

# THE CITY OF PLATTEVILLE, WISCONSIN

## COMMON COUNCIL AGENDA

PUBLIC NOTICE is hereby given that a regular meeting of the Common Council of the City of Platteville shall be held on Tuesday, February 12, 2019 at 7:00 PM in the Council Chambers at 75 North Bonson Street, Platteville, WI.

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. SPECIAL PRESENTATION** - Ceremonial Swearing in of New Police Officer Joshua Stowe
- IV. CONSIDERATION OF CONSENT CALENDAR** – The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Council President if you would prefer separate discussion and action.
  - A. Council Minutes – 1/22/19 Regular
  - B. Payment of Bills
  - C. Financial Report – January
  - D. Appointments to Boards and Commissions
  - E. Licenses – One-Year and Two-Year Operator License to Sell/Serve Alcohol
  - F. Run Permit – St Patty’s 5K by High Vibe Fitness on Saturday, March 16 from 10 AM - Noon
- V. CITIZENS’ COMMENTS, OBSERVATIONS and PETITIONS, if any** – Please limit comments to no more than five minutes.
- VI. REPORTS**
  - A. Board/Commission/Committee Minutes (Council Representative)
    - 1. Police & Fire Commission (Francis) 11/6/18
    - 2. Parks, Forestry, & Recreation Committee (Francis) 11/19/18
    - 3. Community Safe Routes Committee (Francis) 12/17/18
    - 4. Museum Board (Stockhausen) 12/19/18
  - B. Other Reports
    - 1. Water and Sewer Financial Report – January
    - 2. Airport Financial Report – January
    - 3. Department Progress Reports
- VII. ACTION**
  - A. Museum Master Planning Base Drawings [1/22/19]
  - B. Ordinance 19-02 Authorizing the Code Enforcement Officer to Issue Municipal Citations – 1.10(e) [1/22/19]
  - C. Certified Survey Map – 900 Valley Road [1/22/19]
  - D. Application of Rountree Hall Loan Payment [1/22/19]
  - E. 2019 City Goals [1/22/19]

## **VIII. INFORMATION AND DISCUSSION**

- A. Employee Handbook Revision
- B. Resolution Adopting Administrative Policy II-16 Harassment Prevention and Respectful Behavior Policy
- C. Ordinance Adopting the Wisconsin Municipal Records Schedules
- D. Conditional Use Permit – Intensive Home Occupation at 345 Bayley Avenue
- E. Zoning Amendment - R-LO Limited Occupancy Overlay District at 545 W. Adams Street
- F. Contract 7-19 Street Maintenance

## **IX. ADJOURNMENT**

*If your attendance requires special accommodation, write City Clerk, P.O. Box 780, Platteville, WI 53818 or call (608) 348-9741 Option 9.*

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: PRESENTATION ITEM NUMBER: III.A.</b>	<b>TITLE:</b> Ceremonial Swearing in of New Police Officer Joshua Stowe	<b>DATE:</b> February 12, 2019 <b>VOTE REQUIRED:</b> None
<b>PREPARED BY:</b> Candace Koch, City Clerk		

**Description:**

City Clerk Koch will do the ceremonial swearing in of Police Officer Joshua Stowe.

**Attachments:**

- Oath of Office



**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

**COUNCIL SECTION:  
CONSIDERATION OF  
CONSENT CALENDAR  
ITEM NUMBER:  
IV.**

**TITLE:  
Council Minutes, Payment of Bills, Financial Report,  
Appointment to Boards and Commissions, Licenses, and  
Permit**

**DATE:  
February 12, 2019  
VOTE REQUIRED:  
Majority**

**PREPARED BY: Candace Koch, City Clerk**

**Description:**

The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Council President if you would prefer separate discussion and action.

**Budget/Fiscal Impact:**

None

**Sample Affirmative Motion:**

*"I move to approve all items listed under Consent Calendar"*

**Attachments:**

- Council Minutes
- Payment of Bills
- Financial Report
- Appointment of Boards and Commissions
- Licenses
- Permit

**PLATTEVILLE COMMON COUNCIL PROCEEDINGS**  
**January 22, 2019**

The regular meeting of the Common Council of the City of Platteville was called to order by Council President Nickels at 7:00 PM in the Council Chambers of the Municipal Building.

ROLL CALL

Present: Barbara Daus, Ken Kilian, Eileen Nickels, Don Francis, Robin Cline, and Cena Sharp (present at 7:16pm). Excused: Barbara Stockhausen.

SPECIAL PRESENTATION

City Manager Karen Kurt and Museum Director Erik Flesch presented Mary Huck with a Proclamation to acknowledge the commitment and 32+ years of service to the City of Platteville.

CONSIDERATION OF CONSENT CALENDAR

Motion by Daus, second by Kilian to approve the consent calendar as follows: January 8<sup>th</sup> Regular Council Minutes; Payment of Bills in the amount of \$3,445,968.77; Appointment to Boards and Commissions, None; One Year Operator License, Bradley J Brunette and Mallory R Jensen; Two Year Operator License, Preston J Banfield, Maria S Bast, Tyler S Brookens, Taylor M Cherek, Jennifer L Kerske, Mitchell R Martin, and Joseph P Peelman; Banner Permit, United Way of Platteville Sept. 10 – Oct. 31; Motion carried 5-0 on a roll call vote.

CITIZENS' COMMENTS, OBSERVATIONS, AND PETITIONS, if any. None.

REPORTS

- A. Board/Commission/Committee Minutes – Water & Sewer Commission, Housing Authority Board, Library Board, Historic Preservation Commission.

ACTION

- A. *Planned Unit Development – 545 W Adams Street* – Community Development Director Joe Carroll presented the Planned Unit Development for 545 W Adams Street and he indicated that staff recommends approval. Public Works Director Howard Crofoot presented a note he prepared that addressed the water runoff both in terms of quantity and quality. Crofoot pointed out that the developer met the ordinance rain event requirements in terms of quantity of water, which was 25-year event – plus for a 100-year event. The standard for quality is to reduce the release of Total Suspended Solids (TSS) by 80%. The developer has shown that the storm water retention pond will remove TSS at the rate of 78.2% in comparison to having no controls. Staff agrees to the request for an exception for the water quality as it is a very small amount and the concern from the neighborhood is for the quantity not the quality. Jim Beals of 45 Commerce Street and Ben Ballweg of 400 Short Street registered against. Charlie Chamberlain of 410 West Dewey Street, Carol Beals for Beals Trust of 475 North Hickory Street, and Pat Ballweg of 400 Short Street spoke against. Council acknowledged the concerns of rain runoff in this area of the City, and suggested a separate conversation, aside from this planned unit development, to address these concerns. Motion by Daus, second by Francis to approve Planned Unit Development for 545 West Adams Street with the conditions of the property being re-zoned to R-Lo, permanent swales put in place on both the south and east side of the property, and a landscaping plan be developed for approval from Common Council. Motion carried 4-2 on a roll call vote with Ken Killian and Cena Sharp voting against.

INFORMATION AND DISCUSSION

- A. *Ordinance 19-01, No Parking on Camp Street* – This ordinance request was withdrawn by the Platteville Public Schools and no further action will be taken.

