City of Portage
Finance/Administration Committee Meeting
(This meeting will constitute a meeting of the Community Development Block Grant Committee as a quorum of members will be present; but no business of this committee will be taken up.)
Monday, August 22, 2016 5:30 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One
Agenda

Members: Dennis Nachreiner, Chairperson; Mark Hahn, Mary Hamburg, Martin Havlovic, Doug Klapper

1. Roll call
2. Approval of minutes from August 8, 2016.
3. Discussion on 2016 budget and review of Police Services, Fire Services and Park & Recreation budgets.
4. Adjournment

Dennis Nachreiner, Chairperson

City of Portage
Finance/Administration Committee Meeting
Monday, August 8, 2016 5:30 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes

Members: Dennis Nachreiner, Chairperson; Mark Hahn, Mary Hamburg, Martin Havlovic, Doug Klapper

Also Present: Administrator Murphy, Finance Director Mohr, Alderman Kutzke, Bill Welsh Cable TV

1. Roll call

Chairperson Nachreiner called the meeting to order at 5:30 p.m.

2. Approval of minutes from July 11, 2016.

Motion by Hahn, second by Klapper to approve minutes from July 11, 2016. Motion carried unanimously on call of roll.

3. Discussion and possible recommendation on claims.

Mohr reviewed the high dollar claims indicating several are from capital projects. Nachreiner requested a total dollar for capital items.

Motion by Havlovic, second by Hahn to recommend claims in the amount of $1,732,105.25. Motion carried unanimously on call of roll.

4. Discussion and possible recommendation to revisions to Fee Schedule.

Murphy reviewed the recommended changes to the Fee Schedule. Indicating the increases are being requested to cover some of the City's costs to process. The fee for Keeping Chickens is a one-time fee. Fence permit was relocated from the Building Inspection section to the Zoning section. Under Businesses the Temporary licenses were added to reflect the new legislation for Beer and Wine Walks.

Under Streets, Sidewalks and Other Public Places 66.1003 Stats Right of Way Discontinuance was added as there has been an increasing demand and the costs to process are significant including a Public Hearing, Council approval, official publications, legal review, and surveying. 90.633 Parking Lot was removed under the Zoning section as there has been no activity under this category.

Motion by Havlovic, second by Hamburg to approve the revisions to the Fee Schedule as presented. Motion carried unanimously on a call of the roll.

5. Discussion on Street Light Utility and Wheel Tax.

Murphy presented the Preliminary Projected Street Light Utility Budget which extracts a portion of the related revenues and expenses from the General Fund resulting in a net deficit of $110K for 2016 and $118K for 2017.

The deficit is currently funded through the Property Tax Levy in which Tax Exempt Properties are not charged. The deficit is proposed to be funded through a Street Light Utility charge that could be added as a line on the Water & Sewer monthly bills. By treating this as a separate charge on the monthly Utility bills, Tax Exempt Properties would share in the costs.

The current assessed value is broken out as 55.3% Residential; 32.6% Commercial; 8.5% Manufacturing and 3.6% Personal Property. The average assessed Residential property value in 2016 is $116K which calculates into $22.41 per year levy for Street Light Utility related costs (Costs).

Several allocation options were presented to allocate the Costs. Option 1 would allocate the Costs ($110K for 2016) per Utility Customer (3,631) broken out as: 2,970 Residential (81.8%); 535 Commercial (14.7%); 35 Manufacturing (1.0%); 91Tax Exempt Properties (2.5%), consisting of 15 Churches, 20 City owned, 15 County owned, 5 State owned, 20 School owned, and 16 Other. This would result in $30.36/year/customer rate; Residential would pick up 81.8% of the total or 26.5% more than the current Property Tax Levy. Tax Exempt would pick up approximately $2.8K or 2.5%. .

Option 2 would allocate the cost based on the Average Lot frontage in this scenario Residential would pick up 65.7% of the total deficit or 10.4% more than the current Property Tax Levy. Tax Exempt Properties would pick up $12K or 10.9%

Option 3 involves a Tiered Rate Structure in which Residential would pick up 44.8% of the cost deficit or 10.5% less than the Residential burden via Property Tax Levy. Tax Exempt Properties would pick up $9.9K or 9%.

Mohr pointed out that by adding a line to the monthly Utility Bill it would be the resident (potentially the renter) paying the bill as opposed to the property owner depending on how the billing is set up.

Murphy further reviewed Wheel Tax method to raise revenues to cover transportation related expenditures. He pointed out that since the start of 2016 six new communities have enacted the Wheel Tax. This could raise an estimated $100K ($10 Fee) - $200K ($20 Fee) of revenue depending on the annual per vehicle fee implemented.

The Committee was more in favor of the Wheel Tax and would support using the additional revenue for projects that have a noticeable impact on the Community. At this point the Finance Committee would like the Municipal Services Committee to review the Wheel Tax option and provide input on specific recommended uses.

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The Committee felt rate Option #3 for the Street Light Utility was the most supported if the Committee decided to move forward with this revenue source at some point in the future.

Creating the Street Light Utility and/or enacting the Wheel Tax would allow the costs to be shared by more than just the Taxable Properties and allow for more transportation/ infrastructure related expenditures to be funded by the Levy or for the Levy to be reduced.

The 2017 budget will be developed with the intent of adopting a Wheel Tax and using specific recommendations from Municipal Services & Utilities committee for funding.

6. Staff report

a) Taxi
Mohr reported that two proposals were received for the non-ADA taxies; and the State BIDs are now available for the ADA accessible taxies.

b) Training
Mohr reported that the GFOA training last week was very educational and she will be looking to implement some of the suggestions in next year's audit which will hopefully have an impact on the city's rating.

7. Adjournment.
Motion by Hamburg, second by Klapper to adjourn the meeting at 6:42 p.m. Motion carried unanimously on call of roll.

Jean Mohr, Finance Director

Date Approved: _____

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CITY OF PORTAGE
FIRE DEPARTMENT SUMMARY

2016 SIX MONTH ACTUAL NARRATIVE:

OVERALL FIRE DEPT IS AT 46% OF BUDGET

2017 BUDGET SUMMARY	**Change vs. 16 Bdgt**
REVENUES	
GENERAL OTHER	(100)
TOTAL REVENUES	(100)
EXPENDITURES	
FIRE DEPT OVERALL	
FIRE SUPPRESSION	
SMALL EQUIPMENT	1,400
PREVENTION/INSPECTION	
OPERATING SUPPLIES	(1,900)
TOTAL OTHERS	400
TOTAL EXPENDITURES	(100)

CITY OF PORTAGE
FIRE DEPARTMENT SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ACT 6	2017 BUDGET	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
REVENUES	200,750	223,839	186,000	100,293	186,000	-	0.00%	(85,707)	53.92%
REVENUES GENERAL	1,008,552	995,742	1,021,861	456,843	1,021,761	(100)	-0.01%	(565,018)	44.71%
TOTAL REVENUES	1,209,302	1,219,581	1,207,861	557,135	1,207,761	(100)	-0.01%	(650,726)	46.13%
EXPENDITURES									
ADMINISTRATION	211,421	223,676	225,851	119,570	226,051	200	0.09%	(106,281)	52.94%
SUPPRESSION	886,002	887,711	870,162	392,851	871,962	1,800	0.21%	(477,311)	45.15%
PREVENTION/INSPECTION	89,690	93,468	95,597	43,012	93,747	(1,850)	-1.94%	(52,586)	44.99%
EMERGENCY SERVICES	4,960	0	3,000	0	3,000	-	0.00%	(3,000)	-100.00%
HAZMAT	17,230	14,726	13,250	1,702	13,000	(250)	-1.89%	(11,548)	12.85%
TOTAL EXPENDITURES	1,209,302	1,219,581	1,207,861	557,135	1,207,761	(100)	-0.01%	(650,726)	46.13%
EXPENSE COMPONENTS									
PERSONNEL	622,422	647,354	644,410	275,273	644,410	-	0.00%	(369,137)	42.72%
RETIREE BENEFITS	0	0	0	0	0				
ADMINSTRATIVE EXPENSES	43,325	44,185	52,605	38,310	52,655	50	0.10%	(14,295)	72.83%
PURCHASED SERVICES	110,536	103,273	109,154	57,272	109,454	300	0.27%	(51,882)	52.47%
SUPPLIES/MATERIALS	58,486	54,607	63,095	18,180	60,265	(2,830)	-4.49%	(44,915)	28.81%
REPAIRS/MAINTENANCE						-			
HYDRANT RENTAL	330,870	331,697	298,940	149,470	298,940	-		(149,470)	50.00%
VEHICLE REPLACEMENT	16,037	16,037	16,037	8,019	16,037	-		(8,018)	50.00%
OUTLAY	27,627	22,428	23,620	10,611	26,000	2,380		(13,009)	44.93%
TOTAL EXPENDITURES	1,209,302	1,219,581	1,207,861	557,135	1,207,761	(100)	-0.01%	(650,726)	46.13%

