL ASSESSMENTS							
100-51942-397	MISCELLANEOUS EXPENSE	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
Department: 51942 - ILLEGAL ASSESSMENTS Total:		1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
Department: 51943 - INS - FIRE, COMP / COLL, BOILER							
100-51943-511	INS - FIRE, COMP/COLL, BOILER	49,122.00	49,122.00	0.00	47,942.00	1,180.00	2.40 %
Department: 51943 - INS - FIRE, COMP / COLL, BOILER Total:		49,122.00	49,122.00	0.00	47,942.00	1,180.00	2.40 %
Department: 51944 - INS - VEHICLES							
100-51944-512	INS - VEHICLES	22,560.00	22,560.00	0.00	21,927.00	633.00	2.81 %
Department: 51944 - INS - VEHICLES Total:		22,560.00	22,560.00	0.00	21,927.00	633.00	2.81 %
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE							
100-51945-513	INS - CVMIC, LIABILITY, PROF	35,768.00	35,768.00	0.00	33,237.00	2,531.00	7.08 %
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE		35,768.00	35,768.00	0.00	33,237.00	2,531.00	7.08 %
Department: 51946 - SIR							
100-51946-514	SIR	2,000.00	2,000.00	0.00	4,720.00	-2,720.00	-136.00 %
Department: 51946 - SIR Total:		2,000.00	2,000.00	0.00	4,720.00	-2,720.00	-136.00 %
Department: 51947 - MONIES & SECURITIES INSURANCE MISC							
100-51947-515	INS - MONIES & SECURITIES	1,300.00	1,300.00	0.00	971.00	329.00	25.31 %
Department: 51947 - MONIES & SECURITIES INSURANCE MISC Tot		1,300.00	1,300.00	0.00	971.00	329.00	25.31 %
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	235,594.00	235,594.00	21,823.23	224,632.03	10,961.97	4.65 %
100-52100-120	WAGES - REGULAR	1,879,800.00	1,879,800.00	211,063.85	1,832,199.42	47,600.58	2.53 %
100-52100-121	OVERTIME - REGULAR	70,120.00	70,120.00	12,412.76	85,392.07	-15,272.07	-21.78 %
100-52100-122	OVERTIME - SPECIAL PROJECTS	0.00	0.00	1,392.77	5,209.97	-5,209.97	0.00 %
100-52100-124	WAGES - PERM PT	12,747.00	12,747.00	1,160.13	11,368.70	1,378.30	10.81 %
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	0.00	5,672.18	18,571.82	76.60 %
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	625.41	6,219.69	-6,219.69	0.00 %
100-52100-141	ON CALL	9,200.00	9,200.00	600.00	5,157.14	4,042.86	43.94 %
100-52100-150	FICA	170,725.00	170,725.00	18,433.42	156,879.90	13,845.10	8.11 %
100-52100-151	RETIREMENT (WRS)	295,148.00	295,148.00	36,137.67	291,116.88	4,031.12	1.37 %
100-52100-152	HEALTH INSURANCE	577,675.00	577,675.00	37,719.51	453,528.25	124,146.75	21.49 %
100-52100-153	DENTAL INSURANCE	31,015.00	31,015.00	2,283.44	26,460.79	4,554.21	14.68 %
100-52100-154	LIFE INSURANCE	586.00	586.00	46.48	534.43	51.57	8.80 %
100-52100-221	ELECTRIC & GAS	16,000.00	16,000.00	2,791.96	15,955.30	44.70	0.28 %
100-52100-225	PHONE/INTERNET/CABLE	6,984.00	6,984.00	2,405.33	12,584.07	-5,600.07	-80.18 %
100-52100-226	MOBILE DATA AIR CARDS	10,000.00	10,000.00	785.81	7,334.65	2,665.35	26.65 %
100-52100-240	SOFTWARE MAINTENANCE CONTR	44,689.00	44,689.00	3,159.93	43,188.43	1,500.57	3.36 %
100-52100-241	EQUIPMENT MAINTENANCE CONT	3,020.00	3,020.00	0.00	2,836.80	183.20	6.07 %
100-52100-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52100-290	OTHER CONTRACTUAL SERVICES	2,744.00	2,744.00	68.58	2,179.45	564.55	20.57 %
100-52100-310	OFFICE SUPPLIES	1,300.00	1,300.00	634.43	2,394.70	-1,094.70	-84.21 %
100-52100-311	POSTAGE	3,200.00	3,200.00	327.85	1,843.61	1,356.39	42.39 %
100-52100-312	COPY USAGE & PAPER	1,550.00	1,550.00	465.99	1,827.54	-277.54	-17.91 %
100-52100-320	SUBSCRIPTIONS & DUES	2,960.00	2,960.00	44.61	2,894.61	65.39	2.21 %
100-52100-321	CERTIFICATIONS & LICENSES	714.00	714.00	0.00	0.00	714.00	100.00 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-52100-324</u>	RECRUITMENT	1,000.00	1,000.00	922.66	1,042.30	-42.30	-4.23 %
<u>100-52100-330</u>	SEMINARS, CONF & TRAVEL	15,400.00	15,400.00	138.29	5,059.30	10,340.70	67.15 %
<u>100-52100-340</u>	OPERATING SUPPLIES	12,000.00	12,000.00	2,030.81	14,695.96	-2,695.96	-22.47 %
<u>100-52100-341</u>	PRINTING & FORMS	1,800.00	1,800.00	157.47	879.06	920.94	51.16 %
<u>100-52100-342</u>	CLEANING & SANITARY SUPPLIES	150.00	150.00	0.00	263.26	-113.26	-75.51 %
<u>100-52100-350</u>	BLDG & GRDS MAINT & REPAIRS	1,300.00	1,300.00	241.03	660.88	639.12	49.16 %
<u>100-52100-360</u>	VEHICLE MAINT. & REPAIRS	11,049.00	11,049.00	1,403.51	16,215.07	-5,166.07	-46.76 %
<u>100-52100-361</u>	REGULAR FUEL	41,423.00	41,423.00	4,674.76	30,511.97	10,911.03	26.34 %
<u>100-52100-363</u>	EQUIPMENT MAINT & REPAIRS	1,400.00	1,400.00	0.00	1,483.96	-83.96	-6.00 %
<u>100-52100-380</u>	PUBLIC EDUCATION	500.00	500.00	0.00	222.00	278.00	55.60 %
<u>100-52100-381</u>	EMPLOYMENT TESTING	4,000.00	4,000.00	319.00	2,029.51	1,970.49	49.26 %
<u>100-52100-382</u>	UNIFORMS & SAFETY ATTIRE	14,000.00	14,000.00	5,243.04	17,874.43	-3,874.43	-27.67 %
<u>100-52100-390</u>	AMMUNITION	6,000.00	6,000.00	0.00	1,188.59	4,811.41	80.19 %
<u>100-52100-391</u>	ERT SUPPLIES	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<u>100-52100-392</u>	NON LETHAL SUPPLIES	2,000.00	2,000.00	483.00	1,012.94	987.06	49.35 %
<u>100-52100-399</u>	ADD'L SOFTWARE & UPGRADES	1,000.00	1,000.00	742.61	1,491.41	-491.41	-49.14 %
	Department: 52100 - POLICE Total:	3,514,537.00	3,514,537.00	370,739.34	3,292,041.25	222,495.75	6.33 %
Department: 52200 - FIRE							
<u>100-52200-110</u>	SALARIES - REGULAR	187,087.00	187,087.00	10,372.26	129,876.40	57,210.60	30.58 %
<u>100-52200-120</u>	WAGES - REGULAR	790,161.00	790,161.00	83,196.69	655,445.64	134,715.36	17.05 %
<u>100-52200-121</u>	OVERTIME - REGULAR	46,000.00	46,000.00	16,646.47	116,124.29	-70,124.29	-152.44 %
<u>100-52200-123</u>	OVERTIME - DOUBLE TIME	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-124</u>	WAGES - PERM PT	71,380.00	71,380.00	6,250.00	47,433.15	23,946.85	33.55 %
<u>100-52200-125</u>	OVERTIME - PERM PT	0.00	0.00	24.00	24.00	-24.00	0.00 %
<u>100-52200-141</u>	ON CALL	0.00	0.00	210.00	1,340.36	-1,340.36	0.00 %
<u>100-52200-150</u>	FICA	21,826.00	21,826.00	2,165.89	17,068.78	4,757.22	21.80 %
<u>100-52200-151</u>	RETIREMENT (WRS)	189,012.00	189,012.00	21,736.20	176,834.88	12,177.12	6.44 %
<u>100-52200-152</u>	HEALTH INSURANCE	292,061.00	292,061.00	17,722.84	210,975.18	81,085.82	27.76 %
<u>100-52200-153</u>	DENTAL INSURANCE	17,420.00	17,420.00	1,106.59	12,874.88	4,545.12	26.09 %
<u>100-52200-154</u>	LIFE INSURANCE	219.00	219.00	13.63	148.42	70.58	32.23 %
<u>100-52200-212</u>	ELEVATORS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-221</u>	ELECTRIC & GAS	16,000.00	16,000.00	3,489.95	19,944.13	-3,944.13	-24.65 %
<u>100-52200-225</u>	PHONE/INTERNET/CABLE	3,250.00	3,250.00	514.61	3,398.10	-148.10	-4.56 %
<u>100-52200-226</u>	MOBILE DATA AIR CARDS	2,400.00	2,400.00	318.13	3,923.55	-1,523.55	-63.48 %
<u>100-52200-240</u>	SOFTWARE MAINTENANCE CONTR	12,091.00	12,091.00	0.00	9,856.92	2,234.08	18.48 %
<u>100-52200-241</u>	EQUIPMENT MAINTENANCE CONT	3,339.00	3,339.00	0.00	2,339.80	999.20	29.93 %
<u>100-52200-242</u>	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-52200-290</u>	OTHER CONTRACTUAL SERVICES	8,609.00	8,609.00	4,880.53	8,906.55	-297.55	-3.46 %
<u>100-52200-310</u>	OFFICE SUPPLIES	500.00	500.00	0.00	587.60	-87.60	-17.52 %
<u>100-52200-311</u>	POSTAGE	200.00	200.00	10.50	230.28	-30.28	-15.14 %
<u>100-52200-312</u>	COPY USAGE & PAPER	300.00	300.00	102.48	825.58	-525.58	-175.19 %
<u>100-52200-320</u>	SUBSCRIPTIONS & DUES	1,150.00	1,150.00	115.00	1,122.00	28.00	2.43 %
<u>100-52200-321</u>	CERTIFICATIONS & LICENSES	3,000.00	3,000.00	2,000.00	2,845.00	155.00	5.17 %
<u>100-52200-324</u>	RECRUITMENT	250.00	250.00	0.00	649.00	-399.00	-159.60 %
<u>100-52200-330</u>	SEMINARS, CONF & TRAVEL	5,000.00	5,000.00	0.00	3,659.25	1,340.75	26.82 %
<u>100-52200-340</u>	OPERATING SUPPLIES	7,041.00	7,041.00	529.63	9,149.69	-2,108.69	-29.95 %
<u>100-52200-341</u>	PRINTING & FORMS	200.00	200.00	0.00	0.00	200.00	100.00 %
<u>100-52200-342</u>	CLEANING & SANITARY SUPPLIES	2,000.00	2,000.00	191.77	998.40	1,001.60	50.08 %
<u>100-52200-350</u>	BLDG & GRDS MAINT & REPAIRS	1,000.00	1,000.00	68.12	2,714.50	-1,714.50	-171.45 %
<u>100-52200-360</u>	VEHICLE MAINT. & REPAIRS	7,000.00	7,000.00	986.63	9,812.30	-2,812.30	-40.18 %
<u>100-52200-361</u>	REGULAR FUEL	7,000.00	7,000.00	1,168.11	5,856.65	1,143.35	16.33 %
<u>100-52200-362</u>	OFF ROAD FUEL	200.00	200.00	0.00	0.00	200.00	100.00 %
<u>100-52200-363</u>	EQUIPMENT MAINT & REPAIRS	1,100.00	1,100.00	240.40	1,052.12	47.88	4.35 %
<u>100-52200-380</u>	PUBLIC EDUCATION	2,000.00	2,000.00	0.00	1,503.56	496.44	24.82 %
<u>100-52200-381</u>	EMPLOYMENT TESTING	2,000.00	2,000.00	902.00	4,658.00	-2,658.00	-132.90 %
<u>100-52200-382</u>	UNIFORMS & SAFETY ATTIRE	4,500.00	4,500.00	798.13	7,687.46	-3,187.46	-70.83 %
<u>100-52200-394</u>	EMS - SUPPLIES	4,000.00	4,000.00	566.32	5,643.09	-1,643.09	-41.08 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-52200-399	ADD'L SOFTWARE & UPGRADES	150.00	150.00	0.00	247.50	-97.50	-65.00 %
	Department: 52200 - FIRE Total:	1,709,446.00	1,709,446.00	176,326.88	1,475,757.01	233,688.99	13.67 %
Department: 52210 - HYDRANTS							
100-52210-290	OTHER CONTRACTUAL SERVICES	366,651.00	366,651.00	366,651.00	366,651.00	0.00	0.00 %
	Department: 52210 - HYDRANTS Total:	366,651.00	366,651.00	366,651.00	366,651.00	0.00	0.00 %
Department: 52400 - INSPECTIONS							
100-52400-110	SALARIES - REGULAR	6,615.00	6,615.00	770.73	6,614.31	0.69	0.01 %
100-52400-120	WAGES - REGULAR	259,620.00	259,620.00	12,713.94	225,273.58	34,346.42	13.23 %
100-52400-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-124	WAGES - PERM. P.T.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-126	WAGES - TEMP./SEAS.	500.00	500.00	0.00	0.00	500.00	100.00 %
100-52400-150	FICA	20,405.00	20,405.00	990.66	16,621.55	3,783.45	18.54 %
100-52400-151	RETIREMENT (WRS)	17,971.00	17,971.00	904.53	14,282.75	3,688.25	20.52 %
100-52400-152	HEALTH INSURANCE	62,234.00	62,234.00	7,657.72	58,865.61	3,368.39	5.41 %
100-52400-153	DENTAL INSURANCE	3,381.00	3,381.00	1,103.31	3,768.18	-387.18	-11.45 %
100-52400-154	LIFE INSURANCE	206.00	206.00	1.11	122.85	83.15	40.36 %
100-52400-225	PHONE/INTERNET/CABLE	3,000.00	3,000.00	169.54	2,003.92	996.08	33.20 %
100-52400-240	Hdwr/softwr. Maint.	4,500.00	4,500.00	0.00	4,500.00	0.00	0.00 %
100-52400-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-290	OTHER CONTRACTUAL SERVICES	19,420.00	19,420.00	14,577.04	42,603.26	-23,183.26	-119.38 %
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	120.42	473.24	26.76	5.35 %
100-52400-311	POSTAGE	500.00	500.00	3.90	584.90	-84.90	-16.98 %
100-52400-312	COPY USAGE & PAPER	600.00	600.00	17.78	251.29	348.71	58.12 %
100-52400-320	SUBSCRIPTIONS & DUES	585.00	585.00	0.00	642.06	-57.06	-9.75 %
100-52400-321	CERTIFICATIONS & LICENSES	844.00	844.00	0.00	233.01	610.99	72.39 %
100-52400-324	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-52400-330	SEMINARS, CONF & TRAVEL	2,500.00	2,500.00	0.00	1,475.37	1,024.63	40.99 %
100-52400-340	OPERATING SUPPLIES	700.00	700.00	0.00	1,568.31	-868.31	-124.04 %
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	66.34	1,345.16	-1,045.16	-348.39 %
100-52400-361	REGULAR FUEL	1,500.00	1,500.00	69.38	597.95	902.05	60.14 %
100-52400-381	EMPLOYMENT TESTING	0.00	0.00	0.00	0.00	0.00	0.00 %
	Department: 52400 - INSPECTIONS Total:	407,006.00	407,006.00	39,166.40	381,827.30	25,178.70	6.19 %
Department: 52601 - EMERGENCY GOVERNMENT							
100-52601-290	OTHER CONTRACTUAL SERVICES	10,000.00	10,000.00	0.00	600.00	9,400.00	94.00 %
100-52601-340	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	9,132.04	-8,132.04	-813.20 %
	Department: 52601 - EMERGENCY GOVERNMENT Total:	11,000.00	11,000.00	0.00	9,732.04	1,267.96	11.53 %
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	83,908.00	83,908.00	9,775.35	83,419.57	488.43	0.58 %
100-53100-120	WAGES - REGULAR	2,409.00	2,409.00	0.00	2,315.87	93.13	3.87 %
100-53100-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53100-150	FICA	6,603.00	6,603.00	720.38	6,142.95	460.05	6.97 %
100-53100-151	RETIREMENT (WRS)	5,826.00	5,826.00	659.82	5,759.09	66.91	1.15 %
100-53100-152	HEALTH INSURANCE	19,151.00	19,151.00	3,037.57	39,607.04	-20,456.04	-106.81 %
100-53100-153	DENTAL INSURANCE	1,137.00	1,137.00	94.50	1,212.46	-75.46	-6.64 %
100-53100-154	LIFE INSURANCE	19.00	19.00	3.31	31.83	-12.83	-67.53 %
100-53100-225	PHONE/INTERNET/CABLE	2,326.00	2,326.00	461.90	2,022.94	303.06	13.03 %
100-53100-240	SOFTWARE MAINTENANCE CONTR	400.00	400.00	0.00	512.60	-112.60	-28.15 %
100-53100-241	EQUIPMENT MAINTENANCE CONT	400.00	400.00	0.00	170.00	230.00	57.50 %
100-53100-310	OFFICE SUPPLIES	1,300.00	1,300.00	84.87	696.61	603.39	46.41 %
100-53100-311	POSTAGE	500.00	500.00	547.50	895.34	-395.34	-79.07 %
100-53100-312	COPY USAGE & PAPER	650.00	650.00	221.78	1,117.21	-467.21	-71.88 %
100-53100-320	SUBSCRIPTIONS & DUES	250.00	250.00	0.00	278.00	-28.00	-11.20 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
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	214.16	-214.16	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	30.00	504.00	196.00	28.00 %
100-53100-340	OPERATING SUPPLIES	1,000.00	1,000.00	58.99	2,321.69	-1,321.69	-132.17 %
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	60.39	439.61	87.92 %
100-53100-361	REGULAR FUEL	700.00	700.00	100.65	873.55	-173.55	-24.79 %
100-53100-399	ADD'L SOFTWARE & UPGRADES	550.00	550.00	0.00	0.00	550.00	100.00 %
Department: 53100 - ENGINEERING Total:		128,454.00	128,454.00	15,796.62	148,155.30	-19,701.30	-15.34 %
Department: 53310 - BOARD OF PUBLIC WORKS							
100-53310-291	TRANSCRIPTION CONTRACTUAL	1,200.00	1,200.00	560.95	1,445.99	-245.99	-20.50 %
100-53310-311	POSTAGE	50.00	50.00	0.00	46.58	3.42	6.84 %
100-53310-312	COPY USAGE & PAPER	600.00	600.00	0.00	7.87	592.13	98.69 %
100-53310-322	LEGAL NOTICES	400.00	400.00	0.00	152.71	247.29	61.82 %
Department: 53310 - BOARD OF PUBLIC WORKS Total:		2,250.00	2,250.00	560.95	1,653.15	596.85	26.53 %
Department: 53311 - STREET							
100-53311-110	SALARIES - REGULAR	37,104.00	37,104.00	5,540.13	47,228.51	-10,124.51	-27.29 %
100-53311-120	WAGES - REGULAR	318,568.00	318,568.00	35,850.21	318,849.89	-281.89	-0.09 %
100-53311-121	OVERTIME - REGULAR	19,500.00	19,500.00	1,216.24	7,463.49	12,036.51	61.73 %
100-53311-124	WAGES - PERM PT	4,056.00	4,056.00	120.00	1,131.13	2,924.87	72.11 %
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	98.28	6,613.87	-1,543.87	-30.45 %
100-53311-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-53311-150	FICA	29,399.00	29,399.00	3,200.13	27,344.15	2,054.85	6.99 %
100-53311-151	RETIREMENT (WRS)	25,324.00	25,324.00	2,875.91	25,213.79	110.21	0.44 %
100-53311-152	HEALTH INSURANCE	117,576.00	117,576.00	8,699.04	119,024.03	-1,448.03	-1.23 %
100-53311-153	DENTAL INSURANCE	7,287.00	7,287.00	584.29	7,429.37	-142.37	-1.95 %
100-53311-154	LIFE INSURANCE	194.00	194.00	20.15	209.50	-15.50	-7.99 %
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	190.00	610.00	76.25 %
100-53311-214	FIRE CONTRACTUAL	650.00	650.00	120.00	529.77	120.23	18.50 %
100-53311-220	WATER/SEWER/STORM WATER	2,100.00	2,100.00	0.00	2,622.65	-522.65	-24.89 %
100-53311-221	ELECTRIC & GAS	8,662.00	8,662.00	1,318.69	7,274.01	1,387.99	16.02 %
100-53311-225	PHONE/INTERNET/CABLE	2,694.00	2,694.00	414.65	2,090.10	603.90	22.42 %
100-53311-230	COUNTY HWY DEPT SERVICES	250.00	250.00	0.00	265.98	-15.98	-6.39 %
100-53311-240	SOFTWARE MAINTENANCE CONTR	710.00	710.00	0.00	1,197.42	-487.42	-68.65 %
100-53311-241	EQUIPMENT MAINTENANCE CONT	100.00	100.00	0.00	33.00	67.00	67.00 %
100-53311-242	EQUIPMENT RENTAL	11,500.00	11,500.00	5,200.00	16,390.00	-4,890.00	-42.52 %
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	5,398.90	21,538.43	-5,538.43	-34.62 %
100-53311-310	OFFICE SUPPLIES	200.00	200.00	0.00	67.05	132.95	66.48 %
100-53311-311	POSTAGE	300.00	300.00	0.50	7.00	293.00	97.67 %
100-53311-312	COPY USAGE & PAPER	50.00	50.00	28.20	170.58	-120.58	-241.16 %
100-53311-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	62.00	-62.00	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	612.23	-112.23	-22.45 %
100-53311-340	OPERATING SUPPLIES	4,850.00	4,850.00	88.48	7,177.67	-2,327.67	-47.99 %
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	71.16	1,033.84	-433.84	-72.31 %
100-53311-350	BLDG & GRDS MAINT & REPAIRS	1,500.00	1,500.00	144.58	530.73	969.27	64.62 %
100-53311-360	VEHICLE MAINT. & REPAIRS	5,500.00	5,500.00	870.13	6,750.84	-1,250.84	-22.74 %
100-53311-361	REGULAR FUEL	20,800.00	20,800.00	1,167.91	7,690.48	13,109.52	63.03 %
100-53311-362	OFF ROAD FUEL	5,000.00	5,000.00	219.22	2,705.55	2,294.45	45.89 %
100-53311-363	EQUIPMENT MAINT & REPAIRS	12,000.00	12,000.00	5,559.97	12,400.86	-400.86	-3.34 %
100-53311-370	SALT & SAND	86,105.00	86,105.00	0.00	62,147.26	23,957.74	27.82 %
100-53311-371	TREE & BRUSH MAINTENANCE	2,500.00	2,500.00	60.07	2,148.83	351.17	14.05 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-53311-375</u>	STREET MAINT & REPAIRS	5,000.00	5,000.00	185.00	7,097.23	-2,097.23	-41.94 %
<u>100-53311-381</u>	EMPLOYMENT TESTING	500.00	500.00	69.90	250.50	249.50	49.90 %
<u>100-53311-382</u>	UNIFORMS & SAFETY ATTIRE	1,000.00	1,000.00	63.75	1,392.06	-392.06	-39.21 %
<u>100-53311-399</u>	ADD'L SOFTWARE & UPGRADES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 53311 - STREET Total:		754,299.00	754,299.00	79,185.49	724,883.80	29,415.20	3.90 %
Department: 53312 - STREET SIGNS & SIGNALS							
<u>100-53312-221</u>	ELECTRIC & GAS	5,800.00	5,800.00	876.52	4,549.53	1,250.47	21.56 %
<u>100-53312-290</u>	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-53312-292</u>	ELECTRICAL CONTRACTUAL	800.00	800.00	0.00	0.00	800.00	100.00 %
<u>100-53312-372</u>	STREET SIGN MAINT & REPAIRS	11,000.00	11,000.00	97.50	10,115.49	884.51	8.04 %
<u>100-53312-373</u>	STREET SIGNAL MAINT & REPAIRS	1,500.00	1,500.00	172.50	6,959.90	-5,459.90	-363.99 %
Department: 53312 - STREET SIGNS & SIGNALS Total:		19,100.00	19,100.00	1,146.52	21,624.92	-2,524.92	-13.22 %
Department: 53315 - STREET LIGHTS							
<u>100-53315-221</u>	ELECTRIC & GAS	210,928.00	210,928.00	33,813.47	200,417.20	10,510.80	4.98 %
<u>100-53315-290</u>	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-53315-292</u>	ELECTRICAL CONTRACTUAL	12,000.00	12,000.00	2,162.88	7,884.03	4,115.97	34.30 %
<u>100-53315-374</u>	STREET LIGHT MAINT & REPAIRS	2,000.00	2,000.00	596.34	3,343.87	-1,343.87	-67.19 %
Department: 53315 - STREET LIGHTS Total:		224,928.00	224,928.00	36,572.69	211,645.10	13,282.90	5.91 %
Department: 53440 - STORM WATER							
<u>100-53440-200</u>	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							
<u>100-54110-290</u>	OTHER CONTRACTUAL SERVICES	73,691.00	73,691.00	8,090.93	69,500.23	4,190.77	5.69 %
Department: 54110 - ANIMAL CONTROL Total:		73,691.00	73,691.00	8,090.93	69,500.23	4,190.77	5.69 %
Department: 55110 - LIBRARY							
<u>100-55110-110</u>	SALARIES - REGULAR	27,819.00	27,819.00	1,350.12	24,192.46	3,626.54	13.04 %
<u>100-55110-124</u>	WAGES - PERM PT	12,480.00	12,480.00	493.61	7,029.94	5,450.06	43.67 %
<u>100-55110-125</u>	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-126</u>	WAGES - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-127</u>	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-150</u>	FICA	3,083.00	3,083.00	135.11	2,247.09	835.91	27.11 %
<u>100-55110-151</u>	RETIREMENT (WRS)	1,878.00	1,878.00	91.14	1,617.91	260.09	13.85 %
<u>100-55110-152</u>	HEALTH INSURANCE	3,225.00	3,225.00	255.12	3,211.70	13.30	0.41 %
<u>100-55110-153</u>	DENTAL INSURANCE	584.00	584.00	16.02	484.21	99.79	17.09 %
<u>100-55110-154</u>	LIFE INSURANCE	12.00	12.00	0.88	12.78	-0.78	-6.50 %
<u>100-55110-211</u>	BOILER CONTRACTUAL	635.00	635.00	0.00	600.00	35.00	5.51 %
<u>100-55110-213</u>	HVAC CONTRACTUAL	4,060.00	4,060.00	0.00	4,460.00	-400.00	-9.85 %
<u>100-55110-214</u>	FIRE CONTRACTUAL	1,249.00	1,249.00	240.00	1,794.00	-545.00	-43.63 %
<u>100-55110-220</u>	WATER/SEWER/STORM WATER	2,858.00	2,858.00	0.00	4,043.51	-1,185.51	-41.48 %
<u>100-55110-221</u>	ELECTRIC & GAS	24,421.00	24,421.00	3,648.69	19,745.13	4,675.87	19.15 %
<u>100-55110-225</u>	PHONE/INTERNET/CABLE	750.00	750.00	142.02	889.39	-139.39	-18.59 %
<u>100-55110-240</u>	SOFTWARE MAINTENANCE CONTR	750.00	750.00	0.00	600.00	150.00	20.00 %
<u>100-55110-242</u>	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-290</u>	OTHER CONTRACTUAL SERVICES	1,320.00	1,320.00	263.68	490.75	829.25	62.82 %
<u>100-55110-291</u>	TRANSCRIPTION CONTRACTUAL	75.00	75.00	0.00	0.00	75.00	100.00 %
<u>100-55110-292</u>	ELECTRICAL CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-293</u>	PLUMBING CONTRACTUAL	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-310</u>	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-311</u>	POSTAGE	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-312</u>	COPY USAGE & PAPER	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-340</u>	OPERATING SUPPLIES	3,150.00	3,150.00	587.84	2,129.05	1,020.95	32.41 %
<u>100-55110-342</u>	CLEANING & SANITARY SUPPLIES	2,100.00	2,100.00	514.01	4,322.25	-2,222.25	-105.82 %
<u>100-55110-350</u>	BLDG & GRDS MAINT & REPAIRS	1,750.00	1,750.00	415.06	1,631.98	118.02	6.74 %
<u>100-55110-360</u>	VEHICLE MAINT. & REPAIRS	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-55110-363</u>	EQUIPMENT MAINT. & REPAIRS	300.00	300.00	0.00	195.65	104.35	34.78 %
Department: 55110 - LIBRARY Total:		92,499.00	92,499.00	8,153.30	79,697.80	12,801.20	13.84 %

