

AGENDA

FINANCE AND PERSONNEL COMMITTEE
MONONA PUBLIC LIBRARY, MUNICIPAL ROOM
1000 NICHOLS ROAD
MONDAY, JUNE 20, 2016
6:30 P.M.

1. Call to Order.
2. Roll Call.
3. Approval of Minutes from June 6, 2016.
4. Appearances.
5. Unfinished Business.
 - A. Discussion of Recodification Section Proposals from Finance Director and City Administrator.
6. New Business.
 - A. Consideration of Resolution 16-6-2108 Authorizing the Issuance of a \$1,796,850 Taxable Tax Increment Project Revenue Bond (TID No. 9).
 - B. Consideration of Resolution 16-6-2107 Approving the Purchase of Fire Department Extrication Equipment.
 - C. Discussion of Hiring for Code Enforcement Officer Position.
 - D. Review of Financial Statement, January – May, 2016.
7. Acceptance of General Fund Accounts Payable Checks Dated June 3–16, 2016. (Documentation of invoices paid is available in the City Clerk’s office.)
8. Adjournment.

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399. The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

FINANCE AND PERSONNEL COMMITTEE MINUTES
June 6, 2016

The regular meeting of the Finance and Personnel Committee for the City of Monona was called to order by Mayor Miller at 6:04 p.m.

Present: Mayor Robert Miller, Alderpersons Jim Busse and Doug Wood

Also Present: City Administrator April Little, Finance Director Marc Houtakker, City Planner Sonja Reichertz, Public Works Director Dan Stephany, and City Clerk Joan Andrusz

APPROVAL OF MINUTES

A motion by Alder Wood, seconded by Alder Busse to approve the Minutes of the May 16, 2016 Finance & Personnel Committee meeting, was carried.

APPEARANCES

There were no Appearances.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

City Planner Reichertz provided information on the \$8,593 Grant Award for Rosy Cheeks and Co./Sassy Chic Salons, 6045 Monona Drive, from the City's Façade Improvement Program. Mary Lou Reinwand is the new property owner. The Plan Commission determined painting was eligible because it is part of a larger project. If approved tonight, it will be reviewed at next Monday's Plan Commission meeting.

A motion by Alder Wood, seconded by Alder Busse to approve the \$8,593 Grant Award for Rosy Cheeks and Co./Sassy Chic Salons, 6045 Monona Drive, from the City's Façade Improvement Program, was carried.

Finance Director Houtakker provided information on Resolution 16-6-2104 Providing for the Issuance of \$1,811,350 Taxable Tax Increment Project Revenue Bond (TID No. 9). This will authorize work to begin with Monona State Bank to purchase the Inland Lake buildings. The purchase price is reduced by what has been paid in options. Interest rates, anticipated at 2% to 3%, will be presented at the next meeting. This will be taxable so will not affect the City's debt limit capacity. It will roll into a larger note depending upon when a developer is found. \$4.95 million has been borrowed so far for the entire Riverfront project. City Planner looked up the assessed value of the land for each parcel, which totaled \$568,000. The purchase price is higher because it is a viable business.

A motion by Alder Wood, seconded by Alder Busse to approve Resolution 16-6-2104 Providing for the Issuance of \$1,811,350 Taxable Tax Increment Project Revenue Bond (TID No. 9). On a roll call vote, all members voted in favor of the motion.

Public Works Director Stephany requests that \$12,500 be moved from the street epoxy account to the street maintenance account. This will fund work in addition to the micro-surfacing. Infrared seamless

patching involves heating the asphalt to rejuvenate it, removing some and replacing some with additional material.

A motion by Alder Wood, seconded by Alder Busse to approve Resolution 16-6-2103 Amending the 2016 Capital Budget to Complete Additional Street Repair and Maintenance, was carried.

City Administrator Little began Discussion of Recodification Section Proposals from Finance Director and City Administrator. The editorial and legal analysis by General Code was given to Department Heads for review. Grammatical and statute reference changes were made. Fees have been pulled out into a separate document which saves on charges for future changes. The City Attorney reviewed the changes and he is comfortable with adopting statutes unless the Council wants to deviate from them.

Members discussed changes. The effective date of new committee members should be standardized to begin at the Organizational meeting, the third Tuesday of April. City Planner Reichertz stated the Advisory Economic Development and Environmental Committees should remain in the Ordinance to give the Plan Commission the option to form them as needed. Redundancy was discussed; the decision was to retain them. City Administrator Little discussed the number of committee members, particularly the Sustainability Committee. An odd number of members is preferable or a non-voting Chair; consistency will be checked in terms of whether the Chair votes only in cases of a tie. Committee versus Commission was discussed. Committees are not required by statute, but commissions are. The Public Safety Commission will change to a committee.

Gender specific language will be updated throughout. Chapter 79 needs City Attorney review and he will do a presentation for Finance & Personnel Committee review. Special meetings sections are needed so members who don't attend can't claim they didn't know about it or claim that action can't be taken. Job titles and positions need to be updated and added either in the Ordinance or Policy Manual. Members agree that for consistency they should all be in the Ordinance. Alder Wood suggested language such as, "...or as the City Council adopts from time to time" be added. City Administrator Little reported language will be changed indicating the Building Inspector is the "Health Officer" in terms of water shut-off inspections and determining habitability of dwellings. The City Council cannot confirm appointment of the Library Director so that phrase was deleted. Finance Director Houtakker reported he still needs to correct his sections and will review them at the next meeting.

Mayor Miller began Discussion of Term Limits for Citizen Committee Members. A citizen brought to his attention the lack of gender balance in committee memberships. He is so grateful to those who serve on committees without a lot of fanfare that he didn't realize most are men. Because there is long-term service without a lot of turnover, the committees remain staffed mostly by men. He requests discussion about whether a maximum number of terms can or should be set. WVMO and Nextdoor Monona are great options to use to recruit new members.

Alder Wood stated that while there isn't a lot of turnover, even though some members should consider stepping down, there is great value in their history, experience, and knowledge. The Mayor can re-appoint at his or her discretion. There should be more diversity in ethnicity and race as well as gender. If there is a term limit, he suggested ten years, and then they can return after a year off. It is not that easy to find new members. Mayor Miller looked into how the City of Madison handles this.

Alder Busse agrees there is a need for diversity. There needs to be better marketing as vacancies seem to be filled with acquaintances of members. Sign-up sheets could be available at community events and at the Library. Mayor Miller stated the Media Coordinator and City Administrator could do PSAs on committee and job openings. City Administrator Little reported Tomah tried term limits and were

accused of discrimination. The best committees are a mix of ages and experience. Mayor Miller stated he has now been made aware of the issue. He is not anxious to make big changes but is in favor of the marketing ideas presented. He wants any announcements to state the City requires a formal application, available in fillable form on the City's website, and has an approval process. He does ask the committee Chairperson and the Council about any of his appointments.

Finance Director Houtakker reviewed recent Accounts Payables and he and Public Works Director Stephany answered member's questions. The entry feature sails were cleaned but they have stains that can't all be removed. The white material is the problem; a different color may be considered in the future.

A motion by Alder Busse, seconded by Alder Wood to approve Acceptance of General Fund Accounts Payable Checks Dated May 13 through June 2, 2016, was carried.

ADJOURNMENT

A motion by Alder Wood, seconded by Alder Busse to adjourn, was carried. (7:27 p.m.)

Joan Andrusz
City Clerk

SUMMARY OF COMMITTEE / COMMISSION / BOARD MEMBERSHIP

Committee	Current Total #	City Council Members*	Proposed # (if Changes)	Chair votes?	Other Changes / Notes	Effective Date
Plan Commission	8	2; 1 must be chair		NO	Wis. Stats. Requires 7 members	
Zoning Board of Appeals.	5	1; must be chair		YES	Must appoint two alternates; Wis. Stats.	
Board of Review	5	1 may be appointed		NO	Must appoint two alternates; May appoint one employee. Wis. Stats.	
Transit Commission	7	2 + Mayor /designee		YES	City Council member must share chairmanship	
Senior Citizens Commission.	7	1 may be appointed		YES		
Library Board	7	1 may be appointed		YES	1 member must represent School District	
Public Safety Commission	9	2; 1 must be chair		YES	Must include 1 member of Police and Fire Commission	
Landmarks Commission.	5	1 may be appointed	6 or 7	YES		
Police and Fire Commission						
Community Media Committee	10	1; must be chair		DOES NOT SAY	1 member must represent School District	
Community Development Authority	7	2		DOES NOT SAY	As stated in Wis. Stats. 66.1335(2). All must be residents.	
Park and Recreation Board	9	2; 1 must be chair		DOES NOT SAY		
License Review Committee	5	1		YES		
Finance and Personnel Committee	3	3; Mayor is chair		YES		
Public Works Committee	9	2	7	NO		
Distinguished Service Award	5	0		YES	Includes most recent former Mayor who is willing to serve	
Committee on Sustainability	12	2; 1 must be chair	10	DOES NOT SAY		
Facilities Committee	8	1; must be chair		NO	Includes one staff member and six members with industry experience.	
		* Included in the total				

appointed by the Mayor with Council confirmation. When the Ad Hoc committee has fulfilled the charge given to it by the Mayor, the committee shall be disbanded.

C. Classification of existing committees, commissions and boards. The existing committees, commissions and boards of the Council are classified as follows:

- (1) Standing committees, commissions and boards.
- (a) Plan Commission.
 - (b) Finance and personnel committee. *Capitalize*
 - (c) License Review Committee.
 - (d) Public Works Committee.
 - (e) Public Safety ~~Commission~~. *Committee*
 - (f) Parks and Recreation Board.
 - (g) Sustainability Committee.
 - (h) Facilities Committee.
- (2) Non-standing committees, commissions and boards.
- (a) Senior Citizens ~~Commission~~. *Committee???*
 - (b) Landmarks ~~Commission~~. *Committee??*
 - (c) Broadband Telecommunications Citizens ~~Commission~~. *Committee?*
 - (d) Distinguished Service Committee.
 - (e) Parks Gifts Committee.
- (3) Special boards and commissions.
- (a) Board of Review.
 - (b) Police and Fire Commission.
 - (c) Zoning Board of Appeals.
 - (d) Library Board.
 - (e) Transit ~~Commission~~. *Committee - Is this in the Wis. Stats?*
 - (f) Community Development Authority.

Revise?

§ 18-20. Meetings.

- A. Standing committees, commissions and boards. All standing committees, commissions and boards shall meet at least monthly at regularly scheduled days and times. Meetings

§ 29-8

§ 29-5 *who may issue Citations:* MONONA CODE

- (1) Any law enforcement officer;
- (2) Fire Chief or Fire Inspector;
- (3) Building Inspector; Plumbing Inspector; Electrical Inspector; HVAC Inspector.
- (4) Weed Commissioner.
- (5) City Administrator.
- (6) City Engineer/Director of Public Works.
- (7) Emergency ~~Government~~ *management* Director. } *who is this? City Administrator*
- (8) Planning/Community Development Coordinator.
City Planner / Director of Economic Development

Code Enforcement officer

ask Scott about this

§ 29-6. Procedure.

Add - Code Inspector and/or Parks Director?

Section 66.0113(3), Wis. Stats., relating to violator's options and procedure on default, is hereby adopted and incorporated herein by reference.

§ 29-7. Nonexclusivity.

- A. Other ordinance. Adoption of this chapter does not preclude the Common Council from adopting any other ordinance or providing for the enforcement of any other law or ordinance relating to the same or other matter.
- B. Other remedies. The issuance of a citation hereunder shall not preclude the City or any authorized officer from proceeding under any other ordinance or law or by any other enforcement method to enforce any ordinance, regulation or order.

§ 29-8. Court costs. [Amended 1-5-2009 by Ord. No. 12-08-590]

The court costs for municipal court shall be assessed in the amount established by state statute. If the applicable statute establishes a range of court costs, the costs shall be the maximum amount allowed by the statute.

§ 54-3

MONONA CODE

→ *called Emergency § 54-5 management Coordinator in plan*

§ 54-3. Emergency Government Director.

A. Appointment. The Emergency Government Director shall be appointed by the Mayor, subject to confirmation by the City Council, and shall receive such salary as may be authorized by the Common Council. The Emergency Government Director shall be appointed in odd-numbered years for a two-year term of office, commencing on May 1st of the year of appointment.

B. Duties and authority of the emergency government director.

- (1) The Director shall have direct responsibility for the organization, administration and operation of the Emergency Government Organization, subject to the control of the Mayor and the Common Council.
- (2) The Director shall coordinate all activities for emergency government within the City and shall maintain liaison and cooperate with emergency government agencies of other political subdivisions and of the County.
- (3) The Director shall participate in County and State emergency government activities upon request of the Mayor.
- (4) The Director shall maintain a comprehensive disaster plan for the City of Monona and shall present such plan to the City Council for its approval. All municipal agencies and emergency forces of the City shall perform the duties and functions assigned by the disaster plan.
- (5) The Director shall have such additional authority, duties and responsibilities as are authorized in this chapter, and as may from time to time be required by the Common Council.

§ 54-4. Utilization of existing services and facilities.

In preparing and executing the Disaster Plan the Director, with the full cooperation of all City officers and personnel, shall utilize the services, equipment, supplies and facilities of the existing departments and agencies of the City to the maximum extent practicable.

§ 54-5. Emergency regulations.

Whenever necessary to meet a civil emergency for which adequate regulations have not been adopted by the Common Council; the Mayor (and in his absence, in order, the Council President or the senior member of the Common Council available) may by proclamation promulgate and enforce such orders, rules and regulations relating to the conduct of persons and the use of property as shall be necessary to protect the public peace, health and safety, and preserve lives and property, and to ensure the cooperation necessary in civil emergency activities. Such proclamations shall be posted in a public place and may be rescinded by the Common Council by resolution at any time.

Chapter 54

EMERGENCY MANAGEMENT

§ 54-1. Policy and purpose.

§ 54-2. Emergency Planning Committee.

§ 54-3. Emergency Government Director.

§ 54-4. Utilization of existing services and facilities.

§ 54-5. Emergency regulations.

§ 54-6. Mutual aid agreements.

§ 54-7. Declaration of emergencies.

[HISTORY: Adopted by the Common Council of the City of Monona as Title 5, Ch. 3, of the 1994 Code. Amendments noted where applicable.]

§ 54-1. Policy and purpose.

- A. To ensure that the City of Monona will be prepared to cope with emergencies resulting from man-made or natural disasters, an Emergency Government Organization consisting of the Public Safety Committee and Emergency Government Director is created to carry out all emergency functions, other than functions for which military forces are primarily responsible, to minimize and repair injury and damage resulting from fire, tornado, or other natural or man-made causes.
- B. To ensure that all civil emergency functions of the City are to be coordinated to the maximum extent practicable with existing services and facilities of the City and with comparable functions of the Federal, State, County and other political subdivisions, and of various private agencies to the end that the most effective preparation and use may be made of manpower, resources and facilities for dealing with any disaster that may occur.
- C. Chapter 323, Wis. Stats., is herein incorporated in this chapter by reference.

§ 54-2. Emergency Planning Committee.

- A. Composition. The Emergency Planning Committee shall consist of the Mayor and the Council's Public Safety Committee.
- B. Appointment. The Committee members shall be appointed by the Mayor, subject to confirmation by the Common Council.
- C. Duties of the emergency planning committee. The Emergency Planning Committee shall be an advisory and planning group and shall advise the Mayor, Emergency Government Director, and the Common Council on all matters pertaining to emergency government. The Emergency Planning Committee shall meet upon the call of the Chairman.

construct, own, lease and maintain buildings on such property for instruction, recreation, amusement and other public purposes; and may sell and convey such property.

- C. Powers to finance city government. The Common Council may levy and provide for the collection of taxes and special assessments; may refund any tax or special assessment paid, or any part thereof, when satisfied that the same was unjust or illegal; and generally manage City finances.
- D. Construction of powers. All powers given herein shall be liberally construed in favor of the rights, powers and privileges of the City of Monona to promote the general welfare, peace, good order and prosperity of the City and the inhabitants thereof.
- E. Emergency powers. All powers enumerated in § 323.14, Wis. Stats., shall be reserved and exercised by the Common Council or the Mayor, as provided in § 323.14, Wis. Stats. The Mayor may designate temporary and permanent emergency routes, and may designate or suspend traffic control restrictions along such routes.
- F. Statutes and constitution. Sec. 62.11(5), Wis. Stats., and Article XI, Section 2, Wisconsin Constitution, shall apply to the governance of the City.

(from Wis. Stats. 62.11(2)): Following a regular city election, the new council shall first meet on the 3rd Tuesday of April.

- A. Time, date and notice. Regular meetings of the Common Council shall be held on the first and third Monday evening of each calendar month at 7:30 p.m. If the date of any regular meeting falls on a legal holiday, such meeting shall be held on the next following secular day, at the same place and at the same hour, unless canceled or rescheduled to another date or time by order of the Common Council. All meetings of the Common Council, including special meetings authorized under Subsection B, shall be held in compliance with Subchapter V of Chapter 19, Wis. Stats., the Wisconsin Open Meeting Law.
- B. Special meetings.
 - (1) Who may call. Special meetings of the Council may be called by any two members of the Council who file a written request with the City Clerk at least 24 hours prior to the time the meeting is to be called, stating the purpose and time of the meeting. The Mayor may also call a special meeting.
 - (2) Notice of special meeting. Immediately after the receipt of a request for a special meeting, the City Clerk shall notify each member of the Common Council by telephone or by delivering a written notice of the time and purpose of such meeting. If the Council member can not be found, a copy of the notice shall be left at the member's residence, at least six hours prior to the meeting.
 - (3) Special meetings held without notice. A special meeting can be held without notice being given when all of the members of the Council are present, or consent in writing. If all the members consent in writing each member shall file a written consent with the Clerk prior to the beginning of the meeting. This section does not, however, relieve the Council from the obligation of complying with the Wisconsin Open Meeting Law.

Add to Ch. 103
(create)

① **Finance Director**

- A. Appointment. The Finance Director shall be appointed by the Mayor, upon recommendation of the City Administrator, subject to confirmation by the Common Council. Approval of the employment contract for the Finance Director shall constitute confirmation by the Common Council.
- B. Duties and responsibilities. The Finance Director shall have all of the following duties and responsibilities:
- (1) Perform the duties of Treasurer as prescribed in Sec. 62.09(9), Wis. Stats., and such other duties as prescribed by State Statute or the Common Council.
 - (2) Develop, evaluate and oversee the day-to-day and year-end financial functions of the City.
 - (3) Submit annually to the Mayor and Council and make available to the public, complete reports on the financial affairs of the City.
 - (4) Keep the Mayor and Common Council fully advised as to the financial condition and future financial needs of the City.
 - (5) Perform all duties as set forth in the job description of the Finance Director.
 - (6) Fulfill such other duties as may be directed by the Mayor or City Administrator.
- C. Responsible to the City Administrator. The Finance Director shall be responsible to the City Administrator, subject to the policy direction of the Mayor and Council.
- D. Removal. The Finance Director may be removed for cause as provided in section 2-3-42 of the Code of Ordinances, or as otherwise provided in the contract of employment between the Finance Director and the City.

② **Director of Administrative Services**

- A. Appointment. The Director of Administrative Services shall be appointed by the Mayor, upon recommendation of the City Administrator, subject to confirmation by the Common Council.
- B. Duties and responsibilities. The Director of Administrative Services shall have all of the following duties and responsibilities:
- (1) Direct the administrative support functions for the City Administrator, Department Heads, Mayor, and City Council.
 - (2) Perform all human resource functions for the City.
 - (3) Perform all duties as set forth in the job description of the Director of Administrative Services.
 - (4) Fulfill such other duties as may be directed by the Mayor or City Administrator.
- C. Responsible to the City Administrator. The Director of Administrative Services shall be responsible to the City Administrator, subject to the policy direction of the Mayor and Council.
- D. Removal. The Director of Administrative Services may be removed by the Mayor, upon recommendation of the City Administrator subject to confirmation by the Common Council, after compliance with review procedures established by the Common Council or as otherwise provided in the contract of employment, if any, between the Director of Administrative Services and the City.

3

Community Media Director

- A. Appointment. The Community Media Director shall be appointed by the Mayor, upon recommendation of the City Administrator, subject to confirmation by the Common Council.
- B. Duties and responsibilities. The Community Media Director shall have all of the following duties and responsibilities:
 - (1) Direct the programming, joint operations and promotion of the City of Monona's/Monona Grove School District's PEG access channel and LPFM radio station.
 - (2) Serve as Monona Grove High School's audiovisual coordinator and student advisor.
 - (3) Perform all duties as set forth in the job description of the Community Media Director.
 - (4) Fulfill such other duties as may be directed by the Mayor or City Administrator.
- C. Responsible to the City Administrator. The Community Media Director shall be responsible to the City Administrator, subject to the policy direction of the Mayor and Council.
- D. Removal. The Community Media Director may be removed by the Mayor, upon recommendation of the City Administrator subject to confirmation by the Common Council, after compliance with review procedures established by the Common Council or as otherwise provided in the contract of employment, if any, between the Community Media Director and the City.

Chapter 103

OFFICERS AND EMPLOYEES

ARTICLE I
City Officers

- § 103-1. City Administrator.
- § 103-2. City Clerk.
- § 103-3. City Building Inspector.
- § 103-4. City Engineer.
- § 103-5. City Attorney.
- § 103-6. Municipal Judge.
- § 103-7. Chief of Police.
- § 103-8. Fire Chief.
- § 103-9. Library Director. *Economic*
- § 103-10. City Planning and Development *Director*
- § 103-11. *Community* Recreation Director. *Parks and*

- § 103-12. Weed Commissioner.
- § 103-13. Assessor.
- § 103-14. Senior Center Director.
- § 103-15. Director of Public Works.

ARTICLE II
General Rules for Elected Officials, City Officers and Employees

- § 103-16. Qualifications for elected officials.
- § 103-17. Vacancies and absentees.
- § 103-18. Removal from office.
- § 103-19. Bonds to be filled by city officers.
- § 103-20. Oaths of office.
- § 103-21. Rule making authority.

[HISTORY: Adopted by the Common Council of the City of Monona as Title 2, Ch. 3, of the 1994 Code. Amendments noted where applicable.]

ARTICLE I
City Officers

§ 103-1. City Administrator.

A. Appointment. In order to coordinate and improve the various municipal services rendered to the citizens of Monona, there is created the position of City Administrator. The City Administrator shall be employed by the Common Council and shall serve according to the terms of the contract signed by the Administrator and the Council. The Mayor and Personnel Committee shall review applications for the position of City Administrator. The Mayor shall appoint the City Administrator, subject to confirmation by the Common Council. Approval of the contract for the employment of the Administrator shall constitute approval of the appointment.

B. Authority. The City Administrator shall have the following authority:

- (1) To have the overall direction and administrative control of the Department of Inspections, Finance, Public Works, ~~Engineering, Planning~~ and ~~Community~~ Recreation.

and Economic Development X
Parks and

- (2) To recommend the selection and removal of all supervisors subject to the authority of the Mayor and the Council, consistent with the general principles of personnel systems based upon merit, except the Police and Fire Chiefs who shall be selected by the Police and Fire Commission.
 - (3) In cooperation with the Mayor, preparation and submission of the annual Executive City Budget.
 - (4) Budget implementation, including authority to transfer up to \$1,000 between items, except capital accounts. The Administrator shall report any such transfer to the Finance Committee at its next regularly scheduled meeting.
 - (5) To recommend to the Mayor and Common Council measures for adoption which are deemed appropriate to deal with significant municipal problems, with the right to participate in all discussions on such measures with the Mayor and Common Council, subject to Council rules or procedures.
- C. Duties and responsibilities. The City Administrator shall have all of the following duties and responsibilities:
- (1) To attend all Council meetings.
 - (2) To submit annually to the Mayor and Council and make available to the public, complete reports on the financial affairs of the City and the status of municipal programs.
 - (3) To make monthly reports to the Mayor and Council concerning the operation of all City departments, offices and special programs.
 - (4) To keep the Mayor and Council fully advised as to the financial condition and future financial needs of the City.
 - (5) To make such recommendations to the Mayor and Council concerning the overall management of the City as necessary.
 - (6) To establish and maintain a centralized purchasing system in the City.
 - (7) To prepare Council agendas in cooperation with the Mayor and City Clerk.
 - (8) To serve as the chief personnel officer of the City.
 - (9) To prepare and continually update a capital improvement program for the City.
 - (10) To supervise and coordinate development of a comprehensive community planning program.
 - (11) To serve as the coordinator for securing state and federal grant and loan assistance for all City programs.
 - (12) To analyze, evaluate and measure the performance of the City administration and make recommendations to the Mayor and Council for the most efficient operation of the City government.

(13) To submit recommendations to the Mayor and Council for new or changed programs that would improve the quality of life in Monona.

~~(14) To serve as comptroller in accordance with Sec. 62.09(1), Wis. Stats.~~

(15) To perform any other duties prescribed by the State Statutes or as may be lawfully ordered by the Common Council.

(16) Submit an annual report and such other periodic reports as requested by the Mayor, Council.

(17) To serve as City ~~Treasurer~~ ^{Comptroller} in accordance with Sec. 62.09(10), Wis. Stats.

X

D. Responsible to the Mayor and Council.

(1) The City Administrator shall be directly responsible to the Mayor subject to the control and management of the Council as a body and not as individuals.

(2) The Mayor, in writing, may delegate to the City Administrator the responsibility of receiving day-to-day reports from the Chief of Police and Fire Chief.

correct stats?

E. Removal. The Administrator may be removed for cause as provided in Secs. 17.13(1), 17.13(3) and 17.16, Wis. Stats., or otherwise as provided in the contract of employment between the City Administrator and the City.

if any, X

§ 103-2. City Clerk.

A. Appointment. The City Clerk shall be appointed by the Mayor upon recommendation of the City Administrator. Approval of the employment contract for the City Clerk shall constitute confirmation by the Common Council.

B. Duties and responsibilities. The City Clerk shall have all of the following duties and responsibilities:

(1) Perform the duties of Clerk as prescribed in Sec. 62.09(11), Wis. Stats., and such other duties as prescribed by State Statute or the Council.

~~(2) Submit an annual report and such other periodic reports as requested by the Mayor, Council and/or City Administrator.~~

X

(3) The City Clerk or his/her designee shall be responsible for the enforcement of all ordinances relating to licenses unless other provision is made by the Council for the enforcement.

(4) Perform all duties as set forth in the job description of City Clerk.

(5) Fulfill such other duties as may be directed by the Mayor or City Administrator.

C. Responsible to the City Administrator. The City Clerk shall be responsible to the City Administrator, subject to the policy direction of the Mayor and Council.

- D. Removal. The City Clerk may be removed for cause as provided in § 103-18 of the Code of the City of Monona, or as otherwise provided in the contract of employment between the City Clerk and the City.

§ 103-3. City Building Inspector.

- A. Appointment. The City Building Inspector shall be appointed by the Mayor upon recommendation of the City Administrator subject to confirmation by the Council. Approval of the contract for the employment of the City Building Inspector shall constitute approval of the appointment.
- B. Duties and responsibilities.
- (1) As Building Inspector. The duties of the Building Inspector shall be to enforce the Building, Electrical, Plumbing and Heating, Ventilating and Air Conditioning Codes of the City, and perform any other duties prescribed by the Common Council.
 - (2) Health Commissioner. The Building Inspector shall serve as Health Commissioner in accordance with Sec. 141.015, Wis. Stats.
 - (3) Other. To perform any other duties prescribed by State Statute or as may be lawfully ordered by the Mayor or Council, and to submit an annual report and such other periodic reports as requested by the Mayor, Council and/or City Administrator.
- C. Responsible to City Administrator. The City Building Inspector shall be responsible directly to the City Administrator, subject to the control of the Mayor and the policy direction of the Common Council.
- D. Removal. The Building Inspector may be removed by the Mayor upon recommendation of the City Administrator subject to confirmation by the Common Council, after compliance with review procedures established by the Common Council or as otherwise provided in the contract of employment between the Building Inspector.

§ 103-4. City Engineer. [Amended 2-7-2011 by Ord. No. 1-11-625]

- A. Appointment. The City Engineer shall be appointed by the Mayor upon recommendation of the City Administrator subject to confirmation by the Council. Approval of the contract for the employment of the City Engineer shall constitute approval of the appointment.
- B. Duties and responsibilities. The City Engineer shall:
- (1) Provide professional engineering services to the City as requested by the Mayor, Common Council and/or City Administrator.
 - (2) Perform such other functions and duties as may be required by the City Administrator.

- (3) Perform any other duties prescribed by State Statute or as may be lawfully ordered by the Mayor or Council.
 - (4) Submit an annual report and such other periodic reports as requested by the Mayor, Council and/or City Administrator.
- C. Responsible to Public Works Director. The City Engineer shall be responsible directly to the Public Works Director, subject to the control of the Mayor and the policy direction of the Common Council.
 - D. Removal. The City Engineer may be removed by the Mayor upon recommendation of the City Administrator, subject to confirmation by the Common Council, after compliance with review procedures established by the Common Council or as otherwise provided in the contract of employment between the City Engineer and the City.

§ 103-5. City Attorney.

- A. Appointment. The City Attorney shall be appointed or employed by the Council, and the term of the Attorney's office shall commence upon appointment and continue until his successor is appointed and qualifies. Approval of the contract for the employment of the City Attorney shall constitute approval of the appointment.
- B. Duties and responsibilities.
 - (1) The City Attorney shall be responsible for the conduct of all legal services of the City in accordance with Sec. 62.09(12), Wis. Stats., and shall serve as legal advisor to the Mayor, Council, and all Committees, Commissions and Boards. The Attorney shall represent the City in matters in which the City is interested before any court or tribunal and shall perform such other duties as may be required by the Mayor or Council. The Attorney shall call to the attention of the Mayor and Council all matters of law affecting the City.
 - (2) The City Attorney shall submit an annual report and such other periodic reports as requested by the Mayor, Council and/or City Administrator.
 - (3) The City Attorney shall perform any other duties prescribed by the State Statutes or as may be lawfully ordered by the Council.
- C. Responsible to Mayor. The City Attorney shall be responsible to the Mayor, subject to the policy direction of the Common Council. The City Attorney shall work closely and coordinate activities with the City Administrator. Requests for legal opinions shall be made through the Mayor and/or City Administrator pursuant to City policy.
- D. Removal. The City Attorney may be removed from office by the Common Council, after compliance with review procedures established by the Council, and in accordance with an contractual rights between the Attorney and the City.

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§ 103-6. Municipal Judge. [Amended 1-3-2011 by Ord. No. 1-11-622]**A. Municipal Judge.**

- (1) Office created. Pursuant to Sec. 755.01, Wis. Stats., there is created the office of Municipal Judge for the City of Monona.
- (2) Election; term. The Municipal Judge shall be elected at large at the spring election in even numbered years for a term of four years, or until a successor is elected and qualifies. The term of office shall commence on May 1 next succeeding the election. Mid-term vacancies in the office of Municipal Judge shall be filled by special election to be held not less than 55 nor more than 70 days after the order of the Council therefor.
- (3) Salary. The Municipal Judge shall receive a salary as determined from time to time by the Common Council, which shall be in lieu of fees and costs. No salary shall be paid to the Judge for any time during the term of office for which he has not executed and filed the official bond and oath as required by Subsection A(4) below.
- (4) Bond; oath. The Municipal Judge shall execute and file with the Clerk of Courts for Dane County the oath prescribed by Sec. 757.02, Wis. Stats., and a bond in the penal sum of \$2,000. The Judge shall not be qualified to act until a certified copy of the bond is filed with the City Clerk and a certified copy of the oath is filed with the office of the State Administrator of Courts as required by Sec. 755.03, Wis. Stats.
- (5) Jurisdiction. The Judge shall have jurisdiction as provided by law and Sec. 755.045, Wis. Stats., and exclusive jurisdiction of violations of City ordinances, resolutions and by-laws.

B. Municipal Court.

- (1) Court established. The Municipal Court for the City of Monona is established pursuant to Sec. 755.02 and Chapter 755, Wis. Stats.
- (2) Hours. The Municipal Court shall be open as determined by order of the Municipal Judge.
- (3) Location. The Municipal Judge shall hold court in the Monona ~~Community Center~~, unless otherwise provided by the Common Council.
- (4) Procedure. The procedure in Municipal Court for the City shall be as provided by this section and state law including, without limitation because of enumeration, Chapters 755, 799, 800 and Sections 23.66 to 23.99, and 345.20 to 345.53, Wis. Stats.
- (5) Collection and return of forfeitures. The Municipal Judge shall collect all forfeitures, penalty assessments, fees and taxable costs in any action or proceeding before the court and shall pay over such moneys to the City Treasurer within 30 days of collection. At such time the Municipal Judge shall also report to the City

Public Library Municipal Room

Treasurer the title, nature of offenses and total amount of judgments imposed in actions and proceedings in which such moneys were collected.

- (6) Contempt of Court. The Municipal Judge may punish a person for contempt of court in accordance with the provisions of section 800.12 of the Wisconsin Statutes.