FIRE REVENUE Fund 100		2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description										
43420-000	FIRE INSURANCE TAX	$ 24,852	$ 22,930	$ 23,000	$ 25,070	$ 23,000	$ -	0.00%	$ 2,070	109.00%
47322-000	RURAL FIRE DUES	$ 19,377	$ 18,528	$ 18,500	$ -	$ 18,500	$ -	0.00%	$ (18,500)	-100.00%
47323-000	RURAL FIRE PROTECTION CONTRACT	$ 132,703	$ 163,124	$ 127,500	$ 62,005	$ 127,500	$ -	0.00%	$ (65,495)	48.63%
47324-000	HAZMAT SERVICES	$ 23,817	$ 19,166	$ 17,000	$ 12,606	$ 17,000	$ -	0.00%	$ (4,394)	74.15%
48302-000	SALE OF PROPERTY-FIRE	$ -	$ 91	$ -	$ -	$ -				
48309-000	SALE OF PROPERTY-OTHER	$ -	$ -	$ -	$ -	$ -				
48440--000	INSURANCE RECOVER-OTHER				$ 112				$ 112	100.00%
48500-000	DONATIONS	$ -	$ -	$ -	$ -	$ -				
48900-000	MISCELLANEOUS REVENUE	$ -	$ -	$ -	$ 500	$ -			$ 500	100.00%
48910-000	REFUND OF PRIOR YEAR EXPENSE	$ -	$ -	$ -	$ -	$ -				
48920-000	INSURANCE DIVIDEND	$ -	$ -	$ -	$ -	$ -				
	TOTAL REVENUE	$ 200,750	$ 223,839	$ 186,000	$ 100,293	$ 186,000	$ -	0.00%	$ (85,707)	53.92%

Account Description	FIRE Fund 100 Dept 15 Object 52210	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
	FIRE ADMIN									
110	WAGES-FULLTIME	$ 106,444	$ 114,764	$ 112,905	$ 52,702	$ 112,905	$ -	0.00%	$ (60,202)	46.68%
112	OVERTIME COMPENSATON	$ 99	$ 219	$ -	$ -	$ -				
115	LONGEVITY	$ 670	$ 715	$ 800	$ -	$ 800	$ -	0.00%	$ (800)	-100.00%
130	HEALTH INSURANCE	$ 19,893	$ 26,001	$ 22,833	$ 9,786	$ 22,833	$ -	0.00%	$ (13,047)	42.86%
131	TERM LIFE INSURANCE	$ 414	$ 506	$ 629	$ 193	$ 629	$ -	0.00%	$ (436)	30.69%
132	DENTAL INSURANCE	$ 813	$ 966	$ 864	$ 370	$ 864	$ -	0.00%	$ (494)	42.86%
133	UNIFORM ALLOWANCE	$ 400	$ 400	$ 400	$ 450	$ 400	$ -	0.00%	$ 50	112.50%
134	INCOME CONTINUATION INS	$ -	$ -	$ -	$ -	$ -			$ -	100.00%
136	RETIREE BENEFITS	$ -	$ -	$ -	$ -	$ -				
140	EMPLOYEE ASSISTANCE PROGRAM	$ 171	$ 176	$ 50	$ 171	$ 50	$ -	0.00%	$ 121	341.00%
150	RETIREMENT	$ 15,952	$ 15,206	$ 13,955	$ 6,549	$ 13,955	$ -	0.00%	$ (7,406)	46.93%
151	FICA	$ 3,663	$ 3,703	$ 3,872	$ 1,737	$ 3,872	$ -	0.00%	$ (2,135)	44.86%
153	SICK/VACATION ACCRUAL	$ 855	$ 92	$ -	$ -	$ -			$ -	100.00%
210	HARDWARE MAINTENANCE	$ 1,005	$ 1,698	$ 1,600	$ 1,542	$ 1,600	$ -	0.00%	$ (58)	96.36%
	Strand $1,000; Rhyme's $600									
211	SOFTWARE SUPPORT	$ 847	$ 1,496	$ 2,000	$ 1,490	$ 2,000	$ -	0.00%	$ (510)	74.50%
	ACS GOVT SYSTEMS 795 + 350 $ 1,145									
	IM RESPONDING $ 650									
	OTHER $ 205									
216	ASSOCIATION DUES	$ 793	$ 753	$ 770	$ 525	$ 770	$ -	0.00%	$ (245)	68.18%
219	OTHER PROFESSIONAL SERVICES	$ -			$ -				$ -	100.00%
220	TELEPHONE	$ 1,830	$ 1,922	$ 1,900	$ 1,073	$ 1,900	$ -	0.00%	$ (827)	56.47%
224	INTERNET	$ 3,143	$ 3,357	$ 3,200	$ 1,500	$ 3,200	$ -	0.00%	$ (1,700)	46.88%
	$250/MONTH (10 TABLETS) $ 3,200									
290	TRAINING	$ 1,093	$ 1,108	$ 1,000	$ 405	$ 1,000	$ -	0.00%	$ (595)	40.50%
291	POSTAGE	$ 416	$ 354	$ 400	$ 156	$ 400	$ -	0.00%	$ (244)	39.00%
292	PRINTING/PUBLISHING	$ -	$ 317	$ 300	$ 19	$ 300	$ -	0.00%	$ (281)	6.25%
310	OFFICE SUPPLIES	$ 748	$ 1,694	$ 2,200	$ 943	$ 2,200	$ -	0.00%	$ (1,257)	42.85%
320	PUBLICATIONS, SUBSCRIPTIONS	$ 29	$ 151	$ 150	$ 21	$ 150	$ -	0.00%	$ (129)	14.00%
350	REPAIR/MAINT SUPPLIES	$ 3,062	$ 1,162	$ 900	$ 481	$ 1,000	$ 100	11.11%	$ (419)	53.40%
	ARAMARK									
390	MISCELLANEOUS SUPPLIES	$ 157	$ 289	$ 250	$ 78	$ 250	$ -	0.00%	$ (172)	31.20%
510	GENERAL LIABILITY INS	$ 18,391	$ 19,116	$ 19,117	$ 16,777	$ 19,117	$ -	0.00%	$ (2,340)	87.76%
511	WORKMEN'S COMPENSATION INS	$ 12,528	$ 10,464	$ 18,020	$ 13,297	$ 18,020	$ -	0.00%	$ (4,723)	73.79%
540	DEPRECIATION	$ -	.	.	$ -	.				
823	OFFICE FURNISHINGS & EQUIP	$ 29	$ -	$ 200	$ 388	$ 300	$ 100	50.00%	$ 188	194.00%
	CHAIR									
860	SMALL EQUIPMENT	$ -			$ -					
870	COMPUTER HARDWARE	$ 1,292	$ 1,010	$ 1,500	$ 900	$ 1,500	$ -	0.00%	$ (600)	60.00%
880	COMPUTER SOFTWARE	$ 650	$ -	$ -	$ -	$ -				
	TOTAL FIRE ADMIN	$ 195,384	$ 207,639	$ 209,814	$ 111,551	$ 210,014	$ 200	0.10%	$ (98,263)	53.17%
	TRANSFER TO VEH REPL									
1001559242000	TRANSFER TO VEHICLE REPL	$ 16,037	$ 16,037	$ 16,037	$ 8,019	$ 16,037	$ -	0.00%	$ (8,018)	50.00%
	TOTAL FIRE ADMIN	$ 211,421	$ 223,676	$ 225,851	$ 119,570	$ 226,051	$ 200	0.09%	$ (106,281)	52.94%
									$ -	

NOTE: Full-time wages include 100% of Fire Chief and 80% of Fire Secretary wages.