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 55200 - PARKS							
100-55200-110	SALARIES - REGULAR	67,744.00	67,744.00	0.00	70,567.71	-2,823.71	-4.17 %
100-55200-120	WAGES - REGULAR	83,445.00	83,445.00	9,921.08	83,064.19	380.81	0.46 %
100-55200-121	OVERTIME - REGULAR	1,000.00	1,000.00	166.91	372.72	627.28	62.73 %
100-55200-124	WAGES - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-126	WAGES - TEMP/SEAS	31,206.00	31,206.00	0.00	15,829.61	15,376.39	49.27 %
100-55200-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55200-150	FICA	14,029.00	14,029.00	739.40	12,315.17	1,713.83	12.22 %
100-55200-151	RETIREMENT (WRS)	10,778.00	10,778.00	680.93	9,672.07	1,105.93	10.26 %
100-55200-152	HEALTH INSURANCE	40,446.00	40,446.00	12,712.38	48,528.18	-8,082.18	-19.98 %
100-55200-153	DENTAL INSURANCE	2,232.00	2,232.00	571.95	2,522.82	-290.82	-13.03 %
100-55200-154	LIFE INSURANCE	67.00	67.00	0.81	54.00	13.00	19.40 %
100-55200-214	FIRE CONTRACTUAL	200.00	200.00	0.00	184.82	15.18	7.59 %
100-55200-220	WATER/SEWER/STORM WATER	18,364.00	18,364.00	0.00	23,206.94	-4,842.94	-26.37 %
100-55200-221	ELECTRIC & GAS	18,750.00	18,750.00	3,774.34	17,805.16	944.84	5.04 %
100-55200-225	PHONE/INTERNET/CABLE	4,200.00	4,200.00	604.20	3,328.17	871.83	20.76 %
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	640.00	640.00	0.00	703.75	-63.75	-9.96 %
100-55200-291	TRANSCRIPTION CONTRACTUAL	750.00	750.00	0.00	731.77	18.23	2.43 %
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	67.92	-67.92	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	24.61	166.61	233.39	58.35 %
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	0.00	600.00	100.00 %
100-55200-340	OPERATING SUPPLIES	11,570.00	11,570.00	1,127.76	11,030.88	539.12	4.66 %
100-55200-342	CLEANING & SANITARY SUPPLIES	5,000.00	5,000.00	212.58	6,594.96	-1,594.96	-31.90 %
100-55200-350	BLDG & GRDS MAINT & REPAIRS	12,000.00	12,000.00	646.90	12,178.61	-178.61	-1.49 %
100-55200-360	VEHICLE MAINT. & REPAIRS	3,000.00	3,000.00	46.18	871.23	2,128.77	70.96 %
100-55200-361	REGULAR FUEL	6,500.00	6,500.00	187.20	3,809.00	2,691.00	41.40 %
100-55200-362	OFF ROAD FUEL	4,000.00	4,000.00	219.22	3,063.36	936.64	23.42 %
100-55200-363	EQUIPMENT MAINT & REPAIRS	7,500.00	7,500.00	228.87	8,278.24	-778.24	-10.38 %
100-55200-371	TREE & BRUSH MAINTENANCE	1,000.00	1,000.00	0.00	530.96	469.04	46.90 %
100-55200-381	EMPLOYMENT TESTING	75.00	75.00	0.00	14.00	61.00	81.33 %
100-55200-382	UNIFORMS & SAFETY ATTIRE	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 55200 - PARKS Total:		346,246.00	346,246.00	31,865.32	336,092.85	10,153.15	2.93 %
Department: 55300 - RECREATION							
100-55300-110	SALARIES - REGULAR	193,317.00	193,317.00	16,809.60	173,917.31	19,399.69	10.04 %
100-55300-120	WAGES - REGULAR	28,398.00	28,398.00	3,308.55	28,183.99	214.01	0.75 %
100-55300-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-124	WAGES - PERM PT	0.00	0.00	0.00	84.65	-84.65	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	68,483.00	68,483.00	26.00	10,491.59	57,991.41	84.68 %
100-55300-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-150	FICA	22,200.00	22,200.00	1,473.26	15,172.80	7,027.20	31.65 %
100-55300-151	RETIREMENT (WRS)	14,966.00	14,966.00	1,358.01	13,534.72	1,431.28	9.56 %
100-55300-152	HEALTH INSURANCE	60,605.00	60,605.00	4,416.83	57,240.74	3,364.26	5.55 %
100-55300-153	DENTAL INSURANCE	3,376.00	3,376.00	260.31	3,221.54	154.46	4.58 %
100-55300-154	LIFE INSURANCE	51.00	51.00	3.94	49.79	1.21	2.37 %
100-55300-225	PHONE/INTERNET/CABLE	3,900.00	3,900.00	497.89	2,875.65	1,024.35	26.27 %
100-55300-240	SOFTWARE MAINTENANCE CONTR	500.00	500.00	0.00	500.00	0.00	0.00 %
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	155.69	1,233.29	-133.29	-12.12 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
100-55300-311	POSTAGE	3,650.00	3,650.00	4.00	408.05	3,241.95	88.82 %
100-55300-312	COPY USAGE & PAPER	3,600.00	3,600.00	368.77	2,646.33	953.67	26.49 %
100-55300-320	SUBSCRIPTIONS & DUES	1,000.00	1,000.00	20.00	1,239.00	-239.00	-23.90 %
100-55300-321	CERTIFICATIONS & LICENSES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55300-330	SEMINARS, CONF & TRAVEL	3,000.00	3,000.00	325.00	863.41	2,136.59	71.22 %
100-55300-340	OPERATING SUPPLIES	31,000.00	31,000.00	1,115.98	31,914.35	-914.35	-2.95 %
100-55300-341	PRINTING & FORMS	6,325.00	6,325.00	0.00	5,029.05	1,295.95	20.49 %
100-55300-381	EMPLOYMENT TESTING	75.00	75.00	0.00	0.00	75.00	100.00 %
Department: 55300 - RECREATION Total:		445,546.00	445,546.00	30,143.83	348,606.26	96,939.74	21.76 %
Department: 55420 - AQUATIC CENTER							
100-55420-120	WAGES - REGULAR	22,289.00	22,289.00	2,702.08	22,258.06	30.94	0.14 %
100-55420-121	OVERTIME - REGULAR	0.00	0.00	56.58	193.76	-193.76	0.00 %
100-55420-126	WAGES - TEMP/SEAS	86,889.00	86,889.00	0.00	0.00	86,889.00	100.00 %
100-55420-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55420-150	FICA	8,352.00	8,352.00	198.18	1,569.80	6,782.20	81.20 %
100-55420-151	RETIREMENT (WRS)	1,505.00	1,505.00	186.21	1,515.48	-10.48	-0.70 %
100-55420-152	HEALTH INSURANCE	8,064.00	8,064.00	637.81	8,029.37	34.63	0.43 %
100-55420-153	DENTAL INSURANCE	458.00	458.00	40.05	459.59	-1.59	-0.35 %
100-55420-154	LIFE INSURANCE	6.00	6.00	0.54	6.38	-0.38	-6.33 %
100-55420-220	WATER/SEWER/STORM WATER	8,130.00	8,130.00	0.00	5,186.17	2,943.83	36.21 %
100-55420-221	ELECTRIC & GAS	16,750.00	16,750.00	1,106.79	5,779.23	10,970.77	65.50 %
100-55420-225	PHONE/INTERNET/CABLE	700.00	700.00	288.08	1,761.06	-1,061.06	-151.58 %
100-55420-290	OTHER CONTRACTUAL SERVICES	13,020.00	13,020.00	0.00	4,506.96	8,513.04	65.38 %
100-55420-321	CERTIFICATIONS & LICENSES	735.00	735.00	0.00	0.00	735.00	100.00 %
100-55420-330	SEMINARS, CONF & TRAVEL	250.00	250.00	0.00	0.00	250.00	100.00 %
100-55420-340	OPERATING SUPPLIES	4,600.00	4,600.00	200.00	2,276.77	2,323.23	50.51 %
100-55420-342	CLEANING & SANITARY SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-55420-343	CONCESSIONS SUPPLIES	15,580.00	15,580.00	0.00	0.00	15,580.00	100.00 %
100-55420-350	BLDG & GRDS MAINT & REPAIRS	4,500.00	4,500.00	0.00	426.79	4,073.21	90.52 %
100-55420-363	EQUIPMENT MAINT & REPAIRS	1,200.00	1,200.00	0.00	60.00	1,140.00	95.00 %
Department: 55420 - AQUATIC CENTER Total:		193,028.00	193,028.00	5,416.32	54,029.42	138,998.58	72.01 %
Department: 56600 - URBAN PLANNING							
100-56600-290	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56600-320	SUBSCRIPTIONS & DUES	0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56600 - URBAN PLANNING Total:		0.00	0.00	0.00	0.00	0.00	0.00 %
Department: 56610 - CITY STUDY							
100-56610-295	CITY STUDY	37,286.00	37,286.00	0.00	0.00	37,286.00	100.00 %
Department: 56610 - CITY STUDY Total:		37,286.00	37,286.00	0.00	0.00	37,286.00	100.00 %
Department: 56700 - ECONOMIC DEVELOPMENT							
100-56700-290	OTHER CONTRACTUAL SERVICES	13,517.00	13,517.00	0.00	13,516.50	0.50	0.00 %
Department: 56700 - ECONOMIC DEVELOPMENT Total:		13,517.00	13,517.00	0.00	13,516.50	0.50	0.00 %
Department: 56900 - PLANNING & ZONING							
100-56900-110	SALARIES - REGULAR	67,072.00	67,072.00	7,818.81	66,775.18	296.82	0.44 %
100-56900-120	WAGES - REGULAR	23,512.00	23,512.00	1,429.91	22,473.51	1,038.49	4.42 %
100-56900-121	OVERTIME - REGULAR	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-124	WAGES - PERM. P.T.	500.00	500.00	0.00	0.00	500.00	100.00 %
100-56900-126	WAGES - TEMP/SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
100-56900-150	FICA	6,968.00	6,968.00	647.78	6,084.42	883.58	12.68 %
100-56900-151	RETIREMENT (WRS)	6,114.00	6,114.00	611.37	5,955.49	158.51	2.59 %
100-56900-152	HEALTH INSURANCE	26,296.00	26,296.00	2,216.27	29,790.43	-3,494.43	-13.29 %
100-56900-153	DENTAL INSURANCE	1,355.00	1,355.00	94.50	1,497.92	-142.92	-10.55 %
100-56900-154	LIFE INSURANCE	18.00	18.00	1.10	15.68	2.32	12.89 %
100-56900-225	PHONE/INTERNET/CABLE	600.00	600.00	144.93	741.57	-141.57	-23.60 %
100-56900-240	SOFTWARE MAINTENANCE CONTR	400.00	400.00	0.00	400.00	0.00	0.00 %
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	99.71	1,145.04	1,854.96	61.83 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<u>100-56900-310</u>	OFFICE SUPPLIES	850.00	850.00	0.00	855.69	-5.69	-0.67 %
<u>100-56900-311</u>	POSTAGE	1,000.00	1,000.00	23.80	978.05	21.95	2.20 %
<u>100-56900-312</u>	COPY USAGE & PAPER	2,745.00	2,745.00	13.91	1,767.56	977.44	35.61 %
<u>100-56900-320</u>	SUBSCRIPTIONS & DUES	847.00	847.00	214.26	1,365.10	-518.10	-61.17 %
<u>100-56900-322</u>	LEGAL NOTICES	3,600.00	3,600.00	0.00	2,357.97	1,242.03	34.50 %
<u>100-56900-324</u>	RECRUITMENT	0.00	0.00	0.00	0.00	0.00	0.00 %
<u>100-56900-330</u>	SEMINARS, CONF & TRAVEL	2,800.00	2,800.00	239.00	1,643.00	1,157.00	41.32 %
<u>100-56900-340</u>	OPERATING SUPPLIES	700.00	700.00	624.00	2,238.38	-1,538.38	-219.77 %
<u>100-56900-360</u>	VEHICLE MAINT. & REPAIRS	300.00	300.00	0.00	0.00	300.00	100.00 %
<u>100-56900-361</u>	REGULAR FUEL	600.00	600.00	20.75	198.99	401.01	66.84 %
Department: 56900 - PLANNING & ZONING Total:		149,277.00	149,277.00	14,200.10	146,283.98	2,993.02	2.01 %
Department: 59200 - TRANSFERS							
<u>100-59200-590</u>	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:		10,183,948.00	10,183,948.00	1,350,915.11	9,303,169.06	880,778.94	8.65 %
Fund: 100 - GENERAL FUND Surplus (Deficit):		0.00	0.00	-727,201.00	641,475.74	641,475.74	0.00 %
Report Surplus (Deficit):		0.00	0.00	-727,201.00	641,475.74	641,475.74	0.00 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL FUND	0.00	0.00	-727,201.00	641,475.74	641,475.74
Report Surplus (Deficit):	0.00	0.00	-727,201.00	641,475.74	641,475.74

*Fixed
1-27-21*

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 51100 - COMMON COUNCIL									
100-51100-110	SALARIES - REGULAR	37000	37000	2624.85	26980.99	10019.01			
100-51100-150	FICA	2831	2831	239.05	2090.35	740.65			
100-51100-240	Software Contractual	3250	3250	0	276	2974			
100-51100-291	TRANSCRIPTION CONTRACTUAL	7200	7200	350.35	3153.13	4046.87	-700		
100-51100-310	OFFICE SUPPLIES	700	700	132.33	448.62	251.38			
100-51100-311	POSTAGE	200	200	0	0	200			
100-51100-312	COPY USAGE & PAPER	1000	1000	57.87	883.96	116.04			
100-51100-320	SUBSCRIPTIONS & DUES	6368	6368	0	7066.4	-698.4	700		
100-51100-322	LEGAL NOTICES	12140	12140	1151.08	7018.46	5121.54			
100-51100-341	PRINTING & FORMS	0	0	0	0	0			
Department: 51100 - COMMON COUNCIL Total:		70689	70689	4755.53	47917.91	22771.09	0		
Department: 51110 - POLICE & FIRE COMMISSION									
100-51110-290	OTHER CONTRACTUAL SERVICES	100	100	0	0	100			
100-51110-291	TRANSCRIPTION CONTRACTUAL	0	0	0	522.93	-522.93			530
100-51110-310	OFFICE SUPPLIES	0	0	19.99	278.8	-278.8			
100-51110-311	POSTAGE	0	0	0	0	0			
100-51110-312	COPY USAGE & PAPER	175	175	0	150.73	24.27			
Department: 51110 - POLICE & FIRE COMMISSION Total:		275	275	19.99	952.46	-677.46			
Department: 51200 - MUNICIPAL COURT									
100-51200-290	OTHER CONTRACTUAL SERVICES	100	100	0	50	50			
100-51200-340	OPERATING SUPPLIES	212	212	0	145.85	66.15			
Department: 51200 - MUNICIPAL COURT Total:		312	312	0	195.85	116.15			
Department: 51300 - LEGAL									
100-51300-110	SALARIES REGULAR	70051	70051	8209.05	69620.83	430.17	3,000		
100-51300-120	WAGES - REGULAR	40376	40376	0	1508.28	38867.72	-3,000		
100-51300-121	OVERTIME - REGULAR	0	0	0	0	0			
100-51300-124	WAGES PERM. PT	0	0	0	0	0			
100-51300-150	FICA	8448	8448	590.46	4917.14	3530.86			
100-51300-151	RETIREMENT (WRS)	7454	7454	554.1	4801.09	2652.91			
100-51300-152	HEALTH INSURANCE	36084	36084	0	0	36084			
100-51300-153	DENTAL INSURANCE	2048	2048	79.08	907.6	1140.4			
100-51300-154	LIFE INSURANCE	21	21	0.95	12.65	8.35			
100-51300-225	PHONE/INTERNET/CABLE	1100	1100	142.01	627.29	472.71			
100-51300-240	HDWR/SOFTWR MAINT	1254	1254	0	1213.3	40.7			
100-51300-241	EQUIPMENT MAINTENANCE CONTRACTUAL	0	0	0	0	0			
100-51300-290	OTHER CONTRACTUAL SERVICES	20000	20000	5440	18223.73	1776.27	-1,300		
100-51300-310	OFFICE SUPPLIES	1000	1000	43.7	1298.02	-298.02			
100-51300-311	POSTAGE	270	270	0	37.25	232.75			
100-51300-312	COPY USAGE & PAPER	500	500	0	90.09	409.91			
100-51300-320	SUBSCRIPTIONS & DUES	650	650	113.3	1331	-681	700		
100-51300-321	CERTIFICATIONS & LICENSES	600	600	0	0	600			
100-51300-330	SEMINARS, CONF. & TRAVEL	3000	3000	25	1383.61	1616.39			
100-51300-340	OPERATING SUPPLIES	3000	3000	1230	2594.17	405.83			
100-51300-341	PRINTING & FORMS	400	400	0	935.44	-535.44	600		
Department: 51300 - LEGAL Total:		196256	196256	16427.65	109501.49	86754.51	0		
Department: 51408 - CITY ADMINISTRATOR									
100-51408-110	SALARIES REGULAR	100530	100530	11709.15	99770.3	759.7	2,000		
100-51408-124	WAGES - PERM. PT	0	0	0	0	0			
100-51408-150	FICA	7691	7691	769.62	7381.59	309.41			
100-51408-151	RETIREMENT (WRS)	6786	6786	790.38	6734.53	51.47			
100-51408-152	HEALTH INSURANCE	5980	5980	474.24	5956.2	23.8			
100-51408-153	DENTAL INSURANCE	835	835	73.09	838.8	-3.8			
100-51408-154	LIFE INSURANCE	0	0	0	0	0			
100-51408-225	PHONE/INTERNET/CABLE	1100	1100	121.59	526.95	573.05			
100-51408-241	EQUIPMENT MAINT. CONTRACTUAL	250	250	0	0	250			
100-51408-290	OTHER CONTRACTUAL SERVICES	750	750	0	0	750			
100-51408-310	OFFICE SUPPLIES	1000	1000	0	383.1	616.9			
100-51408-311	POSTAGE	270	270	0	58.3	211.7			
100-51408-312	COPY USAGE/PAPER	400	400	0.01	83.58	316.42			
100-51408-320	SUBSCRIPTIONS & DUES	600	600	250	425	175			
100-51408-321	CERTIFICATIONS & LICENSES	200	200	0	0	200			
100-51408-330	SEMINARS, CONF. & TRAVEL	4000	4000	0	765.54	3234.46	-2,000		
100-51408-340	OPERATING SUPPLIES	3000	3000	1950	2665.87	334.13			
100-51408-341	PRINTING & FORMS	400	400	0	10.29	389.71			
Department: 51408 - CITY ADMINISTRATOR Total:		133792	133792	16138.08	125800.05	8191.95			