C. Stipulation and deposits in Municipal Court.

- (1) Deposit schedule to be established. The Municipal Judge shall establish and submit to the Common Council for approval in accordance with Sec. ~~800.03(3)~~, Wis. Stats., a schedule of deposits for violations of City ordinances, resolutions and bylaws except traffic regulations which are governed by Sec. 345.2~~X~~, Wis. Stats., and boating violations governed by Sec. 30.77, Wis. Stats. When approved by the Council, such deposit schedule shall be posted in the office of the Municipal Court Clerk and the Monona Police Department. 800.037 X
- (2) Stipulation and deposit in lieu of court appearance. Persons cited for violations of City ordinances, resolution or bylaws for which a deposit has been established under this Subsection shall be permitted to make a stipulation of no contest and a deposit in lieu of court appearance as provided in Secs. ~~800.03, 800.04 and 800.09~~, Wis. Stats. 800.035(6)
- (3) Traffic and boating deposits. The deposit schedule established by the Wisconsin Judicial Conference and the procedures set forth in Chapters 23 and 345, Wis. Stats., shall apply to stipulations and deposits for violations of traffic regulations in accordance with Sec. 345.27 and boating regulations enacted in accordance with Sec. 30.77, Wis. Stats.
- (4) When not permitted. Stipulations and deposits shall not be permitted after initial appearance or in cases of contempt.

§ 103-7. Chief of Police. [Amended 5-7-2012 by Ord. No. 5-12-639]

A. Appointment. The Chief of Police shall be appointed by the Police and Fire Commission and shall hold office during good behavior subject to suspension or removal by the Commission for cause. An employment contract may be required. ?

B. Duties and responsibilities.

- (1) To exercise general supervision of the Police Department and be responsible for the personnel and general efficiency of the department.
- (2) To enforce all ordinances of the City.
- (3) To have the powers outlined in Sec. 62.09(13), Wis. Stats., including the duties of Constable.
- (4) To perform any other duties prescribed by the State Statutes or as may be lawfully ordered by the Council.

- (5) Submit an annual report and such other periodic reports as requested by the Mayor, Council and/or City Administrator.
 - (6) The Chief of Police or designees are authorized to run a Wisconsin criminal history records check for any lawful purpose; including but not limited to, on any applicant for a City of Monona license or employment position to assist in determining whether the applicant possesses the necessary qualifications, and for any law enforcement investigative purpose.
- C. Responsible to the Mayor. The Chief of Police shall be responsible to the Mayor, subject to the policy direction of the Council. The Chief of Police shall work closely and coordinate activities with the City Administrator.
- D. Removal. The Chief of Police may be removed from office by the Police and Fire Commission for cause.

§ 103-8. Fire Chief. [Amended 11-16-2009 by Ord. No. 10-09-608]

- A. Appointment. The Fire Chief shall be appointed by the Police and Fire Commission, and shall hold office during good behavior subject to suspension or removal by the Commission for cause. An employment contract may be required.
- B. Duties and responsibilities.
- (1) To exercise general supervision of the Fire and EMS Departments, and be responsible for the personnel and general efficiency of the departments.
 - (a) Be responsible for daily administrative duties associated with the EMS Department.
 - (b) Act as the departmental training officer and coordinate training programs for the Fire and EMS Departments.
 - (c) Supervise Fire and EMS Personnel.
 - (2) To have control of the apparatus used by the Department and be responsible for its proper maintenance.
 - (3) To have complete command of and entire responsibility for all fire fighting operations, to plan the control of the same, direct the action of the Department when at a fire, to grant leaves of absence at a fire when deemed proper, and see that the fire apparatus is kept in proper condition at all times.
 - (4) To serve as Fire Inspector, with power to appoint one or more Deputy Fire Inspectors.
 - (5) To enforce all fire prevention ordinances of the City and state laws and regulations pertaining to fire prevention and keep citizens informed on fire prevention methods and on the activities of the Department.

- (6) Submit an annual report and such other periodic reports as request by the Mayor, Council and/or City Administrator relating to the condition of the various pieces of apparatus and appurtenances, the number of fires occurring since the previous report, the date of same and loss occasioned thereby, and the total number of active members in the Department. The Chief shall also report upon the drill and training program of the Department, together with other pertinent information including recommendations of such improvements as is deemed proper and necessary for the operation of the Department.
- (7) To perform any other duties prescribed by State Statute or as may be lawfully ordered.
- (8) Annually update the department's comprehensive set of standards, operating policies, procedures, and practices as well as the system to evaluate the same on a wide variety of topics. These departmental standards, operating policies, procedures, and practices seek to conform to those established by the National Fire Protection Association (NFPA).
- (9) Every three years update a comprehensive three year strategic plan that sets goals and timetables for the department.
- C. Responsible to the Mayor. The Fire Chief shall be responsible to the Mayor, subject to the policy direction of the Council. The Fire Chief shall work closely and coordinate activities with the City Administrator.
- D. Removal. The Fire Chief may be removed from office by the Police and Fire Commission for cause.¹

§ 103-9. Library Director.

- A. Appointment. The Library Director is appointed by the Library Board, ~~subject to confirmation by the Common Council.~~ *Delete phrase*
- B. Duties and responsibilities.
- (1) To exercise general supervision of the Library and be responsible for the personnel and general efficiency of the Library.
- (2) To be responsible for the maintenance and improvement of the Library collection.
- C. Responsible to the Library Board. The Library Director shall be responsible to the Library Board. The Library Director shall work closely with and coordinate activities with the City Administrator.
- D. Removal. The Library Director may be removed by the Library Board, ~~subject to confirmation by the Common Council,~~ after compliance with review procedures

1. Editor's Note: Former Sec. 2-3-9, Director of Fire Prevention/EMS Director, which immediately followed this subsection, was repealed 11-16-2009 by Ord. No. 10-09-608.

established by the Common Council or as otherwise provided in the contract or employment, if any, between the Library Director and the City.

X § 103-10. ^{er Economic} City Planning and Development ~~Coordinator~~. Director (change title)

A. Appointment. ^{er Economic Director} The City Planning and Development ~~Coordinator~~ shall be appointed by the Mayor, upon recommendation of the City Administrator, subject to confirmation by the Common Council.

B. Duties and responsibilities.

- (1) To enforce the Master Plan and Zoning Code of the City.
- (2) To coordinate current and long range planning, as well as providing input to the Common Council on the overall development of the City.

(3) To serve as staff to the City Plan Commission and Community Development Authority.

Insert 4-6 →

C. Responsible to City Administrator. The City Planning and Development Coordinator shall be responsible to the City Administrator, subject to the policy direction of the Mayor, Council and Community Development Authority. ^{4) to serve as zoning administrator 5) to serve as floodplain zoning administrator}

D. Removal. The City Planning and Development Coordinator may be removed by the Mayor, upon recommendation of the City Administrator subject to confirmation by the Common Council, after compliance with review procedures established by the Common Council or as otherwise provided in the contract of employment between the City Planning and Development Coordinator and the City. ^{6) to coordinate economic development activities of the city. for,}

§ 103-11. ^{Parks and} ~~Community Recreation~~ Director. (change title)

A. Appointment. The Community Recreation Director shall be appointed by the Mayor, upon recommendation of the City Administrator, subject to confirmation by the Common Council.

B. Duties and responsibilities.

(1) To oversee the operation and coordinate the use of the Monona Community Center.

X (2) Develop and implement recreation programs involving the Community Center, ~~Senior Center~~, park facilities and other City and community facilities.

(3) Serve as Director of the Monona Municipal Swimming Pool.

C. Responsible to City Administrator. The Community Recreation Director is directly responsible to the City Administrator, subject to the control of the Mayor and the policy direction of the Common Council.

D. Removal. The Community Recreation Director may be removed by the Mayor upon recommendation of the City Administrator, subject to confirmation by the Common Council.

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4) Operate and maintain all city parks and recreation areas, ^{103:10} and related facilities and buildings.

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Council, after compliance with review procedures established by the Common Council, or as otherwise provided in the contract of employment, if any, between the Community Recreation Director and the City.

§ 103-12. Weed Commissioner.

- A. Appointment. The Weed Commissioner shall be appointed by the Mayor upon recommendation of the City Administrator, subject to confirmation by the Common Council.
- B. Duties and responsibilities. The Weed Commissioner shall have the duties and responsibilities outlined in § 66.0517, Wis. Stats.

§ 103-13. Assessor.

- A. Pursuant to the Wisconsin Statutes, the City elects not to be governed by those portions of the statutes which relate to the selection and tenure of the City Assessor, and which are in conflict with this section.
- B. Instead of being elected, the Assessor, or assessing firm, shall be appointed by the Mayor, subject to Council confirmation. Said person or firm so appointed to perform the duties of such office shall have a term as determined by contract. A corporation or an independent contractor may be appointed as the City Assessor. The corporation or independent contractor so appointed shall designate the person responsible for the assessment. The designee shall file the official oath under Sec. 19.01, Wis. Stats., and sign the affidavit of the Assessor attached to the assessment roll under Sec. 70.49, Wis. Stats. No person may be designated by any corporation or independent contractor unless he has been granted the appropriate certification under Sec. 73.09, Wis. Stats. For purposes of this Subsection, "independent contractor" means a person who either is under contract to furnish appraisal and assessment services or is customarily engaged in an independently established trade, business or profession in which the services are offered to the general public.

§ 103-14. Senior Center Director.

- A. Appointment. The Senior Center Director shall be appointed by the Mayor upon recommendation of the City Administrator, subject to confirmation by the Common Council.
- B. Duties and responsibilities. The Senior Center Director shall perform the following duties:
 - (1) To oversee the operations of the Monona Senior Center.
 - (2) Maintain the financial and operational records of the Monona Senior Center.
 - (3) Fulfill such other duties as may be directed by the Mayor or City Administrator.

- C. Responsible to the City Administrator. The Senior Center Director shall be responsible to the City Administrator, subject to the policy direction of the Mayor and Council.
- D. Removal. The Senior Center Director may be removed in accordance with the provisions of § 103-18 of the Code of the City of Monona, after compliance with review procedures otherwise provided any contract of employment between the Senior Center Director and the City.

§ 103-15. Director of Public Works. [Added 2-7-2011 by Ord. No. 1-11-625]

- A. Appointment. The Director of Public Works shall be appointed by the Mayor upon recommendation of the City Administrator subject to confirmation by the Common Council. Approval of the contract for the employment of the Director of Public Works shall constitute approval of the appointment.
- B. Duties and responsibilities. The Director of Public Works shall:
 - (1) Appoint all personnel under his direction, subject to approval of the City Administrator and consistent with City personnel policies.
 - (2) Manage and direct public works and utility programs of the City.
 - (3) Perform such other functions and duties as may be required by the City Administrator.
 - (4) Perform any other duties prescribed by State Statute or as may be lawfully ordered by the Mayor or Common Council.
 - (5) Perform the duties of Water Superintendant.
 - (6) Prepare and submit an annual capital improvement budget and five year capital plan.
 - (7) Manage and direct the public works operating programs of the city, including water, sewer, streets, parks and sanitation.
 - (8) Perform the duties of Street Commissioner.
 - (9) Submit an annual report and such other periodic reports as requested by the Mayor, Common Council and/or City Administrator.
- C. Responsible to the City Administrator. The Director of Public Works shall be responsible directly to the City Administrator, subject to the control of the Mayor and the policy direction of the Common Council.
- D. Removal. The Director of Public Works may be removed by the Mayor upon recommendation of the City Administrator, subject to confirmation by the Common Council, after compliance with review procedures established by the Common Council or as otherwise provided in the contract of employment between the Director of Public Works and the City.

ARTICLE II

General Rules for Elected Officials, City Officers and Employees

§ 103-16. Qualifications for elected officials.

No person shall be eligible for election as an official of the City of Monona unless he is a citizen of the United States and a resident of the City.

§ 103-17. Vacancies and absentees.

- A. Vacancies in elective and appointive positions are caused as provided in Secs. 17.03 and 17.035, Wis. Stats.
- B. Vacancies shall be filled as provided in Sec. 17.23, Wis. Stats.
- C. If any officer be absent or temporarily incapacitated for any cause, the Council may appoint some person to discharge his duties until he returns or until such disability is removed.
- D. A Council member shall be eligible for appointment as Mayor to fill an unexpired term.

§ 103-18. Removal from office.

Apply to cities?

- A. Elected officials. Elected officials may be removed as provided in Sec. 17.12(1)(a), Wis. Stats., and Sec. 17.16, Wis. Stats.
- B. Appointed officials. Appointed officials may be removed as provided in Secs. 17.13(1) and 17.16, Wis. Stats.
- C. Qualifications of appointed officials.
 - (1) All citizen appointees to City committees, commissions, or boards shall be residents of the City. If an individual moves from the City during the course of his term of appointment, this shall constitute grounds for immediate removal from that particular committee, commission, or board and the Mayor shall appoint a replacement with Council confirmation.
 - (2) Nonresident members may be appointed to City committees, commissions, or boards upon the recommendation of the Mayor and approval of 2/3 of the Council that the best interests of the City will be served by such appointment.
- D. Attendance at Committee, Commission or Board meetings. All citizen appointees are expected to attend all scheduled committee, commission, or board meetings. Three unexcused absences or six absences over a six-month period of time from regularly scheduled meetings shall constitute grounds for removal from that particular committee, commission, or board and the Mayor shall appoint a replacement with Council confirmation.

§ 103-19. Bonds to be filled by city officers.

Every bond required of a City officer shall be executed with sufficient sureties in a sum fixed by the Council when not otherwise prescribed and be approved by the Mayor. Whenever the Council shall deem any bond insufficient, it may require an additional bond to be executed and filed in a sum and within a time to be set by them. No City officer shall be accepted as a surety on any bond, note, or other obligation of the City.

§ 103-20. Oaths of office.

Elected and appointed officials shall take and file the official oath within five days after notice of their election or appointment as provided in Sec. 61.21, Wis. Stats.

§ 103-21. Rule making authority. [Amended 2-7-2011 by Ord. No. 1-11-625]

A. Authorization for department heads. Heads of departments of the City including, without limitation by enumeration, the City Administrator, City Clerk, Community Recreation Director, Chief of Police, Fire Chief, and Director of Public Works, may make rules, regulations, or directives for the administration of their departments but not for the conduct of the general public.

*title
change*

B. Approval of rules by City Administrator.

- (1) Any proposed departmental rule, regulation, or directive from the Police and Fire Departments shall be referred to the City Administrator for review. Within 15 days of formal presentation to the City Administrator, the City Administrator shall forward the proposed rule along with his recommendations to the Mayor for review.
- (2) Any proposed departmental rule, regulation, or directive other than those proposed by the Police and Fire Departments shall be referred to the City Administrator for review. Within 15 days of formal presentation to the City Administrator, the City Administrator shall either forward the proposed rule along with recommendations to the Mayor for review, or return the proposed rule to the department along with suggested revisions. Any rule, or any part thereof, returned by the City Administrator to the department head shall be deemed to be unacceptable and not in force.

C. Time of taking effective. All proposed rules, regulations, or directives shall be effective 30 calendar days after presentation to the City Administrator, unless returned by either the City Administrator or the Mayor, or the Common Council acts by resolution to nullify such rule. In emergency situations requiring immediate actions, rules may become effective immediately; but all rules so enacted shall be reported to the City Administrator, the Council, and the Mayor within 24 hours, with the reasons for the necessity of immediate implementation. All emergency rules are temporary in nature, and must be formally presented as required in Subsection B to become permanent rules.

D. Notice. All proposed rules shall be posted by the department in the work area of all employees subject to any such rule within 24 hours of presentation to the City

Administrator. The department shall file one copy of the proposed rule with the City Clerk, who shall maintain such copy for general public inspection. The City Clerk shall provide the Common Council with copies of any proposed rule for its review. The City Clerk shall distribute copies of such proposed rules to all Council members and to the members of the appropriate advisory committee, commission, or board within 72 hours of the promulgation of the proposed rule by the Department.

- E. Effect of failure to comply with rule. Each employee subject to any rule shall comply with such rule. Failure to comply with such rule shall be cause for disciplinary action.

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
1	4	B-1	NO Change or	Revision: Review section 1-4 of code	WSC - Yes. Retain as written	AL	ok
1	4	B-2	NO Change or	Revision: Delete underlined text in both?	WSC - I would recommend adding the underlined text. As a general matter we would probably never jail someone for unpaid forfeitures because the fee the sheriff charges the city would likely exceed the forfeiture. However, we should preserve the ability to do so in case the extremely rare event occurs.	AL	ok
1	4	B-3	NO Change or	Revision: established by City Council?	WSC - The City Council establishes the forfeiture amounts. The deposit amounts are set by the municipal court with the approval of the city council per sec. 800.037, Stats. Recommend you refer to it as the "Fee, Foreiture and Deposit Schedule" and include all municipal fees along with forfeitures and deposits so everything is in one place.	AL	ok
7	all		NO Change or	Revision: Delete all and replace with: <i>Adoption of statutory provisions. The provisions of Ch. 68, Wis. Stats., are adopted and incorporated herein by reference.</i>	WSC - I agree, unless the City Council desires to deviate from the procedure set forth in Chapter 68, which it is free to do. Bill - I highlighted sections in this chapter (manuscript) that seem to deviate from the statute. Please let me know if any are critical to preserve before I make the change. Finance and Personnel approved this change generally. WSC - None of the changes are critical. If the intent is to just follow the statute, I would recommend simply deleting the current chapter. In the absence of a local ordinance the statute automatically controls. That is preferable to passing an ordinance which mirrors the current statute, because if the statute changes we end up with a discrepancy between the two. Alternatively, we could adopt a one sentence section that simply states; "the provisions of Chapter 68 of the Wisconsin Statutes are hereby adopted and incorporated herein."	AL	Ok. Will delete chapter and insert sentence of incorporation as recommended.
18	1A	A	NO Change or	Revision: Can we override Wis. Stats? Otherwise, change to five citizens and strike last sentence.	WSC - We can override the statutory membership per the last sentence of 62.23(1)(a).	AL	Ok - Finance and Personnel Decision: keep at 8 members.

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
18	1B	N/A	NO Change or	Revision: May 1 changeover? Creates a potential meeting gap problem. This is a date used throughout the other sections. Also language in (1) very confusing.	WSC - The May 1 date is presumably used for consistency with sec. 62.23(1)(d), Stats., which states appointments to the plan commission shall be made in April for terms that expire in April.	AL	Bill - committee recommended we make the changeover at the reorganizational meeting instead of May 1. So: can we add (from Wis. Stats. 62.11(2)): Time of meeting. ... Following a regular city election the new council shall first meet on the 3rd Tuesday of April? WSC - Yes, the wording would then be; "The term of office on the Commission shall begin on the 3rd Tuesday of April." The Council should consider making it the 3rd Wednesday since the organizational meeting is on Tuesday evening.
18	1G	N/A	NO Change or	Question: Delete or keep?	Planner recc: Keep subcommittee	AL	Finance and Personnel: agreed ok
18	1H	N/A	NO Change or	Question: Delete or keep?	Planner recc: Keep subcommittee	AL	Finance and Personnel: agreed ok
18	2A 2&3	N/A	NO Change or	Revision: Require appointment of one or more City Council alders to be consistent between the two sections? Allowable to do so?	WSC - Yes.	AL	ok
18	4A	N/A	NO Change or	Question: If a committee has two council members plus the mayor (even if non-voting), does this create problems with quorum (of City Council)?	WSC - No, I do not believe it is a concern. The mayor does not count for CC quorum purposes per 62.11(1), Stats., and obviously doesn't vote unless there is a tie. The potential issue would be whether they could constitute a negative quorum for purposes of violating the open meetings law. In order to 2 alders to be able to defeat any action it would require a 3/4 vote. Only three actions would fall within that category (increasing the pay of the council members or mayor, delay appropriating money for authorized costs, and having the city perform public construction with its own resources). These issues are extremely rare. The two alders could just not discuss such action during there committee meeting. Additionally, the agenda for the committee meeting contains the Badtke notice to cover such attendance issues.	AL	ok

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
18	7	N/A	NO Change or	Question: I'm confused why we have two commissions: public safety and police and fire. Should public safety be a committee? I'm not sure I understand the difference.	WSC - Police & Fire is a mandatory statutory commission per sec. 62.13 which handles hiring, discipline and firing of police and fire employees. The Public Safety Commission is a subcommittee of the city council to advise it on all matters related to public safety and to hear appeals from the Fire Code. I recommend leaving both in place but renaming Public Safety from a commission to a committee.	AL	http://www.lwm-info.org/852/Commissions-FAQ-1; ok w/ Finance & Personnel Committee
18	7A	N/A	NO Change or	Revision: Just "fire code"? Police too?	WSC - It should state "Fire Prevention Code" rather than "fire code" as that is its formal name per Chapter 15-4. It is otherwise correct. There is no police code. Any appeals from decisions of the police department would be per the general administrative appeals provisions.	AL	ok
18	7C(6)	N/A	NO Change or	Question: Or is this a recommendation to City Council for a fees resolution?	For Fire Chief	AL	To do
18	8C	N/A	NO Change or	Revision: Add in reference to new ordinance	Planner recc: 18 8C. Delete #1 and #2 and replace with the following: The Landmarks Commission may designate as a landmark or landmark site any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historical, architectural or cultural significance to the city, such as historic structures or sites, after following the criteria listed in Sec. 480-20.	AL	ok
18	10A	N/A	NO Change or	Revision: Lower number of citizens? Have an even number of members - is that ever a good idea?	WSC - An odd number of members is preferable. I agree decreasing the citizen members from 8 to 7 would be the best way to accomplish that. We will just need to keep equal the number of alders and school members because the city and school district share expenses.	AL	City Council - prefer to keep consistent numbers and voting styles whenever possible. Obtain recommendation from Sustainability regarding numbers (currently at 9 of 12 members; need seven for quorum). Check language.
18	10C(2)	N/A	NO Change or	Revision: What is "BTN"?	For Media Coordinator	AL	To do

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
94	4B(3) and B(4)	N/A	NO Change or	Revision: Delete these sections? Add (from Wis. Stats. 62.11(2)): Time of meeting. ... Following a regular city election the new council shall first meet on the 3rd Tuesday of April.	WSC - I would recommend keeping those sections. They are intended to prevent an alder from asserting a special meeting is not proper where it is called, public notice is given, they are not given formal notice but know of the meeting and attend. Effectively, the subs. (3) means if an alder attends a special meeting they waive any right to claim proper notice to them was not given or (in the case of subs (4)) claiming regular business cannot be conducted b/c it is a special meeting.	AL	ok
103	1B(1)	N/A	NO Change or	Revision: "...Engineering..." - Does this conflict with 103-4C? (same thing?)	WSC - Yes, delete the reference to "Engineering" in Sec. 103-1.B.(1). When we changed those positions the Engineering Department became subsumed within the Public Works Dept.	AL	ok
103	1B(1)	N/A	NO Change or	Revision: Add in all positions under organizational chart?	Finance and Personnel: Add missing positions to ordinance: Media Coord; Admin. Services and Finance	AL	To do
103	1D(2)	N/A	NO Change or	Revision: Delete? Does not seem necessary	WSC - No, I recommend you retain. Otherwise the Police Chief and Fire Chief have no obligation to report to the City Administrator at all	AL	ok
103	6A(4)	N/A	NO Change or	Revision: Amount of bond correct?	WSC - Yes, the city council determines the amount of the bond to be posted per sec. 755.03, Stats.	AL	ok
103	6B(3)	N/A	NO Change or	Revision: Seems like this should be made more general	WSC - The reference to "Monona Community Center" should be replaced with "the Monona Public Library Municipal Room".	AL	ok
103	6C(1) & (2)	B(3)	NO Change or	Revision: Please revise section.	WSC - Replace the reference to "800.03(3)" with "800.037". Replace the reference to "345.27" with "345.26". Replace the reference to "Secs. 800.03, 800.04 and 800.09" with "800.035(6)".	AL	ok
103	9A and D	N/A	NO Change or	Revision: Under state law, can a City Council confirm hire and removal of a library director? (or just library board)	WSC - No, the city council has no such authority. The library board is given sole authority to appoint the library director per sec. 43.58, Stats. and the authority to remove same per sec. 17.12(1)c, Stats.	AL	ok - phrase deleted
103	11	N/A	NO Change or	Revision: Add a sentence regarding parks duties?	For Leah	AL	To do - Leah
103			NO Change or	Revision: There are no sections for Finance Director, Community Media Director and Administrative Services Director; must we add these?	WSC - It is not legally required to be within the code. However, their duties and reporting authority should obviously be set forth in the personnel manual if not in the code.	AL	To do - Leah

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
103	16	D(1)	NO Change or	Revision: Are they talking about paid employees or elected alders? Codifier's recommendation may be wrong	WSC - The Codifier is incorrect. Sec. 103-16 requires ELECTED officials to be residents of the City. This is consistent with (and required by) sec. 62.09(2), Stats. Sec. 66.0502, to which the Codifier refers, applies only to city employees, not elected officials.	AL	ok
103	18C	N/A	NO Change or	Revision: Please review. I think there are Wis. Stats. Provisions that override paragraph 2 especially (and frankly some committees like if they relate to businesses or media, a non-resident but business owner or technical expert might be ok to serve. Does "citizen member" mean they must be a city resident?)	WSC - The language in subsection C is permissible. All committee members are to be city residents unless the mayor and 2/3 of the council determine it is in the best interests of the City to appoint a nonresident per C.(2). The reference to "citizen appointees" refers to members who are not appointed as a result of another position they hold with the city such as alder members, the mayor, or the city administrator	AL	ok
Unknown			update	Need to add DVD or Electronic media to the fee schedule. Right now we only have .25 per page listed for Public Records Copies. We often make copies of CD's and DVD's and have been charging \$5 per copy.	I don't see a fee ordinance in the new code, but the old one was 15-Sect 7-15-1. Doing a recent open records request, we charge \$5 for DVD's and CD's, but there is nothing in the current ordinance to justify it.	WJO	
159	1		update	Revision: The current definition says: To be off the premises of the owner and not under the control of some person either by leash. 5/20/16: Recommending the following: (b) AT LARGE - A Dog or Cat to be off the premises of the owner and not under the control of some person either by means of voice command or leash, chain, cord or like material, or within an automobile or other enclosure shall be deemed to be at large.	WSC - I agree.	WJO	
			update	Revision: We should have an ordinance banning synthetic marijuana	WSC - I agree. See the email exchange between WJO and I on May 10 & 11, 2016.	WJO	Expecting revisions / additions to code

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
324	4	N/A	NO Change or	Revision: Citations and removal costs of junked vehicles (and appliances): can we set up the charges the same as we do for abandoned vehicles as in 420-6? Why is there a difference? It discourages landlord cooperation. Also, do we need to be concerned with the definition of "collector" cars?	WSC - We do treat them the same. See sec. 342-4.B, which says junked vehicles are to be removed and disposed of as per 420-3 through 420-6 (the abandoned vehicle ordinance). Collector vehicles are taken into account through the exceptions listed in 342-3 for vehicles registered per secs. 341.265 and 341.266, Stats. Those statutes deal with antique and special interest vehicles. Such vehicles are taken into account in the abandoned vehicle ordinance through the valuation provisions of sec. 420-3.C. I recommend not substantively amending Chapter 420 without my further review. The Chapter is intended to operate in harmony with the state statute concerning abandoned vehicles, sec. 342.40, Stats.	AL	To do - Review at Public Safety / with Attorney
159	11	F 1&2	NO Change or	Revision: In sections that list penalties, can we take out amounts and refer to maybe a bond schedule? If I had some language I could insert in the analyses. Applies to other sections as well i.e. 272-question N; 216-question D; and 457-5A .	WSC - Any person violation this (insert Chapter or Section X, as appropriate) shall be subject to the forfeiture set forth in the Fee, Forfeiture and Deposit Schedule established by the Common Council.	AL	ok - in codifier's instructions
256		A&B	NO Change or	Revision: Repeal these sections?	WSC - A - Amend sec. 256-3(A) from "... or any solid, liquid or gas having a deleterious effect on the environment, as defined by Chapter 144, Wis. Stats." to "or any Hazardous Substance, as defined in Chapter 299, Wis. Stats." B - Retain sec. 256-4 but amend the first sentence to state " Except as permitted under sec. 299.49(2), Wis. Stats.,"	DJS	ok

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
360		F, G & H	NO Change or	Revision: Please review Wis. Stats. References. This chapter also has a lot of fine references.	<p>WSC - F - Amend C.(1) to state, "All building sewers (laterals) on private property shall be installed in accordance with Chapter SPS 382, Wisconsin Administrative Code, "Design, Constructon, Installation, Supervision, Maintenance and Inspection of Plumbing." Amend C.(2) to state, "All laterals shall be inspected in accordance with Section SPS 382.21, Wisconsin Administrative Code."</p> <p>G – Section 66.0821, Wis. Stats., is the correct reference.</p> <p>H – Replace all references to “40 CFR 35.929” with “40 CFR 35.2140”</p> <p>Additional recommended changes:</p> <ol style="list-style-type: none"> 360-4 – Replace the reference to “City Engineer” with “City Public Works Director”. Throughout Chapter 360 replace the references to “the Madison Metropolitan Sewerage District Ordinance” with “the Madison Metropolitan Sewerage District Sewer Use Ordinance”. Delete all references to “Article” with “Chapter” 360-14.I. – Amend to state, “Appeal procedures. Any user, affected by any decision, action, or determination including cease and desist orders, made by the interpreting or implementing provisions of this section may file with the City a written request for reconsideration by the Public Works Committee in accordance with Chapter 7, Administrative Review. 360-7.E.(2) – Replace the reference to “approve 	DJS	ok
395	2	A	NO Change or	Revision: Please recommend	<p>WSC - The reference is obsolete. Recommend we amend the entire last sentence of subsection H to read, "The excavation requirements set forth in Chapter SPS 332.38, Wis. Admin. Code and 29 CFR 1926.651, as may be amended from time to time, are hereby incorporated by reference and shall govern such construction."</p>	DJS	ok
395	8D	B	NO Change or	Revision: Dan - is this a policy decision?		AL	to do
473	2	A	NO Change or	Revision: Please recommend	<p>WSC - I agree 6 months needs to be changed to 36 months.</p>	SR	ok

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
263	6	N/A	NO Change or	Revision: Regulation of length of lawn and grasses; is it necessary to have a due process hearing? Can it just follow the general appeals process we have earlier in the code? This seems unnecessarily cumbersome.	WSC - It is not necessary to have a hearing. It is only necessary to provide an opportunity for a hearing. Generally this means ordering the property owner to cut their lawn and giving them at least 30 days to file a court action before the city abating it. Many years ago I drafted an ordinance for Deforest on this which was challenged and upheld by the Court of Appeals. I recommend amending our ordinance to mirror that one . Also amend sec. 8-1-5(g) and 11-6-6 in the same way. Lastly, in addition to providing for abatement of the weeds, the ordinance should also provide a daily forfeiture for violation in order to compel compliance.	AL	Bill - check revisions
63	23	C & D	NO Change or	Revision: Hotel tax sections need extensive review because of 2015 Act 55		MH	Bill
245	3	N/A	NO Change or	Revision: Outdoor furnaces - Delete section if there are no existing permits? Confirming with clerk (none currently)	WSC - I would recommend not deleting the section. The section prohibits outdoor furnaces, but allows preexisting ones to continue to operate with a permit. Such permitted furnaces must be operated in accordance with the requirements of the section. If we delete the section, such furnaces would no longer be prohibited nor would there be any restrictions as to their use.	AL	ok - make no changes to this chapter. Can't make the owner remove furnace if it's grandfathered. Regulate it w/ permit.
79			NO Change or	Revision: Please revise section under new laws (ADA grievances).		AL	Bill
18			NO Change or	Revision: Re committee sizes; if we decide to change the number (most likely reduce) the number of members of a committee, what is the ideal way to accomplish that (ideally using attrition but not causing quorum problems).	WSC - The easiest way would be to pass a stand alone ordinance reducing the size of the membership and to have the ordinance have a delayed effect, with the delay timed to take effect at the time the terms expire. Let me know which committees you want to reduce and what number you want to reduce to. I'll get you an ordinance.	AL	To do - get recommendations from department heads

CH.	SECT.	QUES.	RECOMMENDATION:	(Suggested by Staff):	Attorney Comments (or Other Staff):	Staff	Notes / Disposition
			NO Change or	Revision: Re. fines and forfeitures, some are listed in the draft new fee/forefeiture/fine schedule. If it is fines, should they refer to general section of 1-4 instead of listing specific amounts? I'm sure these are sprinkled throughout the code	WSC - Yes. Any place the council desires to state a forfeiture different from the general penalty of section 1-4, the amount should be stated in the forfeiture schedule and the section of the code state "violations of this section shall be subject to the forfeiture set forth in the forfeiture schedule". Otherwise, if the council is fine with the forfeiture being the general penalty for that particular offense, the relevant section can state "violations of this section shall be subject to the the general penalty set forth in section 1-4.A".	AL	to do - get recommendations from department heads
18	19C		NO Change or	Revision: Bill - please review changes suggested on page 32 (committee list) of manuscript		AL	
18	9		NO Change or	Revision: Bill - why is Police and Fire Commission in a separate section (112-1)?	Can move from 112 to section 18-9	AL	
103			NO Change or	Revision: Bill - Finance, Clerk, and Administrator all refer to "just cause" for removal. This is stated in charter ordinance 8-16-545. This is in conflict with our personnel manual, which states all employees are at will. Also, in 2-3-42(b) (old code #), the statutory references appear incorrect. Also for police and fire chiefs, it mentioned they "shall hold office during good behavior."		AL	

Decision:

Retain as written.