	FIRE Fund 100 Dept 15 Object 52220	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description										
	FIRE SUPPRESSION									
110	WAGES-FULLTIME	$ 229,943	$ 235,818	$ 253,833	$ 103,275	$ 253,833	$ -	0.00%	$ (150,558)	40.69%
112	OVERTIME COMPENSATION	$ 31,721	$ 31,441	$ 27,674	$ 8,284	$ 27,674	$ -	0.00%	$ (19,390)	29.93%
115	LONGEVITY	$ -	$ -	$ -	$ -	$ -				
130	HEALTH INSURANCE	$ 66,538	$ 76,624	$ 69,100	$ 29,614	$ 69,100	$ -	0.00%	$ (39,486)	42.86%
131	TERM LIFE INSURANCE	$ 926	$ 1,159	$ 1,364	$ 506	$ 1,364	$ -	0.00%	$ (858)	37.07%
132	DENTAL INSURANCE	$ 1,448	$ 1,597	$ 1,440	$ 617	$ 1,440	$ -	0.00%	$ (823)	42.85%
133	UNIFORM ALLOWANCE	$ 1,400	$ 1,400	$ 1,400	$ 1,800	$ 1,400	$ -	0.00%	$ 400	128.57%
	4 @ $350		$ -	$ -		$ -				
134	INCOME CONTINUATION INS	$ -	$ -	$ -	$ -	$ -			$ -	100.00%
150	RETIREMENT	$ 48,512	$ 44,197	$ 41,066	$ 16,879	$ 41,066	$ -	0.00%	$ (24,187)	41.10%
151	FICA	$ 3,600	$ 3,655	$ 4,103	$ 1,526	$ 4,103	$ -	0.00%	$ (2,577)	37.19%
153	SICK/VACATION ACCRUAL	$ 2,025	$ (386)	$ -		$ -				
201	DRUG/ALCOHOL TESTING	$ -	$ 82	$ 100	$ -	$ 100	$ -	0.00%	$ (100)	-100.00%
218	VOLUNTEER FIRE SERVICE	$ 94,000	$ 94,000	$ 97,000	$ 48,500	$ 97,000	$ -	0.00%	$ (48,500)	50.00%
	$65K Calls; $20K Training; $2K Clothing; $10K Incentives									
219	OTHER PROFESSIONAL SERVICES	$ 3,887	$ 2,258	$ 4,800	$ 3,193	$ 5,000	$ 200	4.17%	$ (1,607)	66.51%
220	TELEPHONE	$ 1,243	$ 1,305	$ 1,600	$ 682	$ 1,600	$ -	0.00%	$ (918)	42.62%
240	VEHICLE/EQUIP MAINT	$ -			$ -					
293	UNIFORMS	$ -			$ -					
294	OTHER CONTRACTUAL SERVICES	$ 3,084	$ 3,084	$ 3,084	$ 3,084	$ 3,084	$ -	0.00%	$ (0)	99.99%
340	OPERATING SUPPLIES	$ 2,109	$ 2,224	$ 2,300	$ 1,866	$ 2,500	$ 200	8.70%	$ (434)	81.13%
341	VEHICLE/EQUIP MAINT SUPPLIES	$ 34,571	$ 31,192	$ 34,000	$ 10,375	$ 34,000	$ -	0.00%	$ (23,625)	30.52%
342	GASOLINE/OIL	$ 9,469	$ 6,769	$ 7,740	$ 2,319	$ 7,740	$ -	0.00%	$ (5,421)	29.96%
345	OPERATING EQUIPMENT	$ -			$ -					
390	MISCELLANEOUS SUPPLIES	$ 2,350	$ 2,320	$ 2,000	$ 682	$ 2,000	$ -	0.00%	$ (1,318)	34.11%
516	VOL ACCIDENTAL DEATH INS	$ 818	$ 857	$ 818	$ 857	$ 818	$ -	0.00%	$ 39	104.75%
531	HYDRANT RENTAL	$ 330,870	$ 331,697	$ 298,940	$ 149,470	$ 298,940	$ -	0.00%	$ (149,470)	50.00%
821	BUILDING/GROUNDS	$ -	$ -	$ -	$ -	$ -				
823	OFFICE FURNISHINGS & EQUIP	$ -	$ -	$ -	$ -	$ -				
840	EQUIPMENT	$ -	$ -	$ -	$ -	$ -				
860	SMALL EQUIPMENT	$ 17,487	$ 16,418	$ 17,800	$ 9,323	$ 19,200	$ 1,400	7.87%	$ (8,477)	52.38%
	TOTAL FIRE SUPPRESSION	$ 886,002	$ 887,711	$ 870,162	$ 392,851	$ 871,962	$ 1,800	0.21%	$ (477,311)	45.15%
									$ -	

NOTE: Full-time wages include 100% of Captain Engineer, 2 Lt. Engineers and an Engineer

	FIRE Fund 100 Dept 15 Object 52230	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description										
	PREVENTION/INSPECTION									
110	WAGES-FULLTIME	$ 51,831	$ 50,966	$ 55,798	$ 24,799	$ 55,798	$ -	0.00%	$ (30,999)	44.44%
112	OVERTIME COMPENSATION	$ 6,598	$ 7,764	$ 4,282	$ 3,295	$ 4,282	$ -	0.00%	$ (987)	76.96%
115	LONGEVITY	$ -	$ -	$ -	$ -	$ -				
130	HEALTH INSURANCE	$ 16,348	$ 17,835	$ 17,275	$ 7,403	$ 17,275	$ -	0.00%	$ (9,872)	42.86%
131	TERM LIFE INSURANCE	$ 54	$ 58	$ 115	$ 27	$ 115	$ -	0.00%	$ (88)	23.31%
132	DENTAL INSURANCE	$ 483	$ 493	$ 480	$ 206	$ 480	$ -	0.00%	$ (274)	42.84%
133	UNIFORM ALLOWANCE	$ 350	$ 350	$ 350	$ 450	$ 350	$ -	0.00%	$ 100	128.57%
	1 @ $350									
134	INCOME CONTINUATION INS	$ -	$ -	$ -	$ -	$ -				
150	RETIREMENT	$ 10,796	$ 9,752	$ 8,946	$ 4,250	$ 8,946	$ -	0.00%	$ (4,695)	47.51%
151	FICA	$ 806	$ 796	$ 876	$ 384	$ 876	$ -	0.00%	$ (492)	43.86%
153	SICK/VACATION ACCRUAL	$ (331)	$ 1,087	$ -	$ -	$ -				
216	ASSOCIATION DUES	$ 40	$ 25	$ 125	$ 25	$ 125	$ -	0.00%	$ (100)	20.00%
219	OTHER PROFESSIONAL SERVICES	$ -	$ -	$ -	$ -	$ -				
290	TRAINING	$ 1,273	$ 1,877	$ 2,700	$ 485	$ 2,700	$ -	0.00%	$ (2,215)	17.96%
320	PUBLICATIONS, SUBSCRIPTIONS	$ 1,166	$ 1,255	$ 1,300	$ 1,305	$ 1,350	$ 50	3.85%	$ 5	100.38%
340	OPERATING SUPPLIES	$ 128	$ 689	$ 2,850	$ 348	$ 950	$ (1,900)	-66.67%	$ (2,502)	12.20%
341	VEHICLE/EQUIP MAINT SUPPLIES				$ -					
390	MISCELLANEOUS SUPPLIES	$ 149	$ 521	$ 500	$ 34	$ 500	$ -	0.00%	$ (466)	6.85%
	TOTAL PREVENTION/INSPECTION	$ 89,690	$ 93,468	$ 95,597	$ 43,012	$ 93,747	$ (1,850)	-1.94%	$ (52,586)	44.99%
									$ -	

NOTE: Full-time wages include 100% of Fire Inspector wages

	FIRE Fund 100 Dept 15 Object 52500	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description										
	EMERGENCY SERVICES									
220	TELEPHONE	$ -			$ -					
290	TRAINING	$ -			$ -					
291	POSTAGE	$ -			$ -					
310	OFFICE SUPPLIES	$ -			$ -					
390	MISCELLANEOUS SUPPLIES - EMERG SIREN MAINT	$ 4,960	$ -	$ 3,000	$ -	$ 3,000	$ -	0.00%	$ (3,000)	-100.00%
	update sirens									
840	EQUIPMENT	$ -								
860	SMALL EQUIPMENT	$ -								
	TOTAL EMERGENCY SERVICES	$ 4,960	$ -	$ 3,000	$ -	$ 3,000	$ -	0.00%	$ (3,000)	-100.00%
									$ -	

	FIRE Fund 100 Dept 15 Object 52600	2014 Actual	2015 Budget	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description										
	HAZMAT									
211	SOFTWARE SUPPORT	$ -			$ -					
219	OTHER PROFESSIONAL SERVICES(1)	$ 4,864	$ 438	$ 500	$ -	$ 500	$ -	0.00%	$ (500)	-100.00%
220	TELEPHONE	$ 391	$ 404	$ 500	$ 192	$ 500	$ -	0.00%	$ (308)	38.40%
290	TRAINING	$ -	$ -	$ -	$ -	$ -				
293	UNIFORMS	$ -	$ -	$ -	$ -	$ -				
340	OPERATING SUPPLIES	$ 3,805	$ 8,884	$ 8,130	$ 1,510	$ 7,000	$ (1,130)	-13.90%	$ (6,620)	18.57%
823	OFFICE FURNISHINGS & EQUIP	$ -	$ -	$ -	$ -	$ -				
840	EQUIPMENT	$ -	$ -	$ -	$ -	$ -				
860	SMALL EQUIPMENT	$ 8,170	$ 5,000	$ 4,120	$ -	$ 5,000	$ 880	21.36%	$ (4,120)	-100.00%
880	COMPUTER SOFTWARE	$ -	$ -	$ -	$ -	$ -				
	TOTAL HAZMAT	$ 17,230	$ 14,726	$ 13,250	$ 1,702	$ 13,000	$ (250)	-1.89%	$ (11,548)	12.85%
									$ -	