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 51410 - MAYOR									
100-51410-110	SALARIES - REGULAR	0	0	0	0	0			
100-51410-124	WAGES - PERM PT	12980	12980	1512.9	12794.33	185.67			
100-51410-150	FICA	993	993	115.71	978.65	14.35			
100-51410-151	RETIREMENT (WRS)	757	757	0	-6.43	763.43			
100-51410-152	HEALTH INSURANCE	0	0	0	0	0			
100-51410-153	DENTAL INSURANCE	0	0	0	0	0			
100-51410-154	LIFE INSURANCE	0	0	0	0	0			
100-51410-225	PHONE/INTERNET/CABLE	492	492	124.89	672.65	-180.65			
100-51410-290	OTHER CONTRACTUAL SERVICES	0	0	0	0	0			
100-51410-310	OFFICE SUPPLIES	340	340	0	90.48	249.52			
100-51410-311	POSTAGE	60	60	0	0.5	59.5			
100-51410-312	COPY USAGE & PAPER	100	100	0	0	100			
100-51410-320	SUBSCRIPTIONS & DUES	800	800	0	175	625			
100-51410-330	SEMINARS, CONF & TRAVEL	400	400	50	50	350			
100-51410-340	OPERATING SUPPLIES	50	50	0	49.99	0.01			
100-51410-341	PRINTING & FORMS	0	0	0	0	0			
Department: 51410 - MAYOR Total:		16972	16972	1803.5	14805.17	2166.83			
Department: 51411 - FINANCE									
100-51411-110	SALARIES - REGULAR	73404	73404	6814.97	74328.56	-924.56	1,550		
100-51411-120	WAGES - REGULAR	45673	45673	3354.32	31066.88	14606.12	-14,500		
100-51411-121	WAGES - OVERTIME	0	0	0	0	0			
100-51411-124	WAGES - PERM PT	16500	16500	2317.58	15389.57	1110.43	-1,000		
100-51411-125	OVERTIME - PERM PT	0	0	0	0	0			
100-51411-126	WAGES - TEMP./SEAS.	0	0	0	0	0			
100-51411-150	FICA	10371	10371	930.1	8818.73	1552.27	-1,000		
100-51411-151	RETIREMENT (WRS)	8038	8038	526.1	6862.06	1175.94	-1,000		
100-51411-152	HEALTH INSURANCE	16885	16885	1764.5	20347.44	-3462.44	3,500		
100-51411-153	DENTAL INSURANCE	1640	1640	129.76	1872.28	-232.28			
100-51411-154	LIFE INSURANCE	87	87	5.77	82.62	4.38			
100-51411-225	PHONE/INTERNET/CABLE	570	570	179.92	927.97	-357.97			
100-51411-241	EQUIPMENT MAINTENANCE CONTRACTUAL	500	500	0	0	500	-500		
100-51411-290	OTHER CONTRACTUAL SERVICES	4500	4500	9106.46	18712.66	-14212.66	7,400		1,200
100-51411-310	OFFICE SUPPLIES	1200	1200	604.13	3008.89	-1808.89	1,900		
100-51411-311	POSTAGE	1500	1500	719.25	2220.21	-720.21	700		
100-51411-312	COPY USAGE & PAPER	1000	1000	514.35	3045.66	-2045.66	2,000		
100-51411-320	SUBSCRIPTIONS & DUES	275	275	0	202	73			
100-51411-322	LEGAL NOTICES	0	0	0	45.47	-45.47			
100-51411-324	RECRUITMENT	0	0	0	0	0			
100-51411-330	SEMINARS, CONF & TRAVEL	2325	2325	0	591.11	1733.89	-1,700		
100-51411-340	OPERATING SUPPLIES	2015	2015	3273.38	4716.58	-2701.58	2,700		
100-51411-341	PRINTING & FORMS	500	500	0	0	500	-50		
Department: 51411 - FINANCE Total:		186983	186983	30240.59	192238.69	-5255.69	0		
Department: 51420 - CITY CLERK									
100-51420-110	SALARIES - REGULAR	79238	79238	8175.28	101041.41	-21803.41			23,400
100-51420-120	WAGES - REGULAR	56882	56882	7914.29	57122.26	-240.26			1,000
100-51420-121	OVERTIME - REGULAR	286	286	0	3314.18	-3028.18			3,000
100-51420-124	WAGES - PERM PT	0	0	0	0	0			
100-51420-125	OVERTIME - PERM PT	0	0	0	0	0			
100-51420-126	WAGES - TEMP/SEAS	0	0	0	0	0			
100-51420-127	OVERTIME - TEMP/SEAS	0	0	0	0	0			
100-51420-150	FICA	10435	10435	1168.73	11586.15	-1151.15			1,200
100-51420-151	RETIREMENT (WRS)	9207	9207	959.21	9476.43	-269.43			
100-51420-152	HEALTH INSURANCE	25199	25199	13214.26	44712.44	-19513.44			19,520
100-51420-153	DENTAL INSURANCE	2574	2574	676.99	3013.1	-439.1			
100-51420-154	LIFE INSURANCE	104	104	1.55	68.95	35.05			
100-51420-225	PHONE/INTERNET/CABLE	1200	1200	26.72	108.15	1091.85			
100-51420-241	EQUIPMENT MAINTENANCE CONTRACTUAL	435	435	0	0	435			
100-51420-291	TRANSCRIPTION CONTRACTUAL	200	200	0	0	200			
100-51420-310	OFFICE SUPPLIES	1230	1230	0	793.27	436.73			
100-51420-311	POSTAGE	2800	2800	105.25	3394.55	-594.55			600
100-51420-312	COPY USAGE & PAPER	1400	1400	60.31	911.85	488.15			
100-51420-320	SUBSCRIPTIONS & DUES	380	380	0	175	205			
100-51420-321	CERTIFICATIONS & LICENSES	200	200	0	70	130			
100-51420-322	LEGAL NOTICES	420	420	0	0	420			
100-51420-324	RECRUITMENT	1000	1000	0	0	1000			
100-51420-330	SEMINARS, CONF & TRAVEL	2360	2360	0	159	2201			
100-51420-340	OPERATING SUPPLIES	805	805	0	797.52	7.48			
100-51420-341	PRINTING & FORMS	500	500	0	0	500			
100-51420-381	EMPLOYMENT TESTING	80	80	0	42	38			
Department: 51420 - CITY CLERK Total:		196935	196935	32302.59	236786.26	-39851.26			

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 51440 - ELECTIONS									
100-51440-126	WAGES - TEMP/SEAS	30502	30502	320	24630.06	5871.94	-5,700		
100-51440-150	FICA	964	964	24.48	1385.86	-421.86			
100-51440-241	EQUIPMENT MAINTENANCE CONTRACTUAL	1400	1400	0	1283.56	116.44			
100-51440-310	OFFICE SUPPLIES	700	700	0	942.69	-242.69			
100-51440-311	POSTAGE	1500	1500	0	18357.39	-16857.39	2,700		14,000
100-51440-312	COPY USAGE & PAPER	1000	1000	30.95	1012.73	-12.73			
100-51440-322	LEGAL NOTICES	2200	2200	36.65	1130.59	1069.41			
100-51440-324	RECRUITMENT	0	0	133	224	-224			
100-51440-330	SEMINARS, CONF & TRAVEL	100	100	0	0	100			
100-51440-340	OPERATING SUPPLIES	9040	9040	383.37	9323.53	-283.53			
100-51440-341	PRINTING & FORMS	1600	1600	0	4569.71	-2969.71	3,000		
Department: 51440 - ELECTIONS Total:		49006	49006	928.45	62860.12	-13854.12	0		
Department: 51500 - AUDIT									
100-51500-290	OTHER CONTRACTUAL SERVICES	19660	19660	0	17660	2000			
Department: 51500 - AUDIT Total:		19660	19660	0	17660	2000			
Department: 51510 - HUMAN RESOURCES									
100-51510-110	SALARIES - REGULAR	44280	44280	5217.33	43986.15	293.85			
100-51510-120	WAGES- REGULAR	27791	27791	3278.76	27302.22	488.78	1,000		
100-51510-124	WAGES - PERM. PT	0	0	0	0	0			
100-51510-150	FICA	5514	5514	615.54	4790.38	723.62			
100-51510-151	RETIREMENT (WRS)	4866	4866	573.48	4811.9	54.1			
100-51510-152	HEALTH INSURANCE	25199	25199	2104.78	25203.46	-4.46			
100-51510-153	DENTAL INSURANCE	1430	1430	120.14	1431.23	-1.23			
100-51510-154	LIFE INSURANCE	19	19	1.62	18.39	0.61			
100-51510-225	PHONE/INTERNET/CABLE	150	150	3.88	14.06	135.94			
100-51510-241	EQUIPMENT MAINTENANCE CONTRACTUAL	190	190	0	0	190			
100-51510-290	OTHER CONTRACTUAL SERVICES	5304	5304	139.35	3057.62	2246.38	-1,000		
100-51510-310	OFFICE SUPPLIES	450	450	0	138.73	311.27			
100-51510-311	POSTAGE	150	150	9.8	81.75	68.25			
100-51510-312	COPY USAGE & PAPER	600	600	24.79	280.49	319.51			
100-51510-320	SUBSCRIPTIONS & DUES	550	550	36	703	-153			
100-51510-321	CERTIFICATIONS & LICENSES	0	0	0	169	-169			
100-51510-330	SEMINARS, CONF & TRAVEL	2000	2000	875	1438	562			
100-51510-340	OPERATING SUPPLIES	2200	2200	1899.39	2444.54	-244.54			
100-51510-341	PRINTING & FORMS	300	300	0	30.85	269.15			
Department: 51510 - HUMAN RESOURCES Total:		120993	120993	14899.86	115901.77	5091.23			
Department: 51530 - ASSESSOR									
100-51530-120	WAGES - REGULAR	0	0	0	0	0			
100-51530-121	OVERTIME - REGULAR	0	0	0	0	0			
100-51530-128	WAGES - BOR	300	300	0	300	0			
100-51530-150	FICA	23	23	0	22.95	0.05			
100-51530-151	RETIREMENT (WRS)	0	0	0	0	0			
100-51530-152	HEALTH INSURANCE	0	0	0	0	0			
100-51530-153	DENTAL INSURANCE	0	0	0	0	0			
100-51530-154	LIFE INSURANCE	0	0	0	0	0			
100-51530-225	PHONE/INTERNET/CABLE	1500	1500	9.94	40.13	1459.87			
100-51530-240	SOFTWARE MAINTENANCE-CONTRACTUAL	0	0	0	0	0			
100-51530-290	OTHER CONTRACTUAL SERVICES	134500	134500	11208.33	134499.97	0.03			
100-51530-291	TRANSCRIPTION CONTRACTUAL	250	250	0	0	250			
100-51530-310	OFFICE SUPPLIES	0	0	0	0	0			
100-51530-311	POSTAGE	0	0	0	8.95	-8.95			
100-51530-312	COPY USAGE & PAPER	250	250	0	6.06	243.94			
100-51530-340	OPERATING SUPPLIES	2500	2500	0	907.82	1592.18			
100-51530-341	PRINTING & FORMS	0	0	0	0	0			
Department: 51530 - ASSESSOR Total:		139323	139323	11218.27	135785.88	3537.12			
Department: 51540 - IT									
100-51540-110	SALARIES - REGULAR	51918	51918	1987.14	16790.46	35127.54	-30,000		
100-51540-120	WAGES-REGULAR	13943	13943	0	6590.89	7352.11	-5,500		
100-51540-124	WAGES - PERM. PT	0	0	0	0	0			
100-51540-126	WAGES TEMP./SEAS.	0	0	0	0	0			
100-51540-150	FICA	5038	5038	145.94	1658.99	3379.01	-3,300		
100-51540-151	RETIREMENT (WRS)	4446	4446	134.13	1569.98	2876.02	-2,800		
100-51540-152	HEALTH INSURANCE	20802	20802	526.19	7093.86	13708.14	-13,700		
100-51540-153	DENTAL INSURANCE	1384	1384	30.04	394.84	989.16			
100-51540-154	LIFE INSURANCE	13	13	0.18	2.86	10.14			
100-51540-225	PHONE/INTERNET/CABLE	1540	1540	519.59	3680.83	-2140.83	2,100		
100-51540-240	SOFTWARE MAINTENANCE CONTRACTUAL	61305	61305	0	46046.35	15258.65	-15,000		
100-51540-241	EQUIPMENT MAINTENANCE CONTRACTUAL	2500	2500	0	3250	-750			
100-51540-244	WEBSITE	1250	1250	0	2732.55	-1482.55	1,500		
100-51540-290	OTHER CONTRACTUAL SERVICES	11808	11808	0	66541.62	-54733.62	55,000		
100-51540-310	OFFICE SUPPLIES	0	0	0	0	0			

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
100-51540-311	POSTAGE	0	0	0	0	0			
100-51540-312	COPY USAGE & PAPER	0	0	0	0	0			
100-51540-320	SUBSCRIPTIONS & DUES	1000	1000	0	1381.99	-381.99			
100-51540-321	CERTIFICATIONS & LICENSES	0	0	0	0	0			
100-51540-330	SEMINARS, CONF & TRAVEL	1000	1000	50	565	435			
100-51540-340	OPERATING SUPPLIES	2660	2660	1113.41	14590.79	-11930.79	11,700		
100-51540-341	PRINTING & FORMS	0	0	0	0	0			
100-51540-363	EQUIPMENT MAINT & REPAIRS	0	0	0	0	0			
100-51540-399	ADD'L SOFTWARE & UPGRADES	0	0	0	0	0			
Department: 51540 - IT Total:		180607	180607	4506.62	172891.01	7715.99	0		
Department: 51600 - CITY HALL									
100-51600-110	SALARIES - REGULAR	47115	47115	2193.96	41531.83	5583.17	-5,500		
100-51600-124	WAGES - PERM PT	9489	9489	1092.39	10434.64	-945.64	950		
100-51600-125	OVERTIME - PERM PT	0	0	0	0	0			
100-51600-126	WAGES - TEMP/SEAS	3450	3450	0	0	3450	-3,400		
100-51600-127	OVERTIME - TEMP/SEAS	0	0	0	0	0			
100-51600-150	FICA	4594	4594	241.77	3732.86	861.14	-255		
100-51600-151	RETIREMENT (WRS)	3180	3180	148.08	2761.86	418.14	-410		
100-51600-152	HEALTH INSURANCE	5241	5241	414.57	5219.05	21.95			
100-51600-153	DENTAL INSURANCE	995	995	26.03	822.16	172.84			
100-51600-154	LIFE INSURANCE	20	20	1.44	21.12	-1.12			
100-51600-211	BOILER CONTRACTUAL	670	670	124.5	124.5	545.5			
100-51600-212	ELEVATORS	5748	5748	428.04	6302.52	-554.52	200		
100-51600-213	HVAC CONTRACTUAL	6400	6400	0	5223.88	1176.12	-1,100		
100-51600-214	FIRE CONTRACTUAL	2910	2910	240	1061.79	1848.21	-1,800		
100-51600-220	WATER/SEWER/STORM WATER	7754	7754	0	5800.51	1953.49	-1,900		
100-51600-221	ELECTRIC & GAS	39000	39000	7677.88	43877.06	-4877.06	4,815		
100-51600-225	PHONE/INTERNET/CABLE	5868	5868	1510.34	5871.23	-3.23			
100-51600-240	SOFTWARE MAINT. CONTRACTUAL	600	600	0	600	0			
100-51600-241	EQUIPMENT MAINTENANCE CONTRACTUAL	1350	1350	0	1839.95	-489.95			
100-51600-242	EQUIPMENT RENTAL	0	0	0	0	0			
100-51600-243	LEASES	750	750	0	900	-150			
100-51600-290	OTHER CONTRACTUAL SERVICES	1748	1748	319.82	1305.96	442.04			
100-51600-292	ELECTRICAL CONTRACTUAL	300	300	0	0	300			
100-51600-293	PLUMBING CONTRACTUAL	300	300	0	0	300			
100-51600-310	OFFICE SUPPLIES	275	275	0	0	275			
100-51600-311	POSTAGE	500	500	0	240	260			
100-51600-312	COPY USAGE & PAPER	0	0	0	82.12	-82.12			
100-51600-320	SUBSCRIPTIONS & DUES	0	0	0	42.75	-42.75			
100-51600-324	RECRUITMENT	50	50	0	0	50			
100-51600-330	SEMINARS, CONF & TRAVEL	100	100	0	0	100			
100-51600-340	OPERATING SUPPLIES	7000	7000	1210.27	7687.69	-687.69	700		
100-51600-341	PRINTING & FORMS	0	0	0	0	0			
100-51600-342	CLEANING & SANITARY SUPPLIES	3800	3800	944.42	10833.77	-7033.77	7,100		
100-51600-350	BLDG & GRDS MAINT & REPAIRS	7000	7000	375.32	3831.27	3168.73			
100-51600-360	VEHICLE MAINT. & REPAIRS	500	500	17.13	1138.44	-638.44	600		
100-51600-361	REGULAR FUEL	775	775	94.91	448.06	326.94			
100-51600-362	OFF ROAD FUEL	300	300	0	70.42	229.58			
100-51600-363	EQUIPMENT MAINT & REPAIRS	1400	1400	30.75	1180.96	219.04			
100-51600-381	EMPLOYMENT TESTING	50	50	0	0	50			
Department: 51600 - CITY HALL Total:		169232	169232	17091.62	162986.4	6245.6	0		
Department: 51900 - OTHER GOVERNMENT									
100-51900-290	Other General Contractual	8800	8800	0	8800	0			
100-51900-339	LOSS	0	0	0	0	0			
100-51900-397	MISCELLANEOUS EXPENSE	0	0	787.52	0.06	-0.06			
Department: 51900 - OTHER GOVERNMENT Total:		8800	8800	787.52	8800.06	-0.06			
Department: 51938 - SICK LEAVE PAYOUT									
100-51938-516	EMPLOYEE BENEFITS	0	0	0	0	0			
Department: 51938 - SICK LEAVE PAYOUT Total:		0	0	0	0	0			
Department: 51939 - WORKER'S COMPENSATION									
100-51939-510	INS - WORKERS COMP	80502	80502	0	80157	345			
Department: 51939 - WORKER'S COMPENSATION Total:		80502	80502	0	80157	345			
Department: 51940 - UNEMPLOYMENT COMPENSATION									
100-51940-517	UNEMPLOYMENT	3000	3000	15737.89	27141.16	-24141.16			24,200
Department: 51940 - UNEMPLOYMENT COMPENSATION Total:		3000	3000	15737.89	27141.16	-24141.16			

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 51941 - SALES TAX									
100-51941-301	SALES TAX	9700	9700	41.26	492.87	9207.13			
Department: 51941 - SALES TAX Total:		9700	9700	41.26	492.87	9207.13			
Department: 51942 - ILLEGAL ASSESSMENTS									
100-51942-397	MISCELLANEOUS EXPENSE	1200	1200	0	0	1200			
Department: 51942 - ILLEGAL ASSESSMENTS Total:		1200	1200	0	0	1200			
Department: 51943 - INS - FIRE, COMP / COLL, BOILER									
100-51943-511	INS - FIRE, COMP/COLL, BOILER	49122	49122	0	47942	1180			
Department: 51943 - INS - FIRE, COMP / COLL, BOILER Total:		49122	49122	0	47942	1180			
Department: 51944 - INS - VEHICLES									
100-51944-512	INS - VEHICLES	22560	22560	0	21927	633			
Department: 51944 - INS - VEHICLES Total:		22560	22560	0	21927	633			
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE									
100-51945-513	INS - CVMIC, LIABILITY, PROF	35768	35768	0	33237	2531			
Department: 51945 - PROPERTY & LIABILITY VEHICLE INSURANCE Total:		35768	35768	0	33237	2531			
Department: 51946 - SIR									
100-51946-514	SIR	2000	2000	0	4720	-2720			2,800
Department: 51946 - SIR Total:		2000	2000	0	4720	-2720			
Department: 51947 - MONIES & SECURITIES INSURANCE MISC									
100-51947-515	INS - MONIES & SECURITIES	1300	1300	0	971	329			
Department: 51947 - MONIES & SECURITIES INSURANCE MISC Total:		1300	1300	0	971	329			
Department: 51980 - UNCOLLECTABLE ACCOUNTS									
100-51980-398	UNCOLLECTABLE ACCOUNTS	0	0	0	0	0			
Department: 51980 - UNCOLLECTABLE ACCOUNTS Total:		0	0	0	0	0			
Department: 52100 - POLICE									
100-52100-110	SALARIES - REGULAR	235594	235594	21823.23	224632.03	10961.97	8,000		
100-52100-120	WAGES - REGULAR	1879800	1879800	211063.85	1832199.42	47600.58	-19,400		
100-52100-121	OVERTIME - REGULAR	70120	70120	12412.76	85392.07	-15272.07	15,300		
100-52100-122	OVERTIME - SPECIAL PROJECTS	0	0	1392.77	5209.97	-5209.97	5,300		
100-52100-124	WAGES - PERM PT	12747	12747	1160.13	11368.7	1378.3			
100-52100-125	OVERTIME - PERM PT	0	0	0	0	0			
100-52100-126	WAGES - TEMP/SEAS	24244	24244	0	5672.18	18571.82	-18,500		
100-52100-127	OVERTIME - TEMP/SEAS	0	0	0	0	0			
100-52100-140	SHIFT DIFFERENTIAL	0	0	625.41	6219.69	-6219.69	6,300		
100-52100-141	ON CALL	9200	9200	600	5157.14	4042.86			
100-52100-150	FICA	170725	170725	18433.42	156879.9	13845.1			
100-52100-151	RETIREMENT (WRS)	295148	295148	36137.67	291116.88	4031.12			
100-52100-152	HEALTH INSURANCE	577675	577675	37719.51	453528.25	124146.75	58,125		
100-52100-153	DENTAL INSURANCE	31015	31015	2283.44	26460.79	4554.21			
100-52100-154	LIFE INSURANCE	586	586	46.48	534.43	51.57			
100-52100-221	ELECTRIC & GAS	16000	16000	2791.96	15955.3	44.7			
100-52100-225	PHONE/INTERNET/CABLE	6984	6984	2405.33	12584.07	-5600.07	5,700		
100-52100-226	MOBILE DATA AIR CARDS	10000	10000	785.81	7334.65	2665.35			
100-52100-240	SOFTWARE MAINTENANCE CONTRACTUAL	44689	44689	3159.93	43188.43	1500.57			
100-52100-241	EQUIPMENT MAINTENANCE CONTRACTUAL	3020	3020	0	2836.8	183.2			
100-52100-242	EQUIPMENT RENTAL	0	0	0	0	0			
100-52100-290	OTHER CONTRACTUAL SERVICES	2744	2744	68.58	2179.45	564.55			
100-52100-310	OFFICE SUPPLIES	1300	1300	634.43	2394.7	-1094.7	1,100		
100-52100-311	POSTAGE	3200	3200	327.85	1843.61	1356.39	-1,100		
100-52100-312	COPY USAGE & PAPER	1550	1550	465.99	1827.54	-277.54			
100-52100-320	SUBSCRIPTIONS & DUES	2960	2960	44.61	2894.61	65.39			
100-52100-321	CERTIFICATIONS & LICENSES	714	714	0	0	714			
100-52100-324	RECRUITMENT	1000	1000	922.66	1042.3	-42.3			
100-52100-330	SEMINARS, CONF & TRAVEL	15400	15400	138.29	5059.3	10340.7	-10,000		
100-52100-340	OPERATING SUPPLIES	12000	12000	2030.81	14695.96	-2695.96	3,000		
100-52100-341	PRINTING & FORMS	1800	1800	157.47	879.06	920.94			
100-52100-342	CLEANING & SANITARY SUPPLIES	150	150	0	263.26	-113.26			
100-52100-350	BLDG & GRDS MAINT & REPAIRS	1300	1300	241.03	660.88	639.12			
100-52100-360	VEHICLE MAINT. & REPAIRS	11049	11049	1403.51	16215.07	-5166.07	5,200		
100-52100-361	REGULAR FUEL	41423	41423	4674.76	30511.97	10911.03			
100-52100-363	EQUIPMENT MAINT & REPAIRS	1400	1400	0	1483.96	-83.96			
100-52100-380	PUBLIC EDUCATION	500	500	0	222	278			
100-52100-381	EMPLOYMENT TESTING	4000	4000	319	2029.51	1970.49			
100-52100-382	UNIFORMS & SAFETY ATTIRE	14000	14000	5243.04	17874.43	-3874.43	3,900		
100-52100-390	AMMUNITION	6000	6000	0	1188.59	4811.41	-4,800		
100-52100-391	ERT SUPPLIES	1500	1500	0	0	1500			
100-52100-392	NON LETHAL SUPPLIES	2000	2000	483	1012.94	987.06			
100-52100-399	ADD'L SOFTWARE & UPGRADES	1000	1000	742.61	1491.41	-491.41			
Department: 52100 - POLICE Total:		3514537	3514537	370739.34	3292041.25	222495.75	0		