Revise as follows: _____

Ch. 47, Elections

§ 2-1-2; amended in its entirety by Ord. No. 02-10-611, of the 1994 Code

No changes are recommended.

Decision:

Retain as written.

Revise as follows: _____

Ch. 54, Emergency Management

Title 5, Ch. 3, of the 1994 Code

A. This chapter provides for the Emergency Government Organization and the Emergency Government Director. Are these titles still correct? The term "emergency management" is now typically used rather than "emergency government." See Chapter 323, Emergency Management, of the Wisconsin Statutes.

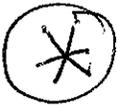
Decision:

Change "emergency government" to "emergency management" throughout chapter.

Revise as follows: _____

Make no change.

B. Chapter 166, Emergency Management, of the statutes was renumbered Chapter 323 by 2009 Act 42. We have updated this reference in § 54-1C.



Ch. 63, Finance and Taxation

Art. I, Finance

Title 3, Ch. 1, of the 1994 Code

- A. In § 63-8A we have updated the reference to § 66.042, Wis. Stats., to § 66.0607, Wis. Stats.
- B. In §§ 63-8H and 63-9 we have updated the reference to § 66.04(2), Wis. Stats., to § 66.0603(1m), Wis. Stats.
- C. Regarding the internal subsection references in § 63-18: certain references in Subsections F through J of this section seem possibly off by one subsection. Some of the references are to the subsection they are *in*, which are obviously incorrect. We have updated the references as seems appropriate, but please review the subsection references in Subsections F through J and confirm that they are correct.

Decision:

- Internal subsection references are correct as they appear. *muh*
- Revise as follows: _____

[Handwritten signature]

(1) We were unsure about the subsection references in Subsection G, which reads as follows:

G. In the event of a request for hearing, the City Clerk shall set the date and time for hearing upon receiving a written request under Subsection F.

Decision:

- Revise "under Subsection F or G" to: "under Subsection F." *muh*
- Other: _____

D. Section 63-18A and H refer to § 66.60(16), Wis. Stats., which subsection was repealed by 1999 Act 150. Should this reference be updated to § 66.0627, Special charges for current services, or § 66.0703, Special assessments?

Decision:

- Revise to § 66.0703, Special assessments.
- Revise to § 66.0627, Special charges for current services.

E. Section 63-18E contains an outdated reference to the Administrative Code, §§ PSC 113.132 and 113.133. Chapter PSC of the Administrative Code is titled "Service Rules for Electrical Utilities" and does not contain these sections. We were unable to determine the correct reference.

Decision:

Revise as follows: _____

Art. II, Special Assessments and Charges

Title 3, Ch. 2, of the 1994 Code

A. Section 63-20, Subsections C, D and F contain references to § 66.60, Wis. Stats., which subsection was repealed by 1999 Act 150. We have updated these references to § 66.0703, Special assessments.

(1) Section 66.0703(12) provides that an appeal of the determination shall be taken within 90 days after the date of the notice or of the publication of the final resolution. Should Subsection F be revised to change "40 days" to "90 days"?

Decision:

Change "40 days" to "90 days." *wh*

Revise as follows: _____

Make no change.

B. In § 63-21C, we have made the following updates:

"This section is adopted pursuant to ~~Sec. 66.62~~ § 66.0701, Wis. Stats. Except as provided above, the provisions of ~~Sec. 66.60~~ § 66.0703, Wis. Stats., including provisions regarding notice and hearing, shall apply to special assessments levied against multi-parcel developments in the City."

Art. III, Hotel-Motel Room Tax

Title 3, Ch. 5, of the 1994 Code

A. The definition of "gross receipts" in § 63-22 references the definition in § 77.51(4), Wis. Stats. That subsection was repealed by 2009 Act 2. Section 77.51 no longer contains a definition of "gross receipts."

Decision:

Delete definition of "gross receipts."

Revise as follows: _____

B. In § 63-23 we have updated the reference to § 66.75, Wis. Stats., to § 66.0615, Wis. Stats.

C. Section 63-23 states "Effective January 1, 1998, 30% or a maximum of \$35,000 of such tax shall be appropriated to the Monona Community Development Authority for purposes of

City of Monona, WI

promoting economic developments.” This provision should be reviewed in accordance with 2015 Act 55 (state budget act) which amended § 66.0615 to delete wording allowing the tax to be spent directly by the municipality for tourism promotion; the tax now must be forwarded to a commission created under the statute or, if the municipality has not created a commission, to a tourism entity. The definition of "tourism entity" was also changed, and a new annual reporting requirement for municipalities (to the Department of Revenue) was imposed starting in 2017.

Decision:

- Revise as follows: (attach revisions separately)
- Retain as written.

D. Section 63-28 reads in part "...who fails to obtain a permit as required in Section 3-5-4(b) or (c)..." There are no subsections in original Section 3-5-4, which is now § 63-25. Although there are no subsections, § 63-25 does mention permits.

Decision:

- Update the reference to § 63-25.
- Update the reference as follows: _____

stop

Art. IV, Licenses

Title 7, Ch. 12, of the 1994 Code

Note that there are several references to an original but absent "Subsection (d)" in this article. We've updated these references based on subject matter to original Subsection (c), which is now § 63-31. Please confirm.

Decision:

- Retain as written.
- Revise as follows: _____

Ch. 70, Fire Department

Title 5, Ch. 2, of the 1994 Code

Provided that it reflects the current organization and procedures of the Fire Department, this chapter appears satisfactory as written.

City of Monona, WI

Decision:

- Revise § 103-20 to read as follows: "Elected and appointed officials shall take and file the official oath within 10 days after notice of their election or appointment as provided in § 62.09(4), Wis. Stats."
- Revise as follows: _____
- Retain as written.

Ch. 112, Police and Fire Commission

Title 5, Ch. 1, of the 1994 Code; amended in its entirety by Ord. No. 7-14-661

This chapter was recently revised; it appears suitable as written.

Decision:

- Retain as written.
- Revise as follows: _____

Ch. 119, Property, Lost, Abandoned and Surplus

Title 3, Ch. 4, of the 1994 Code

In § 119-2B(1)(c) we will update the reference to the Alcohol, Tobacco and Firearms Bureau of the United States Department of the Treasury to the Bureau of Alcohol, Tobacco, Firearms and Explosives of the United States Department of Justice. Otherwise this chapter appears satisfactory as written, provided that it reflects current procedures.

Decision:

- Retain as written.
- Revise as follows: _____

Ch. 128, Records

Title 3, Ch. 3, of the 1994 Code

A. The definition of "record" in § 19.32, Wis. Stats., was amended by 2013 Act 171 as follows:

"Record" means any material on which written, drawn, printed, spoken, visual, or electromagnetic information or electronically generated or stored data is recorded or

Chapter 63

FINANCE AND TAXATION

ARTICLE I
Finance

- § 63-1. Fee for returning checks with insufficient funds; reimbursement of collection costs.
- § 63-2. Duplicate treasurer's bond eliminated.
- § 63-3. City budget system.
- § 63-4. Changes in budget.
- § 63-5. City funds to be spent in accordance with appropriation.
- § 63-6. Fiscal year.
- § 63-7. Public depositories.
- § 63-8. Disbursements and financial claims.
- § 63-9. Temporary investment of funds not immediately needed.
- § 63-10. Receiving money; receipt for same.
- § 63-11. Statement of real property status.
- § 63-12. Accounts receivable billing procedures.
- § 63-13. Annual audits.
- § 63-14. Liability of the City for acts of agents.
- § 63-15. Preparation of tax roll and tax receipts.
- § 63-16. Purchases by City Administrator.
- § 63-17. Public work without bids.

§ 63-18. Special charges/assessments for delinquent utility bills.

ARTICLE II
Special Assessments and Charges

- § 63-19. Special assessments; payment in installments.
- § 63-20. Use of alternative special assessment procedures.
- § 63-21. Repayment of special assessments for multiple parcel developments.

ARTICLE III
Hotel-Motel Room Tax

- § 63-22. Definitions.
- § 63-23. Imposition of tax.
- § 63-24. Collection of tax.
- § 63-25. Security required.
- § 63-26. Records to be maintained.
- § 63-27. Confidentiality maintained.
- § 63-28. Penalties.

ARTICLE IV
Licenses

clerk

- § 63-29. Payment of claims as condition of license or permits.
- § 63-30. Applicability.
- § 63-31. Appeals; notice and hearing.
- § 63-32. Other license denial appeals.

[HISTORY: Adopted by the Common Council of the City of Monona as indicated in article histories. Amendments noted where applicable.]

ARTICLE I

Finance

[Adopted as Title 3, Ch. 1, of the 1994 Code]

§ 63-1. Fee for returning checks with insufficient funds; reimbursement of collection costs.

- A. There shall be a fee as prescribed by Section 7-15-1 for processing checks made payable to the City that are returned because of insufficient funds in the account in question.
- B. Collection costs and attorneys fees shall be added to the principal amounts of unpaid bills owed to the City that are placed with collection agencies.

§ 63-2. Duplicate treasurer's bond eliminated.

- A. Bond eliminated. The City of Monona elects not to give the bond on the City Administrator in his capacity as City Treasurer-Finance Director as provided for by Sec. 70.67(1), Wis. Stats.
- B. City liable for default of treasurer. Pursuant to Sec. 70.67(2), Wis. Stats., the City shall be obligated to pay, in case the City Treasurer shall fail to do so, all state and county taxes required by law to be paid by such City Treasurer to the County Treasurer.

§ 63-3. City budget system.

A. Budget preparation.

- (1) Budget schedule. The Finance Committee shall recommend and the Council shall adopt a schedule for the preparation and consideration of the budget for the next fiscal year. The budget schedule shall include specific dates for:
- (a) Completion of commission, committee and board consideration of the budget;
 - (b) Public review by the Finance Committee on a consolidated budget of expenditures and revenues;
 - (c) Common Council Committee of the Whole and public hearing on the budget as recommended by the Finance Committee;
 - (d) A recommendation by the Finance Committee and action by the Council for any referendum pertaining to the budget; and
 - (e) The public hearing on the budget as required by the Wisconsin Statutes.
- (2) Commission, committee, board and authority recommendations. Each of the various boards, committees and commissions, authorities and departments shall prepare a list of expenditures and anticipated revenues for the next fiscal year together with recommended policy changes and priorities. Department heads are encouraged to work closely with their respective commissions, committees and

boards, and the general public is to be encouraged to participate in deliberations on the budget.

- (3) Finance committee deliberations. The Finance Committee shall prepare a consolidated budget of expenditures and anticipated revenues, and hold a public review on the consolidated budget. Department heads, commission chairs, and commission members are to be encouraged to participate in the Finance Committee deliberations and reviews.
- (4) Council committee of the whole and hearing. The Common Council shall convene as a Committee of the Whole to discuss the proposed financial budget, recommended policy changes, and priorities as recommended by the Finance Committee concurrently with a public hearing.
- (5) Recommendation for a referendum. The Finance Committee shall recommend and the Common Council shall take action on any request for a public referendum pertaining to the budget.
- (6) Council public hearing. The Common Council shall hold a public hearing on the budget in accordance with the Wisconsin Statutes and Subsection C below.

B. Contents of budget.

- (1) Indebtedness; appropriations; revenue. Such budget shall list all existing indebtedness and all anticipated revenue from all sources during the ensuing year and shall likewise list all proposed appropriations for each committee, commission, authority and department, and any activity accounts during the ensuing year.
- (2) Actual and projected revenue and expenditures. Such budget shall also show actual revenues and expenditures for the preceding year, actual revenues and expenditures for not less than the first six months of the current year and estimated revenues and expenditures for the balance of the current year.
- (3) Salaries. Such budget shall also show in a separate schedule the proposed salary for each salaried employee of the City. This schedule shall be considered part of the budget when adopted.
- (4) Unexpended funds. Such budget shall also show for informational purposes any anticipated, unexpended, or unappropriated balances and surpluses.

C. Public inspection and hearing.

- (1) Applicability. This Subsection pertains only to the Council public hearing referred to in Subsection A(6) above.
- (2) Notice. A summary of such budget and notice of the place where such budget is available for public inspection and notice of the time and place for holding the public hearing thereon shall be published in the official City newspaper at least 15 days prior to the time of such public meeting. All notices and copies of the budget summary shall indicate that a detailed budget is available for inspection at the office of the City Clerk.

- (3) Hearing. Not less than 15 days after the publication of the proposed budget and the notice of hearing thereon, a public hearing shall be held at the time and place stipulated, at which time any resident or taxpayer of the City shall have an opportunity to be heard on the proposed budget. The budget hearing may be adjourned from time to time.
- (4) Budget summary. Copies of the summary budget shall be available to all who attend the public hearing or who make a specific request following the above fifteen-day notice. Copies of the detailed budget shall be made available to the press prior to the public hearing, and at least three copies of the detailed budget shall be available for the public at the hearing.

§ 63-4. Changes in budget.

Upon written recommendation of the Mayor or a standing committee of the Council, the Council may at any time, by a 2/3 vote of the entire membership, transfer any portion of an unencumbered balance of an appropriation to any other purpose or object. Notice of such transfer shall be given by publication within 10 days thereafter in the official newspaper of the City. However, transfers between budget line items shall not require such approval provided the total program expenditures are within the parameters of the approved budget.

§ 63-5. City funds to be spent in accordance with appropriation.

No money shall be drawn from the treasury of the City, nor shall any obligation for the expenditure of money be incurred, except in pursuance of the annual appropriation in the adopted budget or when changed as authorized by § 63-4 of this chapter. At the close of each fiscal year, any unencumbered balance of an appropriation shall revert to the general fund and shall be subject to reappropriation; but appropriations may be made by the Common Council, to be paid out of the income of the current year, in furtherance of improvements or other objects or works which will not be completed within such year, and any such appropriation shall continue in force until the purpose for which it was made shall have been accomplished or abandoned.

§ 63-6. Fiscal year.

The calendar year shall be the fiscal year.

§ 63-7. Public depositories.

The Common Council shall designate by resolution the public depository or depositories within this state within which City funds shall be deposited, and when the money is deposited in such depository in the name of the City, the City Administrator, or other designated City officials, and bonding company shall not be liable for such losses as are defined by state law. The City Administrator shall invest and the interest arising therefrom shall be paid into the City treasury. A copy of the resolution designating public depositories shall be filed annually with the State Commissioner of Banking.

§ 63-8. Disbursements and financial claims.

A. General requirements. All disbursements from the City Treasurer in satisfaction or payment of any bills, charges against the budget or other financial claims against the City shall be made pursuant to Sec. 66.0607, Wis. Stats., except as modified or supplemented by this section or other provision of this Code of Ordinances or the Wisconsin Statutes.

B. Approvals required. The following approvals shall be required for disbursements from the City treasury:

(1) Payments of each and every claim must be audited and approved by the City ~~Clerk~~ ^{Treasurer} as a property charge against the treasury. The ~~Clerk~~ ^{Treasurer} shall endorse his approval on each claim only after having determined that the following conditions have been complied with:

- (a) That funds are available therefor pursuant to the budget approved by the Council.
- (b) That the item or service covered by such claimant has been duly authorized by the proper City official or department head.
- (c) That the item or service has been actually supplied or rendered in conformity to such authorization.
- (d) That the claim is just and valid pursuant to law.
- (e) That such proof and evidence necessary in the discretion of the Clerk to support the foregoing has been submitted.

(2) All claims submitted to and audited by the ~~Clerk~~ ^{Treasurer} pursuant to Subsection B(1) above shall be submitted to the Finance Committee for approval or disapproval. The ~~Clerk~~ shall submit a list of the bills, charges, appropriations and claims showing the date of each claim, name and address of the claimant, purpose and amount. The Finance Committee may request proof and evidence to support the claim prior to its approval.

(3) Except as provided in Subsections G and H, payments made in any other manner than prescribed in Subsection B(1) and (2) shall be subject to the special vote and roll call requirements of this Code of Ordinances.

C. Facsimile signatures authorized.

(1) The signatures of the Mayor, ~~Clerk~~ ^{Administrator} and Treasurer affixed to order checks of the City shall be facsimile signatures of such officers adopted by them and approved by the Council on motion. The use of such facsimile signatures shall not relieve any of such officials from any liability to which they are otherwise subject including the unauthorized use thereof.

(2) Upon enactment of this section and Council approval of facsimile signatures adopted by the Mayor, ~~Clerk~~ ^{Administrator} and Treasurer, the City Clerk shall file a certified copy of this Subsection C and of the approved facsimile signatures with the public depositories of the City.

Treasurer

- X*
- D. Vouchers. All vouchers or orders against the City treasury shall be signed by the City Clerk attesting that the provisions of Subsection B have been complied with except where the provisions of Subsection B(3) apply.
- E. Bonds. The Clerk and Treasurer shall be covered by a fidelity bond of not less than \$5,000.
- F. Tort claims. Compliance with the provisions of this section shall not relieve any claimant from compliance with the provisions of Secs. 62.25, 893.80, or 895.46, Wis. Stats.
- G. Payment of regular wages or salaries. Payment of regular wages or salaries pursuant to the budget and salary schedule adopted by the Council shall be made by payroll, verified by the City Clerk under Subsection B(1) and filed in time for payment on the regular payday. The Clerk shall submit the schedule of salary and wage payments made to the Finance Committee.
- H. Investments. The provisions of this section shall not apply to disbursements of City funds for purposes of investment under Sec. 66.0603(1m), Wis. Stats.

§ 63-9. Temporary investment of funds not immediately needed.

The City Administrator and City ~~Clerk~~^{*Treasurer*} may invest any City funds not immediately needed, pursuant to Sections 66.0603(1m) and 219.05, Wis. Stats.; provided that investment of surplus funds in the local government pooled investment or local government trust investment funds shall be subject to prior approval under § 63-8B(1) and (2).

§ 63-10. Receiving money; receipt for same.

- A. The City Clerk, Treasurer or their designees shall not receive any money into the treasury from any source except on account of taxes levied and collected during the fiscal year for which he or she may then be serving, without giving a receipt therefor in the manner specified by the Finance Committee.
- B. Upon the payment of any money (except for taxes as herein provided), the City Clerk, Treasurer or their designees shall make out a receipt in duplicate for the money so received. The City Clerk, Treasurer or their designees shall charge the amount thereof to the treasury and credit the proper account. The payment of the money to any receiving agent of the City or to the City or to the City Administrator shall be safeguarded in such manner as the Common Council shall direct.

§ 63-11. Statement of real property status.

The City Clerk or Treasurer are authorized to prepare a Statement of Real Property Status form to be used to provide information often requested for transfers of real property such as the amount of outstanding special assessments, deferred assessments, changes in assessments, amount of taxes, outstanding water, and sewer bills, current water and sewer bills, contemplated improvements, floodplain status, violations of the building and health codes and similar information. Any such information sought shall be provided to the person requesting it

on said form. A minimum of one business day is required for preparation of a statement of real property status. There shall be a fee as prescribed by Section 7-15-1 for compiling such information, paid at the time of the request being made.

§ 63-12. Accounts receivable billing procedures.

Billings by the City may be paid within 30 days after billing without interest. Thereafter, interest may be charged at the rate of 1 1/2% per month or any fraction thereof, until the following 15th day of November, except in the case of ambulance billings. Bills not paid on or before the first day of November shall have added to the total amount due 1 1/2% of said charges shall be entered on the tax roll as a special charge and become a lien upon real estate.

§ 63-13. Annual audits.

- A. A firm of certified public accountants shall be employed each year by the City, subject to the confirmation of the Common Council to conduct a detailed audit of the City's financial transactions and its books, and to assist the City Administrator in the management of the City's financial affairs, including the City's public utilities. These auditors shall be employed on a calendar-year basis.
- B. The audit shall include a separate review of the financial records and a statement of opinion on the financial reports together with a management letter detailing improvements that can be made in the financial administration of the City, the City Water Utility, and the City Sewer Utility. If deemed necessary or advisable by the Finance Committee, the audit contract may be expanded to include an operational review of one or more aspects of the City, or City Water Utility or City Sewer Utility operations.
- C. Copies of the completed audit report shall be transmitted to the Mayor and Council members within 10 days of receipt. Copies will also be placed on file in the Monona Library and with the City Clerk.

or City Stormwater Utility X

City stormwater Utility X

§ 63-14. Liability of the City for acts of agents.

No agent of the City having authority to employ labor or to purchase materials, supplies or any other commodities, may bind the City or incur any indebtedness for which the City may become liable without approval of the Council. Each such employment or purchase order shall be drawn against a specific appropriation, the money for which shall be available in the City treasury and not subject to any prior labor claims or material purchase orders at the time when such employment is negotiated or purchase order drawn. The City Administrator shall keep a record of such employment and purchase orders and shall charge them against the proper appropriation.

§ 63-15. Preparation of tax roll and tax receipts.

Treasurer

- A. Tax roll preparation. Pursuant to Sec. 70.65(2), Wis. Stats., the City ~~Clerk~~ shall, in computing the tax roll, insert only the aggregate amount of state, county, school and

X

local taxes in a single column in the roll opposite the parcel or tract of land against which the tax is levied, or, in the case of personal property, in a single column opposite the name of the person against whom the tax is levied.

B. Time for payment and penalty. Real estate taxes shall be paid in accordance with state law. Taxes may be paid in advance pursuant to State law.

C. Receipt of tax monies. After noting the payment of taxes upon the tax roll, the City ~~Clerk~~ shall issue a signed receipt to the taxpayer, a duplicate thereof to be left in the book of receipts. The receipt shall show the aggregate amount of taxes in a single column and the separate proportion or rate of taxes levied for state, county, local, school or other purposes.

Treasurer



X

Renew

§ 63-16. Purchases by City Administrator.

A. Subject to the limitations contained in Sec. 62.15, Wis. Stats., the City Administrator is authorized and empowered to make the following purchases in behalf of the City without the prior approval of the Common Council:

- (1) Office machines, maintenance equipment and services and other specifically budgeted capital or operating items previously approved in the budget in a sum not to exceed the budgeted amount or \$10,000 each, whichever is lesser;
- (2) Gasoline, road gravel, street patching material, salt, office supplies and other recurring expenses needed in the usual and ordinary operation of the City government and its several departments in a sum; not to exceed the budgeted amount for each such purchases;
- (3) Supplies and miscellaneous equipment in a sum not to exceed the budgeted amount.

B. The City Administrator may delegate the authority to make individual purchases not exceeding \$100 to duly appointed department heads for operating supplies, provided that the purchase amount is within the department operating budget.

C. Approval of the Common Council shall be required for the following purchases:

- (1) When the cost of an item exceeds \$10,000; *25,000*
- (2) When the cost of an item exceeds the budgeted amount or will cause the particular budget account to be overdrawn;
- (3) When equipment other than that which was budgeted for is required;
- (4) When a vendor has attempted to exert undue influence.

D. All purchases made pursuant to this section, excepting Subsection B, shall be initiated by purchase order.

E. Payment of invoices for purchases made pursuant to this section shall be in accordance with § 63-8.



- F. The City Administrator may make line item budget adjustments that do not exceed \$1,000.

§ 63-17. Public work without bids.

Pursuant to Sec. 62.15(1), Wis. Stats., the Common Council, by vote of 3/4 of all the members thereof, may determine that any class of public construction or any part thereof may be done directly by the City without submitting the same for bids.

§ 63-18. Special charges/assessments for delinquent utility bills.

- A. In addition to other methods provided by law, it is hereby provided that special charges/assessments for delinquent utility bills may be levied in accordance with the provisions of this section, which are hereby adopted pursuant to Sec. 66.60(16), Wis. Stats.
- B. Delinquent utility bills and service charges shall be levied as a special assessment against the real property, shall become a lien thereon, and placed on the tax roll with the same effect as other City taxes unless the Common Council otherwise determines after notice and opportunity to be heard as hereinafter set forth.
- C. Charges for the following services rendered by the City of Monona and the City's public utilities shall be paid within 20 days of the date of billing, all other items within 30 days of the date of billing:
- (1) Snow and ice removal.
 - (2) Weed elimination.
 - (3) Garbage and refuse collection, disposal and landfill dumping fees.
 - (4) Repair of sidewalks, curb and gutter.
 - (5) Charges for water and sewer service.
- D. If the amounts due to the City of Monona for services listed in Subsection C(1) through (4) are not paid when due, the City shall send a notice of the delinquent bill.
- E. If the amount due to the City utilities for services listed in Subsection C(5) is not paid when due, the City utilities shall send a notice of the delinquent bill to the customer and to the property owner pursuant to PSC 113.132 and 113.133, Wis. Adm. Code. If the bill is still delinquent by the month of October of the billing year, the City utilities shall send a notice of the delinquent bill.
- F. The notice referred to in Subsection D shall contain the following statement:
- You are entitled to a hearing before the Finance ~~Committee~~ of the City of Monona to dispute the amount of this charge. You must request this hearing by notifying the City Clerk in writing within 10 days of the date of this notice.

Committee

- G. In the event of a request for hearing, the City Clerk shall set the date and time for hearing upon receiving a written request under Subsection F ~~and S~~.
- H. At the time of the hearing referred to in Subsection G, the hearing authority shall hear all evidence brought before it concerning the correctness of the amount billed by the City of Monona in accordance with this section. At the conclusion of this hearing, the hearing authority shall decide the amount due the City, and all parties in attendance shall be notified of the decision.
- I. If the amount determined to be due the City after the hearing referred in Subsection H is not paid within five days from the date of the hearing authority's decision, then this amount shall be a lien upon the real estate served by the services referred to in Subsection C. This shall be accomplished pursuant to the power granted to the City by Sec. 66.60(16), Wis. Stats.
- J. If a hearing is not requested in accordance with this section, the amount due the City of Monona or the City's public utilities shall become a lien upon the real estate served by the services referred to in Subsection C upon the expiration of ~~10~~ 10 days from the mailing of the notice referred to in Subsections E and F.

ARTICLE II

Special Assessments and Charges

[Adopted as Title 3, Ch. 2, of the 1994 Code]

§ 63-19. Special assessments; payment in installments.

- A. Whenever any special assessments shall be levied to defray the cost of any public improvement, such special assessments may be paid in annual installments as determined by the Council.
- B. The first installments shall include a proportionate part of the principal of the special assessment determined by the number of installments and interest accrued. All subsequent installments shall also include interest at a rate to be determined by the Council based upon borrowed money rates including an amount to cover City-related administrative costs at the time of the special assessments, on the unpaid balance of principal computed beginning 30 days after notification of the completion of the special assessment project by the City. Each subsequent installment shall include a like proportion of the principal and interest at the rate stated above upon the unpaid balance of such assessment.
- C. The first installment shall be entered in the first tax roll prepared after such installments have been determined as a special tax on the property upon which the special assessment was levied, and thereafter this tax shall be treated in all respects as any other municipal tax. All of the subsequent installments shall be entered in a like manner and with like effect in each of the annual tax rolls thereafter until all are levied.
- D. If any installment so entered in the tax roll shall not be paid to the Treasurer with the other taxes it shall be returned to the county as delinquent and accepted and collected by the county in the same manner as delinquent general taxes on real estate.

§ 63-20. Use of alternative special assessment procedures.

- A. In addition to other methods provided by law, special assessments for any public work or improvement or any current service may be levied in accordance with the provisions of this section.
- B. Whenever the Common Council determines that any public work or improvement or any current service shall be financed in whole or part by special assessments levied under this section, it shall adopt a resolution specifying this intention and the time, either before or after completion of the work or improvement, when the amount of the assessments will be determined and levied, the number of annual installments, if any, in which assessments may be paid, the rate of interest to be charged on the unpaid balance and the terms on which any of the assessment may be deferred while no use of the improvement is made in connection with the property.
- C. The provisions of § 66.0703, Wis. Stats., shall apply to special assessments levied under this section except that when the Common Council determines by resolution that the hearing on the assessments be held subsequent to the completion of the work or improvement or the rendering of the service, the report required by § 66.0703, Wis. Stats., shall contain a statement of the final cost of the work, service or improvement in lieu of an estimate of the cost.
- D. Notice of the time and place of the public hearing on any special assessment proposed to be levied and notice of the final assessment and terms of payment thereof shall be given in the manner prescribed in § 66.0703(7) and (8)(d), Wis. Stats.
- E. Any special assessment levied under this section shall be a lien against the property assessed from the date of the final resolution by the Common Council determining the amount of the levy.
- F. Any person against whose property a special assessment is levied under this section may appeal therefrom in the manner prescribed by § 66.0703(12), Wis. Stats., within 40 days of the date of the final determination by the Common Council.

§ 63-21. Repayment of special assessments for multiple parcel developments.

- A. In order to further assure the payment and collection of special assessments levied to pay the costs of the construction of public improvements to serve multi-parcel developments in the City, it is hereby provided that upon the sale of any part of the property assessed, the seller of the property will deliver or cause to be delivered to the City or its designated agent a bank cashier's check or certified check payable to the City or its designated agent in an amount equal to 125% of the portion of the outstanding amount of the special assessment which is attributable to the parcel of the property sold. The seller will continue to make such payments with respect to the remainder of its property until such time as the sum of all such payments, together with the amount of the special assessments otherwise paid by it, equals the total amount of the special assessments levied against the property, together with the interest which has been paid or is payable thereon. Any overpayment of special assessments by the seller to the City will be refunded to the seller.

- B. The City will enter into appropriate agreements with the owner in question to assure payment of such amounts in a timely manner.
- C. This section is adopted pursuant to § 66.0701, Wis. Stats. Except as provided above, the provisions of § 66.0703, Wis. Stats., including provisions regarding notice and hearing, shall apply to special assessments levied against multi-parcel developments in the City.

ARTICLE III
Hotel-Motel Room Tax
 [Adopted as Title 3, Ch. 5, of the 1994 Code]

§ 63-22. Definitions.

In this chapter, the following definitions shall apply:

BED-AND-BREAKFAST ESTABLISHMENT — Any place of temporary lodging that provides four or fewer rooms for rent, which is open for rental more than 10 nights in a twelve-month period, is the owner's personal residence and is occupied by the owner at the time of rental, and in which the only meal served is breakfast.

GROSS RECEIPTS — Has the meaning as defined in Sec. 77.51(4)(a), (b) and (c), Wis. Stats., insofar as applicable.

HOTEL OR MOTEL — A building or group of buildings in which the public may obtain accommodations for a consideration, including, without limitation, such establishments as inns, motels, tourist homes, tourist houses or courts, bed-and-breakfast establishments, lodging houses, rooming houses, summer camps, apartment hotels, resort lodges and cabins and any other building or group of buildings in which accommodations are available to the public, except accommodations rented for a continuous period of more than one month and accommodations furnished by any hospital, sanitariums or nursing homes or by corporations or associations organized and operated exclusively for religious, charitable or educational purposes provided that no part of the net earnings of such corporations and associations inures to the benefit of any private shareholder or individual.

TRANSIENT — Any person residing for a continuous period of less than one month in a hotel, motel or other furnished accommodations available to the public.

§ 63-23. Imposition of tax.

Pursuant to § 66.0615, Wis. Stats., a tax is hereby imposed on the privilege and service of furnishing, at retail, of rooms or lodging to transients by hotelkeepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for the use of the accommodations. Such tax shall be at the rate of 8% of the gross receipts from such retail furnishing of rooms or lodgings. Such tax shall not be subject to the selective sales tax imposed by Sec. 77.52(2)(a)1, Wis. States. Effective January 1, 1998, 30% or a maximum of \$35,000 of such tax shall be appropriated to the Monona Community Development Authority for purposes of promoting economic developments.

§ 63-24. Collection of tax.