(1) Physicals to be covered by State Hazmat Funds

CITY OF PORTAGE
POLICE DEPARTMENT SUMMARY

2016 SIX MONTH ACTUAL NARRATIVE:
OVERALL POLICE DEPT IS AT 47% OF BUDGET

2017 BUDGET SUMMARY
HIGH LEVEL SUMMARY

	Change vs. 16 Bdgt
REVENUES	
GENERAL LEVY	14,068
TOTAL REVENUES	14,068
EXPENDITURES	
POLICE ADMINISTRATION	
SOFTWARE	1,213
OTHER CONTRACTUAL	1,490
POLICE PATROL	
VEHICLE & EQUIPMENT MAINT	2,600
TRAINING - NW STAFF & COMMAND SCHOOL	2,400
OPERATING SUPPLIES	2,000
GAS	(1,500)
MISCELLANEOUS EXPENSE (warrants)	1,100
EQUIPMENT ACCT	3,700
CRIMINAL INVESTIGATION	
TRAINING	(1,125)
SPECIAL SERVICES	
TELEPHONE	1,740
TOTAL OTHERS	450
TOTAL EXPENDITURES	14,068

CITY OF PORTAGE
POLICE DEPARTMENT SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ACT 6	2017 BUDGET	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
REVENUES	20,918	37,342	28,570	8,262	28,570	-	0.00%	(20,308)	28.92%
REVENUES GENERAL	2,596,548	2,564,298	2,582,920	1,219,083	2,596,988	14,068	0.54%	(1,363,837)	47.20%
TOTAL REVENUES	2,617,466	2,601,640	2,611,490	1,227,345	2,625,558	14,068	0.54%	(1,384,145)	47.00%
EXPENDITURES									
ADMINISTRATION	520,537	540,173	509,776	286,676	513,030	3,253	0.64%	(223,100)	56.24%
PATROL	1,615,513	1,614,849	1,616,497	728,858	1,625,897	9,400	0.58%	(887,639)	45.09%
CRIMINAL INVESTIGATION	302,144	296,964	306,916	129,354	305,991	(925)	-0.30%	(177,562)	42.15%
SPECIAL SERVICES	179,272	149,654	178,300	82,456	180,640	2,340	1.31%	(95,843)	46.25%
COMMUNICATIONS	0	0	0	0	0				
TOTAL EXPENDITURES	2,617,466	2,601,640	2,611,490	1,227,345	2,625,558	14,068	0.54%	(1,384,145)	47.00%
EXPENSE COMPONENTS									
PERSONNEL	2,317,898	2,281,997	2,302,205	1,029,793	2,302,205	-	0.00%	(1,272,412)	44.73%
RETIREE BENEFITS	25,920	52,405	0	27,308	0	-	#DIV/0!	27,308	100.00%
ADMINSTRATIVE EXPENSES	87,801	89,775	121,746	79,698	126,061	4,315	3.54%	(42,048)	65.46%
PURCHASED SERVICES	35,756	31,641	40,591	23,752	43,294	2,703	6.66%	(16,839)	58.52%
SUPPLIES/MATERIALS	80,231	63,249	78,300	35,178	79,950	1,650	2.11%	(43,122)	44.93%
REPAIRS/MAINTENANCE	6,152	14,148	7,450	3,428	10,050	2,600	34.90%	(4,022)	46.01%
UTILITIES	23,977	22,868	23,450	9,346	23,450	-	0.00%	(14,104)	39.85%
VEHICLE REPLACEMENT	31,648	31,648	31,648	15,824	31,648	-	0.00%	(15,824)	50.00%
OUTLAY	8,083	13,909	6,100	3,018	8,900	2,800	45.90%	(3,082)	49.47%
TOTAL EXPENDITURES	2,617,466	2,601,640	2,611,490	1,227,345	2,625,558	14,068	0.54%	(1,384,145)	47.00%

PRELIMINARY 8/18/16

Fund 100	POLICE REVENUE Account Description	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt	
43211-000	LAW ENFORCEMENT	$ 953	$ 965	$ 750	$ -	$ 750	$ -	0.00%	$ (750)	-100.00%	Vests
43521-000	LAW ENFORCEMENT IMPROVEMENT	$ 3,520	$ 3,040	$ 3,520	$ -	$ 3,520	$ -	0.00%	$ (3,520)	-100.00%	Training
45120-000	PARKING FINES	$ 6,105	$ 5,409	$ 9,000	$ 2,555	$ 9,000	$ -	0.00%	$ (6,445)	28.39%	Snow Ord.
45221-000	LAW ENFORCEMENT JUDGEMENTS	$ 1,266	$ 1,001	$ 300	$ 39	$ 300	$ -	0.00%	$ (261)	13.12%	Restitutions
45222-000	HIGHWAY JUDGEMENTS	$ -	$ -	$ -	$ -	$ -					
46210-000	LAW ENFORCEMENT FEES	$ 5,741	$ 6,889	$ 6,000	$ 2,273	$ 6,000	$ -	0.00%	$ (3,728)	37.88%	Alarms/ Copies/ Blood Draws
46290-000	OTHER PUBLIC SAFETY	$ -	$ -	$ -	$ -	$ -					
46440-000	WEED AND NUISANCE CONTROL	$ 3,116	$ 8,345	$ 6,500	$ 1,395	$ 6,500	$ -	0.00%	$ (5,105)	21.46%	
48301-000	SALE OF PROPERTY - LAW ENFORCE	$ 218	$ 369	$ 500	$ -	$ 500	$ -	0.00%			Pistols
48420-000	INSURANCE RECOVERY-LAW	$ -	$ 6,542	$ 1,000	$ -	$ 1,000	$ -	0.00%	$ (1,000)	-100.00%	
48510-000	DONATIONS - POLICE	$ -	$ 4,782	$ 1,000	$ 2,000	$ 1,000	$ -	0.00%	$ 1,000	200.00%	Enbridge; Otl
	TOTAL REVENUE	$ 20,918	$ 37,342	$ 28,570	$ 8,262	$ 28,570	$ -	0.00%	$ (20,308)	28.92%	