- B. *Museum Master Planning Base Drawings* – Museum Director Erik Flesch presented the request for the Mining & Rollo Jamison Museums to contract with design firms to create a digital drawing set of the 2.5-acre Museum campus and its seven structures for use in space mapping and planning. Creating the digital drawing set will include creating existing conditions drawings of the Rock School at 385 East Main Street showing structural members. It will also include scanning or photographing existing historic paper drawings showing the site plan and buildings (the Hanmer Robbins building at 405 East Main Street, the Bevans Mine, Depot, Headframe building, Cora Street building, and railroad) and digitally tracing them on the computer using drafting software. The City of Platteville Museum Board voted at the December 2018 meeting in favor of using the Museum’s Beining Trust money up to \$7,500 to fund the creation of Rock School drawings and up to \$3,000 to trace existing paper drawings. Staff recommends approval of the budget amendment to create a 2019 CIP project of \$10,500 for creation of Rock School drawings and digitizing existing drawings, funded by the Museum Beining Trust.
- C. *Ordinance Change to Allow Code Enforcement Officer to Issue Municipal Citation – 1.10(e)* – Chief of Police Doug McKinley proposed a change to Ordinance 1.10(e) which would authorize the Code Enforcement Officer as a police employee to issue municipal citations at the direction of the Building Inspector. This would streamline code enforcement by removing the Patrol Lieutenant from the process and allow the Code Enforcement Officer to issue municipal citations at the direction of the Building Inspector.
- D. *Certified Survey Map – 900 Valley Road* – Community Development Director Joe Carroll presented a request for a land division for Innovative Ag Services on 900 Valley Road. The property is currently one parcel that is divided by an easement for Valley Road. The owner would like to divide the property to have two lots; one on each side of the road. The land division will allow the lots to be sold separately. Staff and the Plan Commission recommend approval of the land division as shown on the Certified Survey Map that was presented with the conditions that the portion of the lots within the easement for street purposes be dedicated to the City as street right-of-way, and the CSM shall be recorded with the Grant County register of deeds and a copy provided to the City.
- E. *Application of Rountree Hall Loan Payment* – City Manager Karen Kurt presented that City staff has conferred with the City auditors and determined that the funds repaid by Rountree Hall can be transferred to TID 7 in support of the TID 7 investment in the Pioneer Ford/Ruxton Apts development, which meets the requirements of an income-qualified residential rental property. This will enable TID 7 to reimburse a portion of the advance it received from the General Fund. Another option would be to hold the funds for a possible future development of income-qualified residential rental property. Staff recommends approving the transfer of the \$200,000 Rountree Hall Associates loan repayment from the Community Development Rehabilitation fund to TID 7.
- F. *Year-End 2018 Progress Update/2019 Goals* – City Manager Karen Kurt gave a short presentation on year-end 2018 and city-wide goals for 2019.

ADJOURNMENT

Motion by Sharp, second by Cline to adjourn. Motion carried 6-0 on a roll call vote. The meeting was adjourned at 8:21 PM.

Respectfully submitted,

Candace Koch, City Clerk

## SCHEDULE OF BILLS

**MOUND CITY BANK:**

1/18/2019	Schedule of Bills (ACH payments)	3497-3501	\$	92,335.32
1/18/2019	Schedule of Bills	67991-67994	\$	891.63
1/18/2019	Payroll (ACH Deposits)	151936-152038	\$	110,220.92
1/21/2019	Schedule of Bills	67955 - void	\$	(13,144.83)
1/24/2019	Schedule of Bills	67995	\$	1,000,000.00
1/25/2019	Schedule of Bills	67996-68001	\$	1,548.74
1/26/2019	Schedule of Bills (ACH payments)	3496 - void	\$	-
1/28/2019	Schedule of Bills (ACH payments)	3502	\$	2,179.70
1/29/2019	Schedule of Bills	68802-68003	\$	2,001,438.05
2/1/2019	Schedule of Bills (ACH payments)	3503-3508	\$	72,519.26
2/1/2019	Schedule of Bills	68004-68011	\$	2,145.21
2/1/2019	Payroll (ACH Deposits)	152039-152150	\$	111,994.06
2/5/2019	Schedule of Bills	68012 - void	\$	-
2/6/2019	Schedule of Bills (ACH payments)	3509-3559	\$	591,725.79
2/6/2019	Schedule of Bills	68013-68101	\$	2,291,186.82

	(W/S Bills & payroll amount paid with City Bills & payroll)	\$ (528,313.26)
Total		\$ <u>5,736,727.41</u>

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount	
<b>3496</b>									
01/19	01/18/2019	3496	AFLAC	MONTHLY PREMIUMS N	PR0112191	1	401.27	401.27	M
01/19	01/26/2019	3496	AFLAC	MONTHLY PREMIUMS N	PR0112191	1	401.27-	401.27-	V
01/19	01/18/2019	3496	AFLAC	MONTHLY PREMIUMS FL	PR0112191	2	696.44	696.44	M
01/19	01/26/2019	3496	AFLAC	MONTHLY PREMIUMS FL	PR0112191	2	696.44-	696.44-	V
01/19	01/18/2019	3496	AFLAC	MONTHLY PREMIUMS N	PR1229181	1	401.29	401.29	M
01/19	01/26/2019	3496	AFLAC	MONTHLY PREMIUMS N	PR1229181	1	401.29-	401.29-	V
01/19	01/18/2019	3496	AFLAC	MONTHLY PREMIUMS FL	PR1229181	2	696.51	696.51	M
01/19	01/26/2019	3496	AFLAC	MONTHLY PREMIUMS FL	PR1229181	2	696.51-	696.51-	V
Total 3496:								.00	
<b>3497</b>									
01/19	01/18/2019	3497	INTERNAL REVENUE SE	FEDERAL INCOME TAX F	PR0112191	1	12,500.36	12,500.36	M
01/19	01/18/2019	3497	INTERNAL REVENUE SE	FEDERAL INCOME TAX S	PR0112191	2	9,705.74	9,705.74	M
01/19	01/18/2019	3497	INTERNAL REVENUE SE	FEDERAL INCOME TAX S	PR0112191	3	9,705.74	9,705.74	M
01/19	01/18/2019	3497	INTERNAL REVENUE SE	FEDERAL INCOME TAX	PR0112191	4	2,269.91	2,269.91	M
01/19	01/18/2019	3497	INTERNAL REVENUE SE	FEDERAL INCOME TAX	PR0112191	5	2,269.91	2,269.91	M
Total 3497:								36,451.66	
<b>3498</b>									
01/19	01/18/2019	3498	WI DEFERRED COMP BO	DEFERRED COMPENSAT	PR0112191	1	2,965.00	2,965.00	M
01/19	01/18/2019	3498	WI DEFERRED COMP BO	DEFERRED COMPENSAT	PR0112191	2	302.50	302.50	M
Total 3498:								3,267.50	
<b>3499</b>									
01/19	01/18/2019	3499	WI DEPT OF REVENUE	STATE INCOME TAX STA	PR0112191	1	7,047.52	7,047.52	M
Total 3499:								7,047.52	
<b>3500</b>									
01/19	01/18/2019	3500	WI SCTF	CHILD SUPPORT CHILD	PR0112191	1	99.08	99.08	M
Total 3500:								99.08	
<b>3501</b>									
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR0112191	1	1,603.49	1,603.49	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT ADD	PR0112191	2	25.00	25.00	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR0112191	3	5,846.39	5,846.39	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR0112191	4	3,022.91	3,022.91	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR0112191	5	1,603.49	1,603.49	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR0112191	6	5,846.39	5,846.39	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR0112191	7	4,947.46	4,947.46	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR1229181	1	1,586.68	1,586.68	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT ADD	PR1229181	2	25.00	25.00	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR1229181	3	5,775.91	5,775.91	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR1229181	4	2,967.51	2,967.51	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR1229181	5	1,586.68	1,586.68	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR1229181	6	5,775.91	5,775.91	M
01/19	01/18/2019	3501	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR1229181	7	4,856.74	4,856.74	M
Total 3501:								45,469.56	