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 52200 - FIRE									
100-52200-110	SALARIES - REGULAR	187087	187087	10372.26	129876.4	57210.6			
100-52200-120	WAGES - REGULAR	790161	790161	83196.69	655445.64	134715.36	-36,000	58,125	
100-52200-121	OVERTIME - REGULAR	46000	46000	16646.47	116124.29	-70124.29	70,200		
100-52200-123	OVERTIME - DOUBLE TIME	0	0	0	0	0			
100-52200-124	WAGES - PERM PT	71380	71380	6250	47433.15	23946.85			
100-52200-125	OVERTIME - PERM PT	0	0	24	24	-24			
100-52200-141	ON CALL	0	0	210	1340.36	-1340.36	1,400		
100-52200-150	FICA	21826	21826	2165.89	17068.78	4757.22			
100-52200-151	RETIREMENT (WRS)	189012	189012	21736.2	176834.88	12177.12			
100-52200-152	HEALTH INSURANCE	292061	292061	17722.84	210975.18	81085.82	-56,550		
100-52200-153	DENTAL INSURANCE	17420	17420	1106.59	12874.88	4545.12			
100-52200-154	LIFE INSURANCE	219	219	13.63	148.42	70.58			
100-52200-212	ELEVATORS	0	0	0	0	0			
100-52200-221	ELECTRIC & GAS	16000	16000	3489.95	19944.13	-3944.13	4,000		
100-52200-225	PHONE/INTERNET/CABLE	3250	3250	514.61	3398.1	-148.1			
100-52200-226	MOBILE DATA AIR CARDS	2400	2400	318.13	3923.55	-1523.55	1,600		
100-52200-240	SOFTWARE MAINTENANCE CONTRACTUAL	12091	12091	0	9856.92	2234.08			
100-52200-241	EQUIPMENT MAINTENANCE CONTRACTUAL	3339	3339	0	2339.8	999.2			
100-52200-242	EQUIPMENT RENTAL	0	0	0	0	0			
100-52200-290	OTHER CONTRACTUAL SERVICES	8609	8609	4880.53	8906.55	-297.55			
100-52200-310	OFFICE SUPPLIES	500	500	0	587.6	-87.6			
100-52200-311	POSTAGE	200	200	10.5	230.28	-30.28			
100-52200-312	COPY USAGE & PAPER	300	300	102.48	825.58	-525.58	550		
100-52200-320	SUBSCRIPTIONS & DUES	1150	1150	115	1122	28			
100-52200-321	CERTIFICATIONS & LICENSES	3000	3000	2000	2845	155			
100-52200-324	RECRUITMENT	250	250	0	649	-399			
100-52200-330	SEMINARS, CONF & TRAVEL	5000	5000	0	3659.25	1340.75			
100-52200-340	OPERATING SUPPLIES	7041	7041	529.63	9149.69	-2108.69	2,500		
100-52200-341	PRINTING & FORMS	200	200	0	0	200			
100-52200-342	CLEANING & SANITARY SUPPLIES	2000	2000	191.77	998.4	1001.6			
100-52200-350	BLDG & GRDS MAINT & REPAIRS	1000	1000	68.12	2714.5	-1714.5	1,800		
100-52200-360	VEHICLE MAINT. & REPAIRS	7000	7000	986.63	9812.3	-2812.3	2,900		
100-52200-361	REGULAR FUEL	7000	7000	1168.11	5856.65	1143.35			
100-52200-362	OFF ROAD FUEL	200	200	0	0	200			
100-52200-363	EQUIPMENT MAINT & REPAIRS	1100	1100	240.4	1052.12	47.88			
100-52200-380	PUBLIC EDUCATION	2000	2000	0	1503.56	496.44			
100-52200-381	EMPLOYMENT TESTING	2000	2000	902	4658	-2658	2,700		
100-52200-382	UNIFORMS & SAFETY ATTIRE	4500	4500	798.13	7687.46	-3187.46	3,200		
100-52200-394	EMS - SUPPLIES	4000	4000	566.32	5643.09	-1643.09	1,700		
100-52200-399	ADD'L SOFTWARE & UPGRADES	150	150	0	247.5	-97.5			
Department: 52200 - FIRE Total:		1709446	1709446	176326.88	1475757.01	233688.99	0		
Department: 52210 - HYDRANTS									
100-52210-290	OTHER CONTRACTUAL SERVICES	366651	366651	366651	366651	0			
Department: 52210 - HYDRANTS Total:		366651	366651	366651	366651	0			
Department: 52400 - INSPECTIONS									
100-52400-110	SALARIES - REGULAR	6615	6615	770.73	6614.31	0.69	5,000		
100-52400-120	WAGES - REGULAR	259620	259620	12713.94	225273.58	34346.42	-31,000		
100-52400-121	OVERTIME - REGULAR	0	0	0	0	0			
100-52400-124	WAGES - PERM. P.T.	0	0	0	0	0			
100-52400-126	WAGES - TEMP./SEAS.	500	500	0	0	500			
100-52400-150	FICA	20405	20405	990.66	16621.55	3783.45			
100-52400-151	RETIREMENT (WRS)	17971	17971	904.53	14282.75	3688.25			
100-52400-152	HEALTH INSURANCE	62234	62234	7657.72	58865.61	3368.39			
100-52400-153	DENTAL INSURANCE	3381	3381	1103.31	3768.18	-387.18			
100-52400-154	LIFE INSURANCE	206	206	1.11	122.85	83.15			
100-52400-225	PHONE/INTERNET/CABLE	3000	3000	169.54	2003.92	996.08			
100-52400-240	Hdwr/softwr. Maint.	4500	4500	0	4500	0			
100-52400-241	EQUIPMENT MAINTENANCE CONTRACTUAL	0	0	0	0	0			
100-52400-290	OTHER CONTRACTUAL SERVICES	19420	19420	14577.04	42603.26	-23183.26	24,000		
100-52400-294	WEIGHTS & MEASURES	0	0	0	0	0			
100-52400-310	OFFICE SUPPLIES	500	500	120.42	473.24	26.76			
100-52400-311	POSTAGE	500	500	3.9	584.9	-84.9			
100-52400-312	COPY USAGE & PAPER	600	600	17.78	251.29	348.71			
100-52400-320	SUBSCRIPTIONS & DUES	585	585	0	642.06	-57.06			
100-52400-321	CERTIFICATIONS & LICENSES	844	844	0	233.01	610.99			
100-52400-324	RECRUITMENT	0	0	0	0	0			
100-52400-330	SEMINARS, CONF & TRAVEL	2500	2500	0	1475.37	1024.63			
100-52400-340	OPERATING SUPPLIES	700	700	0	1568.31	-868.31	900		
100-52400-341	PRINTING & FORMS	1125	1125	0	0	1125			
100-52400-360	VEHICLE MAINT. & REPAIRS	300	300	66.34	1345.16	-1045.16	1,100		
100-52400-361	REGULAR FUEL	1500	1500	69.38	597.95	902.05			
100-52400-381	EMPLOYMENT TESTING	0	0	0	0	0			
Department: 52400 - INSPECTIONS Total:		407006	407006	39166.4	381827.3	25178.7	0		

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 52601 - EMERGENCY GOVERNMENT									
100-52601-290	OTHER CONTRACTUAL SERVICES	10000	10000	0	600	9400	-8,200		
100-52601-340	OPERATING SUPPLIES	1000	1000	0	9132.04	-8132.04	8,200		
Department: 52601 - EMERGENCY GOVERNMENT Total:		11000	11000	0	9732.04	1267.96	0		
Department: 52700 - JAIL									
100-52700-290	OTHER CONTRACTUAL SERVICES	200	200	0	0	200			
Department: 52700 - JAIL Total:		200	200	0	0	200			
Department: 53100 - ENGINEERING									
100-53100-110	SALARIES - REGULAR	83908	83908	9775.35	83419.57	488.43			
100-53100-120	WAGES - REGULAR	2409	2409	0	2315.87	93.13			
100-53100-121	OVERTIME - REGULAR	0	0	0	0	0			
100-53100-150	FICA	6603	6603	720.38	6142.95	460.05	-400		
100-53100-151	RETIREMENT (WRS)	5826	5826	659.82	5759.09	66.91			
100-53100-152	HEALTH INSURANCE	19151	19151	3037.57	39607.04	-20456.04			20,500
100-53100-153	DENTAL INSURANCE	1137	1137	94.5	1212.46	-75.46			
100-53100-154	LIFE INSURANCE	19	19	3.31	31.83	-12.83			
100-53100-225	PHONE/INTERNET/CABLE	2326	2326	461.9	2022.94	303.06			
100-53100-240	SOFTWARE MAINTENANCE CONTRACTUAL	400	400	0	512.6	-112.6			
100-53100-241	EQUIPMENT MAINTENANCE CONTRACTUAL	400	400	0	170	230			
100-53100-310	OFFICE SUPPLIES	1300	1300	84.87	696.61	603.39	-600		
100-53100-311	POSTAGE	500	500	547.5	895.34	-395.34			
100-53100-312	COPY USAGE & PAPER	650	650	221.78	1117.21	-467.21			
100-53100-320	SUBSCRIPTIONS & DUES	250	250	0	278	-28			
100-53100-321	CERTIFICATIONS & LICENSES	0	0	0	0	0			
100-53100-322	LEGAL NOTICES	0	0	0	214.16	-214.16			
100-53100-323	GENERAL ADVERTISING	0	0	0	0	0			
100-53100-330	SEMINARS, CONF & TRAVEL	700	700	30	504	196			
100-53100-340	OPERATING SUPPLIES	1000	1000	58.99	2321.69	-1321.69	1,000		
100-53100-341	PRINTING & FORMS	125	125	0	0	125			
100-53100-360	VEHICLE MAINT. & REPAIRS	500	500	0	60.39	439.61			
100-53100-361	REGULAR FUEL	700	700	100.65	873.55	-173.55			
100-53100-399	ADD'L SOFTWARE & UPGRADES	550	550	0	0	550			
Department: 53100 - ENGINEERING Total:		128454	128454	15796.62	148155.3	-19701.3	0		
Department: 53310 - BOARD OF PUBLIC WORKS									
100-53310-291	TRANSCRIPTION CONTRACTUAL	1200	1200	560.95	1445.99	-245.99			
100-53310-311	POSTAGE	50	50	0	46.58	3.42			
100-53310-312	COPY USAGE & PAPER	600	600	0	7.87	592.13			
100-53310-322	LEGAL NOTICES	400	400	0	152.71	247.29			
Department: 53310 - BOARD OF PUBLIC WORKS Total:		2250	2250	560.95	1653.15	596.85			
Department: 53311 - STREET									
100-53311-110	SALARIES - REGULAR	37104	37104	5540.13	47228.51	-10124.51	20,200		
100-53311-120	WAGES - REGULAR	318568	318568	35850.21	318849.89	-281.89			
100-53311-121	OVERTIME - REGULAR	19500	19500	1216.24	7463.49	12036.51	-12,000		
100-53311-124	WAGES - PERM PT	4056	4056	120	1131.13	2924.87			
100-53311-125	OVERTIME - PERM PT	0	0	0	0	0			
100-53311-126	WAGES - TEMP/SEAS	5070	5070	98.28	6613.87	-1543.87	1,600		
100-53311-127	OVERTIME - TEMP/SEAS	0	0	0	0	0			
100-53311-150	FICA	29399	29399	3200.13	27344.15	2054.85	-2,000		
100-53311-151	RETIREMENT (WRS)	25324	25324	2875.91	25213.79	110.21			
100-53311-152	HEALTH INSURANCE	117576	117576	8699.04	119024.03	-1448.03	1,500		
100-53311-153	DENTAL INSURANCE	7287	7287	584.29	7429.37	-142.37			
100-53311-154	LIFE INSURANCE	194	194	20.15	209.5	-15.5			
100-53311-211	BOILER CONTRACTUAL	100	100	0	0	100			
100-53311-213	HVAC CONTRACTUAL	800	800	0	190	610			
100-53311-214	FIRE CONTRACTUAL	650	650	120	529.77	120.23			
100-53311-220	WATER/SEWER/STORM WATER	2100	2100	0	2622.65	-522.65	550		
100-53311-221	ELECTRIC & GAS	8662	8662	1318.69	7274.01	1387.99			
100-53311-225	PHONE/INTERNET/CABLE	2694	2694	414.65	2090.1	603.9			
100-53311-230	COUNTY HWY DEPT SERVICES	250	250	0	265.98	-15.98			
100-53311-240	SOFTWARE MAINTENANCE CONTRACTUAL	710	710	0	1197.42	-487.42			
100-53311-241	EQUIPMENT MAINTENANCE CONTRACTUAL	100	100	0	33	67			
100-53311-242	EQUIPMENT RENTAL	11500	11500	5200	16390	-4890	5,000		
100-53311-243	LEASES	0	0	0	0	0			
100-53311-290	OTHER CONTRACTUAL SERVICES	16000	16000	5398.9	21538.43	-5538.43	5,600		
100-53311-310	OFFICE SUPPLIES	200	200	0	67.05	132.95			
100-53311-311	POSTAGE	300	300	0.5	7	293			
100-53311-312	COPY USAGE & PAPER	50	50	28.2	170.58	-120.58			
100-53311-320	SUBSCRIPTIONS & DUES	0	0	0	62	-62			
100-53311-322	LEGAL NOTICES	100	100	0	0	100			
100-53311-324	RECRUITMENT	50	50	0	0	50			
100-53311-330	SEMINARS, CONF & TRAVEL	500	500	0	612.23	-112.23			
100-53311-340	OPERATING SUPPLIES	4850	4850	88.48	7177.67	-2327.67	2,400		

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
100-53311-341	PRINTING & FORMS	100	100	0	0	100			
100-53311-342	CLEANING & SANITARY SUPPLIES	600	600	71.16	1033.84	-433.84			
100-53311-350	BLDG & GRDS MAINT & REPAIRS	1500	1500	144.58	530.73	969.27			
100-53311-360	VEHICLE MAINT. & REPAIRS	5500	5500	870.13	6750.84	-1250.84	1,300		
100-53311-361	REGULAR FUEL	20800	20800	1167.91	7690.48	13109.52	-11,250		
100-53311-362	OFF ROAD FUEL	5000	5000	219.22	2705.55	2294.45			
100-53311-363	EQUIPMENT MAINT & REPAIRS	12000	12000	5559.97	12400.86	-400.86			
100-53311-370	SALT & SAND	86105	86105	0	62147.26	23957.74	-15,000		
100-53311-371	TREE & BRUSH MAINTENANCE	2500	2500	60.07	2148.83	351.17			
100-53311-375	STREET MAINT & REPAIRS	5000	5000	185	7097.23	-2097.23	2,100		
100-53311-381	EMPLOYMENT TESTING	500	500	69.9	250.5	249.5			
100-53311-382	UNIFORMS & SAFETY ATTIRE	1000	1000	63.75	1392.06	-392.06			
100-53311-399	ADD'L SOFTWARE & UPGRADES	0	0	0	0	0			
Department: 53311 - STREET Total:		754299	754299	79185.49	724883.8	29415.2	0		
Department: 53312 - STREET SIGNS & SIGNALS									
100-53312-221	ELECTRIC & GAS	5800	5800	876.52	4549.53	1250.47	-1,200		
100-53312-290	OTHER CONTRACTUAL SERVICES	0	0	0	0	0			
100-53312-292	ELECTRICAL CONTRACTUAL	800	800	0	0	800			
100-53312-372	STREET SIGN MAINT & REPAIRS	11000	11000	97.5	10115.49	884.51			
100-53312-373	STREET SIGNAL MAINT & REPAIRS	1500	1500	172.5	6959.9	-5459.9	1,200		4,300
Department: 53312 - STREET SIGNS & SIGNALS Total:		19100	19100	1146.52	21624.92	-2524.92	0		
Department: 53315 - STREET LIGHTS									
100-53315-221	ELECTRIC & GAS	210928	210928	33813.47	200417.2	10510.8	-1,400		
100-53315-290	OTHER CONTRACTUAL SERVICES	0	0	0	0	0			
100-53315-292	ELECTRICAL CONTRACTUAL	12000	12000	2162.88	7884.03	4115.97			
100-53315-374	STREET LIGHT MAINT & REPAIRS	2000	2000	596.34	3343.87	-1343.87	1,400		
Department: 53315 - STREET LIGHTS Total:		224928	224928	36572.69	211645.1	13282.9	0		
Department: 53440 - STORM WATER									
100-53440-200	GF STORM WATER ERU	0	0	0	0	0			
Department: 53440 - STORM WATER Total:		0	0	0	0	0			
Department: 54110 - ANIMAL CONTROL									
100-54110-290	OTHER CONTRACTUAL SERVICES	73691	73691	8090.93	69500.23	4190.77			
Department: 54110 - ANIMAL CONTROL Total:		73691	73691	8090.93	69500.23	4190.77			
Department: 55110 - LIBRARY									
100-55110-110	SALARIES - REGULAR	27819	27819	1350.12	24192.46	3626.54			
100-55110-124	WAGES - PERM PT	12480	12480	493.61	7029.94	5450.06	-4,050		
100-55110-125	OVERTIME - PERM PT	0	0	0	0	0			
100-55110-126	WAGES - TEMP/SEAS	0	0	0	0	0			
100-55110-127	OVERTIME - TEMP/SEAS	0	0	0	0	0			
100-55110-150	FICA	3083	3083	135.11	2247.09	835.91			
100-55110-151	RETIREMENT (WRS)	1878	1878	91.14	1617.91	260.09			
100-55110-152	HEALTH INSURANCE	3225	3225	255.12	3211.7	13.3			
100-55110-153	DENTAL INSURANCE	584	584	16.02	484.21	99.79			
100-55110-154	LIFE INSURANCE	12	12	0.88	12.78	-0.78			
100-55110-211	BOILER CONTRACTUAL	635	635	0	600	35			
100-55110-213	HVAC CONTRACTUAL	4060	4060	0	4460	-400			
100-55110-214	FIRE CONTRACTUAL	1249	1249	240	1794	-545	550		
100-55110-220	WATER/SEWER/STORM WATER	2858	2858	0	4043.51	-1185.51	1,200		
100-55110-221	ELECTRIC & GAS	24421	24421	3648.69	19745.13	4675.87			
100-55110-225	PHONE/INTERNET/CABLE	750	750	142.02	889.39	-139.39			
100-55110-240	SOFTWARE MAINTENANCE CONTRACTUAL	750	750	0	600	150			
100-55110-242	EQUIPMENT RENTAL	0	0	0	0	0			
100-55110-290	OTHER CONTRACTUAL SERVICES	1320	1320	263.68	490.75	829.25			
100-55110-291	TRANSCRIPTION CONTRACTUAL	75	75	0	0	75			
100-55110-292	ELECTRICAL CONTRACTUAL	0	0	0	0	0			
100-55110-293	PLUMBING CONTRACTUAL	0	0	0	0	0			
100-55110-310	OFFICE SUPPLIES	0	0	0	0	0			
100-55110-311	POSTAGE	0	0	0	0	0			
100-55110-312	COPY USAGE & PAPER	0	0	0	0	0			
100-55110-340	OPERATING SUPPLIES	3150	3150	587.84	2129.05	1020.95			
100-55110-342	CLEANING & SANITARY SUPPLIES	2100	2100	514.01	4322.25	-2222.25	2,300		
100-55110-350	BLDG & GRDS MAINT & REPAIRS	1750	1750	415.06	1631.98	118.02			
100-55110-360	VEHICLE MAINT. & REPAIRS	0	0	0	0	0			
100-55110-363	EQUIPMENT MAINT. & REPAIRS	300	300	0	195.65	104.35			
Department: 55110 - LIBRARY Total:		92499	92499	8153.3	79697.8	12801.2	0		