- A. Administration by city treasurer. This tax shall be administered by the City Treasurer who shall, at City expense, provide the necessary application and reporting forms at no cost to the taxpayer.
- B. Reporting periods. The tax imposed for the months of January, February and March, and for each calendar quarter thereafter is due and payable on the last day of the month next succeeding the calendar quarter for which imposed. A return shall be filed with the City Treasurer, by those furnishing at retail such rooms and lodging, on or before the same date on which such tax is due and payable. Such return shall show the gross receipts of the preceding calendar quarter from such retail furnishing of rooms or lodging, the amount of taxes imposed for such period, and such other information as the City Treasurer deems necessary. Every person required to file such quarterly return shall, with his first return, elect to file an annual calendar year or fiscal year return. Such annual return shall be filed within 90 days of the close of each such calendar or fiscal year. The annual return shall summarize the quarterly returns, reconcile and adjust for errors in the quarterly returns, and shall contain certain such additional information as the City Treasurer requires. Such annual returns shall be made on forms as prescribed by the City Treasurer. All such returns shall be signed by the person required to file a return or duly authorized agent, but need not be verified by oath. The City Treasurer may, for good cause, extend the time for filing any return, but in no event longer than one month from the filing date.
- C. Sale or conveyance of business. If any person liable for any amount of tax under this chapter sells out his business or stock of goods or quits the business, his successors or assigns shall withhold sufficient portion of the purchase price to cover such amount until the former owner produces a receipt from the City Treasurer that it has been paid or a certificate stating that no amount is due. If a person subject to the tax imposed by this chapter fails to withhold such amount of tax from the purchase price as required, he shall become personally liable for payment of the amount required to be withheld by him to the extent of the price of the accommodations valued in money.
- D. Determination of tax by audit.
- (1) The City Treasurer may, by office audit, determine the tax required to be paid to the City or the refund due to any person under this chapter. This determination may be made upon the basis of the facts contained in the return being audited or on the basis of any other information within the City Treasurer's possession. One or more such office audit determination may be made of the amount due for any one or for more than one period.
 - (2) The City Treasurer may, by field audit, determine the tax required to be paid to the City or the refund due to any person under this chapter. The determination may be made upon the basis of the facts contained in the return being audited or upon any other information within the City Treasurer's possession. The City Treasurer is authorized to examine and inspect the books, record, memoranda, and property of any person in order to verify the tax liability of that person or of another person. Nothing herein shall prevent the City Treasurer from making a determination of tax at any time.

- E. Failure to file return. If any person fails to file a return as required by this chapter, the City Treasurer shall make an estimate of the amount of the gross receipts under Subsections B and C. Such estimate shall be made for the period for which such person failed to make a return and shall be based upon any information which is in the City Treasurer's possession or may come into the Treasurer's possession. On the basis of this estimate, the City Treasurer shall compute and determine the amount required to be paid to the City, adding to the sum thus arrived at a penalty equal to 10% thereof. One or more such determinations may be made for one or more than one period.
- F. Interest on unpaid taxes. All unpaid taxes under this chapter shall bear interest at the rate of 18% per year from the due date of the return until the first day of the month following the month in which the tax is paid or deposited with the City Treasurer. An extension of time within which to file a return shall not operate to extend the due date of the return for purposes of interest computations. If the City Treasurer determines that any overpayment of tax has been made intentionally or by reason of carelessness or neglect, or if the tax which was overpaid was not accompanied by a complete return, he shall not allow any interest thereon.
- G. Delinquent returns; late fee; penalty.
- (1) Delinquent tax returns shall be subject to a late filing fee, as prescribed in Section 7-15-1. The tax imposed by this chapter shall become delinquent if not paid:
 - (a) In the case of a timely filed return, within 30 days after the due date of the return, or within 30 days after the expiration of an extension period if one is granted.
 - (b) In the case of no return filed or a return filed late, by the due date of the return.
 - (2) If due to negligence no return is filed, or a return is filed late, or an incorrect return is filed, the entire tax finally determined shall be subject to a penalty of 25% of the tax, exclusive of interest or other penalties. If a person fails to file a return when due or files a false or fraudulent return with the intent in either case to defeat or evade the tax imposed by this chapter, a penalty of 50% shall be added to the tax required to be paid, exclusive of interest and other penalties.

§ 63-25. Security required.

In order to protect the revenue of the City, the City Treasurer may require any person liable for the tax imposed by this chapter to place with him before or after a permit is issued such security not in excess of \$100 as the City Treasurer shall determine. If any taxpayer fails or refuses to place security, the City Treasurer may revoke or refuse to issue such permit. If any taxpayer is delinquent in the payment of the taxes imposed by this section, the City Treasurer may, upon 10 days' notice, recover the taxes, interest and penalties from the security placed with the said Treasurer by such taxpayer. No interest shall be paid or allowed by the City to any persons for the deposit of such security.

§ 63-26. Records to be maintained.

Every person liable for the tax imposed by this section shall keep or cause to be kept such records, receipts, invoices and other pertinent papers in such form as the City Treasurer and this chapter shall require. Such records shall be retained and made available for a period of five years from the due date of a filing period.

§ 63-27. Confidentiality maintained.

- A. All tax returns, schedules, exhibits, writings or audit reports relating to such returns on file with the City Treasurer are deemed to be confidential, except the City Treasurer may divulge their contents to the following and no others:
- (1) The person who filed the return.
 - (2) Officers, agents or employees of the Federal Internal Revenue Service or the State Department of Revenue.
 - (3) Officers, employees or agents of the City Auditors.
 - (4) Such other public officials of the City of Monona when deemed necessary.
- B. No person having an administrative duty under this section shall make known in any manner the business affairs, operations or information obtained by an investigation of records of any person on whom a tax is imposed by this section or the amount or source of income, profits, losses, expenditures or any particulars thereof, set forth or disclosed in any return, or to permit any return or copy thereof to be seen or examined by any person, except as provided above.

§ 63-28. Penalties.

Any person who is subject to the tax imposed by this chapter who fails to obtain a permit as required in Section 3-5-4(b) or (c) or who fails or refuses to permit the inspection of his records by the City Treasurer after such inspection has been duly requested by such Treasurer, or who fails to file a return as provided in this chapter, or who violates any other provision of this chapter, shall be subject to a forfeiture pursuant to § 1-4. Each day, or portion thereof, that such violation continues is hereby deemed to constitute a separate offense.

~~STOP~~

ARTICLE IV

Licenses

[Adopted as Title 7, Ch. 12, of the 1994 Code]

§ 63-29. Payment of claims as condition of license or permits.

The City shall not issue or renew any license or permit to transact any business within the City of Monona:

- A. For any purposes for which taxes or other fees, charges or other claims of the City are delinquent and unpaid.

- B. For any person who is delinquent in payment:
- (1) Of any taxes or other claims owed the City; or
 - (2) Of any forfeiture resulting from a violation of any City Ordinance.

§ 63-30. Applicability.

An application for renewal of a license subject to this chapter shall be denied pursuant to the provisions of § 63-29 only following notice and opportunity for hearing as provided by § 63-31 below.

§ 63-31. Appeals; notice and hearing.

Prior to any denial of an application for renewal of a license, including denials pursuant to § 63-29, the applicant shall be given notice and opportunity for a hearing as hereinafter provided:

- A. With respect to licenses renewable under Chapter 272, Intoxicating Liquor and Fermented Malt Beverages, Article I, Licenses and Permits, of the Code of the City of Monona, notice and opportunity for hearing shall be as provided by Section 125.12, Wis. Stats., as amended from time to time.
- B. With respect to licenses other than those described in § 63-29 herein, the License Review Committee shall notify the applicant in writing of the City's intention not to renew the license and shall provide the applicant with an opportunity for hearing. The notice shall state the reasons for the intended action and shall establish a date, not less than three days nor more than 10 days after the date of the notice on which the applicant shall appear before the License Review Committee. If the applicant shall fail to appear before the License Review Committee on the date indicated on the notice, the License Review Committee shall deny the application for renewal. If the applicant appears before the License Review Committee on the date indicated in the notice and denies that the reasons for nonrenewal exist, the License Review Committee shall conduct a hearing with respect to the matter. At the hearing, both the City and the applicant may produce witnesses, cross examine witnesses and be represented by counsel. The applicant shall, upon request, be provided a written transcript of the hearing at the applicant's expense. If the License Review Committee determines the applicant shall not be entitled to renewal pursuant to § 63-29, the application for renewal shall be denied.

§ 63-32. Other license denial appeals.

Where an individual, business or corporation wishes to appeal the City Clerk's decision not to issue a license or permit under this Title on grounds other than those specified in §§ 63-29 through 63-31 above, the applicant may file a request in writing with the City Clerk that the matter be referred to the License Review Committee. A public hearing shall be scheduled within 14 calendar days by the License Review Committee. All parties may be represented by counsel. The License Review Committee shall consider all relevant information and shall render a decision which shall be binding.

City of Monona, WI

Decision:

- Revise § 103-20 to read as follows: "Elected and appointed officials shall take and file the official oath within 10 days after notice of their election or appointment as provided in § 62.09(4), Wis. Stats."
- Revise as follows: _____
- Retain as written.

Ch. 112, Police and Fire Commission

Title 5, Ch. 1, of the 1994 Code; amended in its entirety by Ord. No. 7-14-661

This chapter was recently revised; it appears suitable as written.

Decision:

- Retain as written.
- Revise as follows: _____

Ch. 119, Property, Lost, Abandoned and Surplus

Title 3, Ch. 4, of the 1994 Code

In § 119-2B(1)(c) we will update the reference to the Alcohol, Tobacco and Firearms Bureau of the United States Department of the Treasury to the Bureau of Alcohol, Tobacco, Firearms and Explosives of the United States Department of Justice. Otherwise this chapter appears satisfactory as written, provided that it reflects current procedures.

Decision:

- Retain as written.
- Revise as follows: _____

Ch. 128, Records

Title 3, Ch. 3, of the 1994 Code

A. The definition of "record" in § 19.32, Wis. Stats., was amended by 2013 Act 171 as follows:

"Record" means any material on which written, drawn, printed, spoken, visual, or electromagnetic information or electronically generated or stored data is recorded or

Chapter 119

PROPERTY, LOST, ABANDONED AND SURPLUS

§ 119-1. Disposal of surplus city property.

§ 119-2. Lost and abandoned property.

[HISTORY: Adopted by the Common Council of the City of Monona as Title 3, Ch. 4, of the 1994 Code. Amendments noted where applicable.]

§ 119-1. Disposal of surplus city property.

A. Definitions. As used in this chapter, the following terms shall have the meanings indicated:

SURPLUS CITY PROPERTY —

- (1) That property which is owned by the City of Monona and which has no further usefulness to the City. An item of property shall be considered to have no further usefulness when:
 - (a) The item or its function has been totally replaced by other City property and no probable future function exists for it; or
 - (b) The City no longer performs the service for which the item was purchased and no other service can reasonably be provided by the item; or
 - (c) The item is no longer able to reliably or economically perform the work required of it.
- (2) Surplus property as defined in this chapter shall not include land or buildings but shall include fixtures and such salvage as may be taken from a building without structural damage when such fixtures and salvage are not part of a demolition contract. Surplus City property shall not include property which is obtained by the City as a result of abandonment or loss by the property's original owner. Surplus City property shall not include items of property which are traded in for newer items. Surplus City property shall not include library materials used by the public library for lending purposes.

B. Determination of surplus city property.

- (1) Whenever an item of City property is determined to be surplus City property on the basis that the City no longer performs the service for which the item was purchased, the City Administrator, upon the recommendation of the pertinent department head, shall determine whether or not the item is surplus City property.
- (2) Whenever the fair market value of the item is more than \$10,000, the City Administrator, upon the recommendation of the pertinent department head, shall determine whether or not the item is surplus City property.

C. Disposition of surplus City property.

- (1) Whenever the City Administrator, upon the recommendation of the pertinent department head, determines that an item of property is surplus City property, it shall dispose of such property as it determines.
- (2) Whenever the fair market value of an item is more than \$10,000 and the City Administrator, upon the recommendation of the pertinent department head, has determined, pursuant to the previous Subsection, that the item is surplus City property, the department head responsible for the items shall dispose of the property by:
 - (a) Donation to a nonprofit organization within the City or to a governmental agency;
 - (b) Public auction;
 - (c) Sale by sealed bid; or
 - (d) Negotiated sale.
- (3) In the event of a public auction or sale by sealed bid, the item will be sold in "as-is" condition to the person submitting the highest bid provided, however, that a lower bid submitted by a nonprofit organization or governmental agency may be accepted by the City. The department head responsible for the item shall determine the time in which the successful bidder must remove the item. In the event the item is not removed within that time, the item shall revert to the City and the amount of the bid shall be forfeited to the City. In the event no bids are received, the item shall be disposed of as directed by the City Administrator.
- (4) No public auction or awarding of bids shall occur under this chapter unless a description of the item to be sold and an advance notice of the time and place for such auction or bid submission is first published as a Class 2 notice in the official City newspaper.
- (5) Whenever the fair market value of an item is \$10,000 or less and the Common Council has determined, pursuant to the previous Section, that it is surplus City property, the item shall be either disposed of as set forth in Subsection C(2) above or destroyed.

D. Determination of fair market values. Whenever this chapter requires a determination of the fair market value of an item of property, that determination shall be made by the department head responsible for the property, whose decision shall be final.

E. Authority to dispose of property.

- (1) Except for library materials used by the public library for lending purposes, only the City Administrator may dispose of City property which is not surplus City property.
- (2) Whenever this section provides for an auction or other disposition of any property, the City Administrator shall be authorized to hire an auctioneer or take such other

action as is necessary to properly dispose of the property provided, however, that the fees of such auctioneer and all such costs, other than those for City labor and the use of City property, do not exceed the payment received by the City from the auction or sale of the property.

§ 119-2. Lost and abandoned property.

A. City custody of lost or abandoned property.

- (1) Property which appears to be lost or abandoned, discovered by officers or turned in to the Chief of Police by citizens shall be disposed of according to this section.
- (2) Lost and abandoned property will be examined by the Chief of Police for identifying marks in an attempt to determine the owner. If identifying marks are present, they shall be used by the Chief of Police to attempt to contact the owner to return the property. If no identifying marks are present, the property shall be taken into custody by the Chief of Police.
- (3) No City employee shall keep for his or her own use property found in the course of duty, nor take possession of property during off-duty hours when the discovery was made while on duty.
- (4) The Chief of Police shall permit citizens to claim lost property if they can provide sufficient proof that they are rightful owners.
- (5) No City employee shall receive any lost, stolen, abandoned or other unclaimed property from the Chief of Police, unless that person receives a written receipt signed by the Chief of Police, a copy of which shall remain with the City Administrator.

B. Disposal procedures.

- (1) Classes of property. All property which has been abandoned, lost or remained unclaimed for a period of 30 days after the taking of possession of the same by the City shall be disposed of as follows, except that if the property is usable for City operations, the property need not be sold at auction, but may become the property of the City.
 - (a) Vehicles. Vehicles shall be disposed of as set forth in the applicable provisions of Chapter 342, Property Maintenance, Article I, Junked Vehicles and Appliances, and Chapter 420, Vehicles, Abandoned, of the Code of the City of Monona.
 - (b) Intoxicating liquor and fermented malt beverages. Intoxicating liquor and fermented malt beverages shall be destroyed.
 - (c) Firearms, ammunition and explosives. Firearms or ammunition shall be returned to their rightful owner, destroyed, or transferred to the State Crime Laboratory, the division of law enforcement services of the Department of Justice, the Federal Bureau of Investigation or the Alcohol, Tobacco and

Firearms bureau of the U.S. Department of Treasury, any explosive, flammable, or other material proving a danger to life or property may be disposed of immediately upon taking possession thereof. The Chief of Police and the Fire Chief, after consulting with the County Sheriff's Department, are hereby authorized to determine the disposal procedure, provided, however, that any such procedure will attempt to return to its rightful owner any such material which appears to have been stolen.

- (d) Other property with a fair market value of \$100 or less. An item of property with a fair market value of \$100 or less shall be destroyed or sold at public auction. Perishable property which deteriorates to a fair market value of less than \$100 shall be destroyed.
 - (e) Other property with a fair market value of over \$100. An item of property with a fair market value of more than \$100 shall be sold at public auction or by sealed bid.
 - (f) Illegal property. Property which cannot be legally possessed shall be destroyed.
- (2) Disposal by auction or sealed bid.
- (a) Whenever any property under this section is sold by public auction or sale or by sealed bid, such auction or the awarding of bids shall be preceded by a Class 2 notice describing the property and arranging the time and place for the auction or bid submission; such notice shall be published in the official City newspaper. The property auctioned or sold by sealed bid shall be sold in as-is condition to the highest bidder. No sale or auction shall occur until the Chief of Police has determined that the property has no value to any probable investigation or legal proceeding. The department head responsible for the property shall determine the time in which the successful bidder shall remove the property. In the event the property is not removed within that time, the property shall revert to the City and the amount of the bid be forfeited to the City.
 - (b) Any City official selling property under this section shall maintain for two years an inventory of any property not disposed of by auction or sale by sealed bid and shall include a record of the date and method of disposal, any payment received for the property, and the name and address of the person acquiring the property.
- (3) Lost property. Property which is found by persons and delivered to the Chief of Police for the purpose of locating the former owner shall not be considered abandoned or unclaimed under this section until 30 days after mailing to the person finding the property a notice that he may claim ownership of said property. The Chief of Police shall determine what portion, if any, of the property or its value shall be given the finder. This provision shall not apply to any City employee finding property in the regular course of his employment.

- (4) Payment to City Treasury. All sums received from the sale of property under this section shall be paid to the City Treasury.

**Resolution No. 16-6-2108
Monona Common Council**

**A RESOLUTION AUTHORIZING THE ISSUANCE OF A \$1,796,850
TAXABLE TAX INCREMENT PROJECT REVENUE BOND (TID NO. 9)**

WHEREAS, the Common Council of the City of Monona, Dane County, Wisconsin (the “City”) has determined that it is necessary and desirable to raise funds for the public purpose of financing the acquisition of property from the Inland Lakes Land Company, LLC (the “Project”) in the City's Tax Incremental District No. 9 (“TID No. 9”) and paying related costs; and,

WHEREAS, the community development and redevelopment projects in TID No. 9 constitute a revenue-producing enterprise of the City which is operated for a public purpose and constitutes a “public utility” within the meaning of Section 66.0621, Wis. Stats.; and,

WHEREAS, it is desirable to borrow the funds needed to finance the Project through the issuance of revenue bonds pursuant to Section 66.0621, Wis. Stats., which bonds are to be payable only from tax increment revenues generated from the property within TID No. 9 (the “Property”) and appropriated by the City to pay the bonds or other funds of the City appropriated by the Common Council for that purpose.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Monona, Dane County, Wisconsin, as follows:

Section 1. Authorization of Revenue Bond. For the purpose described above, the City shall issue its “Taxable Tax Increment Project Revenue Bond (TID No. 9)” (the “Bond”) to Monona State Bank (the “Purchaser”). The Bond shall be in the principal amount of \$1,796,850 and shall be dated its date of issuance. The Bond shall be sold to the Purchaser at a purchase price equal to the principal amount of the Bond.

The Bond shall bear interest at the rate of 3.11% per annum (calculated on the basis of actual days elapsed and a 360-day year) and shall mature on October 1, 2018.

Interest on the Bond shall be payable on April 1 and October 1 of each year, commencing October 1, 2016 and continuing through and including October 1, 2018 (each, a “Bond Payment Date”). The schedule of principal and interest payments due on the Bond on each Bond Payment Date is set forth on the schedule attached hereto as Exhibit A. The City's obligation to pay all or any portion of the Bond shall terminate with the final payment made on October 1, 2018. The payment due on each Bond Payment Date shall be payable from the Available Tax Increment (defined below) which is appropriated by the Common Council to payment of the Bond or other funds of the City appropriated by the Common Council for that purpose.

"Available Tax Increment" means an amount equal to the annual gross tax increment revenue actually received and retained by the City which is generated by the increment value of the Property.

The Bond shall be subject to prepayment on any date, at the option of the City, as a whole or from time to time in part, at the principal amount thereof plus accrued interest to the prepayment date.

The schedule of payments on the Bond is found to be such that the amount of annual debt service payments is reasonable in accordance with prudent municipal utility practices.

The Bond shall be signed by the manual or facsimile signatures of the Mayor and City Clerk of the City (provided that, unless the City has contracted with a fiscal agent to authenticate the Bond, at least one of such signatures shall be manual), and sealed with the corporate seal of the City, or a facsimile thereof.

The Bond shall be payable only out of the Special Redemption Fund hereinafter provided, and shall be a valid claim of the owner thereof only against the Special Redemption Fund and the revenues pledged to such Fund pursuant to this Resolution.

Section 2. Form of Bond. The Bond shall be in substantially the form set forth on Exhibit B hereto.

Section 3. Payable Solely From Revenues. The Bond shall be payable only out of the Special Redemption Fund as hereinafter provided, and shall be a valid claim of the owner thereof only against the Special Redemption Fund and from the revenues pledged to such fund, and shall be payable solely from (a) the Available Tax Increment which has been received and retained by the City in accordance with the provisions of Section 66.1105 of the Wisconsin Statutes and appropriated by the Common Council to the payment of the Bond and (b) any other funds of the City appropriated by the Common Council for payment of the Bond as provided in Section 3A below (hereinafter referred to collectively as "Revenues").

As stated above, the application of the Available Tax Increment to payment of the Bond is subject to future annual appropriation by the Common Council. However, the City fully expects and anticipates that to the extent the Available Tax Increment is generated and received by the City, it will appropriate such Available Tax Increment to the payment of the principal of and interest on the Bond and the Prior Bonds (defined in Section 4 below).

Any Available Tax Increment which is in excess of the amount of principal and interest due on the Bond and the Prior Bonds on any Bond Payment Date may be applied by the City to pay other project costs of TID No. 9.

Section 3A. Statement of Intent to appropriate. The Common Council acknowledges that the Available Tax Increment to be derived from TID No. 9 may not be sufficient to pay all debt service on the Bond as it becomes due. The City hereby declares that it fully expects and anticipates that, if such a shortfall occurs, it will appropriate funds from other available revenues of the City sufficient to fund any such shortfall, provided however, that such payment shall be subject to annual appropriation by the Common Council.

Section 4. Special Redemption Fund. For the purpose of the application and proper allocation of the Revenues, and to secure the payment of the principal of and interest on the City's Taxable Tax Increment Project Revenue Bond (TID No. 9), dated September 16, 2015 and Taxable Tax Increment Project Revenue Bond (TID No. 9), dated November 2, 2015 (the "Prior Bonds") and the Bond, the Special Redemption Fund created by Resolution No. 15-9-2047 adopted by the Common Council on September 8, 2015 (the "Prior Resolution") is hereby continued and shall be used solely for the purpose of paying principal of and interest on the Prior Bonds and the Bond in accordance with the provisions of the Prior Bonds, the Bond, the Prior Resolution and this Resolution.

Uninvested money in the Special Redemption Fund shall be kept on demand deposit with such bank or banks as may be designated from time to time by the City as public depositories under the laws of Wisconsin. Such deposits of Special Redemption Fund money shall be secured to the fullest extent required by the laws of Wisconsin and the general investment policy of the City.

Money in the Special Redemption Fund, if invested, shall be invested in direct obligations of, or obligations guaranteed as to principal and interest by, the United States of America, or in certificates of deposit secured by such obligations and issued by a state or national bank which is a member of the Federal Deposit Insurance Corporation and is authorized to transact business in the State of Wisconsin, maturing not later than the date such money must be transferred to make payments on the Bond, or deposited in the local government pooled-investment fund. All income from such investments shall be deposited in the Special Redemption Fund. Such investments shall be liquidated at any time when it shall be necessary to do so to provide money for any of the purposes for the Special Redemption Fund.

All Revenues shall be deposited in the Special Redemption Fund, and no other fund is created by this Resolution.

Section 5. Application of Revenues to Payment of the Bond. On each Bond Payment Date, the City shall apply to the payment due on the Bond the Revenues which have been appropriated by the Common Council to the payment of the principal of and interest on the Bond.

If on any Bond Payment Date there shall be insufficient Revenues to pay the principal of and interest due on the Bond, the amount due but not paid shall accumulate, with interest at the rate payable on the Bond, and be payable on the next Bond Payment Date until the final Bond Payment Date.

If after making the payment due on the final Bond Payment Date, there remain amounts outstanding and unpaid on the Bond, then the remaining balance of principal of and interest on the Bond shall be deemed paid in full, it being understood that upon making the payment due on the final Bond Payment Date, the obligation of the City to make any further payments on the Bond shall terminate. The City shall have no obligation to pay any amount of principal or interest on the Bond which remains unpaid after the final Bond Payment Date and the owner of the Bond shall have no right to receive payment of such amounts.

If for any reason (other than voluntary resolution of the Common Council) TID No. 9 terminates prior to the final Bond Payment Date, and there remain amounts outstanding and unpaid on the Bond, then the remaining balance of principal of and interest on the Bond shall be deemed paid in full, it being understood that upon such termination of TID No. 9, the obligation of the City to make any further payments on the Bond shall also terminate. The City shall have no obligation to pay any amount of principal or interest on the Bond which remains unpaid upon termination of TID No. 9 and the owner of the Bond shall have no right to receive payment of such amounts.

Section 6. Persons Treated as Owners; Transfer of Bond. The City Treasurer shall keep books for the registration and for the transfer of the Bond. The person in whose name the Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of principal of and interest on the Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

The Bond may be transferred or assigned by the registered owner thereof only with the consent of the City, by surrender of the Bond at the office of the City Treasurer accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer or assignment, the City Treasurer shall record the name of the transferee or assignee in the registration book and note such transfer or assignment on the Bond and re-issue the Bond (or a new Bond or Bonds of like aggregate principal amount and maturity).

The Bond may be exchanged for a new Bond or Bonds of like aggregate principal amount and maturity.

Section 7. General Authorizations. The Mayor and City Clerk and the appropriate deputies and officials of the City in accordance with their assigned responsibilities are hereby each authorized to execute, deliver, publish, file and record such other documents, instruments, notices and records and to take such other actions as shall be necessary or desirable to accomplish the purposes of this Resolution and to comply with and perform the obligations of the City under this Resolution and the Bond.

In the event that said officers shall be unable by reason of death, disability, absence or vacancy of office to perform in timely fashion any of the duties specified herein (such as the execution of the Bond), such duties shall be performed by the officer or official succeeding to such duties in accordance with law and the rules of the City.

Section 8. Severability of Invalid Provisions. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining sections, paragraphs and provisions of this Resolution.

Section 9. Effective Date. This Resolution shall be effective immediately upon its passage and approval.

Adopted this _____ day of _____, 2016.

BY ORDER OF THE CITY COUNCIL
CITY OF MONONA, WISCONSIN

Robert E. Miller
Mayor

ATTEST:

Joan Andrusz
City Clerk

EXHIBIT A

Debt Service Schedule

(See Attached)

EXHIBIT B

(Form of Taxable Tax Increment Project Revenue Bond)

UNITED STATES OF AMERICA
STATE OF WISCONSIN
COUNTY OF DANE
CITY OF MONONA

TAXABLE TAX INCREMENT PROJECT REVENUE BOND (TID NO. 9)

<u>Number</u>	<u>Date of Original Issue</u>	<u>Principal Amount</u>
R-1	_____, 2016	\$1,796,850

FOR VALUE RECEIVED, the City of Monona, Dane County, Wisconsin (the "City"), promises to pay to Monona State Bank, or registered assigns, but only in the manner, at the times, from the source of revenue and to the extent hereinafter provided, the Principal Amount hereof and interest hereon at the rate set forth below in installments as described below.

This Bond is issued pursuant to Article XI, Section 3 of the Wisconsin Constitution and Section 66.0621, Wisconsin Statutes and acts supplementary thereto, and is payable only from the income and revenues herein described, which income and revenues have been set aside as a special fund for that purpose and identified as the "Special Redemption Fund." This Bond is issued pursuant to a resolution adopted on June 20, 2016 by the Common Council of the City (the "Resolution") for the purpose of financing the the acquisition of property from the Inland Lakes Land Company, LLC (the "Project") in Tax Incremental District No. 9 (the "TID") and paying related costs. This Bond does not constitute an indebtedness of the City within the meaning of any constitutional or statutory limitation or provision. The principal of and interest on this Bond shall be payable solely from Available Tax Increments (as defined below) received by the City with respect to the TID which are appropriated by the Common Council to the payment of this Bond or other funds appropriated by the Common Council to payment of this Bond (the "Revenues"). Reference is hereby made to the Resolution for a more complete statement of the revenues from which and conditions under which this Bond is payable, and the general covenants and provisions pursuant to which this Bond has been issued.

The Bond shall bear interest at the rate of 3.11% per annum (calculated on the basis of actual days elapsed and a 360-day year) and shall mature on October 1, 2018.

Interest on the Bond shall be payable on April 1 and October 1 of each year commencing October 1, 2016 and continuing through and including October 1, 2018 (each, a "Bond Payment Date"). The amount of principal and interest payable on each Bond Payment Date is set forth on the schedule attached hereto. The City's obligation to pay all or any portion of this Bond shall terminate with the final payment made on October 1, 2018. The amount of each semi-annual payment due on each Bond Payment Date shall be payable from the Available Tax Increment (as defined below) which is appropriated by the Common Council to payment of the Bond or other funds of the City appropriated for that purpose (collectively, the "Revenues").

"Available Tax Increment" means an amount equal to the annual gross tax increment revenue actually received and retained by the City which is generated by the increment value of the Property (as defined in the Resolution).

If on any Bond Payment Date there shall be insufficient Revenues to pay the principal of and interest due on this Bond, the amount due but not paid shall accumulate, with interest at the rate payable on the Bond, and be payable on the next Bond Payment Date until the final Bond Payment Date.

If after making the payment due on the final Bond Payment Date, there remain amounts outstanding and unpaid on the Bond, then the remaining balance of principal of and interest on the Bond shall be deemed paid in full, it being understood that upon making the payment due on the final Bond Payment Date, the obligation of the City to make any further payments on the Bond shall terminate. The City shall have no obligation to pay any amount of principal or interest on this Bond which remains unpaid after the final Bond Payment Date and the owner of this Bond shall have no right to receive payment of such amounts.

If for any reason (other than voluntary resolution of the Common Council) the TID terminates prior to the final Bond Payment Date, and there remain amounts outstanding and unpaid on the Bond, then the remaining balance of principal of and interest on the Bond shall be deemed paid in full, it being understood that upon such termination of the TID, the obligation of the City to make any further payments on the Bond shall also terminate. The City shall have no obligation to pay any amount of principal or interest on the Bond which remains unpaid upon termination of the TID and the owner of the Bond shall have no right to receive payment of such amounts.

This Bond is subject to prepayment on any date, at the option of the City, as a whole or from time to time in part, at the principal amount hereof plus accrued interest to the prepayment date.

THE CITY MAKES NO REPRESENTATION OR COVENANT, EXPRESS OR IMPLIED, THAT THE AVAILABLE TAX INCREMENT OR REVENUES WILL BE SUFFICIENT TO PAY, IN WHOLE OR IN PART, THE AMOUNTS WHICH ARE OR MAY BECOME DUE AND PAYABLE HEREUNDER.

THE CITY'S PAYMENT OBLIGATIONS HEREUNDER ARE SUBJECT TO FUTURE ANNUAL APPROPRIATION BY THE COMMON COUNCIL OF THE AVAILABLE TAX INCREMENT OR OTHER AMOUNTS TO MAKE PAYMENTS DUE ON THIS BOND.

THIS BOND IS A SPECIAL, LIMITED REVENUE OBLIGATION AND NOT A GENERAL OBLIGATION OF THE CITY, AND IS PAYABLE BY THE CITY ONLY FROM THE SOURCES, TO THE EXTENT, AND SUBJECT TO THE QUALIFICATIONS STATED OR REFERENCED HEREIN. THIS BOND IS NOT A GENERAL OBLIGATION OF THE CITY, AND NEITHER THE FULL FAITH AND CREDIT NOR THE TAXING POWERS OF THE CITY ARE PLEDGED TO THE PAYMENT OF THE PRINCIPAL OF OR INTEREST ON THIS BOND, AND NO PROPERTY OR OTHER ASSET OF THE CITY, EXCEPT THE ABOVE-REFERENCED REVENUES, IS OR SHALL BE A SOURCE OF PAYMENT OF THE CITY'S OBLIGATIONS HEREUNDER.

This Bond is issued by the City pursuant to and in full conformity with the Constitution and laws of the State of Wisconsin.

This Bond may be transferred or assigned only with the consent of the City. In order to transfer or assign the Bond, the transferee or assignee shall surrender the same to the City either in exchange for a new fully registered bond or for transfer of this Bond on the registration records for the Bond maintained by the City. Each permitted transferee or assignee shall take this Bond subject to the foregoing conditions and subject to all provisions stated or referenced herein.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time.

IN WITNESS WHEREOF, the Common Council of the City of Monona, Dane County, Wisconsin, has caused this Bond to be signed on behalf of said City by its duly qualified and acting Mayor and City Clerk, and its corporate seal to be impressed hereon, all as of the date of original issue specified above.

CITY OF MONONA,
DANE COUNTY, WISCONSIN

(SEAL)

By _____
Robert E. Miller
Mayor

By _____
Joan Andrusz
City Clerk

REGISTRATION PROVISIONS

This Bond shall be registered in registration records kept by the City Clerk of the City of Monona, Dane County, Wisconsin, such registration to be noted in the registration blank below and upon said registration records, and this Bond may thereafter be transferred only upon presentation of this Bond together with a written instrument of transfer approved by the City and duly executed by the Registered Owner or his attorney, such transfer to be made on such records and endorsed hereon.