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount	
<b>3502</b>									
01/19	01/28/2019	3502	AFLAC	FLEX AFLAC	JANUARY 20	1	1,377.17	1,377.17	M
01/19	01/28/2019	3502	AFLAC	NONFLEX AFLAC	JANUARY 20	2	802.53	802.53	M
Total 3502:								2,179.70	
<b>3503</b>									
02/19	02/01/2019	3503	INTERNAL REVENUE SE	FEDERAL INCOME TAX F	PR0126191	1	12,868.17	12,868.17	M
02/19	02/01/2019	3503	INTERNAL REVENUE SE	FEDERAL INCOME TAX S	PR0126191	2	9,965.83	9,965.83	M
02/19	02/01/2019	3503	INTERNAL REVENUE SE	FEDERAL INCOME TAX S	PR0126191	3	9,965.83	9,965.83	M
02/19	02/01/2019	3503	INTERNAL REVENUE SE	FEDERAL INCOME TAX	PR0126191	4	2,330.76	2,330.76	M
02/19	02/01/2019	3503	INTERNAL REVENUE SE	FEDERAL INCOME TAX	PR0126191	5	2,330.76	2,330.76	M
Total 3503:								37,461.35	
<b>3504</b>									
02/19	02/01/2019	3504	WI DEFERRED COMP BO	DEFERRED COMPENSAT	PR0126191	1	2,965.00	2,965.00	M
02/19	02/01/2019	3504	WI DEFERRED COMP BO	DEFERRED COMPENSAT	PR0126191	2	327.50	327.50	M
Total 3504:								3,292.50	
<b>3505</b>									
02/19	02/01/2019	3505	WI DEPT OF REVENUE	STATE INCOME TAX STA	PR0126191	1	7,283.14	7,283.14	M
Total 3505:								7,283.14	
<b>3506</b>									
02/19	02/01/2019	3506	WI SCTF	CHILD SUPPORT CHILD	PR0126191	1	99.08	99.08	M
Total 3506:								99.08	
<b>3507</b>									
02/19	02/01/2019	3507	AFLAC	MONTHLY PREMIUMS N	PR0126191	1	401.23	401.23	M
02/19	02/01/2019	3507	AFLAC	MONTHLY PREMIUMS FL	PR0126191	2	672.85	672.85	M
Total 3507:								1,074.08	
<b>3508</b>									
02/19	02/01/2019	3508	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR0126191	1	1,607.48	1,607.48	M
02/19	02/01/2019	3508	WI RETIREMENT SYSTE	WRS RETIREMENT ADD	PR0126191	2	25.00	25.00	M
02/19	02/01/2019	3508	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR0126191	3	5,882.37	5,882.37	M
02/19	02/01/2019	3508	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR0126191	4	3,149.61	3,149.61	M
02/19	02/01/2019	3508	WI RETIREMENT SYSTE	WRS RETIREMENT EER	PR0126191	5	1,607.48	1,607.48	M
02/19	02/01/2019	3508	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR0126191	6	5,882.37	5,882.37	M
02/19	02/01/2019	3508	WI RETIREMENT SYSTE	WRS RETIREMENT ERR	PR0126191	7	5,154.80	5,154.80	M
Total 3508:								23,309.11	
<b>3509</b>									
02/19	02/06/2019	3509	BADGER WELDING SUPP	STREET DEPT SUPPLIES	3506230	1	4,970.00	4,970.00	
02/19	02/06/2019	3509	BADGER WELDING SUPP	SEWER DEPT CHARGES	3509870	1	367.95	367.95	
02/19	02/06/2019	3509	BADGER WELDING SUPP	REFILL OXYGEN-POLICE	3510647	1	23.10	23.10	
Total 3509:								5,361.05	

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount	
3510	02/19	02/06/2019	3510	BAKER IRON WORKS LL	REPAIRS-WATER DEPT	73816	1	180.00	180.00
Total 3510:								180.00	
<b>3511</b>	02/19	02/06/2019	3511	BG OF WISCONSIN INC	STREET DEPT CHARGES	2138474-IN	1	188.00	188.00
Total 3511:								188.00	
<b>3512</b>	02/19	02/06/2019	3512	CAREYS SEAMLESS GUT	STREET DEPT CHARGE	1221	1	970.18	970.18
Total 3512:								970.18	
<b>3513</b>	02/19	02/06/2019	3513	CDW GOVERNMENT INC	COMPUTER SUPPLIES-LI	QQH6806	1	619.19	619.19
Total 3513:								619.19	
<b>3514</b>	02/19	02/06/2019	3514	COMELEC SERVICES IN	UPGRADE SOFTWARE F	468134-IN	1	400.00	400.00
02/19	02/06/2019	3514	COMELEC SERVICES IN	UPGRADE SOFTWARE F	468134-IN	2	400.00	400.00	
02/19	02/06/2019	3514	COMELEC SERVICES IN	SOFTWARE/HARDWARE	468134-IN	3	3,295.00	3,295.00	
02/19	02/06/2019	3514	COMELEC SERVICES IN	SOFTWARE FOR DOORS	468134-IN	4	400.00	400.00	
02/19	02/06/2019	3514	COMELEC SERVICES IN	SOFTWARE/HARDWARE	468134-IN	5	1,000.00	1,000.00	
Total 3514:								5,495.00	
<b>3515</b>	02/19	02/06/2019	3515	COMPLETE OFFICE OF	PAPER	24509	1	1,158.40	1,158.40
02/19	02/06/2019	3515	COMPLETE OFFICE OF	ENGINEERING-OFFICE S	24784	1	424.50	424.50	
02/19	02/06/2019	3515	COMPLETE OFFICE OF	POLICE DEPT-OFFICE S	24784	2	424.50	424.50	
02/19	02/06/2019	3515	COMPLETE OFFICE OF	ENGINEERING-OFFICE S	4275	1	155.96	155.96	
02/19	02/06/2019	3515	COMPLETE OFFICE OF	ENGINEERING-OFFICE S	7514	1	34.94	34.94	
02/19	02/06/2019	3515	COMPLETE OFFICE OF	PAPER	969095	1	579.20	579.20	
02/19	02/06/2019	3515	COMPLETE OFFICE OF	ENGINEERING-OFFICE S	988233	1	27.42	27.42	
Total 3515:								2,804.92	
<b>3516</b>	02/19	02/06/2019	3516	COMPUNET INTERNATIO	5 TABLETS	45168	1	8,490.00	8,490.00
02/19	02/06/2019	3516	COMPUNET INTERNATIO	OFFICE 365	45174	1	1,584.00	1,584.00	
02/19	02/06/2019	3516	COMPUNET INTERNATIO	IT SERVICES	45189	1	6,127.47	6,127.47	
Total 3516:								16,201.47	
<b>3517</b>	02/19	02/06/2019	3517	CRANE ENGINEERING S	SEWER DEPT CHARGES	353511-00	1	4,002.80	4,002.80
Total 3517:								4,002.80	
<b>3518</b>	02/19	02/06/2019	3518	DAVY LABORATORIES	SEWER DEPT CHARGES	19A0211	1	190.00	190.00

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
Total 3518:								190.00
<b>3519</b>								
02/19	02/06/2019	3519	DEBS FASHIONS TO FIT	ALTERATIONS-POLICE D	486463	1	6.50	6.50
Total 3519:								6.50
<b>3520</b>								
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	CITY HALL IMPROVEMEN	14848	1	800.00	800.00
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	CITY HALL IMPROVEMEN	14850	1	550.00	550.00
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	LEWIS & COURT ST REC	14859	1	5,853.28	5,853.28
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	LEWIS & COURT ST REC	14859	2	3,292.47	3,292.47
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	LEWIS & COURT ST REC	14859	3	4,572.88	4,572.88
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	LEWIS & COURT ST REC	14859	4	4,572.87	4,572.87
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	CAMP STREET SIDEWAL	14860	1	5,832.75	5,832.75
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	PITT ST	14861	1	8,004.25	8,004.25
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	ALDEN AVE	14862	1	4,467.00	4,467.00
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	ROUNTREE BRANCH ST	14863	1	1,900.00	1,900.00
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	PRAIRIE VIEW PARK IMP	14864	1	901.50	901.50
02/19	02/06/2019	3520	DELTA 3 ENGINEERING I	STORM WATER MANAGE	14865	1	1,302.00	1,302.00
Total 3520:								42,049.00
<b>3521</b>								
02/19	02/06/2019	3521	ERB INDUSTRIES INC	GIFT SHOP SUPPLIES-M	6084879	1	344.74	344.74
Total 3521:								344.74
<b>3522</b>								
02/19	02/06/2019	3522	FAHERTY INC	RECYCLING CHARGES	171994	1	10,331.97	10,331.97
02/19	02/06/2019	3522	FAHERTY INC	GARBAGE SERVICE	171994	2	16,720.44	16,720.44
02/19	02/06/2019	3522	FAHERTY INC	FLOURESCENT TUBES	171994	3	2.70	2.70
02/19	02/06/2019	3522	FAHERTY INC	DISPOSAL-STREET DEPT	171994	4	9.00	9.00
02/19	02/06/2019	3522	FAHERTY INC	FLOURESCENT TUBES	171994	5	8.10	8.10
02/19	02/06/2019	3522	FAHERTY INC	CITY HALL JUNK	171994	6	17.40	17.40
02/19	02/06/2019	3522	FAHERTY INC	UWP GARBAGE & RECY	171998	1	6,552.74	6,552.74
Total 3522:								33,607.55
<b>3523</b>								
02/19	02/06/2019	3523	FASTENAL COMPANY	STREET DEPT CHARGES	WIPIA96718	1	3.50	3.50
Total 3523:								3.50
<b>3524</b>								
02/19	02/06/2019	3524	GALLS LLC	UNIFORM ITEMS-VANDE	11704266	1	72.00	72.00
02/19	02/06/2019	3524	GALLS LLC	UNIFORM ALLOWANCE-S	11716239	1	475.80	475.80
Total 3524:								547.80
<b>3525</b>								
02/19	02/06/2019	3525	GORDON FLESCH COMP	COPIES-WATER DEPT	IN12488825	1	1.39	1.39
02/19	02/06/2019	3525	GORDON FLESCH COMP	COPIER REPAIR	IN12503320	1	194.00	194.00