Fund 100 Dept 10 Object 52110	Police Admin	2014 Actual	2105 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description										
110	WAGES-FULLTIME	$ 233,837	$ 225,159	$ 219,531	$ 105,037	$ 219,531	$ -	0.00%	$ (114,494)	47.85%
111	WAGES-PARTTIME	$ -	$ -	$ -	$ -	$ -			$ -	100.00%
112	OVERTIME COMPENSATION	$ 1,089	$ 7,269	$ 555	$ -	$ 555	$ -	0.00%	$ (555)	-100.00%
115	LONGEVITY	$ 1,625	$ 1,100	$ 1,875	$ -	$ 1,875	$ -	0.00%	$ (1,875)	-100.00%
130	HEALTH INSURANCE	$ 70,103	$ 68,913	$ 51,825	$ 29,130	$ 51,825	$ -	0.00%	$ (22,696)	56.21%
131	TERM LIFE INSURANCE	$ 850	$ 517	$ 954	$ 223	$ 954	$ -	0.00%	$ (731)	23.34%
132	DENTAL INSURANCE	$ 2,042	$ 2,022	$ 1,920	$ 823	$ 1,920	$ -	0.00%	$ (1,097)	42.86%
133	UNIFORM ALLOWANCE	$ 1,400	$ 1,400	$ 1,600	$ 1,600	$ 1,600	$ -	0.00%	$ -	100.00%
	CHIEF $525									
	SECRETARIES $550									
	ADMIN. LT. $525									
134	INCOME CONTINUATION INS	$ -	$ -	$ -	$ -	$ -			$ -	100.00%
136	RETIREE BENEFITS	$ 4,706	$ 25,925	$ -	$ 13,236	$ -			$ 13,236	100.00%
140	EMPLOYEE ASSISTANCE PROGRAM	$ 143	$ 132	$ 175	$ 143	$ 175	$ -	0.00%	$ (32)	81.71%
150	RETIREMENT	$ 29,331	$ 25,124	$ 21,642	$ 10,414	$ 21,642	$ -	0.00%	$ (11,228)	48.12%
151	FICA	$ 17,355	$ 16,855	$ 17,095	$ 7,541	$ 17,095	$ -	0.00%	$ (9,554)	44.11%
153	SICK/VACATION ACCRUAL	$ (1,373)	$ 5,291		$ -					
201	DRUG/ALCOHOL TESTING	$ 73	$ 546	$ 200	$ 107	$ 200	$ -	0.00%	$ (94)	53.25%
210	HARDWARE MAINTENANCE	$ 1,562	$ 1,610	$ 4,000	$ 250	$ 4,000	$ -	0.00%	$ (3,750)	6.25%
211	SOFTWARE SUPPORT	$ 14,111	$ 15,250	$ 16,288	$ 13,508	$ 17,501	$ 1,213	7.45%	$ (2,780)	82.93%
	TRITECH-- vision mobile, tracs, geolynx $ 6,341									
	ITI RMS & Squad Computers $ 7,465									
	CIB/TIME System Access $ 1,440									
	Columbia County Clear Access $ 500									
	Columbia County MIS /MDC license/Key fobs $ 1,755									
212	OFFICE EQUIPMENT MAINT	$ 304	$ 318	$ 500	$ 446	$ 600	$ 100	20.00%	$ (54)	89.20%
216	ASSOCIATION DUES	$ 255	$ 190	$ 320	$ 320	$ 320	$ -	0.00%	$ -	100.00%
	WCPA Dues (Chief & 3 LT's) $ 295									
	COL CO CHIEF'S $ 25									
219	OTHER PROFESSIONAL SERVICES	$ 4,322	$ 2,201	$ 750	$ -	$ 750	$ -	0.00%	$ (750)	-100.00%
	NEGOTIATIONS $ 750									
221	ELECTRICITY & GAS	$ 23,068	$ 22,040	$ 22,550	$ 8,932	$ 22,550	$ -	0.00%	$ (13,618)	39.61%
222	WATER & SEWER CHARGES	$ 909	$ 828	$ 900	$ 413	$ 900	$ -	0.00%	$ (487)	45.90%
232	HVAC MAINTENANCE	$ -			$ -					
290	TRAINING	$ 399	$ 525	$ 900	$ 557	$ 900	$ -	0.00%	$ (343)	61.85%
	Mid-Winter CONF $ 150									
	Emergency Management $ 200									
	SECRETARY $ 400									
	MISC MGT $ 150									
291	POSTAGE	$ 1,538	$ 1,916	$ 1,600	$ 1,064	$ 1,800	$ 200	12.50%	$ (536)	66.50%
292	PRINTING, PUBLISHING	$ 1,170	$ 1,041	$ 1,200	$ 234	$ 1,200	$ -	0.00%	$ (966)	19.49%
294	OTHER CONTRACTUAL SERVICES	$ 9,100	$ 8,846	$ 12,253	$ 8,318	$ 13,743	$ 1,490	12.16%	$ (3,935)	67.88%
	COMM SERVICES (RADIO REPAIRS) $ 2,237									
	BLOOD DRAWS $ 5,000									
	HIRING COSTS $ 1,500									
	RADAR CALIBRATION $ 350									
	LICENSE CHECKS $ 250									
	TOW SERVICES $ 300									
	LEADS ONLINE (PAWN SHOPS) $ 2,128									
	HEARING TESTS (ANNUAL) $ 528									
	ATLAS BUSINESS SOLUTIONS-SCHEDULING $ 600									
	MISC $ 850									
310	OFFICE SUPPLIES	$ 6,551	$ 6,738	$ 6,800	$ 4,080	$ 6,800	$ -	0.00%	$ (2,720)	60.00%
320	PUBLICATIONS, SUBSCRIPTIONS	$ 27	$ 84	$ 100	$ -	$ 100	$ -	0.00%	$ (100)	-100.00%
340	OPERATING SUPPLIES	$ 815	$ 747	$ 500	$ 385	$ 750	$ 250	50.00%	$ (115)	77.07%
510	GENERAL LIABILITY INS	$ 24,764	$ 25,785	$ 25,789	$ 20,358	$ 25,789	$ -	0.00%	$ (5,431)	78.94%
511	WORKMEN'S COMPENSATION INS	$ 35,654	$ 36,327	$ 62,733	$ 41,286	$ 62,733	$ -	0.00%	$ (21,447)	65.81%
512	PROPERTY INSURANCE	$ 1,589	$ 1,890	$ 1,634	$ 2,171	$ 1,634	$ -	0.00%	$ 537	132.87%
520	SURETY BONDS	$ 160	$ 100	$ 140	$ -	$ 140	$ -	0.00%	$ (140)	-100.00%
823	OFFICE FURNISHINGS & EQUIP	$ 490	$ 721	$ 600	$ 278	$ 600	$ -	0.00%	$ (322)	46.28%
860	SMALL EQUIPMENT	$ 125			$ -					
870	COMPUTER HARDWARE	$ 794	$ 1,115	$ 1,200	$ -	$ 1,200	$ -	0.00%	$ (1,200)	-100.00%
	TOTAL POLICE ADMIN	$ 488,889	$ 508,525	$ 478,128	$ 270,852	$ 481,382	$ 3,253	0.68%	$ (207,276)	56.65%
1001059242000	TRANSFER TO VEHICLE REPL	$ 31,648	$ 31,648	$ 31,648	$ 15,824	$ 31,648	$ -	0.00%	$ (15,824)	50.00%
	TOTAL TRANSFER TO VEH REPL	$ 31,648	$ 31,648	$ 31,648	$ 15,824	$ 31,648	$ -		$ (15,824)	50.00%
	TOTAL POLICE ADMIN	$ 520,537	$ 540,173	$ 509,776	$ 286,676	$ 513,030	$ 3,253	0.64%	$ (223,100)	56.24%
									$ -	

	PATROL Fund 100 Dept 10 Object 52120		2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description											
110	WAGES-FULLTIME		$ 936,326	$ 949,730	$ 1,037,060	$ 456,926	$ 1,037,060	$ -	0.00%	$ (580,134)	44.06%
111	WAGES-PARTTIME		$ 368	$ 120	$ 500	$ -	$ 500	$ -	0.00%	$ (500)	-100.00%
112	OVERTIME COMPENSATION		$ 76,959	$ 111,105	$ 55,000	$ 33,818	$ 55,000	$ -	0.00%	$ (21,182)	61.49%
115	LONGEVITY		$ 900	$ 925	$ -	$ -	$ -				
130	HEALTH INSURANCE		$ 267,326	$ 230,816	$ 231,711	$ 98,928	$ 231,711	$ -	0.00%	$ (132,782)	42.69%
131	TERM LIFE INSURANCE		$ 1,521	$ 1,465	$ 1,956	$ 600	$ 1,956	$ -	0.00%	$ (1,356)	30.67%
132	DENTAL INSURANCE		$ 6,988	$ 6,546	$ 7,200	$ 2,802	$ 7,200	$ -	0.00%	$ (4,398)	38.92%
133	UNIFORM ALLOWANCE		$ 9,624	$ 10,405	$ 8,925	$ 4,641	$ 8,925	$ -	0.00%	$ (4,284)	52.00%
134	INCOME CONTINUATION INS		$ -	$ -	$ -	$ -	$ -			$ -	100.00%
136	RETIREE BENEFITS		$ 16,508	$ 15,689	$ -	$ 7,800	$ -			$ 7,800	100.00%
150	RETIREMENT		$ 140,128	$ 123,982	$ 103,483	$ 49,312	$ 103,483	$ -	0.00%	$ (54,171)	47.65%
151	FICA		$ 73,345	$ 77,631	$ 84,012	$ 35,698	$ 84,012	$ -	0.00%	$ (48,314)	42.49%
153	SICK/VACATION ACCRUAL		$ (2,831)	$ 2,790		$ -					
240	VEHICLE & EQUIPMENT MAINT		$ 6,152	$ 14,148	$ 7,450	$ 3,428	$ 10,050	$ 2,600	34.90%	$ (4,022)	46.01%
	SQUAD CONV (TWO MARKED)	$ 3,200									
	SQUAD MARKINGS (TWO MARKED)	$ 1,550									
	AUTO GLASS	$ 300									
	DEALERSHIP SVC	$ 5,000									
290	TRAINING		$ 3,843	$ 3,296	$ 6,300	$ 2,045	$ 8,700	$ 2,400	38.10%	$ (4,255)	32.45%
	DEPT IN SERV	$ 1,500									
	WAWP TRNG	$ 300									
	TRIAD	$ 435									
	RANGE INSTRUCTOR	$ 200									
	RADAR CERT	$ 200									
	SFST	$ 200									
	LINE SUPERVISOR	$ 300									
	MGT TRNG	$ 500									
	INSTRUCTOR DEVELOPMENT COURSE	$ 175									
	DEFENSE & ARREST INSTRUCTOR	$ 325									
	COMMAND STAFF SCHOOL	$ 4,000									
	FOOD/LODGING	$ 565									
340	OPERATING SUPPLIES		$ 6,108	$ 4,646	$ 4,500	$ 4,322	$ 6,500	$ 2,000	44.44%	$ (178)	96.05%
	SAFETY EQUIP	$ 2,000									
	RANGE COSTS	$ 4,500									
341	VEHICLE/EQUIP MAINT SUPPLES		$ 12,645	$ 11,085	$ 15,000	$ 7,837	$ 15,000	$ -	0.00%	$ (7,163)	52.25%
	REPAIRS MTL - (CITY LABOR PROVIDED)	$ 9,000									
	TIRES	$ 4,500									
	MISC	$ 1,500									
342	GASOLINE/OIL		$ 51,539	$ 37,471	$ 48,500	$ 16,236	$ 47,000	$ (1,500)	-3.09%	$ (32,264)	33.48%
741	LOSSES		$ -			$ -				$ -	100.00%
790	MISCELLANEOUS EXPENSE (warrants)		$ 1,703	$ 1,725	$ 1,400	$ 1,725	$ 2,500	$ 1,100	78.57%	$ 325	123.21%
840	EQUIPMENT		$ -	$ 8,544		$ 2,240	$ 3,700	$ 3,700	100.00%	$ 2,240	100.00%
	ERT EQUIPMENT	$ 3,000									
	BALLISTIC VESTS	$ 700									
860	SMALL EQUIPMENT		$ 6,363	$ 2,730	$ 3,500	$ 500	$ 2,600	$ (900)	-25.71%	$ (3,000)	14.28%
	STREAMLIGHT FLASHLIGHTS	$ 200									
	MISC	$ 470									
	1 DIGITAL RECORDER	$ 530									
	DEFIBRILLATOR BATTERIES (4)	$ 800									
	PBT UNIT	$ 600									
	TOTAL PATROL		$ 1,615,513	$ 1,614,849	$ 1,616,497	$ 728,858	$ 1,625,897	$ 9,400	0.58%	$ (887,639)	45.09%
										$ -	