<u>Date of Registration</u>	<u>Name of Registered Owner</u>	<u>Signature of City Clerk</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

City of Monona
POLICY AND FISCAL NOTE

_____ Original	<input checked="" type="checkbox"/> Update	Substitute No. _____
		Resolution No. <u>16-6-2108</u>
		Ordinance Amendment No. _____

Title: \$1,796,850 Taxable Tax Increment Project Revenue Bond

Policy Analysis Statement:

Brief Description Of Proposal:

The City excised their option to purchase the Inland Lake Land Company building for \$1,846,850. The City has already paid \$50,000 in options which reduce the borrowing price to \$1,796,850. The City is recommending a 3-year taxable tax increment project revenue bond with Monona State Bank. The repayment of the bond will come due the same time as the EDS and Chase Bank note. At that time, the City will have started to receive tax increment and can combine the three notes into one long-term note.

Current Policy Or Practice:

Impact Of Adopting Proposal:

Purchase of the Inland Lake Land Company, LLC building

Fiscal Estimate:

Fiscal Effect (check/circle all that apply)

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance _____ Fund

Budget Effect:

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

Vote Required:

- Majority
- Two-Thirds

Narrative/assumptions About Long Range Fiscal Effect:

Expenditure/Revenue Changes:

Budget Amendment No. <u>14-7</u>				No Budget Amendment Required _____				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
412	57	57000	600	Land Purchase	0	1,796,850		1,796,850
412	40	49100	000	Proceed from Debt	0	0	1,796,850	1,796,850
Totals								

Prepared By:

Department: Finance Department
Prepared By: Marc Houtakker
Reviewed By:

Date: June 2, 2016
Date:

**Resolution 16-6-2107
Monona Common Council**

**APPROVING THE PURCHASE OF FIRE DEPARTMENT EXTRICATION
EQUIPMENT**

WHEREAS, maintaining a highly operational set of extrication tools is critical to the operation of the Fire Department; and,

WHEREAS, the 2016 Capital Budget includes funding in the amount of \$45,000 for the purchase of new extrication equipment; and,

WHEREAS, the current extrication equipment we utilize is over 20 years old and does not meet the needs of new vehicle construction; and,

WHEREAS, the equipment scheduled for purchase is only the hydraulically powered equipment and does not include all extrication equipment that will need to be purchased; and,

WHEREAS, the City received proposals on March 15, 2016 from three vendors, Genesis, Holmatro, and Hurst, for the purchase of stated extrication tools requested by the MOFD Truck Committee; and,

WHEREAS, on June 6, 2016, the MOFD Truck Committee reviewed the proposals and has recommended the award for the proposal provided by Genesis via Reliant Fire Apparatus for the combined price of \$25,356.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Monona, Dane County, Wisconsin, that the proposal submitted by Genesis via Reliant Fire Apparatus for stated extrication equipment in the amount of \$25,356 is hereby approved, and staff is authorized to proceed with the purchase.

Adopted this _____ day of _____, 2016.

BY ORDER OF THE CITY COUNCIL
CITY OF MONONA, WISCONSIN

Robert E. Miller
Mayor

ATTEST:

Joan Andrusz
City Clerk

Approval Requested By: Fire Chief – 6/20/16

Council Action:

Date Introduced: 6-20-16

Date Approved: _____

Date Disapproved: _____

City of Monona
POLICY AND FISCAL NOTE

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
		Resolution No. <u>16-6-2107</u>
		Ordinance Amendment No. _____

Title:
 Fire Department Extrication Equipment

Policy Analysis Statement:

Brief Description Of Proposal:

As presented in the 2016 Capital Budget, the Fire Department proposes to purchase new extrication equipment from Genesis for the amount of \$25,365. The Fire Department received three bids.

Current Policy Or Practice:

This is to replace extrication equipment that is over 20 years old.

Impact Of Adopting Proposal:

Capital budget allocation: \$45,000
 Proposed price: \$25,356
 Balance remaining: \$19,644

Fiscal Estimate:

Fiscal Effect (check/circle all that apply)

- No fiscal effect
- Creates new expenditure account
- Creates new revenue account
- Increases expenditures
- Increases revenues
- Increases/decreases fund balance _____ Fund

Budget Effect:

- Expenditure authorized in budget
- No change to budget required
- Expenditure not authorized in budget
- Budget amendment required

Vote Required:

- Majority
- Two-Thirds

Narrative/assumptions About Long Range Fiscal Effect:

Expenditure/Revenue Changes:

Budget Amendment No. _____				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
400	57	57220	816	EXTRICATION EQUIPMENT	\$45,000			\$45,000
				Totals				

Prepared By:

Department: Fire Department
 Prepared By:
 Reviewed By: Marc Houtakker, Finance Director

Date:
 Date: June 16, 2016



Chief Sullivan,

6/09/2016

After evaluation the following items are being requested by the Extrication tool committee for purchase. These are the tools that will be run off the engine w/ electric over hydraulic.

Vendor- Reliant Fire Apparatus Slinger WI.

<u>Item</u>	<u>Qty.</u>	<u>Part #</u>	<u>Description</u>	<u>Price</u>
1	1	ART.593.363.3	49 XL Spreader 28" w/ OSC Coupler	\$5628.00
2	1	ART.593.575.8	C236 Cutter w/Next Gen Blades w/OSC	\$5628.00
3	1	ART.031.900.1	31" Push-Pull Ram Nfpa w/OSC Coupler	\$2332.00
4	1	ART.011.520.1	Deluxe Slip Fit Kit	\$1264.00
5	1	ART.593.508.1E	Genesis M3 Simo Overdrive Outlaw 220v OSC	\$6176.00
6	1	EMC 100OSC-RHR4	100' Reel Hose OSC Coupling-Red	\$1436.00
7	1	EMC100SC-BHR4	100' Reel Hose OSC Coupling- Blue	\$1436.00
8	1	EMC30OSC-B	30' Extension Hose OSC Couplers Blue	\$ 728.00
9	1	EMC30OSC-R	30' Extension Hose OSC Couplers Red	\$ 728.00
Total				\$25356.00

Sincerely,

Capt. Bob Miller



To: Finance and Personnel Committee
From: April Little, City Administrator
Date: June 15, 2016
Subject: Code Inspector Hiring Process

Code Inspector Jeremy Small has resigned to accept another position, effective July 1. Typically whenever there is an impending changeover in a position, I review the position requirements and description to see if there is anything that might need change or updating. The advertisement from the last hire is attached. Here are a few options and considerations for discussion.

OPTIONS

1. **Status Quo** - Hire separate staff person from the building inspector, at 16 hours per week.
 - Pros:
 - More proactive code enforcement approach that does not rely solely on complaints
 - Does not allow for “backsliding” with a less proactive approach
 - Eases workload for building inspector and other staff
 - Cons:
 - Was a difficult hire last time; not a great deal of interest (and it is a difficult position to perform successfully)
 - Approach has been seen as too aggressive by some in the community
2. **Take reactive approach until building inspector's retirement; then hire inspector for building inspection and property maintenance.**
 - Pros: More streamlined; only one position
 - Cons:
 - May not be enough work for full time but a little more than part time (will depend on building activity in a particular year, which varies)
 - Property maintenance may take a back seat if there is a heavy building inspection workload
3. **Look into sharing position again with neighboring community** (McFarland and/or Cottage Grove)
 - Pros:

- Economy of scale
- Full time employee is probably easier to hire
- Cons:
 - Other community may not be interested
 - Balancing workloads can be difficult
 - Potential disagreement over issues
 - Could be potential delay in hiring (until 2017 or later); no guarantee of their approval

4. Other considerations

- Current inspectors have no clerical support here (McFarland provides clerical); we may be light on clerical support in general. Department heads are often utilized as backup support.
- It is more effective to have a building and/or code inspector here on a daily basis, even if part time, to maximize customer service.
- If a firm is retained, rather than an individual, concerns over workload sharing and hours may be lessened. No guarantee a qualified individual to serve as an inspector will be found next round.



CITY OF MONONA
invites applications for the position of:

Code Enforcement Officer

SALARY: \$13.00 - \$15.00 Hourly

OPENING DATE: 01/23/14

CLOSING DATE: 02/13/14 05:00 PM

**2014 Posting
For Reference Only**

DESCRIPTION AND TERMS OF EMPLOYMENT:

The Code Enforcement Officer is a non-sworn position reporting to the City Administrator and responsible for promptly and effectively carrying out routine building and zoning code enforcement. This is a permanent part-time position working 16 hours per week.

DUTIES AND RESPONSIBILITIES:

Investigates the following types of complaints and enforces City ordinances through phone calls, warning notices, and issuance of citations when required:

1. the City's erosion control requirements
2. property maintenance complaints
3. weed control complaints
4. mowing complaints
5. snow removal complaints

Performs other related job duties as required.

QUALIFICATIONS:

1. High school diploma or equivalent plus 5 years of work experience
2. Ability to operate a motor vehicle and possession of, or ability to obtain and maintain a Wisconsin Motor Vehicle Operator's License

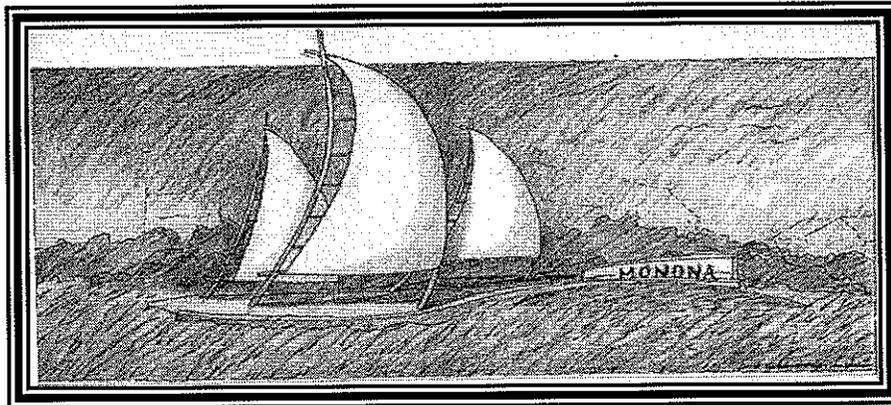
KNOWLEDGE AND ABILITIES:

- Ability to pass a police background check and drug screening
- General knowledge of locations and streets in the City of Monona
- General knowledge of City of Monona ordinances and codes
- Ability to organize and complete a variety of work assignments and understand department procedures and regulations, as well as controlling laws
- Must be able to establish and maintain effective working relationships with other employees and the public; must execute duties firmly, tactfully, courteously, and impartially
- Must have the ability to stand, walk, or sit for extended periods of time and to push/pull objects (road debris, etc.)
- Must have the ability to work outdoors in all weather conditions, including extreme heat and cold
- Working skills in the use of a two-way radio, iPhone, and computer is preferred

2016

Financial

Report



Mayor

Robert Miller

City Council

**Mary O'Connor
Andrew Kitslaar
Jim Busse**

**Brian Holmquist
Chad Speight
Douglas Wood**

Administrator

April Little

Finance Director

Marc Houtakker

Revenues & Expenditures
With Comparison to Budget

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
TAXES						
100-41-41110-000	GENERAL PROPERTY TAXES	.00	2,314,690.59	2,314,605.00	85.59	100.00
100-41-41210-000	PUBLIC ACCOMMODATION TAXES	50,459.83	50,459.83	224,900.00	(174,440.17)	22.44
100-41-41220-000	GENERAL SALES TAX DISCOUNT	.00	42.68	120.00	(77.32)	35.57
100-41-41310-000	TAXES FROM MUNIC OWNED UTILITY	.00	.00	280,000.00	(280,000.00)	.00
100-41-41320-000	TAXES FROM OTHER EXEMPT ENTITI	8,410.43	22,663.34	50,000.00	(27,336.66)	45.33
100-41-41800-000	INTEREST & PENALTIES ON TAXES	.00	65.58	1,000.00	(934.42)	6.56
	TOTAL TAXES	58,870.26	2,387,922.02	2,870,625.00	(482,702.98)	83.18
INTERGOVERNMENTAL REVENUE						
100-43-43410-000	SHARED REVENUES	.00	.00	131,061.00	(131,061.00)	.00
100-43-43420-000	FIRE INSURANCE	.00	.00	39,000.00	(39,000.00)	.00
100-43-43520-000	PUBLIC SAFETY AIDS	2,718.40	4,197.33	25,000.00	(20,802.67)	16.79
100-43-43530-000	TRANSPORTATION AIDS	.00	419,601.70	839,615.00	(420,013.30)	49.98
100-43-43600-100	EXEMPT COMPUTER AID	.00	.00	375,000.00	(375,000.00)	.00
	TOTAL INTERGOVERNMENTAL REVENUE	2,718.40	423,799.03	1,409,676.00	(985,876.97)	30.06
LICENSES & PERMITS						
100-44-44110-000	LIQUOR & MALT BEVERAGE LICENSE	10.00	21,674.04	22,000.00	(325.96)	98.52
100-44-44120-100	CIGARETTE LICENSES	.00	1,500.00	1,400.00	100.00	107.14
100-44-44120-200	OPERATORS LICENSES	2,035.00	6,535.00	11,000.00	(4,465.00)	59.41
100-44-44120-600	OTHER BUSINESS & OCCUPATION LI	495.00	2,432.50	2,000.00	432.50	121.63
100-44-44200-100	BICYCLE LICENSES	9.00	12.00	60.00	(48.00)	20.00
100-44-44200-200	DOG & CAT LICENSES	20.50	236.50	2,500.00	(2,263.50)	9.46
100-44-44300-100	BUILDING PERMITS	4,048.65	19,364.10	70,000.00	(50,635.90)	27.66
100-44-44300-200	ELECTRICAL PERMITS	1,748.85	8,553.56	24,000.00	(15,446.44)	35.64
100-44-44300-300	PLUMBING PERMITS	772.95	5,866.45	18,000.00	(12,133.55)	32.59
100-44-44300-400	HVAC PERMITS	738.85	5,246.45	16,000.00	(10,753.55)	32.79
100-44-44400-000	ZONING PERMITS AND FEES	270.00	3,655.00	6,000.00	(2,345.00)	60.92
100-44-44500-000	UNDERGROUND TANK FEES	.00	42.00	1,200.00	(1,158.00)	3.50
100-44-44600-000	EXCAVATION PERMIT	.00	850.00	4,500.00	(3,650.00)	18.89
100-44-44700-000	DRIVEWAY PERMIT	.00	50.00	.00	50.00	.00
100-44-44900-000	OTHER REGULATORY PERMITS & FEE	533.33	1,890.33	2,100.00	(209.67)	90.02
	TOTAL LICENSES & PERMITS	10,682.13	77,907.93	180,760.00	(102,852.07)	43.10
FINES & FORFEITURES						
100-45-45110-000	COURT PENALTIES AND COSTS	.00	79,189.34	153,000.00	(73,810.66)	51.76
100-45-45130-000	PARKING VIOLATIONS	1,315.00	5,455.00	11,000.00	(5,545.00)	49.59
	TOTAL FINES & FORFEITURES	1,315.00	84,644.34	164,000.00	(79,355.66)	51.61

① = Not Good. Down year compared to the last 3 yrs.

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET
<u>PUBLIC CHARGES FOR SERVICE</u>						
100-46-46100-100	GENERAL GOVERNMENT FEES	640.75	3,281.75	6,200.00	(2,918.25)	52.93
100-46-46210-000	LAW ENFORCEMENT FEES	76.30	560.72	700.00	(139.28)	80.10
100-46-46220-000	FIRE PROTECTION FEES	.00	48.00	200.00	(152.00)	24.00
100-46-46420-000	REFUSE/GARBAGE COLLECTION FEE	65.00	325.00	.00	325.00	.00
100-46-46430-000	WEIGHTS AND MEASURES	.00	.00	4,800.00	(4,800.00)	.00
100-46-46720-100	PARK SHELTER RENTALS	4,867.31	12,665.88	20,000.00	(7,334.12)	63.33
100-46-46720-300	BOAT LAUNCH FEE COLLECTIONS	1,998.68	4,759.87	21,000.00	(16,240.13)	22.67
100-46-46720-400	PARK FIELD RENTALS	(3,115.06)	.00	.00	.00	.00
TOTAL PUBLIC CHARGES FOR SERVICE		4,532.98	21,641.22	52,900.00	(31,258.78)	40.91
<u>SPECIAL FUND ACTIVITY</u>						
100-47-47320-000	SCHOOL LIAISON OFFICER SERVICE	.00	.00	75,705.00	(75,705.00)	.00
TOTAL SPECIAL FUND ACTIVITY		.00	.00	75,705.00	(75,705.00)	.00
<u>MISCELLANEOUS REVENUE</u>						
100-48-48110-000	INTEREST & DIVIDENDS INCOME	.00	20,188.49	30,000.00	(9,811.51)	67.29
100-48-48300-100	SALES OF CITY PROPERTY	140.90	11,945.77	8,000.00	3,945.77	149.32
100-48-48400-000	INSURANCE RECOVERIES	2,884.83	21,879.04	46,000.00	(24,120.96)	47.56
100-48-48500-000	DONATIONS AND CONTRIBUTIONS	.00	40,000.00	40,000.00	.00	100.00
100-48-48900-000	MISCELLANEOUS REVENUES	3,623.40	5,532.82	2,000.00	3,532.82	276.64
100-48-48900-100	RENTS/LEASES	143,638.33	189,465.18	267,139.00	(77,673.82)	70.92
TOTAL MISCELLANEOUS REVENUE		150,287.46	289,011.30	393,139.00	(104,127.70)	73.51
<u>OTHER FINANCING SOURCES</u>						
100-49-49220-200	TRANSFER FROM LIBRARY	.00	.00	15,500.00	(15,500.00)	.00
100-49-49220-205	TRANSFER FROM AMBULANCE	.00	.00	2,000.00	(2,000.00)	.00
100-49-49220-300	TRANSFER FROM CATV	.00	.00	7,982.00	(7,982.00)	.00
100-49-49260-100	TRANSFER FROM WATER UTILITY	.00	.00	86,999.00	(86,999.00)	.00
100-49-49260-200	TRANSFER FROM SEWER UTILITY	.00	.00	43,005.00	(43,005.00)	.00
100-49-49260-400	TRANSFER FROM STORMWATER	.00	.00	8,000.00	(8,000.00)	.00
100-49-49300-000	FUND BALANCE APPLIED	.00	.00	130,000.00	(130,000.00)	.00
TOTAL OTHER FINANCING SOURCES		.00	.00	293,486.00	(293,486.00)	.00
TOTAL FUND REVENUE		228,406.23	3,284,925.84	5,440,291.00	(2,155,365.16)	60.38

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CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>LEGISLATIVE</u>					
100-51-51100-110	2,400.00	10,367.28	28,000.00	17,632.72	37.03
100-51-51100-130	183.60	793.14	2,142.00	1,348.86	37.03
100-51-51100-134	189.00	189.00	500.00	311.00	37.80
TOTAL LEGISLATIVE	2,772.60	11,349.42	30,642.00	19,292.58	37.04
<u>JUDICIAL</u>					
100-51-51200-110	3,546.29	18,031.45	42,086.00	24,054.55	42.84
100-51-51200-130	262.55	1,335.68	3,220.00	1,884.32	41.48
100-51-51200-131	184.52	942.40	2,281.00	1,338.60	41.32
100-51-51200-132	.00	.00	56.00	56.00	.00
100-51-51200-133	1,119.65	5,598.25	13,436.00	7,837.75	41.67
100-51-51200-134	.00	861.65	1,200.00	338.35	71.80
100-51-51200-210	12,450.34	25,056.95	45,000.00	19,943.05	55.68 ①
100-51-51200-240	.00	350.00	175.00	(175.00)	200.00
100-51-51200-310	.00	6.00	350.00	344.00	1.71
TOTAL JUDICIAL	17,563.35	52,182.38	107,804.00	55,621.62	48.40
<u>LEGAL</u>					
100-51-51300-210	27,379.16	50,513.30	115,000.00	64,486.70	43.92 ②
100-51-51300-214	(18,750.00)	5,127.39	10,000.00	4,872.61	51.27
TOTAL LEGAL	8,629.16	55,640.69	125,000.00	69,359.31	44.51

① Cost is from Jan-April. A lot of OUI cases which require ~~at~~ a lot of time. Revenues are higher at this point compared to last years.

② Jan-April. May is \$13,667. With May we are at 56%

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
EXECUTIVE OFFICE						
100-51-51410-110	EXECUTIVE SALARIES	6,983.76	35,368.80	82,617.00	47,248.20	42.81
100-51-51410-130	FICA	541.72	2,750.01	6,321.00	3,570.99	43.51
100-51-51410-131	WISCONSIN RETIREMENT	418.04	2,119.89	5,453.00	3,333.11	38.88
100-51-51410-132	LIFE & DISABILITY INSURANCE	2.28	6.84	156.00	149.16	4.38
100-51-51410-133	HEALTH INSURANCE	1,492.86	8,271.71	17,914.00	9,642.29	46.17
100-51-51410-134	PROFESSIONAL DEVELOPMENT	315.00	1,442.50	3,000.00	1,557.50	48.08
100-51-51410-311	NEWSLETTER EXPENDITURES	.00	6,861.25	8,500.00	1,638.75	80.72
100-51-51410-322	LEAGUE OF WI MUNICIPALITIES	.00	3,336.88	3,800.00	463.12	87.81
100-51-51410-323	DANE COUNTY CITIES AND VILLAGE	.00	2,995.00	3,100.00	105.00	96.61
100-51-51410-360	VEHICLE MAINT & REPAIR	.00	5.08	500.00	494.92	1.02
100-51-51410-370	FUELS & ADDITIVES	33.73	54.60	1,000.00	945.40	5.46
100-51-51410-390	EXECUTIVE OFFICE OTHER	1,065.98	2,091.83	6,000.00	3,908.17	34.86
100-51-51410-393	SUSTAINABILITY INITIATIVES	254.50	1,545.40	19,136.00	17,590.60	8.08
100-51-51410-394	MARKETING FUND	9,250.00	9,250.00	10,000.00	750.00	92.50
100-51-51410-395	CODIFICATION	.00	2,260.00	.00	(2,260.00)	.00
TOTAL EXECUTIVE OFFICE		20,357.87	78,359.79	167,497.00	89,137.21	46.78
CLERK'S OFFICE						
100-51-51420-110	CLERK'S OFFICE SALARIES	3,599.62	18,498.10	43,196.00	24,697.90	42.82
100-51-51420-130	FICA	264.89	1,362.68	3,304.00	1,941.32	41.24
100-51-51420-131	WISCONSIN RETIREMENT	237.58	1,220.91	2,851.00	1,630.09	42.82
100-51-51420-132	LIFE & DISABILITY INSURANCE	2.35	11.75	70.00	58.25	16.79
100-51-51420-133	HEALTH INSURANCE	1,343.57	6,717.83	16,123.00	9,405.17	41.67
100-51-51420-134	PROFESSIONAL DEVELOPMENT	.00	126.00	1,000.00	874.00	12.60
100-51-51420-310	OFFICE SUPPLIES	163.81	865.76	7,300.00	6,434.24	11.86
100-51-51420-312	POSTAGE	1.48	1,468.52	13,000.00	11,531.48	11.30
100-51-51420-320	PUBLICATIONS	.00	47.00	.00	(47.00)	.00
100-51-51420-321	PUBLIC NOTICES	395.84	1,196.00	4,800.00	3,604.00	24.92
TOTAL CLERK'S OFFICE		6,009.14	31,514.55	91,644.00	60,129.45	34.39

one time

one time

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
FINANCE'S OFFICE						
100-51-51421-110	FINANCE SALARIES	4,851.22	24,823.60	58,598.00	33,774.40	42.36
100-51-51421-130	FICA	359.29	1,839.88	4,483.00	2,643.12	41.04
100-51-51421-131	WI RETIREMENT	320.18	1,638.37	3,867.00	2,228.63	42.37
100-51-51421-132	LIFE & DISABILITY INSURANCE	2.11	10.53	112.00	101.47	9.40
100-51-51421-133	HEALTH INSURANCE	959.28	4,796.38	11,795.00	6,998.62	40.66
100-51-51421-134	PROFESSIONAL DEVELOPMENT	.00	35.00	1,000.00	965.00	3.50
100-51-51421-212	ANNUAL AUDIT & ACCOUNTING SERV	.00	.00	22,000.00	22,000.00	.00
100-51-51421-240	SERVICE CONTRACTS	167.00	1,085.94	3,500.00	2,414.06	31.03
100-51-51421-350	EQUIPMENT MAINT & REPAIR	.00	.00	500.00	500.00	.00
100-51-51421-390	OTHER SUPPLIES & EXPENSE	.00	.00	700.00	700.00	.00
TOTAL FINANCE'S OFFICE		6,659.08	34,229.70	106,555.00	72,325.30	32.12
PERSONNEL						
100-51-51430-130	FICA	.00	.00	1,377.00	1,377.00	.00
100-51-51430-131	WISCONSIN RETIREMENT	.00	.00	1,188.00	1,188.00	.00
100-51-51430-133	HEALTH INS-RETIRED PERSONNEL	.00	.00	50,000.00	50,000.00	.00
100-51-51430-135	WELLNESS PROGRAM	.00	1,495.00	2,990.00	1,495.00	50.00
100-51-51430-136	EMPLOYEE AWARD PROGRAM	.00	.00	18,000.00	18,000.00	.00
100-51-51430-190	PAYROLL OTHER EXPENDITURES	74.82	2,435.81	6,000.00	3,564.19	40.60
100-51-51430-340	RECRUITMENT EXPENDITURES	.00	.00	2,500.00	2,500.00	.00
TOTAL PERSONNEL		74.82	3,930.81	82,055.00	78,124.19	4.79
ELECTIONS						
100-51-51440-111	ELECTION SALARIES	.00	7,119.06	11,500.00	4,380.94	61.90
100-51-51440-240	SERVICE CONTRACTS	.00	1,217.74	1,300.00	82.26	93.67
100-51-51440-321	PUBLIC NOTICES	.00	635.89	700.00	64.11	90.84
100-51-51440-340	ELECTION SUPPLIES	41.69	2,155.31	5,000.00	2,844.69	43.11
TOTAL ELECTIONS		41.69	11,128.00	18,500.00	7,372.00	60.15
DATA PROCESSING						
100-51-51450-211	SOFTWARE PROGRAMMING SERVICES	.00	11,092.50	60,000.00	48,907.50	18.49
100-51-51450-240	SERVICE CONTRACTS	.00	8,376.00	37,183.00	28,807.00	22.53
100-51-51450-241	SERVICE CONTRACT FOR T-1 LINE	307.04	1,630.36	3,600.00	1,969.64	45.29
100-51-51450-310	DATA PROCESSING SUPPLIES	.00	259.80	2,500.00	2,240.20	10.39
100-51-51450-311	WEB MAINT	.00	.00	4,700.00	4,700.00	.00
100-51-51450-350	EQUIPMENT MAINT & REPAIR	.00	39.83	10,000.00	9,960.17	.40
100-51-51450-351	UW IT MASTER PLAN	.00	.00	10,000.00	10,000.00	.00
TOTAL DATA PROCESSING		307.04	21,398.49	127,983.00	106,584.51	16.72

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
ASSESSMENT OF PROPERTY						
100-51-51530-214	PROFESSIONAL SERVICES	18,750.00	18,750.00	75,000.00	56,250.00	25.00
	TOTAL ASSESSMENT OF PROPERTY	18,750.00	18,750.00	75,000.00	56,250.00	25.00
GENERAL BUILDINGS AND PLANT						
100-51-51600-110	BUILDING & PLANT SALARIES	1,449.71	10,977.40	42,016.00	31,038.60	26.13
100-51-51600-112	SHIFT DIFFERENTIAL	.00	.00	30.00	30.00	.00
100-51-51600-114	BUILDING & PLANT SALARIES	.00	731.09	.00	(731.09)	.00
100-51-51600-120	OVERTIME	74.98	910.09	3,400.00	2,489.91	26.77
100-51-51600-130	FICA	110.22	915.74	3,477.00	2,561.26	26.34
100-51-51600-131	WISCONSIN RETIREMENT	100.63	832.82	2,999.00	2,166.18	27.77
100-51-51600-132	LIFE & DISABILITY INSURANCE	2.05	15.28	132.00	116.72	11.58
100-51-51600-133	HEALTH INSURANCE	546.83	4,083.42	14,332.00	10,248.58	28.49
100-51-51600-137	UNIFORM ALLOWANCE	.00	.00	250.00	250.00	.00
100-51-51600-220	GAS & ELECTRIC UTILITIES	3,117.97	16,371.96	47,300.00	30,928.04	34.61
100-51-51600-221	TELEPHONE	834.81	3,902.28	12,500.00	8,597.72	31.22
100-51-51600-222	WATER & SEWER UTILITIES	654.92	1,274.14	3,125.00	1,850.86	40.77
100-51-51600-225	STORM WATER UTILITY	.00	94.28	1,350.00	1,255.72	6.98
100-51-51600-230	OUTSIDE SERVICES	1,017.66	3,304.39	11,500.00	8,195.61	28.73
100-51-51600-240	REPAIR & MAINT SERVICES	300.00	5,451.85	3,000.00	(2,451.85)	181.73
100-51-51600-340	OPERATING SUPPLIES	17.93	407.31	6,000.00	5,592.69	6.79
100-51-51600-350	REPAIR & MAINTENANCE SUPPLIES	430.51	3,157.31	4,650.00	1,492.69	67.90
100-51-51600-370	FUELS & ADDITIVES	46.64	173.19	900.00	726.81	19.24
	TOTAL GENERAL BUILDINGS AND PLANT	8,704.86	52,602.55	156,961.00	104,358.45	33.51
ILLEGAL TAXES, REFUNDS & UNCOLL						
100-51-51910-390	TAX WRITE OFFS	.00	.00	15,000.00	15,000.00	.00
	TOTAL ILLEGAL TAXES, REFUNDS & UNCOLL	.00	.00	15,000.00	15,000.00	.00
INSURANCE AND BONDS						
100-51-51930-510	WORKERS COMPENSATION	.00	95,300.00	95,000.00	(300.00)	100.32
100-51-51930-511	PROPERTY & LIABILITY INSURANCE	.00	56,747.00	65,000.00	8,253.00	87.30
100-51-51930-512	AUTOMOBILE INSURANCE	.00	19,590.00	19,000.00	(590.00)	103.11
100-51-51930-513	SELF ADMINSTERED CLAIMS	.00	.00	10,500.00	10,500.00	.00
100-51-51930-514	INSURANCE CLAIMS	.00	1,803.23	5,000.00	3,196.77	36.06
100-51-51930-520	EMPLOYEE BONDS	.00	.00	900.00	900.00	.00
	TOTAL INSURANCE AND BONDS	.00	173,440.23	195,400.00	21,959.77	88.76

*combine
ok*

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
LAW ENFORCEMENT						
100-52-52100-110	POLICE SALARIES	114,349.97	572,748.47	1,395,490.00	822,741.53	41.04
100-52-52100-112	SHIFT DIFF, COMMAND, & FTO	1,267.64	6,196.89	15,000.00	8,803.11	41.31
100-52-52100-116	SCHOOL CROSSING GUARD	.00	.00	4,800.00	4,800.00	.00
100-52-52100-118	LEAVE WAGES	.00	2,260.28	28,000.00	25,739.72	8.07
100-52-52100-119	WAGES - NON SWORN	520.00	2,327.00	.00	(2,327.00)	.00
100-52-52100-120	POLICE OVERTIME	7,703.06	30,699.79	80,000.00	49,300.21	38.37 (1)
100-52-52100-121	POLICE OVERTIME - GRANT	884.09	4,190.27	20,000.00	15,809.73	20.95
100-52-52100-130	FICA	9,528.01	47,151.57	118,062.00	70,910.43	39.94
100-52-52100-131	WISCONSIN RETIREMENT	11,926.64	59,161.71	157,576.00	98,414.29	37.54
100-52-52100-132	LIFE & DISABILITY INSURANCE	53.62	268.40	3,600.00	3,331.60	7.46
100-52-52100-133	HEALTH INSURANCE	15,727.11	78,635.55	198,985.00	120,349.45	39.52
100-52-52100-134	PROFESSIONAL DEVELOPMENT	495.00	2,433.13	8,000.00	5,566.87	30.41
100-52-52100-135	FITNESS INCENTIVE PROGRAM	.00	.00	2,000.00	2,000.00	.00
100-52-52100-137	UNIFORM ALLOWANCE	511.41	9,548.35	17,200.00	7,651.65	55.51
100-52-52100-221	TELEPHONE	260.96	1,079.92	3,500.00	2,420.08	30.85
100-52-52100-240	SERVICE CONTRACTS-OFFICE EQUIP	.00	653.56	700.00	46.44	93.37
100-52-52100-310	OFFICE SUPPLIES	4.80	69.36	2,000.00	1,930.64	3.47
100-52-52100-312	POSTAGE	.00	28.79	.00	(28.79)	.00
100-52-52100-340	POLICE SUPPLIES	1,087.43	2,287.11	7,500.00	5,212.89	30.49
100-52-52100-345	POLICE OPERATING EXPENSES	1.20	1,274.95	4,500.00	3,225.05	28.33
100-52-52100-350	EQUIPMENT MAINT & REPAIR	.00	150.00	1,500.00	1,350.00	10.00
100-52-52100-351	DATA PROCESSING EQUIP REPAIR	(26.43)	426.85	2,500.00	2,073.15	17.07
100-52-52100-360	VEHICLE MAINT & REPAIR	47.93	3,070.99	11,000.00	7,929.01	27.92
100-52-52100-370	FUELS & ADDITIVES	2,180.96	7,503.54	36,000.00	28,496.46	20.84 (2)
TOTAL LAW ENFORCEMENT		166,523.40	832,166.48	2,117,913.00	1,285,746.52	39.29

(1) Will be overbudget at year-end.