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 55200 - PARKS									
100-55200-110	SALARIES - REGULAR	67744	67744	0	70567.71	-2823.71	6,500		
100-55200-120	WAGES - REGULAR	83445	83445	9921.08	83064.19	380.81			
100-55200-121	OVERTIME - REGULAR	1000	1000	166.91	372.72	627.28			
100-55200-124	WAGES - PERM PT	0	0	0	0	0			
100-55200-125	OVERTIME - PERM PT	0	0	0	0	0			
100-55200-126	WAGES - TEMP/SEAS	31206	31206	0	15829.61	15376.39	-15,100		
100-55200-127	OVERTIME - TEMP/SEAS	0	0	0	0	0			
100-55200-150	FICA	14029	14029	739.4	12315.17	1713.83	-1,300		
100-55200-151	RETIREMENT (WRS)	10778	10778	680.93	9672.07	1105.93	-1,000		
100-55200-152	HEALTH INSURANCE	40446	40446	12712.38	48528.18	-8082.18	8,100		
100-55200-153	DENTAL INSURANCE	2232	2232	571.95	2522.82	-290.82			
100-55200-154	LIFE INSURANCE	67	67	0.81	54	13			
100-55200-214	FIRE CONTRACTUAL	200	200	0	184.82	15.18			
100-55200-220	WATER/SEWER/STORM WATER	18364	18364	0	23206.94	-4842.94	5,000		
100-55200-221	ELECTRIC & GAS	18750	18750	3774.34	17805.16	944.84	-900		
100-55200-225	PHONE/INTERNET/CABLE	4200	4200	604.2	3328.17	871.83	-800		
100-55200-240	SOFTWARE MAINTENANCE CONTRACTUAL	600	600	0	600	0			
100-55200-242	EQUIPMENT RENTAL	0	0	0	0	0			
100-55200-290	OTHER CONTRACTUAL SERVICES	640	640	0	703.75	-63.75			
100-55200-291	TRANSCRIPTION CONTRACTUAL	750	750	0	731.77	18.23			
100-55200-292	ELECTRICAL CONTRACTUAL	0	0	0	0	0			
100-55200-293	PLUMBING CONTRACTUAL	0	0	0	0	0			
100-55200-310	OFFICE SUPPLIES	0	0	0	67.92	-67.92			
100-55200-311	POSTAGE	0	0	0	0	0			
100-55200-312	COPY USAGE & PAPER	0	0	0	0	0			
100-55200-320	SUBSCRIPTIONS & DUES	400	400	24.61	166.61	233.39			
100-55200-321	CERTIFICATIONS & LICENSES	150	150	0	0	150			
100-55200-330	SEMINARS, CONF & TRAVEL	600	600	0	0	600			
100-55200-340	OPERATING SUPPLIES	11570	11570	1127.76	11030.88	539.12			
100-55200-342	CLEANING & SANITARY SUPPLIES	5000	5000	212.58	6594.96	-1594.96	1,600		
100-55200-350	BLDG & GRDS MAINT & REPAIRS	12000	12000	646.9	12178.61	-178.61			
100-55200-360	VEHICLE MAINT. & REPAIRS	3000	3000	46.18	871.23	2128.77	-2,000		
100-55200-361	REGULAR FUEL	6500	6500	187.2	3809	2691			
100-55200-362	OFF ROAD FUEL	4000	4000	219.22	3063.36	936.64	-900		
100-55200-363	EQUIPMENT MAINT & REPAIRS	7500	7500	228.87	8278.24	-778.24	800		
100-55200-371	TREE & BRUSH MAINTENANCE	1000	1000	0	530.96	469.04			
100-55200-381	EMPLOYMENT TESTING	75	75	0	14	61			
100-55200-382	UNIFORMS & SAFETY ATTIRE	0	0	0	0	0			
Department: 55200 - PARKS Total:		346246	346246	31865.32	336092.85	10153.15	0		
Department: 55300 - RECREATION									
100-55300-110	SALARIES - REGULAR	193317	193317	16809.6	173917.31	19399.69			
100-55300-120	WAGES - REGULAR	28398	28398	3308.55	28183.99	214.01			
100-55300-121	OVERTIME - REGULAR	0	0	0	0	0			
100-55300-124	WAGES - PERM PT	0	0	0	84.65	-84.65			
100-55300-125	OVERTIME - PERM PT	0	0	0	0	0			
100-55300-126	WAGES - TEMP/SEAS	68483	68483	26	10491.59	57991.41			
100-55300-127	OVERTIME - TEMP/SEAS	0	0	0	0	0			
100-55300-150	FICA	22200	22200	1473.26	15172.8	7027.2			
100-55300-151	RETIREMENT (WRS)	14966	14966	1358.01	13534.72	1431.28			
100-55300-152	HEALTH INSURANCE	60605	60605	4416.83	57240.74	3364.26			
100-55300-153	DENTAL INSURANCE	3376	3376	260.31	3221.54	154.46			
100-55300-154	LIFE INSURANCE	51	51	3.94	49.79	1.21			
100-55300-225	PHONE/INTERNET/CABLE	3900	3900	497.89	2875.65	1024.35			
100-55300-240	SOFTWARE MAINTENANCE CONTRACTUAL	500	500	0	500	0			
100-55300-241	EQUIPMENT MAINTENANCE CONTRACTUAL	0	0	0	0	0			
100-55300-290	OTHER CONTRACTUAL SERVICES	0	0	0	0	0			
100-55300-310	OFFICE SUPPLIES	1100	1100	155.69	1233.29	-133.29			
100-55300-311	POSTAGE	3650	3650	4	408.05	3241.95	-920		
100-55300-312	COPY USAGE & PAPER	3600	3600	368.77	2646.33	953.67			
100-55300-320	SUBSCRIPTIONS & DUES	1000	1000	20	1239	-239			
100-55300-321	CERTIFICATIONS & LICENSES	0	0	0	0	0			
100-55300-330	SEMINARS, CONF & TRAVEL	3000	3000	325	863.41	2136.59			
100-55300-340	OPERATING SUPPLIES	31000	31000	1115.98	31914.35	-914.35	920		
100-55300-341	PRINTING & FORMS	6325	6325	0	5029.05	1295.95			
100-55300-381	EMPLOYMENT TESTING	75	75	0	0	75			
Department: 55300 - RECREATION Total:		445546	445546	30143.83	348606.26	96939.74	0		

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	VARIANCE	INTER- DEPT TRF	FUND TRF OUT	FUND TRF IN
Department: 55420 - AQUATIC CENTER									
100-55420-120	WAGES - REGULAR	22289	22289	2702.08	22258.06	30.94			
100-55420-121	OVERTIME - REGULAR	0	0	56.58	193.76	-193.76			
100-55420-126	WAGES - TEMP/SEAS	86889	86889	0	0	86889			
100-55420-127	OVERTIME - TEMP/SEAS	0	0	0	0	0			
100-55420-150	FICA	8352	8352	198.18	1569.8	6782.2			
100-55420-151	RETIREMENT (WRS)	1505	1505	186.21	1515.48	-10.48			
100-55420-152	HEALTH INSURANCE	8064	8064	637.81	8029.37	34.63			
100-55420-153	DENTAL INSURANCE	458	458	40.05	459.59	-1.59			
100-55420-154	LIFE INSURANCE	6	6	0.54	6.38	-0.38			
100-55420-220	WATER/SEWER/STORM WATER	8130	8130	0	5186.17	2943.83	-1,100		
100-55420-221	ELECTRIC & GAS	16750	16750	1106.79	5779.23	10970.77			
100-55420-225	PHONE/INTERNET/CABLE	700	700	288.08	1761.06	-1061.06	1,100		
100-55420-290	OTHER CONTRACTUAL SERVICES	13020	13020	0	4506.96	8513.04			
100-55420-321	CERTIFICATIONS & LICENSES	735	735	0	0	735			
100-55420-330	SEMINARS, CONF & TRAVEL	250	250	0	0	250			
100-55420-340	OPERATING SUPPLIES	4600	4600	200	2276.77	2323.23			
100-55420-342	CLEANING & SANITARY SUPPLIES	0	0	0	0	0			
100-55420-343	CONCESSIONS SUPPLIES	15580	15580	0	0	15580			
100-55420-350	BLDG & GRDS MAINT & REPAIRS	4500	4500	0	426.79	4073.21			
100-55420-363	EQUIPMENT MAINT & REPAIRS	1200	1200	0	60	1140			
Department: 55420 - AQUATIC CENTER Total:		193028	193028	5416.32	54029.42	138998.58	0		
Department: 56600 - URBAN PLANNING									
100-56600-290	OTHER CONTRACTUAL SERVICES	0	0	0	0	0			
100-56600-320	SUBSCRIPTIONS & DUES	0	0	0	0	0			
Department: 56600 - URBAN PLANNING Total:		0	0	0	0	0			
Department: 56610 - CITY STUDY									
100-56610-295	CITY STUDY	37286	37286	0	0	37286			
Department: 56610 - CITY STUDY Total:		37286	37286	0	0	37286			
Department: 56700 - ECONOMIC DEVELOPMENT									
100-56700-290	OTHER CONTRACTUAL SERVICES	13517	13517	0	13516.5	0.5			
Department: 56700 - ECONOMIC DEVELOPMENT Total:		13517	13517	0	13516.5	0.5			
Department: 56900 - PLANNING & ZONING									
100-56900-110	SALARIES - REGULAR	67072	67072	7818.81	66775.18	296.82	850		
100-56900-120	WAGES - REGULAR	23512	23512	1429.91	22473.51	1038.49	-1,000		
100-56900-121	OVERTIME - REGULAR	0	0	0	0	0			
100-56900-124	WAGES - PERM. P.T.	500	500	0	0	500			
100-56900-126	WAGES - TEMP/SEAS.	0	0	0	0	0			
100-56900-150	FICA	6968	6968	647.78	6084.42	883.58	-850		
100-56900-151	RETIREMENT (WRS)	6114	6114	611.37	5955.49	158.51			
100-56900-152	HEALTH INSURANCE	26296	26296	2216.27	29790.43	-3494.43	3,500		
100-56900-153	DENTAL INSURANCE	1355	1355	94.5	1497.92	-142.92			
100-56900-154	LIFE INSURANCE	18	18	1.1	15.68	2.32			
100-56900-225	PHONE/INTERNET/CABLE	600	600	144.93	741.57	-141.57			
100-56900-240	SOFTWARE MAINTENANCE CONTRACTUAL	400	400	0	400	0			
100-56900-241	EQUIPMENT MAINTENANCE CONTRACTUAL	0	0	0	0	0			
100-56900-290	OTHER CONTRACTUAL SERVICES	0	0	0	0	0			
100-56900-291	TRANSCRIPTION CONTRACTUAL	3000	3000	99.71	1145.04	1854.96	-1,700		
100-56900-310	OFFICE SUPPLIES	850	850	0	855.69	-5.69			
100-56900-311	POSTAGE	1000	1000	23.8	978.05	21.95			
100-56900-312	COPY USAGE & PAPER	2745	2745	13.91	1767.56	977.44	-900		
100-56900-320	SUBSCRIPTIONS & DUES	847	847	214.26	1365.1	-518.1	20		
100-56900-322	LEGAL NOTICES	3600	3600	0	2357.97	1242.03	-1,100		
100-56900-324	RECRUITMENT	0	0	0	0	0			
100-56900-330	SEMINARS, CONF & TRAVEL	2800	2800	239	1643	1157	-420		
100-56900-340	OPERATING SUPPLIES	700	700	624	2238.38	-1538.38	1,600		
100-56900-360	VEHICLE MAINT. & REPAIRS	300	300	0	0	300			
100-56900-361	REGULAR FUEL	600	600	20.75	198.99	401.01			
Department: 56900 - PLANNING & ZONING Total:		148277	149277	14200.1	146283.98	2993.02	0		
Department: 59200 - TRANSFERS									
100-59200-590	TRANSFERS OUT	0	0	0	0	0			
Department: 59200 - TRANSFERS Total:		0	0	0	0	0			
Expense Total:		10183948	10183948	1350915.11	9303169.06	880778.94			

RESOLUTION NO. 11-2021
A RESOLUTION TO TRANSFER TO/FROM VARIOUS DEPARTMENTS IN THE 2020 GENERAL FUND BUDGET

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

WHEREAS, The City of Onalaska budgeted in 2020 General Fund Budget for:

Police	Health Insurance	100-52100-152	\$63,525 <i>ok</i>
Fire	Wages - Regular	100-52200-120	\$63,525 <i>ok</i>
	<u>TOTAL</u>		\$127,050

WHEREAS, the above accounts are non-expended balances.

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

Police & Fire Commission	Transcription Contractual	100-51110-291	\$530
Finance	Other Contractual Services	100-51411-290	\$1,200
City Clerk	Salaries - Regular	100-51420-110	\$23,400
City Clerk	Wages-Regular	100-51420-120	\$1,000
City Clerk	Overtime - Regular	100-51420-121	\$3,000
City Clerk	FICA	100-51420-150	\$1,200
City Clerk	Health Insurance	100-51420-152	\$19,520
City Clerk	Postage	100-51420-311	\$600
Elections	Postage	100-51440-311	\$14,000
Unemployment Compensation	Unemployment	100-51940-517	\$24,200
Insurance	Self Insured Retention	100-51946-514	\$2,800
Engineering	Health Insurance	100-53100-152	\$20,500
Street	Salt n Sand	100-53111-370	\$10,800
Street Signs & Signals	Signal Maint. & Repairs	100-53312-373	\$4,300
	<u>TOTAL</u>		\$116,250

Date this 9th day of February, 2021

City of Onalaska BY:

Kim Smith, Mayor

JoAnn Marcon, City Clerk

Passed:
Approval:
Published:

REVISED
2-1-2021

#F-7

CITY OF ONALASKA

TO: Finance and Personnel/Common Council
FROM: Fred Buehler
SUBJECT: Adjust/Create Designated Fund Balances
DATE: February 3, 2021

7a. Motion to adjust existing designated fund balances Equipment Replacement Fund – 2020

<u>Changes to Designated Fund Balances</u>	<u>Account #</u>	<u>Balance</u> <u>12/31/2019</u>	<u>Adjustment</u> <u>12/31/2020</u>	<u>Balances</u> <u>12/31/2020</u>
	Police Dept. Equipment	25,704	13,235	38,939

7b. Motion to establish new designated fund balances Equipment Replacement Fund – 2020

<u>Designated Fund Balances</u>	<u>Account #</u>	<u>Balance</u> <u>12/31/2019</u>	<u>Adjustment</u> <u>12/31/2020</u>	<u>Balances</u> <u>12/31/2020</u>
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REVISED
2-1-2021



Onalaska Police Department
415 Main Street
Onalaska, WI 54650
608-781-9550

Memo

To: Director Buehler
From: Chief Charles Ashbeck
Date: 2/2/21
Re: Request to designate funds

Per our discussion I am requesting authorization to designate funds from the Undesignated Fund Account for use on several initiatives in 2021. The amount requested is \$13,235.

If you need any further information, please let me know. Thank you for your time and consideration of this matter.

Respectfully submitted,

A handwritten signature in black ink that reads 'Chief C. Ashbeck'. The signature is written in a cursive, flowing style.

Chief C. Ashbeck

RESOLUTION NO. 12-2021

#F-8

A RESOLUTION TO TRANSFER FROM THE 2020 GENERAL FUND BUDGET TO THE SPECIAL REVENUE FUND – SPECIAL PROJECTS

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

WHEREAS, The City of Onalaska budgeted in 2020 General Fund Budget for:

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

WHEREAS, the above account has exceeded projected revenue.

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

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

Date this 9th day of February, 2021

City of Onalaska
BY:

Kim Smith, Mayor

JoAnn Marcon, City Clerk

Passed:
Approval:
Published:

RESOLUTION NO. 13-2021

A RESOLUTION TO TRANSFER FROM THE 2020 GENERAL FUND
BUDGET TO THE SPECIAL REVENUE FUND-EQUIPMENT
REPLACEMENT FUND

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

WHEREAS, the City of Onalaska contains surplus funds in the 2020 General Fund Operating Budget of \$435,000.

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

NOW THEREFORE BE IT RESOLVED, that the City of Onalaska, Common Council, hereby authorizes the transfer of the 2020 General Fund Budget by \$435,000.

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

Transfer from General Fund 207-49210 \$435,000

Dated this 9th day of February 2021,

CITY OF ONALASKA

BY: _____
Kim Smith, Mayor

JoAnn Marcon, City Clerk

Passed:
Approved:
Published:



City of Onalaska

#F-10
Balance Sheet
 Account Summary
 As Of 12/31/2020

*Fixed
1-27-21*

Account	Name	Balance
Fund: 640 - OMNI CENTER		
Assets		
640-11100	CASH	-303,365.61
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	9,030.00
640-12100	TAXES RECEIVABLE	0.00
640-13000	ACCOUNTS RECEIVABLE	102,816.26 <i>OK</i>
640-16202	PREPAID INSURANCE	7,794.82
640-16500	INVENTORY	3,912.88
640-18100	LAND	0.00
640-18104	LAND IMPROVEMENT	0.00
640-18150	CONSTRUCTION WORK IN PROGRESS	0.00
640-18152	C.W.I.P. - CAMPAIGN FUNDING	0.00
640-18153	C.W.I.P. CAMP FUND CDA	0.00
640-18201	BUILDING #1	0.00
640-18202	BUILDING #2	0.00
640-18203	BUILDING #3	0.00
640-18500	EQUIPMENT	0.00
640-18502	OFFICE EQUIPMENT	0.00
640-18504	C.D.A. - TRANSPORTATION EQUIP	0.00
640-18595	LEASE EQUIPMENT	0.00
640-18931	PROVISION FOR DEPRECIATION	0.00
640-18980	UNAMORTIZED BOND COSTS	0.00
640-19000	WRS NET PENSION ASSET	0.00
640-19001	WRS LIFE ASSET	0.00
640-19200	DEF. OUTFLOW-WRS PENSION-CONTRIBL	132,784.00
640-19201	DEFERRED OUTFLOW WRS LRLIF	907.00
	Total Assets:	-46,120.65
		<u>-46,120.65</u>
Liability		
640-21100	ACCOUNTS PAYABLE	-486.76
640-21110	AP PENDING (DUE TO POOL)	27,844.01
640-21111	PAYROLL CORRECTIONS	0.00
640-21112	SALES TAX PAYABLE	-4,263.42
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

As Of 12/31/2020

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	4,176.87
640-21820	ACCUMULATED EMPLOYEE BENEFIT (SICK	14,748.46
640-21900	LIQUOR SALES	1,914.58
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	6,635.00
640-23421	SEC DEP - SPRING	8,625.00
640-23422	SEC DEP - FALL	8,460.00
640-23423	SEC DEP- SPORTS & ADVENT.	0.00
640-23424	SEC DEP- WEDDING EXPO	0.00
640-23425	SEC DEP - FARM SHOW	7,390.00
640-23900	WRS NET PENSION LIAB.	31,293.00
640-23901	WRS LRLIF LIABILITY	4,751.00
640-25100	DUE TO GENERAL FUND	0.00
640-25200	DEFERRED INFLOW-WRS PENSION	91,941.00
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:	203,028.74
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	-107,458.88
640-34141	SURPLUS/DEFICIT	0.00
640-34148	RESERVED RETAINED EARNINGS	0.00
640-34300	RESTRICTED FOR WRS PENSION	-22,967.00
	Total Beginning Equity:	-130,425.88
Total Revenue		454,168.95
Total Expense		572,892.46
Revenues Over/Under Expenses		-118,723.51
	Total Equity and Current Surplus (Deficit):	-249,149.39
	Total Liabilities, Equity and Current Surplus (Deficit):	-46,120.65