	CRIMINAL INVESTIGATION Fund 100 Dept 10 Object 52130		2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description											
110	WAGES-FULLTIME		$ 188,518	$ 199,974	$ 195,768	$ 92,371	$ 195,768	$ -	0.00%	$ (103,397)	47.18%
112	OVERTIME COMPENSATION		$ 21,594	$ 11,774	$ 10,000	$ 1,760	$ 10,000	$ -	0.00%	$ (8,240)	17.60%
115	LONGEVITY		$ 575	$ -	$ 625	$ -	$ 625	$ -	0.00%	$ (625)	-100.00%
130	HEALTH INSURANCE		$ 40,702	$ 37,722	$ 51,825	$ 10,280	$ 51,825	$ -	0.00%	$ (41,545)	19.84%
131	TERM LIFE INSURANCE		$ 417	$ 382	$ 882	$ 142	$ 882	$ -	0.00%	$ (740)	16.14%
132	DENTAL INSURANCE		$ 1,445	$ 1,208	$ 1,440	$ 408	$ 1,440	$ -	0.00%	$ (1,032)	28.33%
133	UNIFORM ALLOWANCE		$ 425	$ 775	$ 1,475	$ 1,450	$ 1,475	$ -	0.00%	$ (25)	98.31%
	*1@$525; 1@525*70%; 1@$425*										
136	RETIREE BENEFITS		$ -	$ 4,624	$ -	$ 4,072	$ -			$ 4,072	100.00%
150	RETIREMENT		$ 31,146	$ 26,173	$ 23,656	$ 10,118	$ 23,656	$ -	0.00%	$ (13,538)	42.77%
151	FICA		$ 15,657	$ 15,636	$ 15,870	$ 7,045	$ 15,870	$ -	0.00%	$ (8,825)	44.39%
153	SICK/VACATION ACCRUAL		$ (695)	$ (4,019)		$ -					
216	ASSOCIATION DUES		$ -	$ -	$ 75	$ -	$ 75	$ -	0.00%	$ (75)	-100.00%
290	TRAINING		$ 974	$ 735	$ 2,400	$ 387	$ 1,275	$ (1,125)	-46.88%	$ (2,013)	16.11%
	WAHI Conference	*$ 275*									
	SPECIALIZED INVESTIGATIONS	*$ 1,000*									
294	OTHER CONTRACTUAL SERVICES		$ -	$ 125	$ 900	$ 339	$ 900	$ -	0.00%	$ (561)	37.67%
	TOWING	*$ 200*									
	SPECIALIZED SERVICES	*$ 500*									
	CANINE SUPPPORT	*$ 200*									
340	OPERATING SUPPLIES		$ 1,076	$ 1,056	$ 1,200	$ 983	$ 1,400	$ 200	16.67%	$ (217)	81.94%
	EVIDENCE PROCESS	*$ 1,000*									
	MISC	*$ 400*									
860	SMALL EQUIPMENT		$ 310	$ 799	$ 800	$ -	$ 800	$ -	0.00%	$ (800)	-100.00%
	MISC	*$ 800*									
	TOTAL CRIMINAL INVESTIGATION		$ 302,144	$ 296,964	$ 306,916	$ 129,354	$ 305,991	$ (925)	-0.30%	$ (177,562)	42.15%
										$ -	

	SPECIAL SERVICES Fund 100 Dept 10 Object 52140		2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description											
110	WAGES-FULLTIME		$ 82,691	$ 77,270	$ 81,577	$ 38,162	$ 81,577	$ -	0.00%	$ (43,415)	46.78%
111	WAGES-PARTTIME		$ 22,121	$ 22,336	$ 22,200	$ 12,423	$ 22,200	$ -	0.00%	$ (9,777)	55.96%
112	OVERTIME COMPENSATION			$ -	$ -	$ 265	$ -				
115	LONGEVITY		$ 425	$ 525	$ -	$ -	$ -				
130	HEALTH INSURANCE		$ 30,280	$ 8,243	$ 34,550	$ 10,215	$ 34,550	$ -	0.00%	$ (24,335)	29.56%
131	TERM LIFE INSURANCE		$ 142	$ 83	$ 141	$ 48	$ 141	$ -	0.00%	$ (93)	34.12%
132	DENTAL INSURANCE		$ 1,017	$ 897	$ 960	$ 407	$ 960	$ -	0.00%	$ (553)	42.37%
133	UNIFORM ALLOWANCE		$ 700	$ 700	$ 700	$ 700	$ 700	$ -	0.00%	$ -	100.00%
136	RETIREE BENEFITS		$ 4,706	$ 6,167	$ -	$ 2,201	$ -			$ 2,201	100.00%
150	RETIREMENT		$ 6,116	$ 5,082	$ 5,486	$ 2,582	$ 5,486	$ -	0.00%	$ (2,904)	47.07%
151	FICA		$ 7,468	$ 7,805	$ 8,031	$ 3,782	$ 8,031	$ -	0.00%	$ (4,249)	47.09%
220	TELEPHONE		$ 16,878	$ 17,177	$ 18,080	$ 9,787	$ 19,820	$ 1,740	9.62%	$ (8,293)	54.13%
	OTHER	*$ 15,500*									
	AIR CARDS $4,320 9 SQUADS	*$ 4,320*									
290	TRAINING		$ 17	$ 25	$ 275	$ -	$ 275	$ -	0.00%	$ (275)	-100.00%
	JUVENILE CONF	*$ 150*									
	MISC	*$ 125*									
294	OTHER CONTRACTUAL SVC		$ 5,418	$ 2,022	$ 5,000	$ 997	$ 5,000	$ -	0.00%	$ (4,003)	19.94%
	Weed & Nuisance Control Contractor										
340	OPERATING SUPPLIES		$ 1,195	$ 1,188	$ 1,300	$ 889	$ 1,900	$ 600	46.15%	$ (411)	68.35%
	CROSSING GUARD EQUIP	*$ 200*									
	CITIZEN POLICE ACADEMY & POLICE CHAPLAINS & VOLUNTEERS	*$ 1,000*									
	CSO EQUIPMENT	*$ 200*									
	CHILDREN'S BADGES,PD PROMOTIONAL ITEMS	*$ 500*									
	TOTAL SPECIAL SERVICES		$ 179,272	$ 149,654	$ 178,300	$ 82,456	$ 180,640	$ 2,340	1.31%	$ (95,843)	46.25%
										$ -	

CITY OF PORTAGE
PARK & REC SUMMARY

2016 SIX MONTH ACTUAL NARRATIVE:
OVERALL P&R DEPT IS AT 49% OF BUDGET

2017 BUDGET SUMMARY

	Change vs. 16 Bdgt
REVENUES	
RECREATION PROGRAM FEES(1)	(10,000)
GENERAL OTHER	20,275
TOTAL REVENUES	10,275
EXPENDITURES	
P&R ADMINISTRATION	1,325
P&R RECREATION	500
P&R MAINTENANCE	
OTHER PROFESSIONAL SERVICES	2200
WATER & SEWER CHARGES	2250
OPERATING SUPPLIES	(1,000)
GAS	(1,400)
GROUNDS REPAIR/MAINT SUPPLIES	1,650
BUILDINGS/GROUNDS	4,000
TOTAL OTHERS	750
TOTAL EXPENDITURES	10,275