(2) Underbudget at year-end. Some Savings

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
FIRE PROTECTION						
100-52-52200-110	FIRE SALARIES	22,337.12	108,864.54	276,432.00	167,567.46	39.38
100-52-52200-118	LEAVE WAGES	.00	681.54	6,500.00	5,818.46	10.49
100-52-52200-119	WAGES PART-TIME	321.16	2,755.25	5,000.00	2,244.75	55.11
100-52-52200-120	OVERTIME	1,973.48	8,269.51	17,500.00	9,230.49	47.25
100-52-52200-130	FICA	2,414.58	11,435.58	23,366.00	11,930.42	48.94
100-52-52200-131	WISCONSIN RETIREMENT	2,443.01	11,626.84	28,511.00	16,884.16	40.78
100-52-52200-132	LIFE & DISABILITY INSURANCE	6.16	27.06	600.00	572.94	4.51
100-52-52200-133	HEALTH INSURANCE	3,125.31	13,748.05	41,243.00	27,494.95	33.33
100-52-52200-134	PROFESSIONAL DEVELOPMENT	.00	2,879.25	5,000.00	2,120.75	57.59
100-52-52200-137	UNIFORM ALLOWANCE	375.83	1,151.73	3,600.00	2,448.27	31.99
100-52-52200-150	PHYSICAL EXAMINATIONS	409.45	2,029.80	1,600.00	(429.80)	126.86
100-52-52200-191	WI LENGTH OF SERVICE AWARD	.00	730.00	9,800.00	9,070.00	7.45
100-52-52200-221	TELEPHONE	75.40	299.72	400.00	100.28	74.93
100-52-52200-222	WATER & SEWER UTILITIES	343.65	672.00	1,400.00	728.00	48.00
100-52-52200-310	OFFICE SUPPLIES	.00	.00	450.00	450.00	.00
100-52-52200-312	POSTAGE	.00	41.90	.00	(41.90)	.00
100-52-52200-340	FIREFIGHTER SUPPLIES	95.75	1,006.57	3,000.00	1,993.43	33.55
100-52-52200-350	EQUIPMENT MAINT & REPAIR	615.50	4,966.48	15,000.00	10,033.52	33.11
100-52-52200-351	BUILDING MAINT & REPAIR	.00	738.57	300.00	(438.57)	246.19
100-52-52200-370	FUELS & ADDITIVES	36.63	636.73	3,200.00	2,563.27	19.90
100-52-52200-372	FIREFIGHTER RECRUIT/RETENTION	5,820.00	25,436.92	39,000.00	13,563.08	65.22
100-52-52200-373	FIRE PREVENTION & EDUCATION	181.42	914.17	3,000.00	2,085.83	30.47
100-52-52200-374	INTERN PROGRAM	90.00	450.00	6,180.00	5,730.00	7.28
100-52-52200-810	FIREFIGHTER EQUIPMENT	.00	5,279.44	5,500.00	220.56	95.99
	TOTAL FIRE PROTECTION	40,664.45	204,641.65	496,582.00	291,940.35	41.21
AMBULANCE						
100-52-52300-119	WAGES, PART-TIME	(1,237.50)	.00	.00	.00	.00
100-52-52300-130	FICA	(94.66)	.00	.00	.00	.00
100-52-52300-131	WISCONSIN RETIREMENT	(91.09)	.00	.00	.00	.00
	TOTAL AMBULANCE	(1,423.25)	.00	.00	.00	.00

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
INSPECTIONS						
100-52-52400-110	SALARIES	6,086.72	7,979.34	21,500.00	13,520.66	37.11
100-52-52400-130	FICA	109.41	610.43	1,645.00	1,034.57	37.11
100-52-52400-214	WEIGHTS & MEASURES	.00	.00	4,500.00	4,500.00	.00
100-52-52400-221	TELEPHONE	.15	3.35	.00	(3.35)	.00
100-52-52400-230	INSPECTION SERVICES	3,870.38	11,876.99	60,000.00	48,123.01	19.79 <i>3 months</i>
100-52-52400-231	CODE ENFORCEMENT SERVICES	(4,656.37)	.00	.00	.00	.00
100-52-52400-232	PUBLICATIONS	.00	.00	300.00	300.00	.00
100-52-52400-340	INSPECTION SUPPLIES	310.00	316.91	1,000.00	683.09	31.69
100-52-52400-370	FUELS & ADDITIVES	47.14	231.31	600.00	368.69	38.55
TOTAL INSPECTIONS		5,767.43	21,018.33	89,545.00	68,526.67	23.47
EMERGENCY COMMUNICATIONS						
100-52-52600-110	DISPATCH SALARIES	14,334.26	72,471.30	174,209.00	101,737.70	41.60
100-52-52600-112	SHIFT DIFFERENTIAL	287.50	1,488.89	3,500.00	2,011.11	42.54
100-52-52600-118	LEAVE WAGES	.00	701.64	6,000.00	5,298.36	11.69
100-52-52600-119	WAGES, PART-TIME	2,336.01	8,100.98	25,000.00	16,899.02	32.40
100-52-52600-120	DISPATCH OVERTIME	388.50	3,388.04	11,000.00	7,611.96	30.80
100-52-52600-130	FICA	1,294.59	6,428.56	16,808.00	10,379.44	38.25
100-52-52600-131	WISCONSIN RETIREMENT	1,028.98	5,288.70	12,851.00	7,562.30	41.15
100-52-52600-132	LIFE & DISABILITY INSURANCE	3.72	15.57	300.00	284.43	5.19
100-52-52600-133	HEALTH INSURANCE	4,144.60	20,723.00	38,774.00	18,051.00	53.45
100-52-52600-134	PROFESSIONAL DEVELOPMENT	.00	425.00	1,500.00	1,075.00	28.33
100-52-52600-135	FITNESS INCENTIVE PROGRAM	.00	.00	350.00	350.00	.00
100-52-52600-137	UNIFORM ALLOWANCES	.00	246.94	1,000.00	753.06	24.69
100-52-52600-214	CRIMINAL RECORD CHECKS	644.00	1,197.00	2,300.00	1,103.00	52.04
100-52-52600-240	SERVICE CONTRACTS	1,093.36	64,152.75	76,418.00	12,265.25	83.95 <i>one-time exp</i>
100-52-52600-340	DISPATCH SUPPLIES	.00	635.57	1,500.00	864.43	42.37
TOTAL EMERGENCY COMMUNICATIONS		25,555.52	185,263.94	371,510.00	186,246.06	49.87
HIGHWAY & STREET ADMINISTRATIO						
100-53-53100-111	SUPERINTENDENT SALARY	3,746.60	18,388.43	44,939.00	26,550.57	40.92
100-53-53100-130	FICA	277.28	1,363.27	3,438.00	2,074.73	39.65
100-53-53100-131	WISCONSIN RETIREMENT	247.27	1,213.65	2,966.00	1,752.35	40.92
100-53-53100-132	LIFE & DISABILITY INSURANCE	.58	2.72	115.00	112.28	2.37
100-53-53100-133	HEALTH INSURANCE	1,194.29	5,563.44	14,331.00	8,767.56	38.82
100-53-53100-134	PROFESSIONAL DEVELOPMENT	.00	50.22	700.00	649.78	7.17
TOTAL HIGHWAY & STREET ADMINISTRATI		5,466.02	26,581.73	66,489.00	39,907.27	39.98

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
SHOP, MACHINERY & BUILDINGS						
100-53-53200-110	MECHANIC & BUILDING SALARIES	3,900.66	17,937.86	54,290.00	36,352.14	33.04
100-53-53200-111	SHOP SALARIES	1,266.82	23,472.26	26,888.00	3,415.74	87.30 ^①
100-53-53200-120	OVERTIME	19.22	19.22	200.00	180.78	9.61
100-53-53200-130	FICA	384.04	3,062.35	6,225.00	3,162.65	49.19
100-53-53200-131	WISCONSIN RETIREMENT	342.33	2,734.46	5,371.00	2,636.54	50.91
100-53-53200-132	LIFE & DISABILITY INSURANCE	2.81	19.87	145.00	125.13	13.70
100-53-53200-133	HEALTH INSURANCE	1,639.87	12,674.61	24,900.00	12,225.39	50.90
100-53-53200-220	GAS & ELECTRIC UTILITIES	787.00	6,537.00	17,000.00	10,463.00	38.45
100-53-53200-221	TELEPHONE	264.75	1,245.82	4,500.00	3,254.18	27.68
100-53-53200-222	WATER & SEWER UTILITIES	.00	1,073.80	3,750.00	2,676.20	28.63
100-53-53200-240	OUTSIDE SERVICE	.00	122.88	.00	(122.88)	.00
100-53-53200-349	GARAGE MATERIAL SUPPLY	402.22	5,221.36	8,000.00	2,778.64	65.27
100-53-53200-350	REPAIR & MAINT SUPPLIES	600.33	6,545.99	14,000.00	7,454.01	46.76
TOTAL SHOP, MACHINERY & BUILDINGS		9,610.05	80,667.48	165,269.00	84,601.52	48.81
ENGINEERING DEPARTMENT						
100-53-53210-110	ENGINEERING SALARIES	2,267.22	11,382.82	29,879.00	18,496.18	38.10
100-53-53210-130	FICA	168.45	845.82	2,286.00	1,440.18	37.00
100-53-53210-131	WISCONSIN RETIREMENT	149.64	751.28	1,972.00	1,220.72	38.10
100-53-53210-132	LIFE & DISABILITY INSURANCE	.93	4.59	70.00	65.41	6.56
100-53-53210-133	HEALTH INSURANCE	621.76	3,108.82	7,166.00	4,057.18	43.38
100-53-53210-134	PROFESSIONAL DEVELOPMENT	70.00	185.49	1,500.00	1,314.51	12.37
100-53-53210-240	OUTSIDE SERVICES	2,969.04	3,997.74	7,000.00	3,002.26	57.11
100-53-53210-245	SOFTWARE PURCHASE & MAINTENANC	.00	.00	500.00	500.00	.00
100-53-53210-310	OFFICE SUPPLIES	.00	16.24	200.00	183.76	8.12
100-53-53210-370	FUELS & ADDITIVES	29.44	29.44	300.00	270.56	9.81
100-53-53210-390	ENGINEERING SUPPLIES	.00	26.99	.00	(26.99)	.00
100-53-53210-710	METROPOLITAN PLANNING ORGANIZA	.00	.00	2,500.00	2,500.00	.00
TOTAL ENGINEERING DEPARTMENT		6,276.48	20,349.23	53,373.00	33,023.77	38.13

① In total Public Works are ok.

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
STREET MAINT AND CONSTRUCTION						
100-53-53300-110	STREET SALARIES	4,285.19	9,148.03	26,923.00	17,774.97	33.98
100-53-53300-111	SNOW & ICE SALARIES	.00	15,257.00	23,727.00	8,470.00	64.30
100-53-53300-114	ON CALL WAGES	400.00	2,100.00	3,100.00	1,000.00	67.74
100-53-53300-115	ROW MAINTENANCE SALARIES	1,409.18	6,049.70	13,743.00	7,693.30	44.02
100-53-53300-118	LEAVE WAGES	3,406.13	16,260.31	35,878.00	19,617.69	45.32
100-53-53300-119	WAGES, PART-TIME	.00	3,437.40	.00	(3,437.40)	.00
100-53-53300-120	STREET OVERTIME	9.36	191.76	500.00	308.24	38.35
100-53-53300-121	SNOW & ICE OVERTIME	.00	.00	12,000.00	12,000.00	.00
100-53-53300-130	FICA	717.60	4,048.29	8,864.00	4,815.71	45.67
100-53-53300-131	WISCONSIN RETIREMENT	644.20	3,540.40	7,647.00	4,106.60	46.30
100-53-53300-132	LIFE & DISABILITY INSURANCE	4.75	23.89	350.00	326.11	6.83
100-53-53300-133	HEALTH INSURANCE	3,743.06	16,479.61	31,613.00	15,133.39	52.13
100-53-53300-134	PROFESSIONAL DEVELOPMENT	.00	92.50	1,000.00	907.50	9.25
100-53-53300-137	UNIFORM ALLOWANCE	77.00	993.69	3,000.00	2,006.31	33.12
100-53-53300-190	OTHER PERSONAL SERVICES	92.75	125.75	1,300.00	1,174.25	9.67
100-53-53300-230	STREET OUTSIDE SERVICE	1,270.00	1,798.01	36,000.00	34,201.99	4.99
100-53-53300-231	MEDIAN AND TERRACE MAINT	4,725.53	5,865.26	30,000.00	24,134.74	19.55
100-53-53300-340	SAFETY EQUIPMENT	19.99	933.06	1,500.00	566.94	62.20
100-53-53300-350	STREET EQUIP MAINT & REPAIR	136.66	3,630.06	8,000.00	4,369.94	45.38
100-53-53300-351	SNOW/ICE EQUIP MAINT & REPAIR	.00	4,079.20	5,000.00	920.80	81.58
100-53-53300-370	FUELS & ADDITIVES	1,169.20	4,086.39	23,000.00	18,913.61	17.77
100-53-53300-371	STREET SUPPLIES	1,430.96	5,386.27	13,000.00	7,613.73	41.43
100-53-53300-372	SNOW & ICE SUPPLIES	.00	13,564.67	21,000.00	7,435.33	64.59
100-53-53300-374	STREET SIGN REPAIR AND REPLACE	.00	.00	1,500.00	1,500.00	.00
TOTAL STREET MAINT AND CONSTRUCTION		23,541.56	117,091.25	308,645.00	191,553.75	37.94
ROAD RELATED FACILITIES						
100-53-53420-220	STREET LIGHTING UTILITIES	7,455.71	31,352.96	80,000.00	48,647.04	39.19
100-53-53420-233	TRAFFIC CONTROL MAINT	.00	18,168.58	21,000.00	2,831.42	86.52
TOTAL ROAD RELATED FACILITIES		7,455.71	49,521.54	101,000.00	51,478.46	49.03

on target

① No snow O.T.

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
PARKS						
100-55-55200-110	PARK SALARIES	4,159.45	20,308.29	42,642.00	22,333.71	47.63
100-55-55200-119	WAGES, PART-TIME	2,448.38	3,534.41	42,500.00	38,965.59	8.32
100-55-55200-120	OVERTIME	310.58	310.58	3,000.00	2,689.42	10.35
100-55-55200-130	FICA	522.24	1,818.54	6,743.00	4,924.46	26.97
100-55-55200-131	WISCONSIN RETIREMENT	295.03	1,360.87	3,012.00	1,651.13	45.18
100-55-55200-132	LIFE & DISABILITY INSURANCE	1.38	5.02	200.00	194.98	2.51
100-55-55200-133	HEALTH INSURANCE	898.31	3,356.07	7,889.00	4,532.93	42.54
100-55-55200-134	PROFESSIONAL DEVELOPMENT	9.08	429.08	500.00	70.92	85.82
100-55-55200-220	GAS & ELECTRIC UTILITIES	1,753.33	5,255.72	15,000.00	9,744.28	35.04
100-55-55200-221	TELEPHONE	770.75	1,889.54	5,400.00	3,510.46	34.99
100-55-55200-222	WATER & SEWER UTILITIES	665.48	3,000.21	7,000.00	3,999.79	42.86
100-55-55200-225	STORM WATER UTILITY	.00	880.76	9,500.00	8,619.24	9.27
100-55-55200-240	OUTSIDE SERVICES	.00	735.00	3,400.00	2,665.00	21.62
100-55-55200-340	PARK SUPPLIES	2,266.09	5,630.28	14,000.00	8,369.72	40.22
100-55-55200-350	EQUIPMENT MAINT & REPAIR	1,511.08	5,977.68	6,000.00	22.32	99.63
100-55-55200-351	FACILITIES MAINT & REPAIR	1,347.23	3,382.49	5,000.00	1,617.51	67.65
100-55-55200-370	FUELS & ADDITIVES	104.51	402.49	10,000.00	9,597.51	4.02
100-55-55200-393	LOTES PARK PORTABLE RESTROOMS	150.00	1,050.00	3,000.00	1,950.00	35.00
100-55-55200-394	LAKE WEED SPRAYING	.00	.00	1,210.00	1,210.00	.00
TOTAL PARKS		17,212.92	59,327.03	185,996.00	126,668.97	31.90
FORESTRY						
100-56-56110-110	FORESTRY SALARIES	1,623.67	4,452.42	11,589.00	7,136.58	38.42
100-56-56110-120	OVERTIME	81.05	196.07	500.00	303.93	39.21
100-56-56110-130	FICA	130.40	337.98	925.00	587.02	36.54
100-56-56110-131	WISCONSIN RETIREMENT	112.50	306.78	822.00	515.22	37.32
100-56-56110-132	LIFE & DISABILITY INSURANCE	.00	3.52	82.00	78.48	4.29
100-56-56110-133	HEALTH INSURANCE	.00	2,254.08	3,654.00	1,399.92	61.69
100-56-56110-240	OUTSIDE SERVICES	.00	.00	7,500.00	7,500.00	.00
100-56-56110-340	FORESTRY SUPPLIES	.00	.00	500.00	500.00	.00
100-56-56110-350	EQUIPMENT MAINT & REPAIR	.00	948.18	1,500.00	551.82	63.21
100-56-56110-351	RIGHT-OF-WAY TREE REMOVAL	.00	650.00	.00	(650.00)	.00
100-56-56110-352	TREE REMOVALS	1,900.00	3,800.00	19,500.00	15,700.00	19.49
100-56-56110-354	BRUSH CHIPPING SERVICE	2,358.00	6,716.56	20,875.00	14,158.44	32.18
TOTAL FORESTRY		6,205.62	19,665.59	67,447.00	47,781.41	29.16

① lots of repairs will be overbudget.

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>PLANNING</u>						
100-56-56300-110	PLANNING SALARIES	4,965.34	25,591.70	51,084.00	25,492.30	50.10
100-56-56300-119	PART-TIME WAGES	.00	.00	12,000.00	12,000.00	.00
100-56-56300-130	FICA	375.99	1,938.45	4,826.00	2,887.55	40.17
100-56-56300-131	WISCONSIN RETIREMENT	327.70	1,689.00	3,372.00	1,683.00	50.09
100-56-56300-132	LIFE & DISABILITY INSURANCE	1.09	5.45	190.00	184.55	2.87
100-56-56300-133	HEALTH INSURANCE	492.52	2,462.60	5,910.00	3,447.40	41.67
100-56-56300-134	PROFESSIONAL DEVELOPMENT	785.00	2,242.49	2,800.00	557.51	80.09
100-56-56300-340	SUPPLIES	24.00	247.71	599.00	351.29	41.35
100-56-56300-341	LANDMARK COMMISSION SUPPLIES	.00	.00	200.00	200.00	.00
100-56-56300-720	COMMUNITY DEVELOPMENT/PROMOTIO	24.31	97.22	.00	(97.22)	.00
100-56-56300-721	UNIVER CITY YEAR INITATIVE	.00	.00	10,000.00	10,000.00	.00
TOTAL PLANNING		6,995.95	34,274.62	90,981.00	56,706.38	37.67
<u>TRANSFER TO AMBUALANCE</u>						
100-59-59200-205	TRANSFER TO AMBUALANCE	.00	.00	500.00	500.00	.00
TOTAL TRANSFER TO AMBUALANCE		.00	.00	500.00	500.00	.00
<u>TRANSFER TO OTHER FUNDS</u>						
100-59-59220-201	TRANSFER TO CDA	.00	.00	25,000.00	25,000.00	.00
TOTAL TRANSFER TO OTHER FUNDS		.00	.00	25,000.00	25,000.00	.00
TOTAL FUND EXPENDITURES		409,721.47	2,195,095.48	5,440,291.00	3,245,195.52	40.35
NET REVENUES OVER EXPENDITURES		(181,315.24)	1,089,830.36	.00	1,089,830.36	.00

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

COMMUNITY DEV AUTHORITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
201-48-48110-000 INTEREST & DIVIDENDS INCOME	.00	6.39	.00	6.39	.00
201-48-48900-000 OTHER REVENUES	.00	300,000.00	.00	300,000.00	.00
201-48-48900-100 RENTS	1,000.00	2,000.00	.00	2,000.00	.00
TOTAL MISCELLANEOUS REVENUE	1,000.00	302,006.39	.00	302,006.39	.00
<u>OTHER FINANCING SOURCES</u>					
201-49-49240-100 TRANSFER FROM GENERAL	.00	.00	25,000.00	(25,000.00)	.00
201-49-49240-400 TRANSFER FROM TIFS	.00	.00	44,999.00	(44,999.00)	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	69,999.00	(69,999.00)	.00
TOTAL FUND REVENUE	1,000.00	302,006.39	69,999.00	232,007.39	431.44

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

COMMUNITY DEV AUTHORITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
<u>ECONOMIC DEVELOPMENT</u>						
201-56-56700-213	PROFESSIONAL SERVICES	.00	.00	5,000.00	5,000.00	.00
201-56-56700-214	LAND ACQUISITION	4.00	36,560.38	.00	(36,560.38)	.00
TOTAL ECONOMIC DEVELOPMENT		4.00	36,560.38	5,000.00	(31,560.38)	731.21
<u>CDA EXPENDITURES</u>						
201-56-59210-110	REIMBURSEMENT FOR ADMIN	697.80	3,534.00	8,508.00	4,974.00	41.54
201-56-59210-130	FICA	52.57	265.72	651.00	385.28	40.82
201-56-59210-131	WISCONSIN RETIREMENT	46.06	233.26	561.00	327.74	41.58
201-56-59210-132	LIFE & DISABILITY INSURANCE	.29	.99	25.00	24.01	3.96
201-56-59210-133	HEALTH INSURANCE	103.62	598.85	1,254.00	655.15	47.76
201-56-59210-210	MARKETING	606.00	606.00	15,000.00	14,394.00	4.04
TOTAL CDA EXPENDITURES		1,506.34	5,238.82	25,999.00	20,760.18	20.15
<u>CDA EXPENDITURES</u>						
201-56-59270-100	CDA SUPPORT STAFF	.00	3,228.75	39,000.00	35,771.25	8.28
TOTAL CDA EXPENDITURES		.00	3,228.75	39,000.00	35,771.25	8.28
TOTAL FUND EXPENDITURES		1,510.34	45,027.95	69,999.00	24,971.05	64.33
NET REVENUES OVER EXPENDITURES		(510.34)	256,978.44	.00	256,978.44	.00

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>PUBLIC CHARGES FOR SERVICE</u>						
202-46-41110-000	GENERAL PROPERTY TAXES	.00	518,187.00	518,187.00	.00	100.00
202-46-43720-000	COUNTY AID FOR LIBRARIES	230,971.00	232,256.00	190,251.00	42,005.00	122.08
202-46-43730-000	COUNTY AID LIBRARY FACILITIES	.00	.00	40,720.00	(40,720.00)	.00
202-46-46110-000	COPIER RECEIPTS	224.03	1,112.07	3,000.00	(1,887.93)	37.07
202-46-46710-000	FINES	508.98	2,378.95	6,500.00	(4,121.05)	36.60
202-46-46730-000	ROOM RENTALS	1,013.51	2,227.84	2,700.00	(472.16)	82.51
202-46-48900-100	VENDING MACHINE	429.55	1,718.62	3,250.00	(1,531.38)	52.88
TOTAL PUBLIC CHARGES FOR SERVICE		233,147.07	757,880.48	764,608.00	(6,727.52)	99.12
TOTAL FUND REVENUE		233,147.07	757,880.48	764,608.00	(6,727.52)	99.12

Combine

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
LIBRARY EXPENDITURES					
202-55-55110-110 LIBRARY SALARIES	33,401.84	140,643.85	299,014.00	158,370.15	47.04
202-55-55110-119 WAGES, PART-TIME	7,630.76	38,535.37	131,365.00	92,829.63	29.33
202-55-55110-130 FICA	3,077.57	13,424.24	32,924.00	19,499.76	40.77
202-55-55110-131 WISCONSIN RETIREMENT	2,164.67	8,925.64	19,735.00	10,809.36	45.23
202-55-55110-132 LIFE & DISABILITY INSURANCE	1.90	10.39	375.00	364.61	2.77
202-55-55110-133 HEALTH INSURANCE	3,889.56	22,431.64	49,276.00	26,844.36	45.52
202-55-55110-134 PROFESSIONAL DEVELOPMENT	.00	341.19	4,000.00	3,658.81	8.53
202-55-55110-220 GAS & ELECTRIC UTILITIES	2,044.45	9,898.95	36,400.00	26,501.05	27.19
202-55-55110-221 TELEPHONE	.00	.00	2,000.00	2,000.00	.00
202-55-55110-222 WATER & SEWER UTILITIES	.00	402.35	2,600.00	2,197.65	15.48
202-55-55110-240 SERVICE CONTRACTS	3,953.84	25,235.26	44,505.00	19,269.74	56.70
202-55-55110-241 AUTO CIRCULATION SYSTEM RENTAL	.00	40,226.50	40,506.00	279.50	99.31
202-55-55110-310 OFFICE SUPPLIES	18.40	1,944.89	5,000.00	3,055.11	38.90
202-55-55110-312 POSTAGE	.00	2.54	200.00	197.46	1.27
202-55-55110-340 JANITORIAL SUPPLIES	.00	226.25	2,000.00	1,773.75	11.31
202-55-55110-341 CHILDREN'S/YA SERVICES	8.82	752.43	2,000.00	1,247.57	37.62
202-55-55110-344 CASH OVER/SHORT	(.04)	(8.84)	.00	8.84	.00
202-55-55110-350 EQUIPMENT MAINTENANCE & REPAIR	.00	6,953.33	8,000.00	1,046.67	86.92
202-55-55110-351 BUILDING MAINTENANCE & REPAIR	328.94	2,224.64	8,000.00	5,775.36	27.81
202-55-55110-390 OTHER SUPPLIES & EXPENSE	.00	20.00	300.00	280.00	6.67
202-55-55110-809 PERIODICALS	.00	568.20	4,500.00	3,931.80	12.63
202-55-55110-810 DVD/CD/BOOK ON CD	1,129.88	4,867.59	14,000.00	9,132.41	34.77
202-55-55110-811 ADULT BOOKS	1,047.32	6,007.49	17,000.00	10,992.51	35.34
202-55-55110-812 CHILDRENS BOOKS	206.24	1,858.47	10,250.00	8,391.53	18.13
202-55-55110-813 YOUNG ADULT BOOKS	261.79	1,376.70	3,250.00	1,873.30	42.36
202-55-55110-814 LARGE PRINT BOOKS	.00	846.91	2,500.00	1,653.09	33.88
202-55-55110-817 ELECTRONIC INFO SOURCES	.00	1,592.50	4,000.00	2,407.50	39.81
202-55-55110-818 BOOK LEASE PROGRAM	.00	3,208.00	3,208.00	.00	100.00
202-55-55110-819 VENDING MACHINE EXPENSE	312.99	1,377.27	2,200.00	822.73	62.60
TOTAL LIBRARY EXPENDITURES	59,478.93	333,893.75	749,108.00	415,214.25	44.57
TRANSFERS					
202-55-59210-212 ACCOUNTING SERVICES	.00	.00	4,500.00	4,500.00	.00
202-55-59210-510 INSURANCE	.00	.00	11,000.00	11,000.00	.00
TOTAL TRANSFERS	.00	.00	15,500.00	15,500.00	.00
TOTAL FUND EXPENDITURES	59,478.93	333,893.75	764,608.00	430,714.25	43.67
NET REVENUES OVER EXPENDITURES	173,668.14	423,986.73	.00	423,986.73	.00

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① one time payment
② new employee taking insurance

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

CABLE TV FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC CHARGES FOR SERVICE</u>					
203-46-44100-000 FRANCHISE FEES	33,901.48	33,901.48	134,000.00	(100,098.52)	25.30
203-46-46700-000 OTHER REVENUES	.00	.00	41,754.00	(41,754.00)	.00
203-46-49300-000 FUND BALANCE APPLIED	.00	.00	10,256.00	(10,256.00)	.00
TOTAL PUBLIC CHARGES FOR SERVICE	33,901.48	33,901.48	186,010.00	(152,108.52)	18.23
TOTAL FUND REVENUE	33,901.48	33,901.48	186,010.00	(152,108.52)	18.23

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CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

CABLE TV FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
<u>CATV EXPENDITURES</u>						
203-55-55370-110	CATV WAGES	4,796.14	24,830.70	57,850.00	33,019.30	42.92
203-55-55370-119	CATV WAGES, PART-TIME	1,769.00	10,931.13	29,621.00	18,689.87	36.90
203-55-55370-130	FICA	507.47	2,760.95	6,692.00	3,931.05	41.26
203-55-55370-131	WISCONSIN RETIREMENT	434.50	2,328.72	3,818.00	1,489.28	60.99
203-55-55370-132	LIFE & DISABILITY INSURANCE	1.49	7.27	100.00	92.73	7.27
203-55-55370-133	HEALTH INSURANCE	818.30	4,123.73	14,237.00	10,113.27	28.96
203-55-55370-134	PROFESSIONAL DEVELOPMENT	.00	779.47	975.00	195.53	79.95
203-55-55370-210	LEGAL	.00	.00	100.00	100.00	.00
203-55-55370-211	CONSULTING FEES	1,000.00	5,165.57	13,000.00	7,834.43	39.74
203-55-55370-212	ADMINISTRATION/ACCTNG SERVICES	.00	.00	2,300.00	2,300.00	.00
203-55-55370-220	GAS & ELECTRIC UTILITIES	360.79	1,746.89	6,500.00	4,753.11	26.88
203-55-55370-221	TELEPHONE	305.10	702.44	2,340.00	1,637.56	30.02
203-55-55370-310	OFFICE SUPPLIES	.00	.00	50.00	50.00	.00
203-55-55370-311	PRINTING	.00	.00	50.00	50.00	.00
203-55-55370-313	WEB PAGE DEVELOPMENT	25.00	75.00	400.00	325.00	18.75
203-55-55370-340	STUDIO & PROGRAM DEVELOPMENT	1,934.75	2,240.32	3,000.00	759.68	74.68
203-55-55370-341	STUDIO MAINTENANCE	102.73	205.46	3,260.00	3,054.54	6.30
203-55-55370-510	INSURANCE	.00	.00	675.00	675.00	.00
203-55-55370-800	MEDIA COMMUNITY ROOM	32.92	164.60	400.00	235.40	41.15
203-55-55370-810	EQUIPMENT	3,933.26	27,271.52	30,605.00	3,333.48	89.11 ⁽¹⁾
203-55-55370-816	TRANSMISSION METHODS	84.38	998.70	3,030.00	2,031.30	32.96
203-55-55370-820	MUSIC LICENSE	.00	1,903.00	2,000.00	97.00	95.15
TOTAL CATV EXPENDITURES		16,105.83	86,235.47	181,003.00	94,767.53	47.64
<u>OTHER FINANCING USES</u>						
203-59-59370-810	TRANSFER TO GEN FUND	.00	.00	5,007.00	5,007.00	.00
TOTAL OTHER FINANCING USES		.00	.00	5,007.00	5,007.00	.00
TOTAL FUND EXPENDITURES		16,105.83	86,235.47	186,010.00	99,774.53	46.36
NET REVENUES OVER EXPENDITURES		17,795.65	(52,333.99)	.00	(52,333.99)	.00

(1) as per approved Capital Plan

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

COMMUNITY RECREATION SVCS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
PUBLIC CHARGES FOR SERVICES					
204-46-41110-000 GENERAL PROPERTY TAXES	.00	454,257.00	454,257.00	.00	100.00
204-46-43570-000 CULTURE & RECREATION GRANTS	979.20	979.20	3,861.00	(2,881.80)	25.36
204-46-46710-200 FUND RAISING REVENUES	.00	739.24	.00	739.24	.00
204-46-46710-300 SENIOR CENTER PROGRAM FEES	133.26	3,795.71	10,000.00	(6,204.29)	37.96
204-46-46710-400 NEWSLETTER REVENUE	1,800.00	1,800.00	1,600.00	200.00	112.50
204-46-46720-200 RECREATION PROGRAM FEES	6,180.00	16,541.00	74,000.00	(57,459.00)	22.35
204-46-46720-210 ADULT SPORTS PROGRAM FEES	3,450.24	14,850.77	22,000.00	(7,149.23)	67.50
204-46-46720-220 YOUTH BASEBALL/SOFTBALL FEES	8,423.00	15,805.50	22,000.00	(6,194.50)	71.84
204-46-46720-241 PARK SHELTER ADMIN FEE	331.80	825.28	1,700.00	(874.72)	48.55
204-46-46720-250 CANOE/KAYAK RENTAL	.00	.00	1,800.00	(1,800.00)	.00
204-46-46720-251 PARK FIEND RENTAL	4,252.50	4,252.50	15,000.00	(10,747.50)	28.35
204-46-46720-252 SPEICAL EVENT REVENUES	.00	6,483.81	19,000.00	(12,516.19)	34.13
204-46-46720-260 CONTRACTED SERVICES	.00	309.50	9,000.00	(8,690.50)	3.44
204-46-46730-100 PATCH SALES	11,710.10	16,999.81	38,000.00	(21,000.19)	44.74
204-46-46730-110 DAILY ADMISSIONS	.00	.00	60,000.00	(60,000.00)	.00
204-46-46730-120 CONCESSIONS	358.63	434.46	21,000.00	(20,565.54)	2.07
204-46-46730-130 POOL RENTALS	1,157.63	1,783.23	20,000.00	(18,216.77)	8.92
204-46-46730-140 SWIMMING LESSONS	20,665.00	20,745.00	45,000.00	(24,255.00)	46.10
204-46-46730-150 ADVERTISING/PROMOTIONS	.00	500.00	4,000.00	(3,500.00)	12.50
204-46-46740-100 COMMUNITY CENTER RENTAL FEES	4,104.26	13,181.96	33,000.00	(19,818.04)	39.95
204-46-46740-120 CONCESSIONS	22.42	91.29	500.00	(408.71)	18.26
204-46-46740-200 COMMUNITY CENTER BAR LEASE	.00	.00	500.00	(500.00)	.00
204-46-46740-300 CC EQUIPMENT RENTAL	.00	.00	100.00	(100.00)	.00
204-46-49210-000 TRANSFER FROM GENERAL FUND	94.79	2,189.58	.00	2,189.58	.00
TOTAL PUBLIC CHARGES FOR SERVICES	63,662.83	576,564.84	856,318.00	(279,753.16)	67.33
TOTAL FUND REVENUE	63,662.83	576,564.84	856,318.00	(279,753.16)	67.33

* Rec ~~and~~ Pool ^{Season} ~~season~~ just started. will have a ~~lot~~ better idea at the end of the month.