OK



Budget Report Account Summary

For Fiscal: 2020 Period Ending: 12/31/2020

		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 %
640-00000-43692	STATE AID - OTHER	0.00	0.00	80,877.65	80,877.65	80,877.65	0.00 %
640-00000-46716	RECR FEES >AGE 18	2,200.00	2,200.00	800.00	1,195.85	-1,004.15	45.64 %
640-00000-46741	ICE RENTAL INCOME (NONTAXABLE)	175,314.00	175,314.00	20,213.23	140,746.99	-34,567.01	19.72 %
640-00000-46742	ICE RENTAL INCOME (TAXABLE)	27,100.00	27,100.00	8,720.75	47,761.51	20,661.51	176.24 %
640-00000-46744	CONCESSION REV. (TAXABLE)	60,000.00	60,000.00	6.16	16,707.77	-43,292.23	72.15 %
640-00000-46745	CATERING REVENUE -(TAXABLE)	2,500.00	2,500.00	0.00	481.00	-2,019.00	80.76 %
640-00000-46746	CONCESSION REVENUE (VENDING)	1,000.00	1,000.00	0.00	5,487.60	4,487.60	548.76 %
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)	2,000.00	2,000.00	0.00	1,048.84	-951.16	47.56 %
640-00000-46751	PRO SHOP REVENUE	6,000.00	6,000.00	0.00	1,833.19	-4,166.81	69.45 %
640-00000-46752	RENTALS INC. (ARENA) TAXAB	15,000.00	15,000.00	0.00	6,885.66	-8,114.34	54.10 %
640-00000-46754	RENTAL INC. (ARENA NON-TAX.)	10,000.00	10,000.00	0.00	8,291.00	-1,709.00	17.09 %
640-00000-46755	RENTAL INC. (SHELTER - TAXABLE)	4,500.00	4,500.00	120.00	70.00	-4,430.00	98.44 %
640-00000-46756	RENTAL INC. (MEETING NON-TAX.)	6,000.00	6,000.00	0.00	199.50	-5,800.50	96.68 %
640-00000-46757	RENTAL INC. (SPACE/ST-TAX.)	47,000.00	47,000.00	0.00	4,940.00	-42,060.00	89.49 %
640-00000-46758	RENTAL INC. (SUPPLIES - TAXABLE)	5,600.00	5,600.00	0.00	110.00	-5,490.00	98.04 %
640-00000-46759	LABOR INC. (HOUSEPERSON NON-T	2,500.00	2,500.00	0.00	450.00	-2,050.00	82.00 %
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	2,500.00	2,500.00	0.00	0.00	-2,500.00	100.00 %
640-00000-46765	ADMISSION SALES - NONTAXABLE	7,500.00	7,500.00	0.00	1,322.80	-6,177.20	82.36 %
640-00000-46766	RENTAL INC. (MTG. ROOM - TAX)	5,500.00	5,500.00	-225.00	2,295.03	-3,204.97	58.27 %
640-00000-46767	RENTAL INC. SUPPLIES - NONTAX	2,500.00	2,500.00	0.00	42.00	-2,458.00	98.32 %
640-00000-46768	LABOR INC. - HOUSEPERSON TAX	9,723.00	9,723.00	0.00	430.13	-9,292.87	95.58 %
640-00000-46769	CATERING REVENUE-(NON TAX.)	3,500.00	3,500.00	20.00	932.00	-2,568.00	73.37 %
640-00000-48001	MISC. INCOME (NONTAXABLE)	3,500.00	3,500.00	1,974.00	6,014.46	2,514.46	171.84 %
640-00000-48002	MISC INCOME TAXABLE	1,000.00	1,000.00	1,999.00	3,375.25	2,375.25	337.53 %
640-00000-48100	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-48102	INTEREST INC/RECEIVABLE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-48103	GAIN ON REFUNDING	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-48203	RENTAL LEASE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-48205	RENTAL INCOME (CITY)	42,500.00	42,500.00	481.00	13,708.01	-28,791.99	67.75 %
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)	18,000.00	18,000.00	0.00	0.00	-18,000.00	100.00 %
640-00000-48515	DONATIONS (SPONSORSHIPS)	9,000.00	9,000.00	0.00	6,650.00	-2,350.00	26.11 %
640-00000-49201	OPERATING TRANSFER IN	179,324.00	179,324.00	0.00	102,312.71	-77,011.29	42.95 %
640-00000-49221	TRANSFER FROM CITY (TOURI)	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-49406	SALE OF CITY PROPERTY - OMNI	0.00	0.00	0.00	0.00	0.00	0.00 %
640-00000-49900	DEPRECIATION/CHARGEBACK	0.00	0.00	0.00	0.00	0.00	0.00 %
	Revenue Total:	652,261.00	652,261.00	114,986.79	454,168.95	-198,092.05	30.37 %
Expense							
640-55450-110	SALARIES - REGULAR	148,535.00	148,535.00	17,345.13	147,189.12	1,345.88	0.91 %
640-55450-120	WAGES - REGULAR	17,357.00	17,357.00	1,691.19	14,375.24	2,981.76	17.18 %
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 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
640-55450-126	WAGES - TEMP/SEAS	72,310.00	72,310.00	3,396.46	31,458.75	40,851.25	56.49 %
640-55450-127	OVERTIME - TEMP/SEAS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-150	FICA	18,223.00	18,223.00	1,624.01	13,664.74	4,558.26	25.01 %
640-55450-151	RETIREMENT (WRS)	11,198.00	11,198.00	1,284.96	10,868.00	330.00	2.95 %
640-55450-152	HEALTH INSURANCE	61,081.00	61,081.00	3,854.63	47,952.32	13,128.68	21.49 %
640-55450-153	DENTAL INSURANCE	3,467.00	3,467.00	223.36	2,557.56	909.44	26.23 %
640-55450-154	LIFE INSURANCE	46.00	46.00	3.37	40.09	5.91	12.85 %
640-55450-211	BOILER CONTRACTUAL	750.00	750.00	0.00	6.88	743.12	99.08 %
640-55450-213	HVAC CONTRACTUAL	5,000.00	5,000.00	0.00	4,667.72	332.28	6.65 %
640-55450-214	FIRE CONTRACTUAL	1,560.00	1,560.00	360.00	3,116.38	-1,556.38	-99.77 %
640-55450-220	WATER/SEWER/STORM WATER	8,073.00	8,073.00	0.00	8,090.78	-17.78	-0.22 %
640-55450-221	ELECTRIC & GAS	173,286.00	173,286.00	33,202.31	169,277.59	4,008.41	2.31 %
640-55450-225	PHONE/INTERNET/CABLE	9,676.00	9,676.00	1,191.80	7,092.98	2,583.02	26.70 %
640-55450-240	SOFTWARE MAINTENANCE CONTR	3,320.00	3,320.00	0.00	1,683.54	1,636.46	49.29 %
640-55450-241	EQUIPMENT MAINTENANCE CONT	0.00	0.00	0.00	60.00	-60.00	0.00 %
640-55450-242	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-243	LEASES	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-244	WEBSITE	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-290	OTHER CONTRACTUAL SERVICES	14,475.00	14,475.00	814.94	13,479.09	995.91	6.88 %
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	98.64	-98.64	0.00 %
640-55450-310	OFFICE SUPPLIES	400.00	400.00	262.43	340.40	59.60	14.90 %
640-55450-311	POSTAGE	25.00	25.00	9.00	87.50	-62.50	-250.00 %
640-55450-312	COPY USAGE & PAPER	2,350.00	2,350.00	218.90	1,450.85	899.15	38.26 %
640-55450-320	SUBSCRIPTIONS & DUES	500.00	500.00	400.50	961.80	-461.80	-92.36 %
640-55450-323	GENERAL ADVERTISING	15,000.00	15,000.00	1,150.10	6,392.66	8,607.34	57.38 %
640-55450-324	RECRUITMENT	100.00	100.00	35.00	56.00	44.00	44.00 %
640-55450-330	SEMINARS, CONF & TRAVEL	2,000.00	2,000.00	118.00	750.60	1,249.40	62.47 %
640-55450-340	OPERATING SUPPLIES	12,537.00	12,537.00	1,213.71	21,742.16	-9,205.16	-73.42 %
640-55450-341	PRINTING & FORMS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-342	CLEANING & SANITARY SUPPLIES	5,500.00	5,500.00	93.34	13,741.78	-8,241.78	-149.85 %
640-55450-343	CONCESSIONS SUPPLIES	28,000.00	28,000.00	533.20	13,802.35	14,197.65	50.71 %
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	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-350	BLDG & GRDS MAINT & REPAIRS	9,750.00	9,750.00	2,966.97	13,007.10	-3,257.10	-33.41 %
640-55450-360	VEHICLE MAINT. & REPAIRS	500.00	500.00	0.00	269.93	230.07	46.01 %
640-55450-361	REGULAR FUEL	375.00	375.00	0.00	15.00	360.00	96.00 %
640-55450-362	OFF ROAD FUEL	50.00	50.00	0.00	16.13	33.87	67.74 %
640-55450-363	EQUIPMENT MAINT & REPAIRS	5,500.00	5,500.00	1,008.75	3,405.78	2,094.22	38.08 %
640-55450-510	INS - WORKERS COMP	5,737.00	5,737.00	0.00	5,732.00	5.00	0.09 %
640-55450-511	INS - FIRE, COMP/COLL, BOILER	13,247.00	13,247.00	0.00	12,761.00	486.00	3.67 %
640-55450-512	INS - VEHICLES	144.00	144.00	0.00	40.00	104.00	72.22 %
640-55450-513	INS - CVMIC, LIABILITY, PROF	2,078.00	2,078.00	0.00	2,078.00	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	50.00	50.00	0.00	62.00	-12.00	-24.00 %
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 %

Budget Report

For Fiscal: 2020 Period Ending: 12/31/2020

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
640-55450-690	OTHER DEBT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-692	AMORTIZED BOND COSTS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-693	BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00	0.00 %
640-55450-720	DONATIONS	0.00	0.00	0.00	500.00	-500.00	0.00 %
640-57600-699	PRIOR PERIOD ADJUSTMENT LRLIF	0.00	0.00	0.00	0.00	0.00	0.00 %
	Expense Total:	652,200.00	652,200.00	73,002.06	572,892.46	79,307.54	12.16 %
	Fund: 640 - OMNI CENTER Surplus (Deficit):	61.00	61.00	41,984.73	-118,723.51	-118,784.51	14,728.70 %
	Report Surplus (Deficit):	61.00	61.00	41,984.73	-118,723.51	-118,784.51	14,728.70 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 640 - OMNI CENTER						
Revenue	652,261.00	652,261.00	114,986.79	454,168.95	-198,092.05	30.37 %
Expense	652,200.00	652,200.00	73,002.06	572,892.46	79,307.54	12.16 %
Fund: 640 - OMNI CENTER Surplus (Deficit):	61.00	61.00	41,984.73	-118,723.51	-118,784.51	14,728.70 %
Report Surplus (Deficit):	61.00	61.00	41,984.73	-118,723.51	-118,784.51	14,728.70 %

RESOLUTION NO. 14-2021

A RESOLUTION TO TRANSFER FROM THE 2020 SPECIAL REVENUE – SPECIAL PROJECTS RESTRICTED FUND BALANCE TO THE ENTERPRISE FUND - OMNI CENTER FUND

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

WHEREAS, the City of Onalaska contains funds in the 2020 Special Projects Fund – Special Revenue Restricted Fund Balance,

WHEREAS, these funds are to be transferred to the Enterprise Fund – Omni Center Fund,

NOW THEREFORE BE IT RESOLVED, that the City of Onalaska, Common Council, hereby authorizes the transfer of the 2020 Special Projects Fund,

NOW THEREFORE, BE IT FURTHER RESOLVED, the following Enterprise Fund – Omni Center be increased by the following amount:

Transfer from Omni Center 640-49221 \$

Dated this 9th day of February 2021,

CITY OF ONALASKA

BY: _____
Kim Smith, Mayor

JoAnn Marcon, City Clerk

Passed:
Approved:
Published:



City of Onalaska

#F-12-A
Balance Sheet

Account Summary
As Of 12/31/2020

Handwritten: Fund 1-27-21

Account	Name	Balance	
Fund: 208 - JOINT MUNICIPAL COURT			
Assets			
208-11100	CASH	88,926.36	
208-12100	TAXES RECEIVABLE	0.00	
208-13100	OTHER ACCOUNTS RECEIVABLE	0.00	
208-13103	A/R - ONALASKA	495,362.00	523,777-
208-13106	A/R - BANGOR	30,770.00	20,718-
208-13110	A/R - CAMPBELL	67,570.00	83,568-
208-13112	A/R HOLMEN	159,722.00	144,446-
208-13114	A/R - ROCKLAND	0.00	
208-13116	A/R - SHELBY	11,302.00	9,077-
208-13117	A/R - WEST SALEM	68,490.00	71,485-
208-13120	ALLOWANCE FOR UNCOLLECTIBLE COURT	0.00	
	Total Assets:	922,142.36	922,142.36

Handwritten: 12-31 2019

Handwritten: 12-31 2020

Liability			
208-21100	ACCOUNTS PAYABLE	0.00	
208-21110	AP PENDING (DUE TO POOL)	8,376.02	
208-21405	DOT PARKING TICKETS	-528.00	
208-21511	FICA W/H	0.00	
208-21512	FEDERAL W/H	0.00	
208-21513	STATE W/H - WI	0.00	
208-21515	FICA W/H - MEDICARE	0.00	
208-21520	RETIREMENT W/H	0.00	
208-21529	HEALTH INS W/H (EMPL HEAL INS. CO.)	0.00	
208-21530	HEALTH INS	0.00	
208-21531	CANCER INS	0.00	
208-21533	HEALTH/DENTAL/LIFE INS PREMIUMS	0.00	
208-21534	MEDICAL & DEP CARE - SECT. 125	0.00	
208-21535	WI-RETIREMENT SYSTEM (P.T.EE)	0.00	
208-21540	UNITED WAY	0.00	
208-21570	UNION DUES	0.00	
208-21573	DEFERRED COMPENSATION	0.00	
208-21581	SUPPORT PAYMENTS	0.00	
208-21700	ACCRUED WAGES	0.00	
208-22220	BAIL BOND PAYMENTS	0.00	
208-22229	PARTIAL PAYMENT-VARIOUS	0.00	
208-24340	CITATIONS	0.00	
208-24341	CITATIONS DUE ST./CO./CITY	0.00	
208-24342	PARKING	0.00	
208-24345	MISC. DEDCT.	0.00	
208-26000	DEFERRED REVENUE	0.00	
208-26001	DEFERRED REVENUE - JMC FINES	833,216.00	
	Total Liability:	841,064.02	

Handwritten: OK

Equity			
208-34100	FUND BALANCE	194,515.37	
	Total Beginning Equity:	194,515.37	
	Total Revenue	296,085.54	
	Total Expense	409,522.57	
	Revenues Over/Under Expenses	-113,437.03	
	Total Equity and Current Surplus (Deficit):	81,078.34	
	Total Liabilities, Equity and Current Surplus (Deficit):	922,142.36	



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 208 - JOINT MUNICIPAL COURT							
Revenue							
208-00000-41110	GENERAL PROPERTY TAXES	78,590.00	78,590.00	0.00	78,590.00	0.00	0.00 %
208-00000-45111	FINES/FORFEITURES	0.00	0.00	10,907.05	153,611.67	153,611.67	0.00 %
208-00000-45113	COURT COST - DUE TO JOINT	88,144.00	88,144.00	4,907.22	62,879.29	-25,264.71	28.66 %
208-00000-46001	DANCE RECIEPTS	0.00	0.00	0.00	0.00	0.00	0.00 %
208-00000-46120	SALES MATERIALS & SUPLS	0.00	0.00	0.00	0.00	0.00	0.00 %
208-00000-46424	CONTRIBUTIONS FROM TOWNS/VI	81,376.00	81,376.00	0.00	500.00	-80,876.00	99.39 %
208-00000-48000	MISCELLANEOUS INCOME	0.00	0.00	499.00	504.58	504.58	0.00 %
208-00000-48500	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00 %
208-00000-48700	SALES	0.00	0.00	0.00	0.00	0.00	0.00 %
	Revenue Total:	248,110.00	248,110.00	16,313.27	296,085.54	47,975.54	19.34 %
Expense							
208-51200-110	SALARIES - REGULAR	70,828.00	70,828.00	7,605.19	67,189.15	3,638.85	5.14 %
208-51200-120	WAGES - REGULAR	29,438.00	29,438.00	4,077.16	27,503.39	1,934.61	6.57 %
208-51200-124	WAGES - PERM PT	45,696.00	45,696.00	4,123.20	45,793.74	-97.74	-0.21 %
208-51200-125	OVERTIME - PERM PT	0.00	0.00	0.00	0.00	0.00	0.00 %
208-51200-126	WAGES TEMP./SEAS.	0.00	0.00	0.00	0.00	0.00	0.00 %
208-51200-150	FICA	11,167.00	11,167.00	1,158.36	10,131.97	1,035.03	9.27 %
208-51200-151	RETIREMENT (WRS)	8,233.00	8,233.00	835.46	7,755.47	477.53	5.80 %
208-51200-152	HEALTH INSURANCE	27,198.00	27,198.00	2,269.13	26,744.45	453.55	1.67 %
208-51200-153	DENTAL INSURANCE	2,122.00	2,122.00	170.20	2,088.78	33.22	1.57 %
208-51200-154	LIFE INSURANCE	76.00	76.00	6.28	76.49	-0.49	-0.64 %
208-51200-225	PHONE/INTERNET/CABLE	700.00	700.00	168.36	664.93	35.07	5.01 %
208-51200-240	SOFTWARE MAINTENANCE CONTR	12,871.00	12,871.00	0.00	18,761.16	-5,890.16	-45.76 %
208-51200-241	EQUIPMENT MAINTENANCE CONT	192.00	192.00	0.00	0.00	192.00	100.00 %
208-51200-290	OTHER CONTRACTUAL SERVICES	4,522.00	4,522.00	46.07	5,504.77	-982.77	-21.73 %
208-51200-291	TRANSCRIPTION CONTRACTUAL	200.00	200.00	0.00	0.00	200.00	100.00 %
208-51200-310	OFFICE SUPPLIES	650.00	650.00	205.44	635.04	14.96	2.30 %
208-51200-311	POSTAGE	2,500.00	2,500.00	119.75	2,307.95	192.05	7.68 %
208-51200-312	COPY USAGE & PAPER	854.00	854.00	157.43	1,283.13	-429.13	-50.25 %
208-51200-320	SUBSCRIPTIONS & DUES	930.00	930.00	0.00	45.00	885.00	95.16 %
208-51200-323	GENERAL ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00 %
208-51200-330	SEMINARS, CONF & TRAVEL	1,465.00	1,465.00	0.00	700.00	765.00	52.22 %
208-51200-340	OPERATING SUPPLIES	1,003.00	1,003.00	12.24	502.11	500.89	49.94 %
208-51200-341	PRINTING & FORMS	300.00	300.00	0.00	0.00	300.00	100.00 %
208-51200-393	FINES/FORFEITURES (T/C/V)	0.00	0.00	5,549.66	129,297.43	-129,297.43	0.00 %
208-51200-397	MISC. EXPENSE	0.00	0.00	0.00	19.58	-19.58	0.00 %
208-51200-510	INS - WORKERS COMP	300.00	300.00	0.00	244.00	56.00	18.67 %
208-51200-810	GENERAL CAPITAL OUTLAY	0.00	0.00	0.00	1,247.39	-1,247.39	0.00 %
208-51200-813	TECH. OUTLAY -JMC	65,865.00	65,865.00	0.00	61,026.64	4,838.36	7.35 %
	Expense Total:	287,110.00	287,110.00	26,503.93	409,522.57	-122,412.57	-42.64 %
	Fund: 208 - JOINT MUNICIPAL COURT Surplus (Deficit):	-39,000.00	-39,000.00	-10,190.66	-113,437.03	-74,437.03	-190.86 %
	Report Surplus (Deficit):	-39,000.00	-39,000.00	-10,190.66	-113,437.03	-74,437.03	-190.86 %

129,297.43
 13,407.29 HELD JAN
 10,907.05 " DEC
153,611.67

JOINT MUNICIPAL COURT ALLOCATION - 2020							
CITATIONS NOT DISMISSED (Info supplied by Finance Dept.)							
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total		
Onalaska	483	139	351	438	1411	52.0280%	
Bangor	18	1	18	11	48	1.7699%	
Campbell	110	17	158	59	344	12.6844%	
Holland	0	0	0	0	0	0.0000%	
Holmen	178	23	164	111	476	17.5516%	
Rockland	0	0	0	0	0	0.0000%	
Shelby	14	3	18	10	45	1.6593%	
West Salem	111	20	142	115	388	14.3068%	
GRAND TOTAL	914	203	851	744	2712	100.0000%	

JOINT MUNICIPAL COURT ALLOCATION - 2019							
CITATIONS NOT DISMISSED (Info supplied by Finance Dept.)							
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total		
Onalaska	461	411	420	436	1728	52.3319%	
Bangor	17	16	47	30	110	3.3313%	
Campbell	100	79	116	97	392	11.8716%	
Holland	0	0	0	0	0	0.0000%	
Holmen	153	140	207	138	638	19.3216%	
Rockland	0	0	0	0	0	0.0000%	
Shelby	6	20	12	19	57	1.7262%	
West Salem	75	92	131	79	377	11.4173%	
GRAND TOTAL	812	758	933	799	3302	100.0000%	

JOINT MUNICIPAL COURT ALLOCATION - 2018							
CITATIONS NOT DISMISSED (Info supplied by Finance Dept.)							
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total		
Onalaska	390	494	581	505	1970	57.3341%	
Bangor	28	42	30	23	123	3.5797%	
Campbell	68	99	62	52	281	8.1781%	
Holland	0	0	0	0	0	0.0000%	
Holmen	142	276	164	131	713	20.7509%	
Rockland	0	0	0	0	0	0.0000%	
Shelby	19	19	25	8	71	2.0664%	
West Salem	66	50	82	80	278	8.0908%	
GRAND TOTAL	713	980	944	799	3436	100.0000%	

JOINT MUNICIPAL COURT ALLOCATION - 2017							
2017 CITATIONS NOT DISMISSED (Info supplied by Finance Dept.)							
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total		
Onalaska	403	505	510	414	1832	52.9786%	
Bangor	38	44	34	24	140	4.0486%	
Campbell	92	87	111	69	359	10.3817%	
Holland	0	0	0	0	0	0.0000%	
Holmen	142	206	196	120	664	19.2019%	
Rockland	0	0	0	0	0	0.0000%	
Shelby	7	20	30	14	71	2.0532%	
West Salem	104	98	91	99	392	11.3360%	
GRAND TOTAL	786	960	972	740	3458	100.0000%	

JOINT MUNICIPAL COURT ALLOCATION - 2016							
2016 CITATIONS NOT DISMISSED (Info supplied by JMC Clerk of Court)							
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total		
Onalaska	415	540	700	495	2150	57.9671%	
Bangor	24	62	32	30	148	3.9903%	
Campbell	71	54	38	46	209	5.6349%	
Holland	0	0	0	0	0	0.0000%	
Holmen	188	247	177	89	701	18.9000%	
Rockland	0	0	0	0	0	0.0000%	
Shelby	20	31	27	23	101	2.7231%	
West Salem	70	87	132	111	400	10.7846%	
GRAND TOTAL	788	957	1106	794	3709	100.0000%	

2020 YEAR END REPORT

ACCOUNTS RECEIVABLE BY MUNICIPALITY APPLIES TO CITATIONS ISSUED 1/1/15 TO 12/31/20 Prepared by Finance Dept.

AGENCY	FINES ASSESSED AS OF 12/31/20	FINES COLLECTED AS OF 12/31/20	FINES OUTSTANDING AS OF 12/31/20			PERCENTAGE COLLECTED TO DATE
BANGOR	\$ 44,943.60	\$ 24,225.50	\$ 20,718.10			53.90%
CAMPBELL	\$ 170,655.99	\$ 87,088.41	\$ 83,567.58			51.03%
HOLLAND			\$ -			
HOLMEN	\$ 311,664.39	\$ 167,218.71	\$ 144,445.68			53.65%
ONALASKA	\$ 1,086,325.85	\$ 562,548.64	\$ 523,777.21			51.78%
ROCKLAND			\$ -			
SHELBY	\$ 30,688.90	\$ 21,611.80	\$ 9,077.10			70.42%
WEST SALEM	\$ 165,348.60	\$ 93,863.49	\$ 71,485.11			56.77%
TOTALS	\$ 1,809,627.33	\$ 956,556.55	\$ 853,070.78	\$ -	\$ -	52.86%

REPORT OF JUVENILE/MINOR FINES

AGENCY	FINES ASSESSED AS OF 12/31/20	FINES COLLECTED AS OF 12/31/20	FINES OUTSTANDING AS OF 12/31/20			PERCENTAGE COLLECTED TO DATE
BANGOR	\$ 6,670.20	\$ 1,276.00	\$ 5,394.20			19.13%
CAMPBELL	\$ 3,552.29	\$ 1,319.30	\$ 2,232.99			37.14%
HOLLAND			\$ -			
HOLMEN	\$ 32,132.21	\$ 14,132.61	\$ 17,999.60			43.98%
ONALASKA	\$ 56,364.59	\$ 27,821.84	\$ 28,542.75			49.36%
ROCKLAND			\$ -			
SHELBY	\$ 561.00	\$ 187.00	\$ 374.00			33.33%
WEST SALEM	\$ 15,010.70	\$ 7,783.04	\$ 7,227.66			51.85%
TOTALS	\$ 114,290.99	\$ 52,519.79	\$ 61,771.20	\$ -	\$ -	45.95%

REPORT AFTER JUVENILE/MINOR FINES HAVE BEEN REMOVED

AGENCY	FINES 12/31/2020	MINUS UNPAID JUVENILE/MINOR	FINES OUTSTANDING AS OF 12/31/20			PERCENTAGE COLLECTED
BANGOR	\$ 38,273.40	\$ 22,949.50	\$ 15,323.90			59.96%
CAMPBELL	\$ 167,103.70	\$ 85,769.11	\$ 81,334.59			51.33%
HOLLAND	\$ -	\$ -	\$ -			
HOLMEN	\$ 279,532.18	\$ 153,086.10	\$ 126,446.08			54.77%
ONALASKA	\$ 1,029,961.26	\$ 534,726.80	\$ 495,234.46			51.92%
ROCKLAND	\$ -	\$ -	\$ -			
SHELBY	\$ 30,127.90	\$ 21,424.80	\$ 8,703.10			71.11%
WEST SALEM	\$ 150,337.90	\$ 86,080.45	\$ 64,257.45			57.26%
TOTALS	\$ 1,695,336.34	\$ 904,036.76	\$ 791,299.58	\$ -	\$ -	53.32%

2020 Parking Ramp Operating Costs Through 4th Quarter

	1st Quarter		2nd Quarter		3rd Quarter		4th Quarter		Annual	
	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019
Electricity & Gas	\$ 4,312.21	\$ 1,666.61	\$ 3,474.31	\$ 3,862.96	\$ 2,508.55	\$ 3,765.61	\$ 2,627.32	\$ 2,705.74	\$ 12,922.39	\$ 12,000.92
Water	433.45	343.39	344.74	302.62	350.40	539.78	1,357.23	785.64	2,485.82	1,971.43
Insurance	564.46	2,298.27	1,663.40	2,298.27	2,217.87	1,818.27	2,985.27	2,197.00	7,431.00	8,611.81
Contracted Cleaning Service						210.00			-	210.00
Snow Removal Services	3,495.00	7,642.50		485.00		-	180.00	1,880.00	3,675.00	10,007.50
Lawn Mowing / landscaping / Pest Control	252.00	2,084.62	2,134.32	2,289.24	1,889.82	4,200.82	3,125.50	640.43	7,401.64	9,215.11
Elevator Inspection & Permit (Fabco)					35.00			70.00	35.00	70.00
Ice Melt										
Generator Service Contract						618.00	663.00		663.00	618.00
Repair to Ramp/Minor Supplies			61.60	40.00	4.58			1,349.01	66.18	1,389.01
Door closure repair									-	-
Security Services :										
Smoke detector testing (annual cost \$160)	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	160.00	160.00
Monitoring CCTV 24/7 (\$125/mo)	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	1,500.00	1,500.00
Monitoring Smoke/Fire alarm (\$25/mo)	75.00	75.00	75.00	75.00	75.00	75.00	75.00	75.00	300.00	300.00
Patrolling ramp 5-6 times per weekday & monthly inspects of fire extinguishers (1 hr per day @ \$23.00/hr and \$10.00 Auto x 60 days)	1,980.00	1,980.00		1,980.00		1,980.00	5,940.00	1,980.00	7,920.00	7,920.00
Elevator Service Contract	540.62	1,139.22	1,081.24	3,149.32	810.93	-	810.93	-	3,243.72	4,288.54
Total	\$ 12,067.74	\$ 17,644.61	\$ 9,249.61	\$ 14,897.41	\$ 8,307.15	\$ 13,622.48	\$ 18,179.25	\$ 12,097.82	\$ 47,803.75	\$ 58,262.32

Revenue

City of Onalaska	15-1428755-45300	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 5,000.00	\$ 5,000.00
Stoney Creek	15-1428755-45300	1,206.77	1,764.46	924.96	1,489.74	830.72	1,362.25	1,817.93	1,209.78	4,780.38
Total		\$ 2,456.77	\$ 3,014.46	\$ 2,174.96	\$ 2,739.74	\$ 2,080.72	\$ 2,612.25	\$ 3,067.93	\$ 2,459.78	\$ 9,780.38

Note: Monthly average number of cars

January	328	322	April	110	330	July	305	Oct	306
February	315	336	May	63	302	August	296	Nov	299
March		316	June	68	305	Sept	338	Dec	281
High daily count during quarter									
Jan 6th	389		Apr 6th	146				Dec 11th	
Jan 22nd		370	Jun 26th		378	Sep 19th	390	Dec 11th	411

RESOLUTION 9-2021
CERTIFICATE OF ADOPTING RESOLUTION

The undersigned authorized representative of City of Onalaska hereby certifies that the following resolutions were duly adopted on Feb. 9, 2021 (date) and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, that the Amendment to the Plan (the Amendment) is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a copy of the Amendment approved and adopted in the foregoing resolution.