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Total 3525:								195.39
<b>3526</b>								
02/19	02/06/2019	3526	GRANEY ELECTRIC LLC	POLICE DEPT CHARGES	1919	1	167.00	167.00
Total 3526:								167.00
<b>3527</b>								
02/19	02/06/2019	3527	HEISER HARDWARE	FIRE DEPT CHARGES	01/28/19	1	95.21	95.21
02/19	02/06/2019	3527	HEISER HARDWARE	FIRE DEPT CHARGES	01/28/19	2	118.07	118.07
02/19	02/06/2019	3527	HEISER HARDWARE	MAINTENANCE DEPT CH	01/28/19	3	23.17	23.17
02/19	02/06/2019	3527	HEISER HARDWARE	MAINTENANCE DEPT CH	01/28/19	4	77.29	77.29
02/19	02/06/2019	3527	HEISER HARDWARE	POLICE CHARGES	01/28/19	5	47.39	47.39
02/19	02/06/2019	3527	HEISER HARDWARE	POLICE CHARGES	01/28/19	6	.19	.19
02/19	02/06/2019	3527	HEISER HARDWARE	STREET DEPT CHARGES	01/28/19	7	37.12	37.12
02/19	02/06/2019	3527	HEISER HARDWARE	STREET DEPT CHARGES	01/28/19	8	49.12	49.12
02/19	02/06/2019	3527	HEISER HARDWARE	STREET DEPT CHARGES	01/28/19	9	33.99	33.99
02/19	02/06/2019	3527	HEISER HARDWARE	LIBRARY CHARGES	01/28/19	10	46.33	46.33
02/19	02/06/2019	3527	HEISER HARDWARE	PARKS DEPT CHARGES	01/28/19	11	12.33	12.33
02/19	02/06/2019	3527	HEISER HARDWARE	PARKS DEPT CHARGES	01/28/19	12	59.98	59.98
02/19	02/06/2019	3527	HEISER HARDWARE	RECREATION DEPT CHA	01/28/19	13	9.99	9.99
02/19	02/06/2019	3527	HEISER HARDWARE	WATER DEPT CHARGES	01/28/19	14	64.28	64.28
02/19	02/06/2019	3527	HEISER HARDWARE	WATER DEPT CHARGES	01/28/19	15	75.86	75.86
02/19	02/06/2019	3527	HEISER HARDWARE	WATER DEPT CHARGES	01/28/19	16	277.21	277.21
02/19	02/06/2019	3527	HEISER HARDWARE	WATER DEPT CHARGES	01/28/19	17	157.64	157.64
02/19	02/06/2019	3527	HEISER HARDWARE	SEWER DEPT CHARGES	01/28/19	18	10.80	10.80
02/19	02/06/2019	3527	HEISER HARDWARE	SEWER DEPT CHARGES	01/28/19	19	57.22	57.22
02/19	02/06/2019	3527	HEISER HARDWARE	SEWER DEPT CHARGES	01/28/19	20	123.30	123.30
02/19	02/06/2019	3527	HEISER HARDWARE	POLICE CHARGES	01/28/19	21	5.48	5.48
02/19	02/06/2019	3527	HEISER HARDWARE	STREET DEPT CHARGES	01/28/19	22	18.58	18.58
02/19	02/06/2019	3527	HEISER HARDWARE	PARKS DEPT CHARGES	01/28/19	23	27.98	27.98
02/19	02/06/2019	3527	HEISER HARDWARE	WATER DEPT CHARGES	01/28/19	24	3.99	3.99
02/19	02/06/2019	3527	HEISER HARDWARE	SEWER DEPT CHARGES	01/28/19	25	100.16	100.16
02/19	02/06/2019	3527	HEISER HARDWARE	LIBRARY CHARGES	01/28/19 LIB	1	54.43	54.43
Total 3527:								1,587.11
<b>3528</b>								
02/19	02/06/2019	3528	INGERSOLL PLUMBING &	AUGER MAIN SEWER LIN	21912	1	97.50	97.50
Total 3528:								97.50
<b>3529</b>								
02/19	02/06/2019	3529	INGERSOLL WINDOW WA	WINDOW WASHING-LIBR	1/24/19	1	350.00	350.00
Total 3529:								350.00
<b>3530</b>								
02/19	02/06/2019	3530	INTOXIMETERS INC	POLICE DEPT SUPPLIES	617360	1	155.40	155.40
Total 3530:								155.40
<b>3531</b>								
02/19	02/06/2019	3531	J & R SUPPLY INC	WATER DEPT CHARGES	1901143-IN	1	138.45	138.45
02/19	02/06/2019	3531	J & R SUPPLY INC	WATER DEPT CHARGES	1901203-IN	1	22.00	22.00

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02/19	02/06/2019	3531	J & R SUPPLY INC	WATER DEPT CHARGES	1901225-IN	1	28.00	28.00
02/19	02/06/2019	3531	J & R SUPPLY INC	WATER DEPT CHARGES	1901300-IN	1	52.00	52.00
02/19	02/06/2019	3531	J & R SUPPLY INC	WATER DEPT CHARGES	1901312-IN	1	166.77	166.77
02/19	02/06/2019	3531	J & R SUPPLY INC	24" VALVE BOX EXTENTI	1901322-IN	2	315.00	315.00
02/19	02/06/2019	3531	J & R SUPPLY INC	30" VALVE BOX EXTENTI	1901322-IN	3	69.00	69.00
02/19	02/06/2019	3531	J & R SUPPLY INC	WATER DEPT CHARGES	1901322-IN	4	1,696.00	1,696.00
Total 3531:								2,487.22
<b>3532</b>								
02/19	02/06/2019	3532	JOHNSON BLOCK & CO I	AUDIT & FINANCIAL SER	457756	1	259.08	259.08
02/19	02/06/2019	3532	JOHNSON BLOCK & CO I	AUDIT & FINANCIAL SER	457756	2	259.08	259.08
Total 3532:								518.16
<b>3533</b>								
02/19	02/06/2019	3533	JOHNSON, BILL	REIMB DENTAL INSURAN	02/01/19	1	34.77	34.77
02/19	02/06/2019	3533	JOHNSON, BILL	REIMB INSURANCE ADMI	02/01/19	2	.70	.70
Total 3533:								35.47
<b>3534</b>								
02/19	02/06/2019	3534	KEMIRA WATER SOLUTI	FERRIC CHLORIDE SOLU	9017620174	1	5,864.54	5,864.54
Total 3534:								5,864.54
<b>3535</b>								
02/19	02/06/2019	3535	KRAEMERS WATER STO	WATER	188004	1	27.15	27.15
Total 3535:								27.15
<b>3536</b>								
02/19	02/06/2019	3536	MCGRAW PEST CONTRO	PEST CONTROL-POLICE	01/29/19	1	37.00	37.00
Total 3536:								37.00
<b>3537</b>								
02/19	02/06/2019	3537	MIDWEST BUSINESS PR	COPIES - MUSEUM	408482	1	53.86	53.86
Total 3537:								53.86
<b>3538</b>								
02/19	02/06/2019	3538	MINERS DEVELOPMENT	LIBRARY RENT	FEBRUARY	1	18,333.00	18,333.00
Total 3538:								18,333.00
<b>3539</b>								
02/19	02/06/2019	3539	MONSON SEPTIC PUMPI	PORTABLE RESTROOM	18869	1	480.00	480.00
Total 3539:								480.00
<b>3540</b>								
02/19	02/06/2019	3540	MULGREW OIL AND PRO	GASOHOL-STREET DEPT	498766	1	1,080.37	1,080.37
02/19	02/06/2019	3540	MULGREW OIL AND PRO	DIESEL FUEL-STREET D	498768	1	492.33	492.33
02/19	02/06/2019	3540	MULGREW OIL AND PRO	GASOHOL-STREET DEPT	508483	1	349.70	349.70
02/19	02/06/2019	3540	MULGREW OIL AND PRO	DIESEL FUEL-STREET D	508484	1	1,136.23	1,136.23