* Per Jake, a great start to the pool season.

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

COMMUNITY RECREATION SVCS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
COMMUNITY CENTER EXPENDITURES						
204-55-55140-110	ADMINISTRATION SALARIES	8,183.76	40,167.34	87,445.00	47,277.66	45.93
204-55-55140-112	SHIFT DIFFERENTIAL	58.09	309.10	850.00	540.90	36.36
204-55-55140-114	JANITORIAL SALARIES	.00	910.62	.00	(910.62)	.00
204-55-55140-120	OVERTIME	545.80	2,056.85	4,500.00	2,443.15	45.71
204-55-55140-130	FICA	639.61	3,168.35	7,099.00	3,930.65	44.63
204-55-55140-131	WISCONSIN RETIREMENT	544.96	2,691.45	6,124.00	3,432.55	43.95
204-55-55140-132	LIFE & DISABILITY INSURANCE	3.47	14.68	125.00	110.32	11.74
204-55-55140-133	HEALTH INSURANCE	1,929.61	8,921.48	18,777.00	9,855.52	47.51
204-55-55140-134	PROFESSIONAL DEVELOPMENT	.00	330.00	500.00	170.00	66.00
204-55-55140-137	UNIFORM ALLOWANCE	.00	80.02	250.00	169.98	32.01
204-55-55140-220	GAS & ELECTRIC UTILITIES	2,044.07	9,711.31	28,000.00	18,288.69	34.68
204-55-55140-221	TELEPHONE	151.80	652.41	3,500.00	2,847.59	18.64
204-55-55140-222	WATER & SEWER UTILITIES	614.12	1,212.94	3,000.00	1,787.06	40.43
204-55-55140-240	SERVICE CONTRACTS	2,372.96	3,444.72	8,000.00	4,555.28	43.06
204-55-55140-310	OFFICE SUPPLIES	117.34	580.98	1,300.00	719.02	44.69
204-55-55140-344	JANITORIAL SUPPLIES	347.15	982.33	2,500.00	1,517.67	39.29
204-55-55140-351	BUILDING MAINT & REPAIR	958.16	2,771.93	4,000.00	1,228.07	69.30
204-55-55140-352	ADVERTISING	.00	.00	400.00	400.00	.00
TOTAL COMMUNITY CENTER EXPENDITUR		18,510.90	78,006.51	176,370.00	98,363.49	44.23
RECREATION PROGRAMS & EVENTS						
204-55-55300-110	ADMINISTRATIVE SALARIES	3,979.06	19,744.55	45,253.00	25,508.45	43.63
204-55-55300-119	WAGES, PART-TIME	2,489.53	14,911.98	69,000.00	54,088.02	21.61
204-55-55300-130	FICA	433.25	2,481.61	8,740.00	6,258.39	28.39
204-55-55300-131	WISCONSIN RETIREMENT	192.58	951.40	2,987.00	2,035.60	31.85
204-55-55300-132	LIFE & DISABILITY INSURANCE	.50	2.50	50.00	47.50	5.00
204-55-55300-133	HEALTH INSURANCE	605.87	3,029.37	7,271.00	4,241.63	41.66
204-55-55300-134	PROFESSIONAL DEVELOPMENT	.00	855.71	1,000.00	144.29	85.57
204-55-55300-214	CONTRACTED SERVICES	.00	2,027.00	8,000.00	5,973.00	25.34
204-55-55300-340	RECREATION PROGRAM	904.42	6,212.85	23,000.00	16,787.15	27.01
204-55-55300-341	YOUTH BASEBALL/SOFTBALL PROG	3,876.00	5,171.00	12,000.00	6,829.00	43.09
204-55-55300-342	ADULT SPORTS PROGRAM	.00	800.00	1,600.00	800.00	50.00
204-55-55300-345	CANOE/KAYAK RENTAL	.00	330.59	.00	(330.59)	.00
204-55-55300-346	ACTIVENET FEES	1,602.91	3,903.52	9,000.00	5,096.48	43.37
204-55-55300-347	PARK FIELD MAINTENANCE	3,207.24	4,207.24	11,000.00	6,792.76	38.25
204-55-55300-348	SPEICAL EVENT EXPENDITURES	580.93	3,966.16	19,000.00	15,033.84	20.87
204-55-55300-370	FUELS & ADDITIVES	119.84	282.06	.00	(282.06)	.00
TOTAL RECREATION PROGRAMS & EVENT		17,992.13	68,877.54	217,901.00	149,023.46	31.61

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CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

COMMUNITY RECREATION SVCS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
<u>SENIOR SERVICES</u>						
204-55-55310-110	ADMINISTRATIVE SALARIES	5,745.04	29,375.20	68,940.00	39,564.80	42.61
204-55-55310-119	WAGES, PART-TIME	2,133.50	12,554.42	28,001.00	15,446.58	44.84
204-55-55310-130	FICA	591.73	3,152.75	7,416.00	4,263.25	42.51
204-55-55310-131	WISCONSIN RETIREMENT	536.49	2,849.89	3,252.00	402.11	87.63
204-55-55310-132	LIFE & DISABILITY INSURANCE	3.57	17.85	110.00	92.15	16.23
204-55-55310-133	HEALTH INSURANCE	271.04	1,355.20	6,678.00	5,322.80	20.29
204-55-55310-134	PROFESSIONAL DEVELOPMENT	42.34	447.82	1,500.00	1,052.18	29.85
204-55-55310-214	CONTRACTED SENIOR SERVICES	3,750.00	15,000.00	45,000.00	30,000.00	33.33
204-55-55310-310	OFFICE SUPPLIES	.00	634.25	1,700.00	1,065.75	37.31
204-55-55310-340	SENIOR PROGRAM EXPENSES	383.78	3,232.99	9,100.00	5,867.01	35.53
204-55-55310-342	PROGRAM DEVELOPMENT (HOME CHOR	420.86	1,586.20	5,800.00	4,213.80	27.35
204-55-55310-343	TRANSPORTATION	.00	1,043.82	3,861.00	2,817.18	27.03
204-55-55310-344	CASH SHORT/OVER	(.10)	(.25)	.00	.25	.00
204-55-55310-345	RSVP	1,098.73	1,925.12	7,628.00	5,702.88	25.24
204-55-55310-347	MAINTENANCE FEE	.00	.00	1,900.00	1,900.00	.00
	TOTAL SENIOR SERVICES	14,976.98	73,175.26	190,886.00	117,710.74	38.33
<u>OUTDOOR SWIMMING POOL EXPENDIT</u>						
204-55-55420-110	ADMINISTRATIVE SALARIES	4,047.82	19,898.30	51,136.00	31,237.70	38.91
204-55-55420-111	PUBLIC WORKS SALARIES	.00	.00	8,000.00	8,000.00	.00
204-55-55420-119	WAGES, PART-TIME	11.96	364.23	109,300.00	108,935.77	.33
204-55-55420-130	FICA	296.36	1,479.22	12,885.00	11,405.78	11.48
204-55-55420-131	WISCONSIN RETIREMENT	232.14	1,137.47	3,903.00	2,765.53	29.14
204-55-55420-132	LIFE & DISABILITY INSURANCE	.50	2.50	92.00	89.50	2.72
204-55-55420-133	HEALTH INSURANCE	692.80	3,463.98	9,345.00	5,881.02	37.07
204-55-55420-134	PROFESSIONAL DEVELOPMENT	.00	899.68	2,250.00	1,350.32	39.99
204-55-55420-220	GAS & ELECTRIC UTILITIES	414.43	2,260.21	18,000.00	15,739.79	12.56
204-55-55420-221	TELEPHONE	.00	.00	250.00	250.00	.00
204-55-55420-222	WATER & SEWER UTILITIES	384.62	774.34	9,000.00	8,225.66	8.60
204-55-55420-310	OFFICE SUPPLIES	342.68	342.68	1,000.00	657.32	34.27
204-55-55420-338	POOL OPERATING SUPPLIES	9,101.78	9,320.22	25,000.00	15,679.78	37.28
204-55-55420-339	CONCESSION EXPENSES	.00	.00	15,000.00	15,000.00	.00
204-55-55420-350	EQUIPMENT MAINT & REPAIR	345.01	345.01	6,000.00	5,654.99	5.75
204-55-55420-351	BUILDING MAINT & REPAIR	.00	33.96	.00	(33.96)	.00
	TOTAL OUTDOOR SWIMMING POOL EXPEN	15,870.10	40,321.80	271,161.00	230,839.20	14.87
	TOTAL FUND EXPENDITURES	67,350.11	260,381.11	856,318.00	595,936.89	30.41
	NET REVENUES OVER EXPENDITURES	(3,687.28)	316,183.73	.00	316,183.73	.00

OK

OK

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

AMBULANCE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
205-41-41110-000 GENERAL PROPERTY TAXES	.00	.00	143,821.00	(143,821.00)	.00
TOTAL TAXES	.00	.00	143,821.00	(143,821.00)	.00
<u>INTERGOVERNMENTAL REVENUE</u>					
205-43-43520-000 PUBLIC SAFETY AIDS	.00	.00	5,000.00	(5,000.00)	.00
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	5,000.00	(5,000.00)	.00
<u>PUBLIC CHARGES FOR SERVICE</u>					
205-46-41110-000 GENERAL PROPERTY TAXES	.00	143,821.00	.00	143,821.00	.00
205-46-46230-000 AMBULANCE FEE	.00	86,874.85	350,000.00	(263,125.15)	24.82
TOTAL PUBLIC CHARGES FOR SERVICE	.00	230,695.85	350,000.00	(119,304.15)	65.91
TOTAL FUND REVENUE	.00	230,695.85	498,821.00	(268,125.15)	46.25

① billing is from Jan-March. Right on target.

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

AMBULANCE FUND

		PERIOD	YTD ACTUAL	BUDGET		% OF
		ACTUAL		AMOUNT		BUDGET
<u>AMBULANCE</u>						
205-52-52300-110	EMS SALARIES	23,602.27	113,430.76	285,999.00	172,568.24	39.66
205-52-52300-118	LEAVE WAGES	.00	681.54	6,500.00	5,818.46	10.49
205-52-52300-119	WAGES, PART TIME	1,732.60	3,966.05	6,000.00	2,033.95	66.10
205-52-52300-120	OVERTIME	1,973.45	8,269.29	17,500.00	9,230.71	47.25
205-52-52300-130	FICA	2,124.29	9,864.36	24,174.00	14,309.64	40.81
205-52-52300-131	WISCONSIN RETIREMENT	2,563.09	11,778.91	29,988.00	18,209.09	39.28
205-52-52300-132	LIFE & DISABILITY INSURANCE	6.83	30.51	700.00	669.49	4.36
205-52-52300-133	HEALTH INSURANCE	3,093.08	13,587.82	43,930.00	30,342.18	30.93
205-52-52300-134	PROFESSIONAL DEVELOPMENT	1,602.50	3,669.78	10,000.00	6,330.22	36.70
205-52-52300-137	UNIFORM ALLOWANCE	169.23	1,088.90	2,900.00	1,811.10	37.55
205-52-52300-140	EMS STIPENDS	220.00	915.00	6,000.00	5,085.00	15.25
205-52-52300-150	PHYSICAL EXAMINATIONS	.00	.00	1,600.00	1,600.00	.00
205-52-52300-221	TELEPHONE	79.44	693.84	1,000.00	306.16	69.38
205-52-52300-240	SERVICE CONTRACTS	3,060.62	12,212.58	25,000.00	12,787.42	48.85
205-52-52300-310	OFFICE SUPPLIES	.00	.00	250.00	250.00	.00
205-52-52300-340	EMS SUPPLIES	2,075.97	9,640.47	16,500.00	6,859.53	58.43
205-52-52300-341	DUES & SUBSCRIPTION	.00	150.00	500.00	350.00	30.00
205-52-52300-350	EQUIPMENT MAINT & REPAIR	56.99	1,568.89	3,500.00	1,931.11	44.83
205-52-52300-370	FUELS & ADDITIVES	369.66	1,251.48	5,000.00	3,748.52	25.03
205-52-52300-372	EMS INTERN PROGRAM	90.00	2,614.20	8,180.00	5,565.80	31.96
205-52-52300-810	EMS EQUIPMENT	42.78	90.66	1,600.00	1,509.34	5.67
TOTAL AMBULANCE		42,862.80	195,505.04	496,821.00	301,315.96	39.35
<u>TRANSFERS</u>						
205-52-59210-100	TRANSFER TO GENERAL FUND	.00	.00	2,000.00	2,000.00	.00
TOTAL TRANSFERS		.00	.00	2,000.00	2,000.00	.00
TOTAL FUND EXPENDITURES		42,862.80	195,505.04	498,821.00	303,315.96	39.19
NET REVENUES OVER EXPENDITURES		(42,862.80)	35,190.81	.00	35,190.81	.00

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

SOLID WASTE DISPOSAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
210-41-41110-000 GENERAL PROPERTY TAXES	.00	291,063.00	291,063.00	.00	100.00
TOTAL TAXES	.00	291,063.00	291,063.00	.00	100.00
<u>FEDERAL & STATE AID</u>					
210-43-43540-000 SANITATION AIDS	28,974.78	28,974.78	30,660.00	(1,685.22)	94.50 ⁽¹⁾
TOTAL FEDERAL & STATE AID	28,974.78	28,974.78	30,660.00	(1,685.22)	94.50
<u>PUBLIC CHARGE FOR SERVICES</u>					
210-46-46420-000 REFUSE/GARBAGE COLLECTION FEE	30.00	224.52	.00	224.52	.00
210-46-46420-210 REBATE PROGRAM	4,445.80	11,167.25	55,000.00	(43,832.75)	20.30
TOTAL PUBLIC CHARGE FOR SERVICES	4,475.80	11,391.77	55,000.00	(43,608.23)	20.71
TOTAL FUND REVENUE	33,450.58	331,429.55	376,723.00	(45,293.45)	87.98

(1) Per State.

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

SOLID WASTE DISPOSAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>OUTSIDE SERVICES</u>					
210-53-53620-240	11,796.04	35,502.80	148,832.00	113,329.20	23.85
210-53-53620-241	7,611.70	18,635.71	84,355.00	65,719.29	22.09
210-53-53620-290	5,822.20	17,466.60	69,886.00	52,419.40	24.99
TOTAL OUTSIDE SERVICES	25,229.94	71,605.11	303,073.00	231,467.89	23.63
TOTAL FUND EXPENDITURES	25,229.94	71,605.11	303,073.00	231,467.89	23.63
NET REVENUES OVER EXPENDITURES	8,220.64	259,824.44	73,650.00	186,174.44	352.78

Three Months OK

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>SPECIAL ASSESSMENTS</u>						
300-42-41110-000	GENERAL PROPERTY TAXES	.00	2,153,398.00	2,153,398.00	.00	100.00
300-42-42000-100	STREET IMPROVEMENTS ASSESSMENT	1,693.50	60,566.84	50,000.00	10,566.84	121.13
300-42-42000-200	INTEREST ON SPECIAL ASSESSMENT	25.34	9,138.28	10,000.00	(861.72)	91.38
300-42-48110-000	INTEREST & DIVIDEND INCOME	.00	42,224.36	.00	42,224.36	.00
	TOTAL SPECIAL ASSESSMENTS	1,718.84	2,265,327.48	2,213,398.00	51,929.48	102.35
<u>OTHER FINANCING SOURCES</u>						
300-49-49100-000	PROCEEDS OF LONG-TERM DEBT	.00	2,125,000.00	.00	2,125,000.00	.00
	TOTAL OTHER FINANCING SOURCES	.00	2,125,000.00	.00	2,125,000.00	.00
	TOTAL FUND REVENUE	1,718.84	4,390,327.48	2,213,398.00	2,176,929.48	198.35

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>PRINCIPAL MATURITIES</u>					
300-58-58100-610	.00	674,000.00	1,688,714.00	1,014,714.00	39.91
300-58-58100-611	.00	2,125,000.00	.00	(2,125,000.00)	.00
TOTAL PRINCIPAL MATURITIES	.00	2,799,000.00	1,688,714.00	(1,110,286.00)	165.75
<u>INTEREST & FISCAL CHARGES</u>					
300-58-58200-620	.00	231,924.62	524,684.00	292,759.38	44.20
TOTAL INTEREST & FISCAL CHARGES	.00	231,924.62	524,684.00	292,759.38	44.20
TOTAL FUND EXPENDITURES	.00	3,030,924.62	2,213,398.00	(817,526.62)	136.94
NET REVENUES OVER EXPENDITURES	1,718.84	1,359,402.86	.00	1,359,402.86	.00

on target

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF #2 DEBT SERVICE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>SPECIAL ASSESSMENTS</u>					
301-42-41120-000 TAX INCREMENTS	.00	1,334,053.07	1,400,000.00	(65,946.93)	95.29
301-42-43600-000 EXEMPT COMPUTER AID	.00	.00	10,000.00	(10,000.00)	.00
TOTAL SPECIAL ASSESSMENTS	.00	1,334,053.07	1,410,000.00	(75,946.93)	94.61
TOTAL FUND REVENUE	.00	1,334,053.07	1,410,000.00	(75,946.93)	94.61

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF #2 DEBT SERVICE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	BUDGET	% OF BUDGET
<u>PRINCIPAL MATURITIES</u>						
301-58-58100-610	PRINCIPAL REDEMPTION	.00	650,000.00	725,000.00	75,000.00	89.66
	TOTAL PRINCIPAL MATURITIES	.00	650,000.00	725,000.00	75,000.00	89.66
<u>INTEREST & FISCAL CHARGES</u>						
301-58-58200-620	INTEREST ON DEBT	.00	5,497.37	25,277.00	19,779.63	21.75
	TOTAL INTEREST & FISCAL CHARGES	.00	5,497.37	25,277.00	19,779.63	21.75
<u>TRANSFERS</u>						
301-59-59000-200	TRANSFER TO TIF#4	.00	.00	329,862.00	329,862.00	.00
301-59-59000-300	TRANSFER TO TIF#5	.00	.00	329,861.00	329,861.00	.00
	TOTAL TRANSFERS	.00	.00	659,723.00	659,723.00	.00
	TOTAL FUND EXPENDITURES	.00	655,497.37	1,410,000.00	754,502.63	46.49
	NET REVENUES OVER EXPENDITURES	.00	678,555.70	.00	678,555.70	.00

OK

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

LIBRARY EXPANSTION DS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
305-41-41110-000 TAX LEVY DEBT SERV LIBRARY EXP	.00	245,006.00	245,006.00	.00	100.00
TOTAL TAXES	.00	245,006.00	245,006.00	.00	100.00
TOTAL FUND REVENUE	.00	245,006.00	245,006.00	.00	100.00

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

LIBRARY EXPANSTION DS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	BUDGET	% OF BUDGET
<u>PRINCIPAL MATURITIES</u>					
305-58-58100-610 PRINCIPAL REDEMPTION	.00	.00	200,000.00	200,000.00	.00
TOTAL PRINCIPAL MATURITIES	.00	.00	200,000.00	200,000.00	.00
<u>INTEREST & FISCAL CHARGES</u>					
305-58-58200-620 INTEREST-LIBRARY EXPANSION	.00	22,503.13	45,006.00	22,502.87	50.00
TOTAL INTEREST & FISCAL CHARGES	.00	22,503.13	45,006.00	22,502.87	50.00
TOTAL FUND EXPENDITURES	.00	22,503.13	245,006.00	222,502.87	9.18
NET REVENUES OVER EXPENDITURES	.00	222,502.87	.00	222,502.87	.00

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
400-40-48110-000 INTEREST & DIVIDENDS INCOME	.00	53,177.91	.00	53,177.91	.00
400-40-49100-000 PROCEEDS FROM LONG TERM DEBT	.00	2,700,000.00	.00	2,700,000.00	.00
TOTAL TAXES	.00	2,753,177.91	.00	2,753,177.91	.00
TOTAL FUND REVENUE	.00	2,753,177.91	.00	2,753,177.91	.00

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

CAPITAL PROJECTS FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
<u>GENERAL ADMINISTRATION</u>						
400-57-57120-110	ADMIN SALARIES	847.90	4,290.75	.00 (4,290.75)	.00
400-57-57120-130	FICA	63.18	319.24	.00 (319.24)	.00
400-57-57120-131	WI RETIREMENT	55.96	283.16	.00 (283.16)	.00
400-57-57120-132	LIFE & DISABILITY INSURANCE	.42	1.64	.00 (1.64)	.00
400-57-57120-133	HEALTH INSURANCE	164.23	901.90	.00 (901.90)	.00
400-57-57120-821	INFORMATION TECHNOLOGY UPGRADE	107.04	107.04	30,275.00	30,167.96	.35
TOTAL GENERAL ADMINISTRATION		1,238.73	5,903.73	30,275.00	24,371.27	19.50
<u>GENERAL PUBLIC BUILDINGS</u>						
400-57-57140-826	BUILDING REPAIRS	9,653.00	10,139.00	50,000.00	39,861.00	20.28
400-57-57140-836	RIVERFRONT STREETScape	.00	.00	25,000.00	25,000.00	.00
TOTAL GENERAL PUBLIC BUILDINGS		9,653.00	10,139.00	75,000.00	64,861.00	13.52
<u>LAW ENFORCEMENT</u>						
400-57-57210-813	POLICE VEHICLES	30,180.50	30,526.79	70,000.00	39,473.21	43.61
400-57-57210-840	SQUAD LAPTOP	2,124.39	5,528.39	12,500.00	6,971.61	44.23
400-57-57210-843	TASER REPLACEMENT	.00	.00	5,500.00	5,500.00	.00
400-57-57210-849	SQUAD VIDEO	12,080.00	12,080.00	12,500.00	420.00	96.64
400-57-57210-852	SHOTGUNS	4,040.00	.00	.00	.00	.00
400-57-57210-856	PORTABLE BODY CAMERAS	.00	.00	20,100.00	20,100.00	.00
400-57-57210-857	POLICE BICYCLES	.00	.00	2,500.00	2,500.00	.00
TOTAL LAW ENFORCEMENT		48,424.89	48,135.18	123,100.00	74,964.82	39.10
<u>FIRE PROTECTION</u>						
400-57-57220-816	EXTRICATION EQUIPMENT	.00	.00	45,000.00	45,000.00	.00
400-57-57220-825	ENGINE REPLACEMENT	.00	568,615.00	549,000.00 (19,615.00)	103.57
400-57-57220-833	PERSONNEL PROTECTIVE EQUIPMENT	.00	.00	10,000.00	10,000.00	.00
TOTAL FIRE PROTECTION		.00	568,615.00	604,000.00	35,385.00	94.14
<u>EMERGENCY COMMUNICATIONS</u>						
400-57-57260-825	COMPUTER UPGRADE	.00	.00	2,500.00	2,500.00	.00
400-57-57260-840	SECURITY GLASS	2,916.00	2,916.00	25,000.00	22,084.00	11.66
400-57-57260-841	SHREDDER	.00	.00	2,500.00	2,500.00	.00
TOTAL EMERGENCY COMMUNICATIONS		2,916.00	2,916.00	30,000.00	27,084.00	9.72

①

② waiting to sell truck

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	% OF BUDGET		
PUBLIC WORKS						
400-57-57320-810	PICK UP TRUCK	14,181.00	14,181.00	18,750.00	4,569.00	75.63
400-57-57320-854	PLOW TRUCK W/ SNOW/ICE CONTROL	.00	94,710.90	183,000.00	88,289.10	51.75
400-57-57320-859	WATER STEP VAN	.00	45.00	.00	(45.00)	.00
400-57-57320-862	TRANSIT CONNECT VAN	217.34	22,044.51	22,500.00	455.49	97.98
400-57-57320-863	HOT BOX ASPHALT HEATER	.00	23,682.20	27,500.00	3,817.80	86.12
400-57-57320-864	POWER CHAINED SAW	.00	5,307.30	6,300.00	992.70	84.24
400-57-57320-865	KERF CUTTER	.00	2,887.40	3,500.00	612.60	82.50
400-57-57320-866	HOLIDAY DECORATION REPLACEMENT	15,000.00	15,000.00	15,000.00	.00	100.00
TOTAL PUBLIC WORKS		29,398.34	177,858.31	276,550.00	98,691.69	64.31
HIGHWAY & STREET CONSTRUCTION						
400-57-57330-110	ENGINEER SALARIES	2,267.22	11,382.82	.00	(11,382.82)	.00
400-57-57330-130	FICA	168.45	845.77	.00	(845.77)	.00
400-57-57330-131	WI RETIREMENT	149.64	751.26	.00	(751.26)	.00
400-57-57330-132	LIFE & DISABILITY INSURANCE	.93	4.65	.00	(4.65)	.00
400-57-57330-133	HEALTH INSURANCE	621.76	3,108.80	.00	(3,108.80)	.00
400-57-57330-854	TOMPKINS AVE RECONSTRUCTION	.00	26,080.00	.00	(26,080.00)	.00
400-57-57330-902	SIDEWALK ANNUAL PROGRAM	.00	149.05	8,000.00	7,850.95	1.86
400-57-57330-903	STREET REPAIR & MAINT PROGRAM	.00	.00	275,000.00	275,000.00	.00
400-57-57330-916	ANNUAL SEWER LINING & REPAIR	.00	.00	25,000.00	25,000.00	.00
400-57-57330-917	ANNUAL STORM REPAIR PROGRAM	535.33	1,027.68	25,000.00	23,972.32	4.11
400-57-57330-922	ROW TREE REPLACEMENT	5,561.60	6,164.60	15,000.00	8,835.40	41.10
400-57-57330-955	PARKING LOT MAINT ALL DEPTS	.00	.00	10,000.00	10,000.00	.00
400-57-57330-974	STORM CULVERT REPLACEMENT	3,118.38	6,979.19	.00	(6,979.19)	.00
400-57-57330-977	STREET SIGNS	3,805.37	22,850.97	4,500.00	(18,350.97)	507.80
400-57-57330-978	PUMPHOUSE & RESERVOIR UPGRADES	.00	10,543.81	.00	(10,543.81)	.00
400-57-57330-982	SCHLUTER BEACH DREDGING	6,475.30	10,937.92	531,500.00	520,562.08	2.06
400-57-57330-984	BRIDGE ROAD ENGINEERING	825.00	7,343.33	.00	(7,343.33)	.00
400-57-57330-985	BRIDGE MAINTENANCE	1,140.00	1,140.00	20,000.00	18,860.00	5.70
400-57-57330-986	SOUTH TOWNE PAVEMENT	.00	.00	26,500.00	26,500.00	.00
400-57-57330-987	2017 STREET & UTILITY PROJECT	.00	.00	260,000.00	260,000.00	.00
400-57-57330-988	GATEWAY GREEN PHASE 2	.00	.00	5,000.00	5,000.00	.00
400-57-57330-989	WELL#3 PUMP MAINTENANCE	.00	22,000.00	22,000.00	.00	100.00
400-57-57330-990	WATER SYSTEM FIRE FLOW TESTING	3,808.68	6,322.10	25,000.00	18,677.90	25.29
400-57-57330-991	FIRE HYDRANT REPLACEMENT	.00	2,345.54	50,000.00	47,654.46	4.69
TOTAL HIGHWAY & STREET CONSTRUCTIO		28,477.66	139,977.49	1,302,500.00	1,162,522.51	10.75
COMMUNITY CENTER						
400-57-57600-848	BAR AREA IMPROVEMENT/STORAGE	1,200.00	1,200.00	.00	(1,200.00)	.00 (i)
TOTAL COMMUNITY CENTER		1,200.00	1,200.00	.00	(1,200.00)	.00

(i) 2015 Budget Finished in 2016

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

CAPITAL PROJECTS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
LIBRARY					
400-57-57610-832	.00	.00	5,690.00	5,690.00	.00
400-57-57610-839	.00	.00	7,896.00	7,896.00	.00
400-57-57610-844	.00	3,408.60	2,500.00	(908.60)	136.34
400-57-57610-845	.00	.00	3,200.00	3,200.00	.00
400-57-57610-846	.00	.00	52,000.00	52,000.00	.00
TOTAL LIBRARY	.00	3,408.60	71,286.00	67,877.40	4.78
PARKS					
400-57-57620-846	887.98	887.98	10,000.00	9,112.02	8.88
400-57-57620-849	86,262.94	98,487.94	578,900.00	480,412.06	17.01
400-57-57620-873	.00	1,393.00	.00	(1,393.00)	.00
400-57-57620-874	.00	1,208.96	7,500.00	6,291.04	16.12
400-57-57620-880	518.00	3,018.00	5,000.00	1,982.00	60.36
400-57-57620-885	14,181.00	14,181.00	18,750.00	4,569.00	75.63
400-57-57620-886	.00	.00	20,000.00	20,000.00	.00
TOTAL PARKS	101,849.92	119,176.88	640,150.00	520,973.12	18.62
POOL					
400-57-57630-827	6,221.00	6,221.00	8,000.00	1,779.00	77.76
400-57-57630-842	.00	.00	15,000.00	15,000.00	.00
400-57-57630-846	.00	.00	40,000.00	40,000.00	.00
400-57-57630-847	.00	.00	10,000.00	10,000.00	.00
400-57-57630-848	.00	.00	5,000.00	5,000.00	.00
TOTAL POOL	6,221.00	6,221.00	78,000.00	71,779.00	7.98
TOTAL FUND EXPENDITURES	229,379.54	1,083,551.19	3,230,861.00	2,147,309.81	33.54
NET REVENUES OVER EXPENDITURES	(229,379.54)	1,669,626.72	(3,230,861.00)	4,900,487.72	51.68

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #4 FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
407-41-41120-000 TAX INCREMENTS	.00	255,320.08	280,000.00	(24,679.92)	91.19
TOTAL TAXES	.00	255,320.08	280,000.00	(24,679.92)	91.19
<u>INTERGOVERNMENTAL REVENUE</u>					
407-43-43600-000 EXEMPT COMPUTER AID	.00	.00	700.00	(700.00)	.00
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	700.00	(700.00)	.00
<u>MISCELLANEOUS</u>					
407-48-48110-000 INTEREST & DIVIDENDS INCOME	.00	.00	100.00	(100.00)	.00
TOTAL MISCELLANEOUS	.00	.00	100.00	(100.00)	.00
<u>OTHER FINANCING SOURCES</u>					
407-49-49100-100 TRANSFER FROM TIF#2	.00	.00	329,862.00	(329,862.00)	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	329,862.00	(329,862.00)	.00
TOTAL FUND REVENUE	.00	255,320.08	610,662.00	(355,341.92)	41.81