Date: February 9, 2021

Signed: _____

Kim Smith, Mayor

[print name/title]

JoAnn A. Marcon, City Clerk

Passed:
Approved:

**FLEXIBLE BENEFITS PLAN
CARRYOVER INCREASE AND
INDEXING AMENDMENT**

**ARTICLE I
PREAMBLE**

- 1.1 **Adoption and effective date of amendment.** The Employer adopts this Amendment to City of Onalaska flexible Benefits Plan (the "Plan"). The sponsor intends this Amendment as good faith compliance with the requirements of these provisions. This Amendment shall be effective on or after the date the Employer elects in Section 2.1 below.
- 1.2 **Supersession of inconsistent provisions.** This Amendment shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.
- 1.3 **Construction.** Except as otherwise provided in this Amendment, any reference to "Section" in this Amendment refers only to sections within this Amendment and is not a reference to the Plan. The Article and Section numbering in this Amendment is solely for purposes of this Amendment, and does not relate to any Plan article, section, or other numbering designations.

**ARTICLE II
ELECTIONS**

2.1 **Effective Date.** The provisions of this Amendment, unless otherwise indicated are effective as of May 12, 2020 (the "Effective date").

2.2 **Increase and Indexing of Carryover.**

Effective as of the effective date, the Employer amends their plan to increase the carryover and allow for indexing.

On May 12, 2020, the Internal Revenue Service released guidance impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19).

These changes permit participants to carryover \$550 for the plan year beginning on or after January 1, 2020. Additionally, the increase in the amount that can be carried over from one plan year to the next shall be indexed for inflation.

This amendment has been executed this 9th day of February, 2021.

Name of Employer: City of Onalaska

By: _____
EMPLOYER - Mayor Kim Smith

JoAnn A. Marcon, City Clerk

**SUMMARY OF MATERIAL MODIFICATIONS
for the**

Flexible Benefits Plan

**I
INTRODUCTION**

This is a Summary of Material Modifications regarding the Employer Name Flexible Benefits Plan (the "Plan"). This is merely a summary of the most important changes to the Plan and information contained in the Summary Plan Description ("SPD") previously provided to you. It supplements and amends that SPD so you should retain a copy of this document with your copy of the SPD. If you have any questions, contact the Administrator. If there is any discrepancy between the terms of the Plan, as modified, and this Summary of Material Modifications, the provisions of the Plan will control.

**II
SUMMARY OF CHANGES**

Increase and Indexing of Carryover.

Effective as of the effective date, the Employer amends their plan to increase the carryover and allow for indexing.

On May 12, 2020, the Internal Revenue Service released guidance impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19).

These changes permit participants to carryover \$550 for the plan year beginning on or after January 1, 2020. Additionally, the increase in the amount that can be carried over from one plan year to the next shall be indexed for inflation.



CITY OF ONALASKA

ATTORNEY'S OFFICE

415 Main Street | Onalaska, WI 54650 | p: (608) 392-0235 | www.cityofonalaska.com

MEMO

Date: January 28, 2021
 To: Finance and Personnel
 From: Attorney Amanda Jackson
 Re: Changes to Job Descriptions

The following is an outline of the proposed changes to the job descriptions on Finance and Personnel. Traditionally we would have provided a red-lined version of the job description, however with the assistance of our interim Human Resources Director and several people reviewing and revising, a red-line draft wasn't possible. Hopefully this memo will provide greater detail:

- A. **AP/AR/Purchasing Clerk**: The primary change was the addition of the last two essential job functions: *Oversees the data entry of payroll. Acts as backup to payroll; duties may include reviewing time sheets, data entry, verification of employment, reconciliation and preparation of reports. Supervises and evaluates payroll and related staff; coordinates training for staff.* The addition of these shifts the oversight of payroll from Human Resources to Finance. In doing recruitment there were multiple candidates who had strong payroll backgrounds, including the candidate that was ultimately selected and will begin on February 15, 2021. That candidate understands and is excited that payroll will be a job component. Rather than simply assign the duties, City staff felt it was important that the candidate began with a correct job description. The position was reviewed and regraded based on this and the Finance Director is comfortable that this change will work within the budget and be a good fit. We did not make any of the clean-up changes to this job description as the candidates had already interviewed for the position.
- A. **Paralegal/Administrative Assistant**: This position is being proposed as a full-time position and incorporates some of the duties of the Marketing/Community Engagement position. Specifically, *Assists City Administration with coordination, creation and distribution of marketing materials and community outreach in the form of newsletters and electronic, social, and print media.* The job description is also shortened and better clarifies the job requirements. Applications for the part-time position have been very limited and many of the applicants did not have the minimum requirements. In talking with the interim HR Director, we revised the job requirements to make it clearer to understand. We also removed a lot of redundancy, for instance there was a requirement to be proficient in Microsoft Office three times. Due to the low response to a part-time position and need for support staff in the Attorney's office, City staff is proposing that this position be made full-time and the marketing/community engagement position not be filled. There was no change to the grade of this position.
- B. **HR Manager**: This position was re-written by our interim HR Director to be more in-line with the traditional continuum of human resources jobs and the knowledge required at each level. It was also cleaned up to be less redundant (same example of the Microsoft Office and similar redundancy as referenced above), at this time it was felt that the general formatting should be in line with past job descriptions but it is likely that job descriptions as a whole will be put into a new format moving forward but the new Human Resources position should ultimately have the final say in that.

CITY OF ONALASKA

Grade 7

Position: AP/AR/Purchasing Clerk
Location: City Hall
Page: 1 of 3

Department: Finance
Supervisor: Finance Director
Classification: Exempt

Approved by F & P Committee: 10/31/2020
 Approved by Council: 11/9/2020

Under the general supervision of the Finance Director, an employee in this position performs a variety of administrative clerical work of moderate complexity and variety. This position supports all administrative staff and frequently works with confidential information. Work is performed according to established guidelines and the verbal and written instructions of an immediate supervisor. Work is reviewed for accuracy and adherence to established procedure by the immediate supervisor 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 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. Prepares, posts, verifies, and records customer payments and transactions related to accounts receivable; researches customer discrepancies and past-due amounts with the assistance of the Finance Director and other staff.
- B. Receives and verifies expense reports; reconciles expenses and other financial reports with account balances and other office records; creates, inputs, updates and maintains invoices according to City practices; submits invoices to customers. Maintains and updates customer files, including name or address changes, mergers, or mailing attentions.
- C. Ensures outstanding obligations are credited upon payment, identifies discount opportunities, and issues purchase order amendments or stop-payment orders as needed.
- D. Reconciles accounts receivables on a monthly basis; generating monthly billing statements; drafts correspondence for standard past-due accounts and collections, identifies delinquent accounts by reviewing files, and contacts delinquent accountholders to request payment; assists Finance Director in reconciling revenue accounts each month.
- E. Facilitates payment of vendors, which may include verification of federal ID numbers, reviewing purchase orders, and resolving discrepancies.
- F. Assists with accounting records and ledgers by reconciling monthly statements and transactions; creates reports regarding the current status of customer accounts as requested.
- G. Records entry of, verifies documentation for, and distributes petty cash.
- H. Researches vendors and collects prices, specifications, and other data related to goods and services when making purchasing decisions for the City departments on office supplies and equipment.
- I. Develops and maintains inventory databases for supplies and materials used.
- J. Assists in negotiating and completing contracts with vendors for optimal cost and delivery times.
- K. Reviews purchase orders and contracts for compliance with City policies and departmental requests.
- L. Communicates with suppliers to resolve problems that may arise regarding delivery, quality, price, or conditions of sale.
- M. Reviews City payroll documentation on a bi-weekly basis; reviews City payroll register, processes payroll checks, and prepares and reconciles payroll reports and deductions for the City; may serve as an alternate for payroll processing.
- N. Assists the Finance Director in developing and implementing policies and procedures related to purchasing and inventory control with a goal to maximize efficiency and optimize workflow.
- O. Prepares letters, memos, reports, proposals, agreements, charts, forms, and other documents; which may include typing, filing, copying, sorting, transcription, and other clerical activities.
- P. Provides customer service to both internal and external customers. Attempts to resolve matters directly, but may refer customers to an administrative staff member when appropriate; facilitates and coordinates communication with Onalaska citizens and the general public.

CITY OF ONALASKA

Grade 7

Position: AP/AR/Purchasing Clerk
Location: City Hall
Page: 2 of 3

Department: Finance
Supervisor: Finance Director
Classification: Exempt

Approved by F & P Committee: 10/31/2020
 Approved by Council: 11/9/2020

- Q. Operates various office equipment.
- R. Maintains confidentiality in all matters.
- S. Oversees the data entry of payroll. Acts as backup to payroll; duties may include reviewing time sheets, data entry, verification of employment, reconciliation and preparation of reports.
- T. Supervises and evaluates payroll and related staff; coordinates training for staff.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. Associates degree in Accounting or related program and/or equivalent combination of education and experience.
- B. Two to three years' experience in Accounts Receivable, Accounts Payable, Payroll and Purchasing required.
- C. Previous experience with Microsoft Office products and other related accounting computer and web-based programs.
- D. Ability to write reports, business correspondence, and procedure manuals.
- E. The ability to effectively communicate.
- F. Ability to work in a team and collaborate with a variety of personalities.
- G. Ability to maintain a professional demeanor.

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 semi-skilled movements such as operation of a computer keyboard, telephone, calculator and office equipment.
- B. **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.
- C. **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+#				•

CITY OF ONALASKA

Grade 7

Position: AP/AR/Purchasing Clerk
Location: City Hall
Page: 3 of 3

Department: Finance
Supervisor: Finance Director
Classification: Exempt

Approved by F & P Committee: 10/31/2020
Approved by Council: 11/9/2020

Signature of Employee

Date

Signature of Employer

Date

CITY OF ONALASKA

Grade 15

Position: AP/AR/Purchasing Clerk
Location: City Hall
Page: 1 of 3

Department: Finance
Supervisor: Finance Director
Classification: Hourly Non-Exempt

Approved by F & P Committee: 10/31/2020
Approved by Council: 11/9/2020

Under the general supervision of the Finance Director, an employee in this position performs a variety of administrative clerical work of moderate complexity and variety. This position supports all administrative staff and frequently works with confidential information. Work is performed according to established guidelines and the verbal and written instructions of an immediate supervisor. Work is reviewed for accuracy and adherence to established procedure by the immediate supervisor 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 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. Prepares, posts, verifies, and records customer payments and transactions related to accounts receivable; researches customer discrepancies and past-due amounts with the assistance of the Finance Director and other staff.
B. Receives and verifies expense reports; reconciles expenses and other financial reports with account balances and other office records; creates, inputs, updates and maintains invoices according to City practices; submits invoices to customers. Maintains and updates customer files, including name or address changes, mergers, or mailing attentions.
C. Ensures outstanding obligations are credited upon payment, identifies discount opportunities, and issues purchase order amendments or stop-payment orders as needed.
D. Reconciles accounts receivables on a monthly basis; generating monthly billing statements; drafts correspondence for standard past-due accounts and collections, identifies delinquent accounts by reviewing files, and contacts delinquent accountholders to request payment; assists Finance Director in reconciling revenue accounts each month.
E. Facilitates payment of vendors, which may include verification of federal ID numbers, reviewing purchase orders, and resolving discrepancies.
F. Assists with accounting records and ledgers by reconciling monthly statements and transactions; creates reports regarding the current status of customer accounts as requested.
G. Records entry of, verifies documentation for, and distributes petty cash.
H. Researches vendors and collects prices, specifications, and other data related to goods and services when making purchasing decisions for the City departments on office supplies and equipment.
I. Develops and maintains inventory databases for supplies and materials used.
J. Assists in negotiating and completing contracts with vendors for optimal cost and delivery times.
K. Reviews purchase orders and contracts for compliance with City policies and departmental requests.
L. Communicates with suppliers to resolve problems that may arise regarding delivery, quality, price, or conditions of sale.
M. Reviews City payroll documentation on a bi-weekly basis; reviews City payroll register, processes payroll checks, and prepares and reconciles payroll reports and deductions for the City; may serve as an alternate for payroll processing.
N. Assists the Finance Director in developing and implementing policies and procedures related to purchasing and inventory control with a goal to maximize efficiency and optimize workflow.
O. Prepares letters, memos, reports, proposals, agreements, charts, forms, and other documents; which may include typing, filing, copying, sorting, transcription, and other clerical activities.
P. Provides customer service to both internal and external customers. Attempts to resolve matters directly, but may refer customers to an administrative staff member when appropriate; facilitates and coordinates communication with Onalaska citizens and the general public.

CITY OF ONALASKA

Grade 15

Position: AP/AR/Purchasing Clerk

Location: City Hall

Page: 2 of 3

Department: Finance

Supervisor: Finance Director

Classification: Hourly Non-Exempt

Approved by F & P Committee: 10/31/2020

Approved by Council: 11/9/2020

- Q. Operates various office machines including, but not limited to: fax machine, copy machine, scanner, typewriter, calculator, dictation equipment, multi-line phone, mobile phone and PC with Microsoft Office.
- R. Maintains confidentiality in all matters relating to correspondence, meetings, phone calls, and/or general conversation.

RELATED JOB FUNCTIONS:

- A. Trains or assists with the training of seasonal employees.
- B. May assist with answering multi-line telephones and refers customers and documents to the proper department and/or person.
- C. May assist in maintaining and archiving City records as requested; performs end of the year records clean up and storage.
- D. May assist in maintaining City Hall's public meeting schedule.
- 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. This is a recognized and accepted part of being a member of the office support staff.
- F. Performs other duties as needed or assigned.

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

- A. Proficient with Microsoft Office Suite or related software, as well as accounting and inventory software.
- B. Ability to write reports, business correspondence, and procedure manuals.
- C. The ability to effectively communicate with the City department heads, employees, Council members and the general public.
- D. Ability to maintain confidentiality.
- E. Excellent math skills; excellent organizational and time management skills; ability to maintain records and files.
- F. 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.
- G. Excellent customer service, interpersonal and communication skills; ability to communicate effectively with oral and written communication.
- H. Ability to work in a team and collaborate with a variety of personalities.
- I. Ability to maintain a professional demeanor; have the ability to calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; ability to concentrate for extended periods of time and be flexible.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS:

- A. Associates degree in Accounting or related program and/or equivalent combination of education and experience.
- B. Two to three years' experience in Accounts Receivable, Accounts Payable, and Purchasing required.
- C. Previous experience with Microsoft Office products and other related accounting computer and web-based programs.

CITY OF ONALASKA

Grade 15

Position: AP/AR/Purchasing Clerk
Location: City Hall
Page: 3 of 3

Department: Finance
Supervisor: Finance Director
Classification: Hourly Non-Exempt

Approved by F & P Committee: 10/31/2020
 Approved by Council: 11/9/2020

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 semi-skilled movements such as operation of a computer keyboard, telephone, calculator and office equipment.
- B. **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.
- C. **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

CITY OF ONALASKA

Grade 4

Position: Administrative Assistant/Paralegal
Location: City Hall
Page: 1 of 2

Department: Administration
Supervisor: City Attorney
Classification: Hourly Non Exempt

Approved by F & P Committee: 3/6/19
Approved by Council: 3/12/19, 2/11/20

Under general supervision of the City Attorney, an employee in this classification assists in the maintenance, care and custody of the legal papers and records of the department and performs clerical work of moderate complexity, variety and maintains a high level of confidentiality. The duties of this position are of such a nature that the employee often works on a large volume of projects covering a wide variety of subjects and is under the pressure of completing within a limited time period. The employee frequently works with considerable independence of action in preparing legal documents, management and preparation of a variety of documents and written materials, preparation of real estate and development documents, giving information, receiving complaints and performing other public contact work. Work is performed according to established guidelines and the verbal and written instructions of an immediate supervisor. Works frequently with confidential information. Work is reviewed for accuracy and adherence to established procedure by the supervising authority 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 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. Prepares or assists the City Attorney and administrative suite in preparing legal and other documents such as letters, memos, reports, proposals, agreements, charts, forms, and other documents; which may include typing, filing, copying, sorting, and other clerical activities.
- B. Maintains confidentiality in all matters relating to correspondence, meetings, phone calls, and/or general conversation.
- C. Assists the City Attorney with the prosecution of Municipal Court matters including scheduling attorneys and witnesses for court, preparing court paperwork, pleadings, subpoenas and disposition forms, locating witnesses; record and track all prosecution files and occasional legal research.
- D. Assists with administration and investigation of claims against the City for review by the City Attorney.
- E. Serves as contact person for the City Attorney regarding legal matters affecting the City; schedules confidential meetings with supervisory personnel, elected officials, other employees and members of the public as required by the City Attorney and/or administrative suite staff.
- F. Maintain City Attorney files and file management system.
- G. Assists City Administration with coordination, creation and distribution of marketing materials and community outreach in the form of newsletters and electronic, social, and print media.
- H. 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.

JOB REQUIREMENTS

- A. Associates degree in an ABA approved paralegal/legal assistant program and/or paralegal certificate.
- B. Preference for three (3) years' experience in an office setting with customer service experience
- C. Ability to conduct detailed research.
- D. Excellent typing and computer skills including thorough knowledge of office methods, practices and equipment, including word processing and proficiency in all Microsoft Office products.

CITY OF ONALASKA

Position: Administrative Assistant/Paralegal
Location: City Hall
Page: 2 of 2

Department: Administration
Supervisor: City Attorney
Classification: Hourly Non Exempt

Approved by F & P Committee: 3/6/19
 Approved by Council: 3/12/19, 2/11/20

- E. Must possess the ability to advise and provide interpretation to others how to apply policies, laws, procedures and standards to specific situations.
- F. Ability to maintain a professional demeanor.

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

CITY OF ONALASKA

Grade 12

Position: Administrative Assistant/Paralegal
Location: City Hall
Page: 1 of 3

Department: Administration
Supervisor: City Attorney
Classification: Hourly Non-Exempt

Approved by F & P Committee: 3/6/19
Approved by Council: 3/12/19, 2/11/20

Under general supervision of the City Attorney, an employee in this classification assists in the maintenance, care and custody of the legal papers and records of the department and performs clerical work of moderate complexity, variety and maintains a high level of confidentiality. The duties of this position are of such a nature that the employee often works on a large volume of projects covering a wide variety of subjects and is under the pressure of completing within a limited time period. The employee frequently works with considerable independence of action in preparing legal documents, management and preparation of a variety of documents and written materials, preparation of real estate and development documents, giving information, receiving complaints and performing other public contact work. Work is performed according to established guidelines and the verbal and written instructions of an immediate supervisor. Works frequently with confidential information. Work is reviewed for accuracy and adherence to established procedure by the supervising authority 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 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. Prepares or assists in preparing legal documents as required or necessary.
- B. Prepares letters, memos, reports, proposals, agreements, charts, forms, and other documents; which may include typing, filing, copying, sorting, and other clerical activities.
- C. Provides assistance to the City Attorney and administrative suite in the performance of general office work including typing, filing, composing letters, memos or other correspondence, answering incoming calls, processing department mail, customer service and other duties as required.
- D. Provides high level of customer service to both internal and external customers and attempts to dispose of issues and matters or refers customer to the proper department; and, if necessary, arranges for conferences and/or appointments with the appropriate staff in accordance to supervisors guidelines.
- E. Maintains confidentiality in all matters relating to correspondence, meetings, phone calls, and/or general conversation.
- F. Assists the City Attorney with the prosecution of Municipal Court matters including scheduling attorneys and witnesses for court, preparing court paperwork, pleadings, subpoenas and disposition forms, locating witnesses; record and track all prosecution files and occasional legal research.
- G. Assists with administration and investigation of claims against the City for review by the City Attorney.
- H. Serves as contact person for the City Attorney regarding legal matters affecting the City; schedules confidential meetings with supervisory personnel, elected officials, other employees and members of the public as required by the City Attorney and/or administrative suite staff.
- I. Operates various office machines not limited to fax machines, copy machines, scanners, typewriter, calculator, dictating equipment, computer, multi-line phone, mobile phone as required of the position.

RELATED JOB FUNCTIONS:

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

CITY OF ONALASKA

Position: Administrative Assistant/Paralegal

Location: City Hall

Page: 2 of 3

Department: Administration

Supervisor: City Attorney

Classification: Hourly Non-Exempt

Approved by F & P Committee: 3/6/19

Approved by Council: 3/12/19, 2/11/20

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

- B. Maintain City Attorney files and file management system.
- C. May provide support to the City Administrator, or other departments as needed or requested.
- D. Other duties as required or assigned.