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02/19	02/06/2019	3540	MULGREW OIL AND PRO	DIESEL FUEL-STREET D	509202	1	104.44	104.44
02/19	02/06/2019	3540	MULGREW OIL AND PRO	DIESEL FUEL-STREET D	510308	1	1,503.86	1,503.86
Total 3540:								4,666.93
<b>3541</b>								
02/19	02/06/2019	3541	MUNICIPAL WELL & PUM	WELL #6	STRAND 14-	1	136,603.97	136,603.97
Total 3541:								136,603.97
<b>3542</b>								
02/19	02/06/2019	3542	MY TIRES INC	REPAIRS-SEWER DEPT	6775	1	905.82	905.82
Total 3542:								905.82
<b>3543</b>								
02/19	02/06/2019	3543	NCL OF WISCONSIN INC	SEWER DEPT CHARGES	417929	1	146.93	146.93
02/19	02/06/2019	3543	NCL OF WISCONSIN INC	LAB SUPPLIES	418471	1	257.27	257.27
Total 3543:								404.20
<b>3544</b>								
02/19	02/06/2019	3544	OBRION AGENCY LLC, T	PAPER-LIBRARY	66480	1	330.00	330.00
Total 3544:								330.00
<b>3545</b>								
02/19	02/06/2019	3545	OREILLY AUTO PARTS	STREET DEPT CHARGES	2324-376970	1	5.49	5.49
02/19	02/06/2019	3545	OREILLY AUTO PARTS	SEWER DEPT CHARGES	2324-377354	1	19.96	19.96
Total 3545:								25.45
<b>3546</b>								
02/19	02/06/2019	3546	OYEN PLUMBING & HEAT	REPAIRS-LIBRARY	2737	1	41.16	41.16
Total 3546:								41.16
<b>3547</b>								
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	797741	1	4.66	4.66
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-POLICE DEPT	797962	1	19.32	19.32
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	798049	1	15.82	15.82
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	798087	1	87.26	87.26
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	798225	1	55.08	55.08
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	798287	1	126.49	126.49
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-PARKS DEPT	798342	1	34.98	34.98
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	798457	1	8.99	8.99
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-SEWER DEPT	798528	1	49.65	49.65
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-SEWER DEPT	798758	1	61.92	61.92
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-POLICE DEPT	798760	1	13.99	13.99
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-SEWER DEPT	798819	1	125.28	125.28
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-FIRE DEPT	798885	1	9.66	9.66
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-FIRE DEPT	798902	1	7.38	7.38
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	798905	1	23.53	23.53
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	798909	1	5.29	5.29
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	798947	1	25.42	25.42
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	798948	1	59.95	59.95

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02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	799006	1	168.15	168.15
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-SEWER DEPT	799007	1	46.90	46.90
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-SEWER DEPT	799014	1	4.03	4.03
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	799095	1	15.08-	15.08-
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	799106	1	10.12	10.12
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	799116	1	38.13	38.13
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	799131	1	105.80	105.80
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-WATER DEPT	799234	1	21.33	21.33
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	799260	1	141.40	141.40
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-SEWER DEPT	799271	1	84.98-	84.98-
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-POLICE DEPT	799280	1	119.82	119.82
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-FIRE DEPT	799284	1	69.60	69.60
02/19	02/06/2019	3547	PLATTEVILLE AUTO SUP	SUPPLIES-STREET DEPT	799432	1	111.00	111.00
Total 3547:								1,470.89
<b>3548</b>								
02/19	02/06/2019	3548	PROFESSIONAL LIGHTIN	MUSEUM CHARGES	3481	1	451.40	451.40
Total 3548:								451.40
<b>3549</b>								
02/19	02/06/2019	3549	RUNNING INC	MONTHLY SHARED RIDE	20121	1	2,083.20	2,083.20
02/19	02/06/2019	3549	RUNNING INC	MONTHLY SHARED RIDE	20177	1	23,089.60	23,089.60
Total 3549:								25,172.80
<b>3550</b>								
02/19	02/06/2019	3550	RYDIN	PARKING PERMITS	353432	1	656.58	656.58
Total 3550:								656.58
<b>3551</b>								
02/19	02/06/2019	3551	SENSIT TECHNOLOGIES	FIRE DEPT SUPPLIES	268583-IN	1	136.79	136.79
Total 3551:								136.79
<b>3552</b>								
02/19	02/06/2019	3552	SOUTHWEST OPPORTU	SHRED DOCUMENTS-AD	20730	1	32.00	32.00
Total 3552:								32.00
<b>3553</b>								
02/19	02/06/2019	3553	STRAND ASSOCIATES IN	WATER SCADA UPGRAD	144965	1	475.00	475.00
Total 3553:								475.00
<b>3554</b>								
02/19	02/06/2019	3554	TRACKER PRODUCTS LL	ANNUAL MAINT CONTRA	TPINV-00206	1	1,968.00	1,968.00
02/19	02/06/2019	3554	TRACKER PRODUCTS LL	POLICE DEPT CHARGES	TPINV-00208	1	146.38	146.38
Total 3554:								2,114.38
<b>3555</b>								
02/19	02/06/2019	3555	TRICOM INC/RADIO SHA	POLICE DEPT CHARGE	10375364	1	20.47	20.47

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Total 3555:								20.47
<b>3556</b>								
02/19	02/06/2019	3556	TRICOR INC	WORKERS COMP INSUR	31199	1	11,663.01	11,663.01
02/19	02/06/2019	3556	TRICOR INC	WORKERS COMP INSUR	31199	2	9,482.91	9,482.91
02/19	02/06/2019	3556	TRICOR INC	LIABILITY INSURANCE	31199	3	9,786.75	9,786.75
02/19	02/06/2019	3556	TRICOR INC	LIABILITY INSURANCE	31199	4	29,360.25	29,360.25
02/19	02/06/2019	3556	TRICOR INC	VEHICLE INSURANCE-W	31199	5	4,402.00	4,402.00
02/19	02/06/2019	3556	TRICOR INC	VEHICLE INSURANCE-SE	31199	6	5,977.00	5,977.00
02/19	02/06/2019	3556	TRICOR INC	UMBRELLA INSURANCE	31199	7	2,068.00	2,068.00
02/19	02/06/2019	3556	TRICOR INC	UMBRELLA INSURANCE	31199	8	2,068.00	2,068.00
02/19	02/06/2019	3556	TRICOR INC	POLICE VEHICLE	31200	1	7,788.00	7,788.00
02/19	02/06/2019	3556	TRICOR INC	FIRE DEPT INSURANCE	31200	2	11,309.00	11,309.00
02/19	02/06/2019	3556	TRICOR INC	STREET DEPT INSURAN	31200	3	10,825.00	10,825.00
02/19	02/06/2019	3556	TRICOR INC	MUSEUM INSURANCE	31200	4	40.00	40.00
02/19	02/06/2019	3556	TRICOR INC	SENIOR CENTER INSUR	31200	5	594.00	594.00
02/19	02/06/2019	3556	TRICOR INC	PARKS DEPT INSURANC	31200	6	1,696.00	1,696.00
02/19	02/06/2019	3556	TRICOR INC	BUILDING MAINTENANC	31200	7	632.00	632.00
02/19	02/06/2019	3556	TRICOR INC	STREET DEPT INSURAN	31200	8	546.00	546.00
02/19	02/06/2019	3556	TRICOR INC	VEHICLE INSURANCE	31200	9	1,948.00	1,948.00
02/19	02/06/2019	3556	TRICOR INC	PROPERTY INSURANCE	31200	10	83,814.00	83,814.00
02/19	02/06/2019	3556	TRICOR INC	WORKERS COMP INSUR	31200	11	78,114.00	78,114.00
02/19	02/06/2019	3556	TRICOR INC	BOND INSURANCE	31200	12	242.00	242.00
Total 3556:								272,355.92
<b>3557</b>								
02/19	02/06/2019	3557	VIKING CHEMICAL COMP	CHEMICALS-WATER DEP	73641	1	78.11	78.11
02/19	02/06/2019	3557	VIKING CHEMICAL COMP	CHEMICALS-WATER DEP	73641	2	421.28	421.28
Total 3557:								499.39
<b>3558</b>								
02/19	02/06/2019	3558	WEA INSURANCE	VISION INSURANCE PRE	887888	1	543.51	543.51
02/19	02/06/2019	3558	WEA INSURANCE	RETIREE/COBRA VISION	887888	2	23.63	23.63
Total 3558:								567.14
<b>3559</b>								
02/19	02/06/2019	3559	WOOD LAW FIRM LLC	LEGAL FEES-POLICE DE	1870	1	1,835.00	1,835.00
Total 3559:								1,835.00
<b>67955</b>								
01/19	01/21/2019	67955	MORTON SALT INC	ROAD SALT	5401738540	1	13,144.83-	13,144.83- V
Total 67955:								13,144.83-
<b>67991</b>								
01/19	01/18/2019	67991	GRANT CTY CLERK OF C	BOND-JENNA ELIZABETH	24822091	1	116.00	116.00
01/19	01/18/2019	67991	GRANT CTY CLERK OF C	BOND-JEREMY SCOTT H	24822142	1	263.50	263.50
Total 67991:								379.50