(1) - Adult Softball Leagues

CITY OF PORTAGE
PARK & REC SUMMARY

	2014 ACTUAL	2015 ACTUAL	2016 BUDGET	2016 ACT 6	7 BUDGET	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
REVENUES	83,641	77,423	90,000	34,218	80,000	(10,000)	-11.11%	(55,782)	38.02%
REVENUES GENERAL	535,596	539,596	540,440	274,411	560,715	20,275	3.75%	(266,029)	50.78%
TOTAL REVENUES	619,236	617,019	630,440	308,629	640,715	10,275	1.63%	(321,811)	48.95%
EXPENDITURES									
ADMINISTRATION	181,529	181,477	182,096	101,599	183,421	1,325	0.73%	(80,497)	55.79%
RECREATION	69,115	66,753	78,235	32,226	78,735	500	0.64%	(46,009)	41.19%
PARK MAINTENANCE	368,704	368,789	370,109	177,159	378,559	8,450	2.28%	(192,949)	47.87%
TOTAL EXPENDITURES	619,348	617,019	630,440	310,984	640,715	10,275	1.63%	(319,456)	49.33%
EXPENSE COMPONENTS									
PERSONNEL	435,696	437,371	457,735	193,914	457,735	-	0.00%	(263,821)	42.36%
RETIREE BENEFITS	6,741	8,250	0	0	0	-	#DIV/0!	-	100.00%
ADMINSTRATIVE EXPENSES	38,302	34,508	41,397	33,070	41,897	500	1.21%	(8,327)	79.89%
PURCHASED SERVICES	7,082	8,228	8,900	4,556	11,825	2,925	32.87%	(4,344)	51.19%
SUPPLIES/MATERIALS	58,055	56,306	51,950	41,366	53,000	1,050	2.02%	(10,584)	79.63%
REPAIRS/MAINTENANCE									
UTILITIES	41,612	42,025	39,750	17,359	41,250	1,500	3.77%	(22,391)	43.67%
VEHICLE REPLACEMENT	21,958	21,958	21,958	10,979	21,958	-	0.00%	(10,979)	50.00%
OUTLAY	9,790	8,373	8,750	7,385	13,050	4,300	49.14%	(1,365)	84.40%
TOTAL EXPENDITURES	619,236	617,019	630,440	308,629	640,715	10,275	1.63%	(321,811)	48.95%

Fund 100	PARK & RECREATION REVENUE Account Description	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
46720-000	PARK FACILITIES RENTAL	$ 26,166	$ 28,263	$ 28,000	$ 6,399	$ 28,000	$ -	0.00%	$ (21,601)	22.85%
46751-000	RECREATION PROGRAM FEES(1)	$ 49,433	$ 42,432	$ 48,000	$ 23,534	$ 38,000	$ (10,000)	-20.83%	$ (24,466)	49.03%
46752-000	OTHER CULTURE & RECREATION	$ 5,267	$ 6,728	$ 12,000	$ 4,286	$ 12,000	$ -	0.00%	$ (7,714)	35.71%
48230-000	BUILDING RENTAL - VETS FIELD	$ 2,000	$ -	$ 2,000	$ -	$ 2,000	$ -	0.00%	$ (2,000)	-100.00%
48450-000	INSURANCE RECOVERY-PARK	$ 775	$ -	$ -	$ -	$ -				
48309-000	SALE OF PROPERTY-OTHER	$ -	$ -	$ -	$ -	$ -				
48500-000	DONATIONS	$ -	$ -	$ -	$ -	$ -				
48900-000	MISCELLANEOUS REVENUE	$ -	$ -	$ -	$ -	$ -				
48910-000	REFUND OF PRIOR YEAR EXPENSE	$ -	$ -	$ -	$ -	$ -				
48920-000	INSURANCE DIVIDEND	$ -	$ -	$ -	$ -	$ -				
									$ -	100.00%
	TOTAL REVENUE	$ 83,641	$ 77,423	$ 90,000	$ 34,218	$ 80,000	$ (10,000)	-11.11%	$ (55,782)	38.02%

(1) - Adult Softball Leagues

	PARK & REC Fund 100 Dept 30 Object 55200	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description										
	P&R ADMIN									
110	WAGES-FULLTIME	$ 84,515	$ 87,212	$ 88,860	$ 42,081	$ 88,860	$ -	0.00%	$ (46,779)	47.36%
111	WAGES-PARTTIME (1)	$ -	$ -	$ -	$ -	$ -			$ -	100.00%
112	OVERTIME COMPENSATION (1)	$ 284	$ 296	$ 250	$ 86	$ 250	$ -	0.00%	$ (164)	34.32%
115	LONGEVITY	$ 360	$ 383	$ 473	$ -	$ 473	$ -	0.00%	$ (473)	-100.00%
130	HEALTH INSURANCE	$ 11,637	$ 12,619	$ 12,505	$ 5,359	$ 12,505	$ -	0.00%	$ (7,146)	42.86%
131	TERM LIFE INSURANCE	$ 235	$ 278	$ 338	$ 131	$ 338	$ -	0.00%	$ (207)	38.70%
132	DENTAL INSURANCE	$ 862	$ 869	$ 864	$ 370	$ 864	$ -	0.00%	$ (494)	42.86%
134	INCOME CONTINUATION INS	$ -	$ -	$ -		$ -			$ -	100.00%
136	RETIREE BENEFITS	$ 6,741	$ 8,250	$ -	$ -	$ -			$ -	100.00%
140	EMPLOYEE ASSISTANCE PROGRAM	$ 28	$ 27	$ 35	$ 28	$ 35	$ -	0.00%	$ (8)	78.57%
150	RETIREMENT	$ 5,961	$ 5,979	$ 5,912	$ 2,783	$ 5,912	$ -	0.00%	$ (3,129)	47.07%
151	FICA	$ 6,309	$ 6,471	$ 6,853	$ 3,101	$ 6,853	$ -	0.00%	$ (3,752)	45.25%
153	SICK/VACATION ACCRUAL	$ 1,113	$ (1,354)		$ -					
216	ASSOCIATION DUES	$ 220	$ 290	$ 250	$ 220	$ 250	$ -	0.00%	$ (30)	88.00%
	WPRA									
219	OTHER PROFESSIONAL SERVICES	$ 4,449	$ 4,325	$ 3,100	$ 2,715	$ 3,825	$ 725	23.39%	$ (385)	87.60%
	Port-O-Potties									
220	TELEPHONE	$ 3,844	$ 2,920	$ 3,000	$ 1,409	$ 3,000	$ -	0.00%	$ (1,591)	46.98%
221	ELECTRICITY & GAS	$ -			$ -					
290	TRAINING	$ 516	$ 482	$ 500	$ 818	$ 500	$ -	0.00%	$ 318	163.60%
	WPRA CONF									
291	POSTAGE	$ 234	$ 599	$ 500	$ 51	$ 500	$ -	0.00%	$ (449)	10.14%
292	PRINTING/PUBLISHING	$ 364	$ 840	$ 600	$ -	$ 600	$ -	0.00%	$ (600)	-100.00%
310	OFFICE SUPPLIES	$ 696	$ 710	$ 700	$ 1,047	$ 1,000	$ 300	42.86%	$ 347	149.58%
320	PUBLICATIONS, SUBSCRIPTIONS	$ 636	$ 660	$ 860	$ 507	$ 860	$ -	0.00%	$ (353)	59.00%
	Charter Internet and Daily Register									
330	TRAVEL	$ 111			$ -					
390	MISCELLANEOUS SUPPLIES	$ -			$ -					
505	LICENSE FEE	$ 605	$ 653	$ 665	$ 666	$ 665	$ -	0.00%	$ 1	100.10%
	Weed Harvester $300; Camping $250; Fisheree $50									
510	GENERAL LIABILITY INSURANCE	$ 6,718	$ 6,780	$ 6,780	$ 5,436	$ 6,780	$ -	0.00%	$ (1,344)	80.18%
511	WORKMEN'S COMPENSATION INS	$ 11,564	$ 9,396	$ 16,170	$ 12,929	$ 16,170	$ -	0.00%	$ (3,241)	79.96%
512	PROPERTY INSURANCE	$ 7,946	$ 7,934	$ 8,172	$ 7,822	$ 8,172	$ -	0.00%	$ (350)	95.72%
540	DEPRECIATION	$ -			$ -					
740	LOSSES	$ -			$ -					
823	OFFICE FURNISHINGS & EQUIP	$ -	$ -	$ -	$ -	$ -				
860	SMALL EQUIPMENT	$ -	$ 400	$ -	$ 560	$ 300	$ 300	100.00%	$ 560	100.00%
870	COMPUTER HARDWARE	$ 1,123	$ -	$ -	$ -	$ -			$ -	100.00%
880	COMPUTER SOFTWARE	$ 2,500	$ 2,500	$ 2,750	$ 2,500	$ 2,750	$ -	0.00%	$ (250)	90.91%
	Online Registrations $2,750									
	TOTAL P&R ADMIN	$ 159,571	$ 159,519	$ 160,138	$ 90,620	$ 161,463	$ 1,325	0.83%	$ (69,518)	56.59%
									$ -	
	TRANSFER TO VEH REPL									
10030592	TRANSFER TO VEHICLE REPL	$ 21,958	$ 21,958	$ 21,958	$ 10,979	$ 21,958	$ -	0.00%	$ (10,979)	50.00%
	TOTAL TRANSFER TO VEH REPL	$ 21,958	$ 21,958	$ 21,958	$ 10,979	$ 21,958	$ -		$ (10,979)	50.00%
	TOTAL PARK & REC ADMIN	$ 181,529	$ 181,477	$ 182,096	$ 101,599	$ 183,421	$ 1,325	0.73%	$ (80,497)	55.79%