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

- A. Ability to write reports, business correspondence, and procedure manuals; ability to conduct detailed research.
- B. Excellent typing and computer skills including thorough knowledge of office methods, practices and equipment, including word processing and strong knowledge of Microsoft Word.
- C. Must possess the ability to advise and provide interpretation to others how to apply policies, procedures and standards to specific situations.
- D. The ability to effectively communicate with the City Attorney, City department heads, employees, Council members and the general public.
- E. Ability to maintain confidentiality.
- F. Excellent math skills; excellent organizational and time management skills; ability to maintain records and files.
- G. 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.
- H. Excellent customer service, interpersonal and communication skills; ability to communicate effectively with oral and written communication.
- I. Ability to work in a team and collaborate with a variety of personalities.
- J. Ability to maintain a professional demeanor; have the ability to calmly approach and solve problems under stressful circumstances; maintain and promote harmony in the workplace; ability to concentrate for extended periods of time and be flexible.

TRAINING, EXPERIENCE & OTHER REQUIREMENTS

- A. High School diploma or equivalent required.
- B. Associates degree in Business, Paralegal, Administrative Professional or related field and minimum of three (3)years' experience in an office setting, or equivalent combination of education and experience. Paralegal certificate preferred but not required.
- C. Previous experience in customer service.
- D. Proficient in all Microsoft Office products and other related computer programs.
- F

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.

CITY OF ONALASKA

Position: Administrative Assistant/Paralegal
Location: City Hall
Page: 3 of 3

Department: Administration
Supervisor: City Attorney
Classification: Hourly Non-Exempt

Approved by F & P Committee: 3/6/19
 Approved by Council: 3/12/19, 2/11/20

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

CITY OF ONALASKA

Grade 13

Position: Human Resources Manager
Location: City Hall
Page: 1 of 2

Department: Human Resources
Supervisor: City Administrator
Classification: Salaried Exempt

Approved by F & P Committee: 3/5/03, 8/3/05, 8/8/07, 4/7/10, 8/5/15, 5/4/16, 9/6/17
 Approved by Council: 3/11/03, 8/9/05; 11/8/05, 8/14/07, 4/13/10, 8/11/15, 5/10/16, 9/12/17

Under administrative supervision of the City Administrator, the Human Resources Manager provides strategic direction and execution for all Human Resources functions such as, but not limited to policies, practices, and programs for the City of Onalaska. The Human Resources Manager provides functional leadership for Human Resources planning, labor relations, performance management, employee development/training, compensation, benefits, talent acquisition, compliance, and employee communications for the City of Onalaska’s workforce. The Human Resources Manager is accountable for driving standard of excellence in executing and delivering Human Resources services and activities.

ESSENTIAL JOB FUNCTIONS:

Independently provides consultation to managers on HR policies and procedures including recruiting, selection and staffing, employment and personnel documentation, compliance, employee relations, compensation, benefits, and training and development.

- Develops and implements the City of Onalaska’s employment policies and procedures.
- Liaison in labor contract negotiations, administers labor contracts, and represents the City in grievance arbitration.
- Wage and benefits administration (Worker’s Comp., Unemployment, insurance programs) for the City of Onalaska as directed by the City Administrator and Common Council.
- Administration of the City’s safety program. Serve as the Safety Committee chairperson; City’s Affirmative Action Officer
- Responsible for the Human Resources Department budget.
- Responsible for the following processes:
 - Talent Acquisition
 - On-Boarding
 - Leave Events
 - Talent/Performance Management
 - Transition Out.
- Serves as liaison to the Finance and Personnel Committee, Common Council, Police and Fire Commission. Responsible for preparing the agenda for the Personnel and Police and Fire Commission.
- Acts as a member of the City’s Emergency Operations Team. Responsible for emergency management’s tasks as assigned.
- Performs other duties as required or assigned.

JOB REQUIREMENTS:

Bachelor’s degree required in Human Resources or related field.
 Minimum of five years of experience in Human Resources.
 Excellent communication and presentation skills required.
 Excellent typing and computer skills including thorough knowledge of office methods, practices and equipment, including word processing and proficiency in all Microsoft Office products.

CITY OF ONALASKA

Grade 13

Position: Human Resources Manager
Location: City Hall
Page: 2 of 2

Department: Human Resources
Supervisor: City Administrator
Classification: Salaried Exempt

Approved by F & P Committee: 3/5/03, 8/3/05, 8/8/07, 4/7/10, 8/5/15, 5/4/16, 9/6/17
 Approved by Council: 3/11/03, 8/9/05; 11/8/05, 8/14/07, 4/13/10, 8/11/15, 5/10/16, 9/12/17

FUNCTIONAL:

Ability to: (1) Proactively identify ways in which HR can contribute business effectiveness using their HR knowledge to Assist the City of Onalaska in attaining business goals (2) Apply knowledge of labor law and labor relations and (3) Establish systems for coaching and development of employees

LEADERSHIP:

Ability to: (1) Collaborate and build relationships both internally and externally (2) Implement and execute strategic change (3) Build strong, effective, high performance teams (4) Develop solutions that ensure long term organizational success and (5) Make and deliver on financial commitments for business results

PHYSICAL REQUIREMENTS:

1. **Manual Dexterity:** While performing the duties of this job, the employee is regularly required to coordinate hands, eyes, feet and limits 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

CITY OF ONALASKA

Grade 21

Position: Human Resources Director
Location: City Hall
Page: 1 of 3

Department: Human Resources
Supervisor: City Administrator
Classification: Salaried Exempt

Approved by F & P Committee: 3/5/03, 8/3/05, 8/8/07, 4/7/10, 8/5/15, 5/4/16, 9/6/17
Approved by Council: 3/11/03, 8/9/05; 11/8/05, 8/14/07, 4/13/10, 8/11/15, 5/10/16, 9/12/17

Under administrative supervision of the City Administrator, an employee in this position is primarily responsible for planning, organizing, directing, implementing and evaluating employee relations and human resource policies, programs and practices. This position administers the benefits, labor contracts and compensation for the City. This position also monitors safety policies, worker’s compensation, and assists department heads in employee matters. The Human Resources Director is required to attend the meetings of the Finance & Personnel, Common Council, Police & Fire Commission, and other meetings as assigned.

ESSENTIAL JOB FUNCTIONS:

- A. Supervises and evaluates department staff; coordinates training for department staff.
- B. Develops and implements City personnel policies, procedures, and standards. Ensures compliance with applicable ordinances, statutes, and rules and regulations.
- C. Acts as a liaison in labor contract negotiations, administers labor contracts, and represents the City in grievance arbitration. Performs research and compiles information in preparation for negotiations.
- D. Responds to, investigates, and documents employee relations issues including, but not limited to, employee complaints, harassment allegations, and civil rights complaints.
- E. Monitors wages and benefits for comparison purposes to maintain the compensation study for the City of Onalaska to attract and retain talented employees as directed by the City Administrator and Common Council.
- F. Develops and administers the City’s safety program. Serves as Safety Committee chairperson; creates agenda’s, runs meetings, assists supervisors in ensuring employees are working safely and encouraging a safe work environment.
- G. Serves as the City’s Affirmative Action Officer, ADA Coordinator, Safety/OSHA Coordinator, COBRA Administrator, Ethical Standards Coordinator, and FMLA Administrator. Prepares and files mandatory reports and letters, and maintains required records and logs.
- H. Oversees the day to day operations of the information technology department.
- I. Oversees the data entry of payroll. Acts as backup to payroll; to include duties may include reviewing time sheets, data entry, verification of employment, distribution of checks, reconciliation and preparation of reports.
- J. Prepares and maintains Human Resource and Information Technology budget; approves expenditures. Prepares all wages sheets and insurance spreadsheets for the City budget.
- K. Consults with Department Heads regarding employment policies, discipline, and other employment matters. Plans and conducts training for all personnel on employment-related matters including, but not limited to, personnel policies, hiring, discipline, safety, and employment law.
- L. Maintains personnel, medical, and safety records in compliance with applicable legal requirements. Processes employee paperwork in a timely fashion.
- M. Conducts recruitment effort for all full-time and regular part-time personnel. Assists Department Heads with the recruitment process, including preparation of postings and advertisements; screening applications; administration of employment tests; conducting interviews; negotiating terms of employment, and conducting reference and background checks. Inputs all new hire information into the payroll system.
- N. Conducts new employee orientation for all full-time and regular part-time personnel; includes, review of policies, insurance and benefits, and new hire paperwork. Coordinates arrival and set up of new employees with Department Heads.
- O. Assists Police and Fire Commission with interviewing and hiring practices and disciplinary issues for the City police and fire departments.
- P. Develops new job descriptions as required; reviews and revises existing job descriptions as needed.

CITY OF ONALASKA

Grade 21

Position: Human Resources Director

Location: City Hall

Page: 2 of 3

Department: Human Resources

Supervisor: City Administrator

Classification: Salaried Exempt

Approved by F & P Committee: 3/5/03, 8/3/05, 8/8/07, 4/7/10, 8/5/15, 5/4/16, 9/6/17

Approved by Council: 3/11/03, 8/9/05; 11/8/05, 8/14/07, 4/13/10, 8/11/15, 5/10/16, 9/12/17

- Q. Maintains Personnel Policy Manual; updates existing and develops new policies as needed or required.
- R. Manages workers' compensation program including filing claims, monitoring losses, maintaining records and evaluating cost of insurance. Communicates regularly with insurance provider regarding claims.
- S. With the Finance Director, evaluates the cost of the City's insurance policies, including but not limited to, health, dental & workers' compensation. With the Finance Director, makes recommendations for change.
- T. Keeps records of unemployment claims, and represents the City in unemployment compensation hearings.
- U. Conducts exit interviews, COBRA notification, and manages the separation process. Provides reference information on past employees and verifies of employment on current employees.
- V. Attends and participates as a non-voting member of the Finance and Personnel Committee, Common Council, Police and Fire Commission and other meetings as necessary. Prepares Personnel and Police and Fire Commission agendas.

RELATED JOB FUNCTIONS:

- A. Acts as a member of the City's Emergency Operations Team and is responsible for emergency management's tasks as assigned.
- B. Plans and executes employee events and celebrations as needed.
- C. Participates in the local and national SHRM chapters to maintain knowledge of laws and training for position.
- D. Contributes to a cooperative working effort by demonstrating a willingness to perform other job-related work, as needed or requested. The interdependency of operations is recognized and the abilities and skills exist to do other work as needed or requested. Assistance is given to others and special projects completed as scheduled or requested. This is a recognized and accepted part of being a member of the office support staff.
- E. Performs other duties as required or assigned.

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

- A. Considerable knowledge of Human Resource practices and applicable laws; understanding of OSHA laws and safety practices, workers compensation laws, EEO, ADA, FMLA, and unemployment laws.
- B. Excellent organizational skills.
- C. Ability to maintain applicable records and develop reports. Able to write clearly, concisely and accurately on memos, letters, legal documents.
- D. Understanding of developing strong policies and procedures.
- E. Knowledge of budget practices.
- F. Ability to supervise, train, and direct staff on personnel policies and procedures, and employment laws.
- G. Ability to communicate and listen effectively with people at various levels both within and outside the City.
- H. Ability to maintain effective working relationships with fellow employees and deal courteously and tactfully with other governmental agencies and the general public. Ability to maintain confidentiality.
- I. Excellent computer skills, specifically in Microsoft Word and Excel.
- J. Ability to operate a variety of office machines, including phone/mobile phone, computer, calculator, fax machine, and copier.

CITY OF ONALASKA

Grade 21

Position: Human Resources Director
Location: City Hall
Page: 3 of 3

Department: Human Resources
Supervisor: City Administrator
Classification: Salaried Exempt

Approved by F & P Committee: 3/5/03, 8/3/05, 8/8/07, 4/7/10, 8/5/15, 5/4/16, 9/6/17
 Approved by Council: 3/11/03, 8/9/05; 11/8/05, 8/14/07, 4/13/10, 8/11/15, 5/10/16, 9/12/17

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 Human Resources, or equivalent knowledge of personnel functions and employment laws.
- B. Three or more years’ experience in Human Resources including interviewing, collective bargaining, training, compensation and benefit programs, and workers compensation.
- C. Experience conducting employment interviews and disciplinary conferences.
- D. Experienced in Microsoft Office, email, websites, and the internet. Experience with budgets. Experience in network administration preferred.
- E. Valid driver’s license.
- F. Preference for PHR certification (Professional in Human Resources) or SHRM-CP (Society for Human Resource Certified Professional) certification.

PHYSICAL REQUIREMENTS:

- 1. Frequently sits at keyboard.
- 2. Frequent twisting.
- 3. Reads and writes.
- 4. Reaches to shoulder height frequently, and above and below shoulder height occasionally.
- 5. Occasional bending and climbing up and down stairs or on ladders.
- 6. Occasionally lifts and carries less than (50) pounds.
- 7. Pushes and pulls office equipment up to (30) pounds within the office area.
- 8. Large percentage of time is spent talking, hearing, speaking and using near and far vision
- 9. Eighty (80) percent of work day spent sitting.
- 10. Ten (10) percent of work day spent walking.
- 11. Ten (10) percent of work day spent standing.
- 12. All percentages above could vary, depending upon duties performed that day.

Percent of 8 Hour Day:

	67 – 100 Consistent	34 – 66 Frequent	6 – 33 Occasionally	0 – 5 Rarely
Sedentary 0 – 10# max	•			
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

**City of Onalaska FLEXIBLE BENEFITS PLAN
CONSOLIDATED APPROPRIATIONS ACT (CAA) AMENDMENT**

**ARTICLE I
PREAMBLE**

- 1.1 **Adoption and effective date of amendment.** The Employer adopts this Amendment to **City of Onalaska** Flexible Benefits Plan (the "Plan"). The sponsor intends this Amendment as good faith compliance with the requirements of these provisions. This Amendment shall be effective on or after the date the Employer elects in Section 2.1 below.
- 1.2 **Supersession of inconsistent provisions.** This Amendment shall supersede the provisions of the Plan to the extent those provisions are inconsistent with the provisions of this Amendment.
- 1.3 **Construction.** Except as otherwise provided in this Amendment, any reference to "Section" in this Amendment refers only to sections within this Amendment and is not a reference to the Plan. The Article and Section numbering in this Amendment is solely for purposes of this Amendment, and does not relate to any Plan article, section, or other numbering designations.

**ARTICLE II
ELECTIONS**

- 2.1 **Effective Date.** The provisions of this Amendment, unless otherwise indicated are effective as of January 1st, 2021 (the "Effective date").
- 2.2 **H.R. 133 Consolidated Appropriations Act Amendment(s).** The Employer hereby amends the Plan as follows:

Carry Forward Rule for Dependents who Aged Out During Pandemic

On December 27, 2020, H.R. 133 Consolidated Appropriations Act was signed into law, impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19).

Effective as of the effective date, the Employer amends their plan to allow for reimbursement out of Dependent Care Flexible Spending Arrangements for dependents up to a maximum age of 13 (increased from 12) for any dependent who attained age 13 during the last plan year where the participant enrolled during regular open enrollment in a Daycare Flexible Spending Arrangement by January 31, 2020. And for any remaining funds carried forward into the subsequent plan year.

1) In general-In the case of any eligible employee, section 21(b)(1)(A) of the Internal Revenue Code of 1986 shall be applied by substituting "age 14" for "age 13" for purposes of determining the dependent care assistance which may be paid or reimbursed with respect to such employee under the dependent care flexible spending arrangement referred to in paragraph (3)(A) with respect to such employee during—

- (A) the plan year described in paragraph (3)(A), and
- (B) in the case of an employee described in paragraph (3)(B)(ii), the subsequent plan year.

(2) Application of subsequent plan year limited to unused balance from preceding plan year. Paragraph (1)(B) shall only apply to so much of the amounts paid for dependent care assistance with respect to the dependents referred to in paragraph (3)(B) as does not exceed the unused balance described in paragraph (3)(B)(ii).

(3) Eligible Employee. For purposes of this section, the term "eligible employee" means any employee who—

(A) is enrolled in a dependent care flexible spending arrangement for the last plan year with respect to which the end of the regular enrollment period for such plan year was on or before January 31, 2020, and

(B) has one or more dependents (as defined in section 152(a)(1) of the Internal Revenue Code of 1986) who attain the age of 13—

(i) during such plan year, or

(ii) in the case of an employee who (after the application of this section) has an unused balance in the employee's account under such arrangement for such plan year (determined as of the close of the last day on which, under the terms of the plan, claims for reimbursement may be made with respect to such plan year), the subsequent plan year.

Carryover of Unused Funds in Health and Dependent Care Flexible Spending Arrangements for 2020 and 2021 Plan Years.

On December 27, 2020, H.R. 133 Consolidated Appropriations Act was signed into law, impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19).

Effective as of the effective date, the Employer amends their plan to allow the carryover of unused funds from plan year 2020 to plan year 2021 and unused funds from plan year 2021 to plan year 2022.

For plan years ending in 2020 and 2021, a plan that includes a health flexible spending arrangement or dependent care flexible spending arrangement shall not fail to be treated as a cafeteria plan under the Internal Revenue Code of 1986 merely because such plan or arrangement permits participants to carryover (similar to the rules applicable to health flexible spending arrangements) any unused benefits or contributions remaining in any such flexible spending arrangement from such plan years to the plan year ending in 2021 and 2022.

These changes permit participants to carryover any unused benefits or contributions remaining in their 2020 and 2021 flexible spending arrangement from such plan year to the subsequent plan year.

The carryover guidance is an extension of coverage that is not HSA compatible, consequently any employee with unused amounts remaining at the end of a plan year or grace period ending in 2020 or 2021 will not be eligible to contribute to an HSA during the extend period (unless the FSA is a limited FSA).

Section 125 Change in Status under the Health or Dependent Care FSA

Effective as of the effective date, the Employer amends their plan to allow for the below change in status flexibility. This is a temporary change effective only for the plan year ending in 2021.

On December 27, 2020, H.R. 133 Consolidated Appropriations Act was signed into law, impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19). These changes permit, under certain circumstances, prospective changes to health and dependent care FSA elections as follows:

- a) employees may revoke a health FSA election, make a new election, or decrease or increase an existing election on a prospective basis; and
- b) employees may revoke a dependent care FSA election, make a new election, or decrease or increase an existing election on a prospective basis.

Employers are not required to allow unlimited election changes but may determine the extent to which such changes are permitted and applied. Any change allowed shall not permit a revocation or decrease in election below the amount already disbursed.

This amendment has been executed this 9th day of February, 2021.

Name of Employer: City of Onalaska

By:
EMPLOYER - Mayor Kim Smith

JoAnn A. Marcon - City Clerk

Resolution 15-2021

CERTIFICATE OF ADOPTING RESOLUTION

The undersigned authorized representative of **City of Onalaska** hereby certifies that the following resolutions were duly adopted on February 9, 2021 (date) and that such resolutions have not been modified or rescinded as of the date hereof;

RESOLVED, that the Amendment to the Plan (the Amendment) is hereby approved and adopted, and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the amendment.

The undersigned further certifies that attached hereto is a copy of the Amendment approved and adopted in the foregoing resolution.

Date: February 9, 2021

Signed:

Kim Smith, Mayor

[print name/title]

JoAnn A. Marcon, City Clerk

Passed:
Approved:
Published:

**SUMMARY OF MATERIAL MODIFICATIONS
for the**

**City of Onalaska
Flexible Benefits Plan**

**I
INTRODUCTION**

This is a Summary of Material Modifications regarding the **City of Onalaska** Flexible Benefits Plan (the "Plan"). This is merely a summary of the most important changes to the Plan and information contained in the Summary Plan Description ("SPD") previously provided to you. It supplements and amends that SPD so you should retain a copy of this document with your copy of the SPD. If you have any questions, contact the Administrator. If there is any discrepancy between the terms of the Plan, as modified, and this Summary of Material Modifications, the provisions of the Plan will control.

**II
SUMMARY OF CHANGES**

H.R. 133 Consolidated Appropriations Act Amendment(s). The Employer hereby amends the Plan as follows:

Carry Forward Rule for Dependents who Aged Out During Pandemic

On December 27, 2020, H.R. 133 Consolidated Appropriations Act was signed into law, impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19).

Effective as of the effective date, the Employer amends their plan to allow for reimbursement out of Dependent Care Flexible Spending Arrangements for dependents up to a maximum age of 13 (increased from 12) for any dependent who attained age 13 during the last plan year where the participant enrolled during regular open enrollment in a Daycare Flexible Spending Arrangement by January 31, 2020. And for any remaining funds carried forward into the subsequent plan year.

1) In general-In the case of any eligible employee, section 21(b)(1)(A) of the Internal Revenue Code of 1986 shall be applied by substituting "age 14" for "age 13" for purposes of determining the dependent care assistance which may be paid or reimbursed with respect to such employee under the dependent care flexible spending arrangement referred to in paragraph (3)(A) with respect to such employee during—

- (A) the plan year described in paragraph (3)(A), and
- (B) in the case of an employee described in paragraph (3)(B)(ii), the subsequent plan year.

(2) Application of subsequent plan year limited to unused balance from preceding plan year. Paragraph (1)(B) shall only apply to so much of the amounts paid for dependent care assistance with respect to the dependents referred to in paragraph (3)(B) as does not exceed the unused balance described in paragraph (3)(B)(ii).

(3) Eligible Employee. For purposes of this section, the term "eligible employee" means any employee who—

(A) is enrolled in a dependent care flexible spending arrangement for the last plan year with respect to which the end of the regular enrollment period for such plan year was on or before January 31, 2020, and

(B) has one or more dependents (as defined in section 152(a)(1) of the Internal Revenue Code of 1986) who attain the age of 13—

- (i) during such plan year, or
- (ii) in the case of an employee who (after the application of this section) has an unused balance in the employee's account under such arrangement for such plan year (determined as of the close of the last day on which, under the terms of the plan, claims for reimbursement may be made with respect to such plan year), the subsequent plan year.

Carryover of Unused Funds in Health and Dependent Care Flexible Spending Arrangements for 2020 and 2021 Plan Years.

On December 27, 2020, H.R. 133 Consolidated Appropriations Act was signed into law, impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19).

Effective as of the effective date, the Employer amends their plan to allow the carryover of unused funds from plan year 2020 to plan year 2021 and unused funds from plan year 2021 to plan year 2022.

For plan years ending in 2020 and 2021, a plan that includes a health flexible spending arrangement or dependent care flexible spending arrangement shall not fail to be treated as a cafeteria plan under the Internal Revenue Code of 1986 merely because such plan or arrangement permits participants to carryover (similar to the rules applicable to health flexible spending arrangements) any unused benefits or contributions remaining in any such flexible spending arrangement from such plan years to the plan year ending in 2021 and 2022.

These changes permit participants to carryover any unused benefits or contributions remaining in their 2020 and 2021 flexible spending arrangement from such plan year to the subsequent plan year.

The carryover guidance is an extension of coverage that is not HSA compatible, consequently any employee with unused amounts remaining at the end of a plan year or grace period ending in 2020 or 2021 will not be eligible to contribute to an HSA during the extend period (unless the FSA is a limited FSA).

Section 125 Change in Status under the Health or Dependent Care FSA

Effective as of the effective date, the Employer amends their plan to allow for the below change in status flexibility. This is a temporary change effective only for the plan year ending in 2021.

On December 27, 2020, H.R. 133 Consolidated Appropriations Act was signed into law, impacting section 125 cafeteria plans. This guidance is designed to provide temporary flexibility for employers and employees and assist with the National response to the 2019 Novel Coronavirus outbreak (COVID-19). These changes permit, under certain circumstances, prospective changes to health and dependent care FSA elections as follows:

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