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67992	01/19	01/18/2019	67992	MESSERLI & KRAMER PA	GARNISHMENT GARNIS	PR0112191	1	225.05	225.05
Total 67992:								225.05	
<b>67993</b>	01/19	01/18/2019	67993	STATE DISBURSEMENT	CHILD SUPPORT STATE	PR0112191	1	137.08	137.08
Total 67993:								137.08	
<b>67994</b>	01/19	01/18/2019	67994	VANTAGE TRANSFER AG	ICMA DEFERRED COMP	PR0112191	1	150.00	150.00
Total 67994:								150.00	
<b>67995</b>	01/19	01/24/2019	67995	MOUND CITY BANK	STATE INVESTMENT FUN	JAN 24 2019	1	1,000,000.00	1,000,000.00
Total 67995:								1,000,000.00	
<b>67996</b>	01/19	01/25/2019	67996	DEPOSITORY TRUST/CL	AUDIT REQUEST-FINANC	5381	1	577.00	577.00
Total 67996:								577.00	
<b>67997</b>	01/19	01/25/2019	67997	DEPT OF SAFETY & PRO	PERMIT TO OPERATE-W	492466	1	100.00	100.00
01/19	01/25/2019	67997	DEPT OF SAFETY & PRO	PERMIT TO OPERATE FE	492467	1	50.00	50.00	
Total 67997:								150.00	
<b>67998</b>	01/19	01/25/2019	67998	GRANT CTY CLERK OF C	FINE-TERRY LYNN ADAM	01/23/19	1	10.00	10.00
01/19	01/25/2019	67998	GRANT CTY CLERK OF C	BOND-VIRGIL SAM BRY	24867973	1	162.70	162.70	
Total 67998:								172.70	
<b>67999</b>	01/19	01/25/2019	67999	KIENZLE, GLADYS	REFUND TAX OVERPAYM	1304	1	205.34	205.34
Total 67999:								205.34	
<b>68000</b>	01/19	01/25/2019	68000	PLATTEVILLE POSTMAST	MAILING DISCONNECTS	01/25/19	1	113.25	113.25
01/19	01/25/2019	68000	PLATTEVILLE POSTMAST	MAILING DISCONNECTS	01/25/19	2	113.25	113.25	
Total 68000:								226.50	
<b>68001</b>	01/19	01/25/2019	68001	SIGNS TO GO! INC	RECREATION CHARGES	25600	1	217.20	217.20
Total 68001:								217.20	
<b>68002</b>	01/19	01/29/2019	68002	MOUND CITY BANK	STATE INVESTMENT FUN	JAN 29 2019	1	2,000,000.00	2,000,000.00

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Total 68002:								2,000,000.00
<b>68003</b>								
01/19	01/29/2019	68003	PLATTEVILLE POSTMAST	POSTAGE TO MAIL BILLS	01/29/19	1	719.03	719.03
01/19	01/29/2019	68003	PLATTEVILLE POSTMAST	POSTAGE TO MAIL BILLS	01/29/19	2	719.02	719.02
Total 68003:								1,438.05
<b>68004</b>								
02/19	02/01/2019	68004	B&K DEVELOPMENT LLC	REFUND TAX OVERPAYM	1661	1	315.55	315.55
Total 68004:								315.55
<b>68005</b>								
02/19	02/01/2019	68005	GRANT CTY CLERK OF C	FINE-LUIS BALLENO	01/25/19	1	263.50	263.50
02/19	02/01/2019	68005	GRANT CTY CLERK OF C	FINE-YIN ZHANG	01/25/19	2	200.50	200.50
Total 68005:								464.00
<b>68006</b>								
02/19	02/01/2019	68006	HEER, MATTHEW & AMA	REFUND TAX OVERPAYM	1626	1	477.88	477.88
Total 68006:								477.88
<b>68007</b>								
02/19	02/01/2019	68007	GRANT CTY CLERK OF C	FINE-LADD E OSTENDOR	01/29/2019	1	175.30	175.30
Total 68007:								175.30
<b>68008</b>								
02/19	02/01/2019	68008	MESSERLI & KRAMER PA	GARNISHMENT GARNIS	PR0126191	1	225.40	225.40
Total 68008:								225.40
<b>68009</b>								
02/19	02/01/2019	68009	ROCK CTY CLERK OF CO	FINES-ELANA M COOK	01/29/2019	1	200.00	200.00
Total 68009:								200.00
<b>68010</b>								
02/19	02/01/2019	68010	STATE DISBURSEMENT	CHILD SUPPORT STATE	PR0126191	1	137.08	137.08
Total 68010:								137.08
<b>68011</b>								
02/19	02/01/2019	68011	VANTAGE TRANSFER AG	ICMA DEFERRED COMP	PR0126191	1	150.00	150.00
Total 68011:								150.00
<b>68012</b>								
02/19	02/01/2019	68012	WPPA/LEER	UNION DUES POLICE U	PR0126191	1	545.80	545.80
02/19	02/05/2019	68012	WPPA/LEER	UNION DUES POLICE U	PR0126191	1	545.80-	545.80- V
Total 68012:								.00

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68013	02/19	02/06/2019	68013	1ST AYD CORPORATION	STREET DEPT CHARGES	PSI248066	1	394.11	394.11
Total 68013:								394.11	
<b>68014</b>									
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	STREET DEPT CHARGES	2584-375957	1	29.86	29.86	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	STREET DEPT CHARGES	2584-376415	1	11.19	11.19	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	POLICE DEPT CHARGES	2584-376417	1	4.89	4.89	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	POLICE DEPT CHARGES	2584-376467	1	4.75	4.75	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	POLICE DEPT CHARGES	2584-376480	1	132.54	132.54	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	STREET DEPT CHARGES	2584-376482	1	4.75	4.75	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	STREET DEPT CHARGES	2584-376703	1	71.28	71.28	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	STREET DEPT CHARGES	2584-376751	1	8.01	8.01	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	STREET DEPT CHARGES	2584-376856	1	144.84	144.84	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	STREET DEPT CHARGES	2584-376942	1	120.44	120.44	
02/19	02/06/2019	68014	ADVANCE AUTO PARTS	STREET DEPT CHARGES	2584-377352	1	17.38	17.38	
Total 68014:								549.93	
<b>68015</b>									
02/19	02/06/2019	68015	ADVANCE PUMP & EQUI	SEWER DEPT CHARGES	33610	1	370.47	370.47	
02/19	02/06/2019	68015	ADVANCE PUMP & EQUI	SEWER DEPT CHARGES	33659	1	111.99	111.99	
Total 68015:								482.46	
<b>68016</b>									
02/19	02/06/2019	68016	ADVANCED SYSTEMS IN	COPIES-LIBRARY	658369	1	141.76	141.76	
Total 68016:								141.76	
<b>68017</b>									
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-CITY	02/06/19	1	2,181.87	2,181.87	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-POLI	02/06/19	2	3,839.52	3,839.52	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-FIRE	02/06/19	3	1,235.37	1,235.37	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-EME	02/06/19	4	4.23	4.23	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-STR	02/06/19	5	1,043.82	1,043.82	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-STR	02/06/19	6	7,544.89	7,544.89	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-STO	02/06/19	7	621.49	621.49	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-TRAI	02/06/19	8	123.62	123.62	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-LIBR	02/06/19	9	3,702.82	3,702.82	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-MUS	02/06/19	10	1,553.87	1,553.87	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-PAR	02/06/19	11	136.86	136.86	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-POO	02/06/19	12	620.38	620.38	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-WEL	02/06/19	13	35.16	35.16	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC-WATER	02/06/19	14	1,365.90	1,365.90	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC-WATER	02/06/19	15	5,427.61	5,427.61	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	ELECTRIC-SEWER	02/06/19	16	4,872.82	4,872.82	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	GAS/HEATING-SEWER	02/06/19	17	2,557.66	2,557.66	
02/19	02/06/2019	68017	ALLIANT ENERGY/WP&L	GAS/HEATING-SEWER	02/06/19	18	1,549.31	1,549.31	
Total 68017:								38,417.20	
<b>68018</b>									
02/19	02/06/2019	68018	AMERICAN WATER WOR	MEMBERSHIP DUES-HO	7001638853	1	238.00	238.00	