PARK & REC Fund 100 Dept 30 Object 55300	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description									
RECREATION PROGRAMS									
111 WAGES-PARTTIME	$ 52,691	$ 52,154	$ 60,711	$ 21,830	$ 60,711	$ -	0.00%	$ (38,881)	35.96%
130 HEALTH INSURANCE	$ 335	$ 401	$ 500	$ 344	$ 500	$ -	0.00%	$ (156)	68.84%
131 TERM LIFE INSURANCE	$ 1	$ 2	$ 5	$ 3	$ 5	$ -	0.00%	$ (2)	53.40%
132 DENTAL INSURANCE	$ 7	$ 12	$ 25	$ 5	$ 25	$ -	0.00%	$ (20)	18.48%
134 INCOME CONTINUATION INS	$ -	$ -	$ -	$ -	$ -			$ -	100.00%
150 RETIREMENT	$ 734	$ 430	$ 350	$ 169	$ 350	$ -	0.00%	$ (181)	48.28%
151 FICA	$ 4,043	$ 3,985	$ 4,644	$ 1,642	$ 4,644	$ -	0.00%	$ (3,002)	35.35%
290 TRAINING	$ 535	$ 320	$ 500	$ 70	$ 500	$ -	0.00%	$ (430)	14.00%
Lifeguard Certifications									
292 PRINTING/PUBLISHING (1)	$ -	$ -	$ 2,500	$ 2,355	$ 2,500	$ -	0.00%	$ (145)	94.20%
293 UNIFORMS	$ 3,695	$ 1,919	$ 2,000	$ 660	$ 2,000	$ -	0.00%	$ (1,340)	32.98%
340 OPERATING SUPPLIES	$ 7,074	$ 7,505	$ 7,000	$ 5,149	$ 7,500	$ 500	7.14%	$ (1,851)	73.55%
Beach Concessions									
860 SMALL EQUIPMENT	$ -	$ 25	$ -	$ -	$ -			$ -	100.00%
TOTAL RECREATION PROGRAMS	$ 69,115	$ 66,753	$ 78,235	$ 32,226	$ 78,735	$ 500	0.64%	$ (46,009)	41.19%
								$ -	

PARK & REC Fund 100 Dept 30 Object 55400	2014 Actual	2015 Actual	2016 Budget	2016 Act 6 month	2017 Budget	Change vs. 16 Bdgt	% Change From 2016	16 Act vs 16 Bdgt	16 Act vs 16 Bdgt
Account Description									
PARK MAINTENANCE									
110 WAGES-FULLTIME	$ 143,134	$ 145,470	$ 148,762	$ 68,218	$ 148,762	$ -	0.00%	$ (80,545)	45.86%
111 WAGES-PARTTIME (1)	$ 40,179	$ 35,073	$ 40,900	$ 12,787	$ 40,900	$ -	0.00%	$ (28,113)	31.27%
4,150 hours $10/hr									
112 OVERTIME COMPENSATION	$ 4,594	$ 5,117	$ 3,000	$ 868	$ 3,000	$ -	0.00%	$ (2,132)	28.95%
115 LONGEVITY	$ 1,415	$ 1,492	$ 1,770	$ -	$ 1,770	$ -	0.00%	$ (1,770)	-100.00%
130 HEALTH INSURANCE	$ 50,053	$ 55,528	$ 53,553	$ 22,951	$ 53,553	$ -	0.00%	$ (30,602)	42.86%
131 TERM LIFE INSURANCE	$ 506	$ 578	$ 928	$ 255	$ 928	$ -	0.00%	$ (673)	27.47%
132 DENTAL INSURANCE	$ 1,608	$ 1,585	$ 1,488	$ 638	$ 1,488	$ -	0.00%	$ (850)	42.85%
150 RETIREMENT	$ 10,429	$ 10,345	$ 10,133	$ 4,600	$ 10,133	$ -	0.00%	$ (5,533)	45.40%
151 FICA	$ 13,333	$ 13,139	$ 14,874	$ 5,664	$ 14,874	$ -	0.00%	$ (9,210)	38.08%
153 SICK/VACATION ACCRUAL	$ 1,328	$ (720)	$ -	$ -	$ -				
201 DRUG/ALCOHOL TESTING	$ 864	$ 1,117	$ 800	$ 310	$ 800	$ -	0.00%	$ (490)	38.72%
219 OTHER PROFESSIONAL SERVICES	$ 1,370	$ 2,236	$ 2,000	$ 1,531	$ 4,200	$ 2,200	110.00%	$ (469)	76.54%
Forestry Field Work - Renewal Contribution									
221 ELECTRICITY & GAS	$ 27,893	$ 27,381	$ 29,000	$ 12,019	$ 28,250	$ (750)	-2.59%	$ (16,981)	41.44%
222 WATER & SEWER CHARGES	$ 13,719	$ 14,644	$ 10,750	$ 5,340	$ 13,000	$ 2,250	20.93%	$ (5,410)	49.68%
Splash Pad									
290 TRAINING	$ 355	$ -	$ 100	$ 2,015	$ 1,000	$ 900	900.00%	$ 1,915	2015.00%
293 UNIFORMS	$ 1,071	$ 1,715	$ 1,300	$ 468	$ 900	$ (400)	-30.77%	$ (832)	35.97%
294 OTHER CONTRACTUAL SERVICES	$ 400	$ 550	$ 500	$ -	$ 500	$ -	0.00%	$ (500)	-100.00%
VMF STORAGE									
340 OPERATING SUPPLIES	$ 13,325	$ 13,284	$ 12,000	$ 7,783	$ 11,000	$ (1,000)	-8.33%	$ (4,217)	64.86%
341 VEHICLE/EQUIP MAINT SUPPLIES	$ 9,801	$ 9,088	$ 8,000	$ 5,458	$ 9,000	$ 1,000	12.50%	$ (2,542)	68.22%
342 GASOLINE/0IL	$ 15,456	$ 11,063	$ 12,900	$ 4,564	$ 11,500	$ (1,400)	-10.85%	$ (8,336)	35.38%
350 BUILDING REPAIR/MAIN SUPPLIES	$ 1,615	$ 5,346	$ 3,000	$ 7,295	$ 3,000	$ -	0.00%	$ 4,295	243.16%
351 GROUNDS REPAIR/MAINT SUPPLIES	$ 10,088	$ 9,310	$ 8,350	$ 10,071	$ 10,000	$ 1,650	19.76%	$ 1,721	120.61%
**Water treatment for Pauquette Pond*									
790 MISCELLANEOUS EXPENSE				$ -					
810 TREE PROGRAM	$ 3,830	$ 1,048	$ 4,000	$ 3,197	$ 4,000	$ -	0.00%	$ (803)	79.92%
821 BUILDINGS/GROUNDS	$ 707	$ 3,366	$ 1,000	$ -	$ 5,000	$ 4,000	400.00%	$ (1,000)	-100.00%
Collipp-Worden Shelter 2 roof; Pauquette Park Sign, Bld 8 furnace									
823 OFFICE FURNISHINGS & EQUIP	$ 76			$ -				$ -	100.00%
860 SMALL EQUIPMENT	$ 1,555	$ 1,034	$ 1,000	$ 1,128	$ 1,000	$ -	0.00%	$ 128	112.78%
TOTAL PARK MAINTENANCE	$ 368,704	$ 368,789	$ 370,109	$ 177,159	$ 378,559	$ 8,450	2.28%	$ (192,949)	47.87%
								$ -	