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #4 FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>DEPARTMENT 57700</u>					
407-57-57700-843 ROAD CONSTRUCTION	.00	50,013.01	.00 (50,013.01)		.00
TOTAL DEPARTMENT 57700	.00	50,013.01	.00 (50,013.01)		.00
<u>PRINCIPAL</u>					
407-58-58100-610 PRINCIPAL PAYMENTS	.00	.00	325,000.00	325,000.00	.00
TOTAL PRINCIPAL	.00	.00	325,000.00	325,000.00	.00
<u>INTEREST AND FISCAL CHARGES</u>					
407-58-58200-620 INTEREST ON DEBT	.00	57,729.37	277,496.00	219,766.63	20.80
TOTAL INTEREST AND FISCAL CHARGES	.00	57,729.37	277,496.00	219,766.63	20.80
TOTAL FUND EXPENDITURES	.00	107,742.38	602,496.00	494,753.62	17.88
NET REVENUES OVER EXPENDITURES	.00	147,577.70	8,166.00	139,411.70	1,807.22

① Final Payment on Monona
 Drive in TIF #5
 Broadway-Nichols

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #5 FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
408-41-41120-000 TAX INCREMENTS	.00	317,751.77	350,000.00	(32,248.23)	90.79
TOTAL TAXES	.00	317,751.77	350,000.00	(32,248.23)	90.79
<u>INTERGOVERNMENTAL REVENUE</u>					
408-43-43600-000 EXEMPT COMPUTER AID	.00	.00	370.00	(370.00)	.00
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	370.00	(370.00)	.00
<u>OTHER FINANCING SOURCES</u>					
408-49-49100-100 TRANSFER FROM TIF#2	.00	.00	329,862.00	(329,862.00)	.00
TOTAL OTHER FINANCING SOURCES	.00	.00	329,862.00	(329,862.00)	.00
TOTAL FUND REVENUE	.00	317,751.77	680,232.00	(362,480.23)	46.71

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #5 FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>PRINCIPAL MATURITIES</u>					
408-58-58100-610	.00	100,000.00	151,936.00	51,936.00	65.82
	.00	100,000.00	151,936.00	51,936.00	65.82
<u>INTEREST & FISCAL CHARGES</u>					
408-58-58200-620	.00	215,776.05	430,553.00	214,776.95	50.12
	.00	215,776.05	430,553.00	214,776.95	50.12
	.00	315,776.05	582,489.00	266,712.95	54.21
	.00	1,975.72	97,743.00	(95,767.28)	2.02

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF #6 CAPITAL PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
409-41-41120-000 TAX INCREMENTS	.00	614,342.72	700,000.00	(85,657.28)	87.76
TOTAL TAXES	.00	614,342.72	700,000.00	(85,657.28)	87.76
<u>INTERGOVERNMENTAL REVENUE</u>					
409-43-43600-000 EXEMPT COMPUTER AID	.00	.00	9,000.00	(9,000.00)	.00
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	9,000.00	(9,000.00)	.00
TOTAL FUND REVENUE	.00	614,342.72	709,000.00	(94,657.28)	86.65

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF #6 CAPITAL PROJECTS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	BUDGET	% OF BUDGET
<u>ECONOMIC DEVELOPMENT</u>					
409-57-57130-213	.00	.00	10,000.00	10,000.00	.00
	.00	.00	10,000.00	10,000.00	.00
<u>PRINCIPAL MATURITIES</u>					
409-58-58100-610	.00	.00	435,000.00	435,000.00	.00
	.00	.00	435,000.00	435,000.00	.00
<u>INTEREST & FISCAL CHARGES</u>					
409-58-58200-620	.00	41,950.00	83,900.00	41,950.00	50.00
	.00	41,950.00	83,900.00	41,950.00	50.00
	.00	41,950.00	528,900.00	486,950.00	7.93
	.00	572,392.72	180,100.00	392,292.72	317.82

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #7 FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
410-41-41120-000 TAX INCREMENTS	.00	103,097.51	110,000.00	(6,902.49)	93.73
TOTAL TAXES	.00	103,097.51	110,000.00	(6,902.49)	93.73
<u>INTERGOVERNMENTAL REVENUE</u>					
410-43-43600-000 EXEMPT COMPUTER AID	.00	.00	2,000.00	(2,000.00)	.00
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	2,000.00	(2,000.00)	.00
TOTAL FUND REVENUE	.00	103,097.51	112,000.00	(8,902.49)	92.05

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #7 FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	BUDGET	% OF BUDGET
<u>ECONOMIC DEVELOPMENT</u>						
410-57-57130-213	PROFESSIONAL SERVICES	.00	.00	150.00	150.00	.00
	TOTAL ECONOMIC DEVELOPMENT	.00	.00	150.00	150.00	.00
<u>PRINCIPAL MATURITIES</u>						
410-58-58100-610	PRINCIPAL PAYMENTS	.00	.00	100,000.00	100,000.00	.00
	TOTAL PRINCIPAL MATURITIES	.00	.00	100,000.00	100,000.00	.00
<u>INTEREST ON DEBT</u>						
410-58-58200-620	INTEREST ON DEBT	.00	6,968.75	13,931.00	6,962.25	50.02
	TOTAL INTEREST ON DEBT	.00	6,968.75	13,931.00	6,962.25	50.02
	TOTAL FUND EXPENDITURES	.00	6,968.75	114,081.00	107,112.25	6.11
	NET REVENUES OVER EXPENDITURES	.00	96,128.76	(2,081.00)	98,209.76	4,619.35

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #8 FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
411-41-41120-000 TAX INCREMENTS	.00	66,045.87	70,000.00	(3,954.13)	94.35
TOTAL TAXES	.00	66,045.87	70,000.00	(3,954.13)	94.35
TOTAL FUND REVENUE	.00	66,045.87	70,000.00	(3,954.13)	94.35

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #8 FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>PLANNING</u>					
411-56-56300-110	1,233.32	6,256.60	.00 (6,256.60)		.00
411-56-56300-130	92.96	470.77	.00 (470.77)		.00
411-56-56300-131	81.40	412.94	.00 (412.94)		.00
411-56-56300-132	.49	1.73	.00 (1.73)		.00
411-56-56300-133	177.38	1,016.06	.00 (1,016.06)		.00
TOTAL PLANNING	1,585.55	8,158.10	.00 (8,158.10)		.00
<u>DEPARTMENT 56700</u>					
411-56-56700-214	7,500.00	7,753.40	.00 (7,753.40)		.00
TOTAL DEPARTMENT 56700	7,500.00	7,753.40	.00 (7,753.40)		.00
<u>DEPARTMENT 57130</u>					
411-57-57130-210	.00	7,241.58	.00 (7,241.58)		.00
TOTAL DEPARTMENT 57130	.00	7,241.58	.00 (7,241.58)		.00
<u>STREET MAINT AND CONSTRUCTION</u>					
411-57-57330-882	.00	3,472.76	.00 (3,472.76)		.00
TOTAL STREET MAINT AND CONSTRUCTION	.00	3,472.76	.00 (3,472.76)		.00
<u>INTEREST ON DEBT</u>					
411-58-58200-620	.00	35,785.00	83,339.00 47,554.00		42.94
TOTAL INTEREST ON DEBT	.00	35,785.00	83,339.00 47,554.00		42.94
TOTAL FUND EXPENDITURES	9,085.55	62,410.84	83,339.00 20,928.16		74.89
NET REVENUES OVER EXPENDITURES	(9,085.55)	3,635.03	(13,339.00) 16,974.03		27.25

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #9 FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
412-48-48900-000 MISCELLANEOUS REVENUES	.00	4,000.00	.00	4,000.00	.00
TOTAL MISCELLANEOUS REVENUE	.00	4,000.00	.00	4,000.00	.00
TOTAL FUND REVENUE	.00	4,000.00	.00	4,000.00	.00

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TIF DISTRICT #9 FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>FINANCIAL ADMINISTRATION</u>						
412-57-57130-210	LEGAL EXPENSE	5,865.51	8,470.49	.00	(8,470.49)	.00
412-57-57130-213	PROFESSIONAL SERVICES	8,921.94	49,646.93	.00	(49,646.93)	.00
	TOTAL FINANCIAL ADMINISTRATION	14,787.45	58,117.42	.00	(58,117.42)	.00
<u>DEPARTMENT 57700</u>						
412-57-57700-840	ROAD IMPROVEMENT & R.O.W. ACQU	3,124.72	3,124.72	.00	(3,124.72)	.00
	TOTAL DEPARTMENT 57700	3,124.72	3,124.72	.00	(3,124.72)	.00
<u>DEPARTMENT 58200</u>						
412-58-58200-620	INTEREST ON DEBT	.00	15,653.67	.00	(15,653.67)	.00
	TOTAL DEPARTMENT 58200	.00	15,653.67	.00	(15,653.67)	.00
	TOTAL FUND EXPENDITURES	17,912.17	76,895.81	.00	(76,895.81)	.00
	NET REVENUES OVER EXPENDITURES	(17,912.17)	(72,895.81)	.00	(72,895.81)	.00

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
PUBLIC CHARGES FOR SERVICE					
600-46-46000-000 UNMETERED SALES TO GEN CUSTOME	.00	31.99	3,000.00	(2,968.01)	1.07
600-46-46100-000 METERED SALES-RESIDENTIAL	42,273.43	242,915.21	608,000.00	(365,084.79)	39.95
600-46-46110-000 METERED SALES-COMMERCIAL	1,587.74	63,150.81	290,000.00	(226,849.19)	21.78
600-46-46115-000 METERED SALES-COMMERCIAL MF	.00	29,565.25	110,000.00	(80,434.75)	26.88
600-46-46200-000 PRIVATE FIRE PROTECTION	331.10	20,199.71	80,000.00	(59,800.29)	25.25
600-46-46300-000 PUBLIC FIRE PROTECTION	24,926.48	171,717.66	460,000.00	(288,282.34)	37.33
600-46-46400-000 SALES TO PUBLIC AUTHORITIES	2,101.65	6,509.25	16,000.00	(9,490.75)	40.68
600-46-47000-000 FORFEITED DISCOUNTS	334.48	2,431.54	7,000.00	(4,568.46)	34.74
600-46-47400-000 OTHER WATER REVENUES	.00	.00	15,000.00	(15,000.00)	.00
600-46-48110-000 INTEREST & DIVIDEND INCOME	.00	.00	6,000.00	(6,000.00)	.00
TOTAL PUBLIC CHARGES FOR SERVICE	71,554.88	536,521.42	1,595,000.00	(1,058,478.58)	33.64
TOTAL FUND REVENUE	71,554.88	536,521.42	1,595,000.00	(1,058,478.58)	33.64

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

WATER UTILITY FUND

		PERIOD		BUDGET		% OF
		ACTUAL	YTD ACTUAL	AMOUNT		BUDGET
OPERATIONS & MAINTENANCE EXP						
600-62-62000-110	PUMPING LABOR	1,269.89	11,984.96	26,546.00	14,561.04	45.15
600-62-62010-120	PUMPING LABOR OT	736.54	2,880.09	4,500.00	1,619.91	64.00
600-62-62200-220	POWER PURCHASE	7,412.41	32,114.82	109,200.00	77,085.18	29.41
600-62-62300-340	PUMPING SUPPLIES & EXPENSE	229.18	641.40	1,260.00	618.60	50.90
600-62-62500-350	MAINTENANCE OF PUMPING PLANT	589.39	2,540.53	3,000.00	459.47	84.68
TOTAL OPERATIONS & MAINTENANCE EXP		10,237.41	50,161.80	144,506.00	94,344.20	34.71
WATER TREATMENT EXPENSES						
600-63-63000-110	WATER TREATMENT SALARIES	.00	342.81	5,157.00	4,814.19	6.65
600-63-63000-120	WATER TREATMENT SALARIES OT	.00	.00	200.00	200.00	.00
600-63-63100-220	WATER ANALYSIS OUTSIDE SERVICE	424.00	742.00	1,500.00	758.00	49.47
600-63-63100-390	CHEMICALS	438.78	2,085.33	12,000.00	9,914.67	17.38
600-63-63500-350	MAINT OF WATER TREATMENT EQUIP	27.94	107.91	1,000.00	892.09	10.79
TOTAL WATER TREATMENT EXPENSES		890.72	3,278.05	19,857.00	16,578.95	16.51
MAINT OF RESERVOIRS & TOWERS						
600-65-65000-110	RESERVOIR & TOWER SALARIES	54.04	372.42	3,503.00	3,130.58	10.63
600-65-65000-120	RESERVOIR & TOWER SALARIES OT	.00	69.82	300.00	230.18	23.27
600-65-65000-340	RES & TOWER MATERIALS & REPAIR	.00	.00	1,000.00	1,000.00	.00
TOTAL MAINT OF RESERVOIRS & TOWERS		54.04	442.24	4,803.00	4,360.76	9.21
MAINTENANCE OF MAINS						
600-65-65100-110	MAINT OF MAINS SALARIES	128.54	4,330.93	17,134.00	12,803.07	25.28
600-65-65100-120	MAINT OF MAINS SALARIES OT	.00	170.43	9,000.00	8,829.57	1.89
600-65-65100-220	MAINS - OUTSIDE SERVICES	.00	.00	16,000.00	16,000.00	.00
600-65-65100-340	MAINS - MATERIAL & REPAIR	.00	4,953.37	8,000.00	3,046.63	61.92
TOTAL MAINTENANCE OF MAINS		128.54	9,454.73	50,134.00	40,679.27	18.86
MAINTENANCE OF SERVICES						
600-65-65200-110	MAINTENANCE OF SERVICE SALARIE	3,429.50	9,452.30	28,145.00	18,692.70	33.58
600-65-65200-120	MAINT OF SERVICE SALARIES OT	92.62	434.63	1,500.00	1,065.37	28.98
600-65-65200-340	SERVICES - MATERIAL & REPAIR	3,161.56	3,439.24	1,000.00	(2,439.24)	343.92
TOTAL MAINTENANCE OF SERVICES		6,683.68	13,326.17	30,645.00	17,318.83	43.49

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET	
<u>MAINTENANCE OF METERS</u>						
600-65-65300-110	MAINTENANCE OF METERS SALARIES	418.98	4,305.50	13,196.00	8,890.50	32.63
600-65-65300-120	MAINT OF METERS SALARIES OT	.00	.00	100.00	100.00	.00
600-65-65300-220	METER - OUTSIDE SERVICES	.00	526.56	3,000.00	2,473.44	17.55
600-65-65300-340	METER - MATERIALS & REPAIR	.00	.00	575.00	575.00	.00
	TOTAL MAINTENANCE OF METERS	418.98	4,832.06	16,871.00	12,038.94	28.64
<u>MAINTENANCE OF HYDRANTS</u>						
600-65-65400-110	MAINT OF HYDRANTS SALARIES	1,084.23	1,707.91	5,338.00	3,630.09	32.00
600-65-65400-120	MAINT OF HYDRANTS SALARIES OT	.00	.00	100.00	100.00	.00
600-65-65400-340	HYDRANTS - MATERIALS & REPAIR	426.60	565.36	1,000.00	434.64	56.54
	TOTAL MAINTENANCE OF HYDRANTS	1,510.83	2,273.27	6,438.00	4,164.73	35.31
<u>MAINTENANCE OF TELEMETRY SYS</u>						
600-65-65500-110	MAINT OF TELEMETRY SALARIES	150.17	352.95	2,884.00	2,531.05	12.24
600-65-65500-120	MAINT OF TELEMETRY SALARIES OT	28.65	303.41	700.00	396.59	43.34
600-65-65500-220	TELEMETRY - OUTSIDE SERVICES	.00	775.55	500.00	(275.55)	155.11
600-65-65500-340	TELEMETRY - MATERIALS & REPAIR	.00	77.37	500.00	422.63	15.47
	TOTAL MAINTENANCE OF TELEMETRY SYS	178.82	1,509.28	4,584.00	3,074.72	32.92
<u>CUSTOMER ACCOUNTS EXPENSE</u>						
600-90-90200-110	ACCOUNTING & COLLECTING LABOR	756.72	3,911.60	11,249.00	7,337.40	34.77
600-90-90300-310	SUPPLIES & EXPENSE	.00	.00	700.00	700.00	.00
	TOTAL CUSTOMER ACCOUNTS EXPENSE	756.72	3,911.60	11,949.00	8,037.40	32.74

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	%	OF BUDGET
<u>ADMINISTRATION & GENERAL EXP</u>					
600-92-92000-110	8,237.69	46,298.91	88,731.00	42,432.09	52.18
600-92-92000-120	295.03	685.36	.00	(685.36)	.00
600-92-92000-211	.00	.00	20,000.00	20,000.00	.00
600-92-92100-312	215.00	2,440.00	5,000.00	2,560.00	48.80
600-92-92300-212	.00	2,153.00	9,000.00	6,847.00	23.92
600-92-92300-214	53.61	53.61	.00	(53.61)	.00
600-92-92400-510	.00	.00	27,100.00	27,100.00	.00
600-92-92600-118	2,137.75	10,307.44	9,126.00	(1,181.44)	112.95
600-92-92600-131	1,268.41	6,606.42	14,732.00	8,125.58	44.84
600-92-92600-132	7.02	32.80	516.00	483.20	6.36
600-92-92600-133	4,255.52	22,680.69	33,360.00	10,679.31	67.99
600-92-92600-134	.00	145.00	300.00	155.00	48.33
600-92-92600-135	.00	84.38	1,500.00	1,415.62	5.63
600-92-92800-215	1,340.06	1,340.06	2,000.00	659.94	67.00
600-92-93000-390	507.82	2,477.25	11,500.00	9,022.75	21.54
600-92-93000-391	.00	.00	8,900.00	8,900.00	.00
600-92-93300-110	398.60	2,255.71	4,936.00	2,680.29	45.70
600-92-93300-350	.00	.00	3,800.00	3,800.00	.00
600-92-93300-370	228.89	978.79	6,225.00	5,246.21	15.72
600-92-93300-530	.00	.00	27,300.00	27,300.00	.00
600-92-93300-535	.00	305.33	7,840.00	7,534.67	3.89
TOTAL ADMINISTRATION & GENERAL EXP	18,945.40	98,844.75	281,866.00	183,021.25	35.07
<u>OTHER EXPENSES</u>					
600-99-40300-540	.00	.00	280,000.00	280,000.00	.00
600-99-40800-541	1,436.55	7,480.96	16,914.00	9,433.04	44.23
600-99-40800-542	.00	.00	275,000.00	275,000.00	.00
600-99-42600-540	.00	.00	23,188.00	23,188.00	.00
600-99-42700-620	.00	36,875.00	147,269.00	110,394.00	25.04
600-99-42800-691	.00	.00	(13,443.00)	(13,443.00)	.00
600-99-42900-690	.00	.00	(2,620.00)	(2,620.00)	.00
600-99-43000-620	.00	53,771.46	34,024.00	(19,747.46)	158.04
600-99-43000-630	.00	.00	10,146.00	10,146.00	.00
TOTAL OTHER EXPENSES	1,436.55	98,127.42	770,478.00	672,350.58	12.74
TOTAL FUND EXPENDITURES	41,241.69	286,161.37	1,342,131.00	1,055,969.63	21.32
NET REVENUES OVER EXPENDITURES	30,313.19	250,360.05	252,869.00	(2,508.95)	99.01

on target

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

SEWER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>SEWER SALES REVENUE</u>					
601-46-46410-000		316.91	2,177.13	6,000.00 (3,822.87)	36.29
601-46-46410-100		53,325.34	314,371.65	750,000.00 (435,628.35)	41.92
601-46-46410-200		1,762.67	124,465.77	400,000.00 (275,534.23)	31.12
601-46-47340-000		2,247.45	6,844.36	19,000.00 (12,155.64)	36.02
601-46-48110-000		.00	.00	3,000.00 (3,000.00)	.00
TOTAL SEWER SALES REVENUE		<u>57,652.37</u>	<u>447,858.91</u>	<u>1,178,000.00 (730,141.09)</u>	<u>38.02</u>
TOTAL FUND REVENUE		<u>57,652.37</u>	<u>447,858.91</u>	<u>1,178,000.00 (730,141.09)</u>	<u>38.02</u>

on target

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

SEWER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
OPERATIONS & MAINTENANCE EXP						
601-62-62000-220	POWER PURCHASE - LIFT STATION	863.98	3,839.42	10,535.00	6,695.58	36.44
601-62-62000-290	DISPOSAL SERVICE MMSD	161,188.32	161,188.32	625,000.00	463,811.68	25.79
601-62-62000-370	FUELS & ADDITIVES	113.14	798.21	2,586.00	1,787.79	30.87
TOTAL OPERATIONS & MAINTENANCE EXP		162,165.44	165,825.95	638,121.00	472,295.05	25.99
MAINTENANCE OF LIFT STATIONS						
601-64-64000-110	LIFT STATION SALARIES	331.95	717.61	10,921.00	10,203.39	6.57
601-64-64000-120	LIFT STATION SALARIES OT	63.13	63.13	3,000.00	2,936.87	2.10
601-64-64000-220	LIFT STATION OUTSIDE SERVICES	.00	.00	4,000.00	4,000.00	.00
601-64-64000-340	LIFT STATION MATERIALS/REPAIR	.00	800.00	7,000.00	6,200.00	11.43
TOTAL MAINTENANCE OF LIFT STATIONS		395.08	1,580.74	24,921.00	23,340.26	6.34
MAINTENANCE OF MAINS						
601-65-65100-110	MAINT OF MAINS SALARIES	298.14	1,831.52	2,147.00	315.48	85.31
601-65-65100-120	MAINT OF MAINS SALARIES OT	103.73	288.44	800.00	511.56	36.06
601-65-65100-220	MAINS - OUTSIDE SERVICES	.00	2,720.00	72,000.00	69,280.00	3.78
TOTAL MAINTENANCE OF MAINS		401.87	4,839.96	74,947.00	70,107.04	6.46
MAINTENANCE OF SEWER MANHOLES						
601-65-65110-110	MAINT OF MANHOLES SALARIES	20.50	2,513.76	2,490.00	(23.76)	100.95
601-65-65110-120	MAINT OF MANHOLES SALARIES OT	.00	.00	100.00	100.00	.00
601-65-65110-220	MANHOLES- OUTSIDE SERVICE	.00	.00	300.00	300.00	.00
601-65-65110-340	MANHOLES- MATERIALS & REPAIR	.00	526.78	300.00	(226.78)	175.59
TOTAL MAINTENANCE OF SEWER MANHOL		20.50	3,040.54	3,190.00	149.46	95.31
MAINTENANCE OF METERS						
601-65-65300-110	MAINTENANCE OF METERS SALARIES	.00	.00	13,196.00	13,196.00	.00
601-65-65300-120	MAINT OF METERS SALARIES OT	.00	.00	100.00	100.00	.00
601-65-65300-220	METER - OUTSIDE SERVICES	.00	.00	200.00	200.00	.00
TOTAL MAINTENANCE OF METERS		.00	.00	13,496.00	13,496.00	.00

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

SEWER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
CUSTOMER ACCOUNTS EXPENSE					
601-90-90200-110	756.72	3,911.60	11,250.00	7,338.40	34.77
601-90-90300-310	.00	.00	500.00	500.00	.00
TOTAL CUSTOMER ACCOUNTS EXPENSE	756.72	3,911.60	11,750.00	7,838.40	33.29
ADMINISTRATION & GENERAL EXP					
601-92-92000-110	5,699.70	28,979.97	71,496.00	42,516.03	40.53
601-92-92000-211	.00	.00	19,000.00	19,000.00	.00
601-92-92100-310	.00	.00	100.00	100.00	.00
601-92-92100-312	.00	2,000.00	4,000.00	2,000.00	50.00
601-92-92300-212	.00	.00	7,000.00	7,000.00	.00
601-92-92400-510	.00	.00	9,750.00	9,750.00	.00
601-92-92600-118	.00	.00	2,613.00	2,613.00	.00
601-92-92600-131	480.05	2,527.97	7,623.00	5,095.03	33.16
601-92-92600-132	2.85	14.56	150.00	135.44	9.71
601-92-92600-133	1,674.47	9,338.11	26,547.00	17,208.89	35.18
601-92-92600-134	70.00	70.00	300.00	230.00	23.33
601-92-92600-135	.00	.00	1,500.00	1,500.00	.00
601-92-92600-225	.00	9.27	.00	(9.27)	.00
601-92-93000-390	28.00	649.06	4,000.00	3,350.94	16.23
601-92-93000-391	.00	.00	5,600.00	5,600.00	.00
601-92-93300-530	.00	.00	4,900.00	4,900.00	.00
601-92-93300-535	.00	.00	5,340.00	5,340.00	.00
601-92-93300-720	.00	.00	3,970.00	3,970.00	.00
TOTAL ADMINISTRATION & GENERAL EXP	7,955.07	43,588.94	173,889.00	130,300.06	25.07
OTHER EXPENSES					
601-99-40300-540	.00	.00	145,000.00	145,000.00	.00
601-99-40800-541	542.32	2,852.12	9,036.00	6,183.88	31.56
601-99-40800-542	.00	.00	25,000.00	25,000.00	.00
601-99-43000-620	.00	17,628.92	35,216.00	17,587.08	50.06
601-99-43000-621	.00	7,000.00	14,000.00	7,000.00	50.00
TOTAL OTHER EXPENSES	542.32	27,481.04	228,252.00	200,770.96	12.04
TOTAL FUND EXPENDITURES	172,237.00	250,268.77	1,168,566.00	918,297.23	21.42
NET REVENUES OVER EXPENDITURES	(114,584.63)	197,590.14	9,434.00	188,156.14	2,094.45

on target

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

MONONA TRANSIT SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC CHARGES FOR SERVICE</u>					
602-46-41110-000 GENERAL PROPERTY TAXES	.00	64,263.00	64,263.00	.00	100.00
602-46-43530-000 STATE AID	2,361.00	2,361.00	119,131.00	(116,770.00)	1.98
602-46-46390-400 FARE BOX REVENUE	494.05	1,476.27	5,500.00	(4,023.73)	26.84
602-46-46390-401 FULL ADULT FARE	625.00	5,719.00	15,000.00	(9,281.00)	38.13
602-46-46390-402 STUDENT RIDER FARE	150.00	600.00	500.00	100.00	120.00
602-46-46390-403 SENIOR CITIZEN FARES	376.50	1,816.50	6,000.00	(4,183.50)	30.28
602-46-46900-100 DONATION	.00	10,000.00	10,000.00	.00	100.00
602-46-48110-000 INTEREST & DIVIDEND INCOME	.00	.00	100.00	(100.00)	.00
TOTAL PUBLIC CHARGES FOR SERVICE	4,006.55	86,235.77	220,494.00	(134,258.23)	39.11
TOTAL FUND REVENUE	4,006.55	86,235.77	220,494.00	(134,258.23)	39.11

① on target

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

MONONA TRANSIT SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>TRANSIT EXPENSES</u>					
602-53-53520-110	240.10	1,209.25	2,768.00	1,558.75	43.69
602-53-53520-130	17.93	90.06	212.00	121.94	42.48
602-53-53520-131	15.86	79.88	183.00	103.12	43.65
602-53-53520-132	.12	.42	10.00	9.58	4.20
602-53-53520-133	44.79	256.21	720.00	463.79	35.58
602-53-53520-290	18,032.35	49,677.90	215,551.00	165,873.10	23.05
602-53-53520-312	.00	.00	50.00	50.00	.00
602-53-53520-391	.00	.00	1,000.00	1,000.00	.00
TOTAL TRANSIT EXPENSES	18,351.15	51,313.72	220,494.00	169,180.28	23.27
TOTAL FUND EXPENDITURES	18,351.15	51,313.72	220,494.00	169,180.28	23.27
NET REVENUES OVER EXPENDITURES	(14,344.60)	34,922.05	.00	34,922.05	.00

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

STORM WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>STORM WATER</u>						
603-53-53440-110	SALARIES	10,272.72	44,042.27	140,132.00	96,089.73	31.43
603-53-53440-119	WAGES, PART-TIME	.00	50.17	.00	(50.17)	.00
603-53-53440-120	OT SALARIES	60.79	102.13	.00	(102.13)	.00
603-53-53440-130	FICA	759.37	3,273.78	10,720.00	7,446.22	30.54
603-53-53440-131	WISCONSIN RETIREMENT	681.97	2,913.52	9,249.00	6,335.48	31.50
603-53-53440-132	LIFE & DISABILITY INSURANCE	5.54	16.54	300.00	283.46	5.51
603-53-53440-133	HEALTH INSURANCE	3,883.87	12,692.16	40,615.00	27,922.84	31.25
603-53-53440-220	GAS & ELECTRIC UTILITIES	328.35	2,859.17	8,000.00	5,140.83	35.74
603-53-53440-240	OUTSIDE SERVICES	.00	765.79	5,000.00	4,234.21	15.32
603-53-53440-312	POSTAGE	.00	.00	2,000.00	2,000.00	.00
603-53-53440-340	OPERATING SUPPLIES	.00	13.99	1,400.00	1,386.01	1.00
603-53-53440-351	EQUIPMENT MAINT & REPAIR	.00	587.82	8,000.00	7,412.18	7.35
603-53-53440-352	VEHICLE MAINT & REPAIR	.00	.00	2,650.00	2,650.00	.00
603-53-53440-370	FUELS & ADDITIVES	42.46	167.34	5,550.00	5,382.66	3.02
603-53-53440-390	GIS MAPPING SERVICES	.00	305.34	10,090.00	9,784.66	3.03
603-53-53440-392	NR 216 JOINT PERMIT	.00	11,200.00	13,200.00	2,000.00	84.85
603-53-53440-540	DEPRECIATION EXPENSE	.00	.00	190,000.00	190,000.00	.00
603-53-53440-710	BRUSH CHIPPING FEES	2,358.74	6,716.92	20,875.00	14,158.08	32.18
603-53-53440-720	PUBLIC WORKS OVERHEAD	.00	.00	8,000.00	8,000.00	.00
<u>TOTAL STORM WATER</u>		<u>18,393.81</u>	<u>85,706.94</u>	<u>475,781.00</u>	<u>390,074.06</u>	<u>18.01</u>
<u>OTHER FINANCING USES</u>						
603-58-58100-611	INTEREST PAYMENT	.00	35,938.12	71,335.00	35,396.88	50.38
<u>TOTAL OTHER FINANCING USES</u>		<u>.00</u>	<u>35,938.12</u>	<u>71,335.00</u>	<u>35,396.88</u>	<u>50.38</u>
<u>TOTAL FUND EXPENDITURES</u>		<u>18,393.81</u>	<u>121,645.06</u>	<u>547,116.00</u>	<u>425,470.94</u>	<u>22.23</u>
<u>NET REVENUES OVER EXPENDITURES</u>		<u>8,351.63</u>	<u>114,528.29</u>	<u>8,884.00</u>	<u>105,644.29</u>	<u>1,289.15</u>

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TRUST & AGENCY FUNDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
800-48-48500-002		.00	2,493.00	.00	2,493.00
800-48-48500-006		769.08	6,342.25	.00	6,342.25
800-48-48500-007		60.40	5,674.24	.00	5,674.24
800-48-48500-008		1,524.00	1,534.00	.00	1,534.00
800-48-48500-009		469.00	1,755.00	.00	1,755.00
800-48-48500-014		.00	(548.40)	.00	(548.40)
800-48-48500-017		83.75	242.25	.00	242.25
800-48-48500-018		.00	100.00	.00	100.00
800-48-48500-020		765.00	765.00	.00	765.00
800-48-48500-027		2,468.32	5,035.40	.00	5,035.40
800-48-48500-032		.00	71.00	.00	71.00
800-48-48500-033		1,575.00	3,745.00	.00	3,745.00
800-48-48500-035		(836.04)	(4,871.86)	.00	(4,871.86)
TOTAL MISCELLANEOUS REVENUE		6,878.51	22,336.88	.00	22,336.88
TOTAL FUND REVENUE		6,878.51	22,336.88	.00	22,336.88

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

TRUST & AGENCY FUNDS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	% OF BUDGET
<u>LIBRARY EXPENDITURES</u>				
800-55-55110-007 LIBRARY DONATION EXPENDITURES	958.56	5,135.63	.00 (5,135.63)	.00
800-55-55110-017 LIB CHILDREN DONATION EXPEND	427.25	3,005.70	.00 (3,005.70)	.00
800-55-55110-018 LIBRARY FISH TANK EXPENDITURES	1,335.00	2,330.95	.00 (2,330.95)	.00
TOTAL LIBRARY EXPENDITURES	2,720.81	10,472.28	.00 (10,472.28)	.00
<u>RECREATION PROGRAMS & EVENTS</u>				
800-55-55300-002 PARK & REC DONATION EXPEND	.00	2,462.93	.00 (2,462.93)	.00
TOTAL RECREATION PROGRAMS & EVENT	.00	2,462.93	.00 (2,462.93)	.00
<u>SENIOR SERVICES</u>				
800-55-55310-006 SENIOR CENTER DONATION EXPENDI	771.52	2,747.74	.00 (2,747.74)	.00
TOTAL SENIOR SERVICES	771.52	2,747.74	.00 (2,747.74)	.00
TOTAL FUND EXPENDITURES	3,492.33	15,682.95	.00 (15,682.95)	.00
NET REVENUES OVER EXPENDITURES	3,386.18	6,653.93	.00 6,653.93	.00