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Total 68018:								238.00
<b>68019</b>								
02/19	02/06/2019	68019	ANDERSON WELDING &	SEWER DEPT CHARGES	33259	1	77.49	77.49
Total 68019:								77.49
<b>68020</b>								
02/19	02/06/2019	68020	ASSOCIATION OF FUNDR	MUSEUM-MEMBERSHIP	01/31/19	1	295.00	295.00
Total 68020:								295.00
<b>68021</b>								
02/19	02/06/2019	68021	ASSURANT-PREMIUM AC	SEWER DEPT-PHONE CH	40322107	1	100.00	100.00
Total 68021:								100.00
<b>68022</b>								
02/19	02/06/2019	68022	AT&T MOBILITY	POLICE-TELEPHONE	2872872010	1	491.74	491.74
Total 68022:								491.74
<b>68023</b>								
02/19	02/06/2019	68023	AXLEY BRYNELSON LLP	LEGAL SERVICES	753364	1	2,201.66	2,201.66
02/19	02/06/2019	68023	AXLEY BRYNELSON LLP	LEGAL SERVICES WATE	753364	2	94.50	94.50
02/19	02/06/2019	68023	AXLEY BRYNELSON LLP	LEGAL SERVICES SEWE	753364	3	94.50	94.50
02/19	02/06/2019	68023	AXLEY BRYNELSON LLP	LEGAL SERVICES	755241	1	1,543.50	1,543.50
02/19	02/06/2019	68023	AXLEY BRYNELSON LLP	LEGAL SERVICES	755241	2	462.00	462.00
Total 68023:								4,396.16
<b>68024</b>								
02/19	02/06/2019	68024	BAKER & TAYLOR	BOOKS-LIBRARY	2034282666	1	608.93	608.93
02/19	02/06/2019	68024	BAKER & TAYLOR	BOOKS-LIBRARY	2034292416	1	111.25	111.25
02/19	02/06/2019	68024	BAKER & TAYLOR	BOOKS-LIBRARY	2034292417	1	8.93	8.93
02/19	02/06/2019	68024	BAKER & TAYLOR	BOOKS-LIBRARY	2034292418	1	55.24	55.24
02/19	02/06/2019	68024	BAKER & TAYLOR	BOOKS-LIBRARY	2034292419	1	51.72	51.72
02/19	02/06/2019	68024	BAKER & TAYLOR	BOOKS-LIBRARY	2034292420	1	9.56	9.56
02/19	02/06/2019	68024	BAKER & TAYLOR	BOOKS-LIBRARY	2034307905	1	67.50	67.50
Total 68024:								913.13
<b>68025</b>								
02/19	02/06/2019	68025	BLACKSTONE PUBLISHI	LIBRARY CHARGES	1083069	1	59.82	59.82
02/19	02/06/2019	68025	BLACKSTONE PUBLISHI	LIBRARY CHARGES	1086369	1	61.90	61.90
02/19	02/06/2019	68025	BLACKSTONE PUBLISHI	LIBRARY CHARGES	1086908	1	34.94	34.94
02/19	02/06/2019	68025	BLACKSTONE PUBLISHI	LIBRARY CHARGES	1088346	1	34.95	34.95
Total 68025:								191.61
<b>68026</b>								
02/19	02/06/2019	68026	BYTEC RESOURCE MAN	AERATION TANK CLEANI	17772	1	17,850.00	17,850.00
02/19	02/06/2019	68026	BYTEC RESOURCE MAN	DISPOSAL - SEWER	17772	2	2,447.55	2,447.55

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Total 68026:								20,297.55
<b>68027</b>								
02/19	02/06/2019	68027	CAHILL, JAMES	REFUND WATER/SEWER	01/01/19	1	61.19	61.19
Total 68027:								61.19
<b>68028</b>								
02/19	02/06/2019	68028	CARDMEMBER SERVICE	WATER DEPT CHARGES	12/27/18-1/2	1	99.98	99.98
02/19	02/06/2019	68028	CARDMEMBER SERVICE	WATER DEPT CHARGES	12/27/18-1/2	2	121.39	121.39
Total 68028:								221.37
<b>68029</b>								
02/19	02/06/2019	68029	CENTURYLINK	PHONE BILLS-SEWER D	437994120 1	1	191.80	191.80
Total 68029:								191.80
<b>68030</b>								
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-ADMINISTRAT	1460204320	1	156.50	156.50
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-HOUSING AU	1460204320	2	7.12	7.12
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-FIRE DEPT	1460204320	3	28.48	28.48
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-STREET DEPT	1460204320	4	14.24	14.24
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-LIBRARY	1460204320	5	142.40	142.40
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-MUSEUM	1460204320	6	28.48	28.48
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-PARKS DEPT	1460204320	7	7.12	7.12
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-POLICE DEPT	1460204320	8	263.44	263.44
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-POOL	1460204320	9	14.24	14.24
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-SR CENTER	1460204320	10	14.24	14.24
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-WATER DEPT	1460204320	11	14.24	14.24
02/19	02/06/2019	68030	CENTURYLINK	CPE RENT-SEWER DEPT	1460204320	12	14.24	14.24
Total 68030:								704.74
<b>68031</b>								
02/19	02/06/2019	68031	COLONIAL LIFE & ACCID	INSURANCE PREMIUMS	7228216-021	1	43.36	43.36
Total 68031:								43.36
<b>68032</b>								
02/19	02/06/2019	68032	COOGAN, JAMIE	MUSEUM CHARGES	197255	1	2,000.00	2,000.00
Total 68032:								2,000.00
<b>68033</b>								
02/19	02/06/2019	68033	CORE & MAIN LP	WATER DEPT CHARGES	J576065	1	2,390.00-	2,390.00-
02/19	02/06/2019	68033	CORE & MAIN LP	WATER DEPT CHARGES	J720622	1	508.64	508.64
02/19	02/06/2019	68033	CORE & MAIN LP	WATER DEPT CHARGES	K026440	1	2,830.00	2,830.00
02/19	02/06/2019	68033	CORE & MAIN LP	WATER DEPT CHARGES	K026651	1	127.00	127.00
Total 68033:								1,075.64
<b>68034</b>								
02/19	02/06/2019	68034	CORE TECHNOLOGY CO	SUPPORT TALON INCIDE	MN3000849	1	2,171.00	2,171.00

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Total 68034:								2,171.00
<b>68035</b>								
02/19	02/06/2019	68035	CTACCESS INC	LSAP RENEWAL FEES-CL	INV011119	1	754.00	754.00
Total 68035:								754.00
<b>68036</b>								
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-CIT	1259501	1	37.69	37.69
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-CO	1259501	2	93.47	93.47
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-CIT	1259501	3	121.32	121.32
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-AD	1259501	4	70.34	70.34
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-FIN	1259501	5	104.84	104.84
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-PO	1259501	6	2,132.74	2,132.74
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-FIR	1259501	7	105.45	105.45
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-BL	1259501	8	58.92	58.92
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-EN	1259501	9	37.12	37.12
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-ST	1259501	10	386.74	386.74
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-STA	1259501	11	10.55	10.55
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-ST	1259501	12	34.73	34.73
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-RE	1259501	13	140.18	140.18
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-CE	1259501	14	131.81	131.81
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-LIB	1259501	15	364.60	364.60
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-MU	1259501	16	58.92	58.92
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-PA	1259501	17	117.08	117.08
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-RE	1259501	18	15.31	15.31
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-PO	1259501	19	3.06	3.06
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-CO	1259501	20	105.45	105.45
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-WA	1259501	21	492.02	492.02
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-SE	1259501	22	656.39	656.39
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-EM	1259501	23	760.58	760.58
02/19	02/06/2019	68036	DELTA DENTAL OF WISC	DENTAL INSURANCE-CO	1259502	1	305.19	305.19
Total 68036:								6,344.50
<b>68037</b>								
02/19	02/06/2019	68037	DEMCO	LIBRARY SUPPLIES	6533582	1	113.37	113.37
02/19	02/06/2019	68037	DEMCO	LIBRARY CHARGES	6538416	1	114.08	114.08
Total 68037:								227.45
<b>68038</b>								
02/19	02/06/2019	68038	DEPT OF SAFETY & PRO	PERMIT TO OPERATE-W	492362	1	50.00	50.00
02/19	02/06/2019	68038	DEPT OF SAFETY & PRO	PERMIT TO OPERATE FE	492793	1	100.00	100.00
Total 68038:								150.00
<b>68039</b>								
02/19	02/06/2019	68039	DEPT OF SAFETY & PRO	APPLICATION FEE & CRE	01/22/19	1	55.00	55.00
Total 68039:								55.00
<b>68040</b>								
02/19	02/06/2019	68040	DUBUQUE HOSE & HYDR	SUPPLIES/REPAIRS-WAT	567248	1	24.88	24.88

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Total 68040:								24.88
<b>68041</b>								
02/19	02/06/2019	68041	EASTMAN CARTWRIGHT	SUPPLIES-WATER DEPT	106	1	77.74	77.74
02/19	02/06/2019	68041	EASTMAN CARTWRIGHT	WATER DEPT CHARGES	129	1	191.94	191.94
Total 68041:								269.68
<b>68042</b>								
02/19	02/06/2019	68042	EHLERS INVESTMENT P	MANAGEMENT FEES-CE	11/30/18	1	78.89	78.89
02/19	02/06/2019	68042	EHLERS INVESTMENT P	MANAGEMENT FEES-WA	11/30/18	2	258.21	258.21
02/19	02/06/2019	68042	EHLERS INVESTMENT P	MANAGEMENT FEES-SE	11/30/18	3	258.21	258.21
02/19	02/06/2019	68042	EHLERS INVESTMENT P	MANAGEMENT FEES-CE	12/31/18	1	81.65	81.65
02/19	02/06/2019	68042	EHLERS INVESTMENT P	MANAGEMENT FEES-WA	12/31/18	2	265.32	265.32
02/19	02/06/2019	68042	EHLERS INVESTMENT P	MANAGEMENT FEES-SE	12/31/18	3	265.31	265.31
Total 68042:								1,207.59
<b>68043</b>								
02/19	02/06/2019	68043	FREED, ANGIE	RETIREMENT CAKE	1/31/19	1	85.00	85.00
Total 68043:								85.00
<b>68044</b>								
02/19	02/06/2019	68044	GRANT CTY CLERK OF C	FINE-AMBER SCHWARTZ	02/04/19	1	263.50	263.50
02/19	02/06/2019	68044	GRANT CTY CLERK OF C	FINE-COLE ROBERT GOL	02/04/19	2	127.50	127.50
02/19	02/06/2019	68044	GRANT CTY CLERK OF C	FINE-TERRY LYNN ADAM	02/04/19	3	10.00	10.00
02/19	02/06/2019	68044	GRANT CTY CLERK OF C	FINE-MOHAMMED NASS	02/04/19	4	401.00	401.00
02/19	02/06/2019	68044	GRANT CTY CLERK OF C	FINE-BROWNING FAMILY	02/05/18	1	401.00	401.00
02/19	02/06/2019	68044	GRANT CTY CLERK OF C	BOND-KALA CONNER	24935345	1	10.00	10.00
Total 68044:								1,213.00
<b>68045</b>								
02/19	02/06/2019	68045	HILLMAN ART CONNECTI	LIBRARY CHARGES	12/19/18	1	600.00	600.00
Total 68045:								600.00
<b>68046</b>								
02/19	02/06/2019	68046	IMAGINE VIDEO PRODU	SCREENING AND PROG	3910	1	250.00	250.00
Total 68046:								250.00
<b>68047</b>								
02/19	02/06/2019	68047	IWI MOTOR PARTS	SUPPLIES-STREET DEPT	1489156	1	36.40	36.40
02/19	02/06/2019	68047	IWI MOTOR PARTS	SUPPLIES-POLICE DEPT	7109282	1	5.50	5.50
Total 68047:								41.90
<b>68048</b>								
02/19	02/06/2019	68048	JAMISON MUSEUM ASS	MINERS BALL TICKETS	01/22/19	1	2,170.32	2,170.32
02/19	02/06/2019	68048	JAMISON MUSEUM ASS	MINERS BALL SILENT AU	01/25/19	1	135.00	135.00
02/19	02/06/2019	68048	JAMISON MUSEUM ASS	MINERS BALL TICKETS	12/31/18	1	586.80	586.80

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Total 68048:								2,892.12
<b>68049</b>								
02/19	02/06/2019	68049	JEFFERSON FIRE & SAF	FIRE DEPT GEAR	IN102025	1	1,998.68	1,998.68
Total 68049:								1,998.68
<b>68050</b>								
02/19	02/06/2019	68050	KRUSER, ANDY	REFUND WATER/SEWER	11/30/18	1	34.27	34.27
Total 68050:								34.27
<b>68051</b>								
02/19	02/06/2019	68051	LANGE ENTERPRISES IN	SUPPLIES-STREET DEPT	68104	1	2,460.20	2,460.20
Total 68051:								2,460.20
<b>68052</b>								
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	1	68.73	68.73
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	2	25.20	25.20
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	3	64.45	64.45
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	4	37.22	37.22
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	5	85.39	85.39
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	6	35.46	35.46
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	7	1,068.11	1,068.11
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	8	31.45	31.45
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	9	50.92	50.92
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	10	40.03	40.03
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	11	195.67	195.67
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	12	4.73	4.73
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	13	19.37	19.37
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	14	51.26	51.26
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	15	42.08	42.08
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	16	191.82	191.82
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	17	38.47	38.47
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	18	92.48	92.48
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	19	53.96	53.96
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	20	3.76	3.76
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	21	70.84	70.84
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	22	1.87	1.87
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	23	240.66	240.66
02/19	02/06/2019	68052	MADISON NATIONAL LIF	DISABILITY INSURANCE-	019686 FEB	24	314.31	314.31
Total 68052:								2,828.24
<b>68053</b>								
02/19	02/06/2019	68053	MENARDS	MUSEUM CHARGES	38701	1	4.78	4.78
02/19	02/06/2019	68053	MENARDS	PARKS DEPT CHARGES	40107	1	29.99	29.99
02/19	02/06/2019	68053	MENARDS	STREET DEPT CHARGES	40242	1	23.60	23.60
02/19	02/06/2019	68053	MENARDS	SEWER DEPT CHARGES	40365	1	11.74	11.74
02/19	02/06/2019	68053	MENARDS	POLICE DEPT CHARGE	40428	1	8.99	8.99
02/19	02/06/2019	68053	MENARDS	STREET DEPT CHARGES	40445	1	25.58	25.58
02/19	02/06/2019	68053	MENARDS	STREET DEPT CHARGES	40454	1	20.20	20.20
02/19	02/06/2019	68053	MENARDS	PARKS DEPT CHARGES	40501	1	8.87	8.87
02/19	02/06/2019	68053	MENARDS	MAINTANENCE DEPT CH	40502	1	127.36	127.36

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02/19	02/06/2019	68053	MENARDS	LIBRARY CHARGES	40894	1	31.47	31.47
02/19	02/06/2019	68053	MENARDS	PARKS DEPT CHARGES	40946	1	29.99	29.99
02/19	02/06/2019	68053	MENARDS	SEWER DEPT CHARGES	40954	1	31.57	31.57
02/19	02/06/2019	68053	MENARDS	POLICE DEPT CHARGE	41121	1	47.34	47.34
02/19	02/06/2019	68053	MENARDS	POLICE DEPT CHARGE	41122	1	47.34	47.34
02/19	02/06/2019	68053	MENARDS	POLICE DEPT CHARGE	41123	1	43.96	43.96
02/19	02/06/2019	68053	MENARDS	PARKS DEPT CHARGES	41208	1	29.99	29.99
02/19	02/06/2019	68053	MENARDS	FIRE DEPT CHARGES	41369	1	36.47	36.47
Total 68053:								464.56
<b>68054</b>								
02/19	02/06/2019	68054	MILESTONE MATERIALS	WASHED CHIPS-STREET	3500105788	1	1,293.00	1,293.00
Total 68054:								1,293.00
<b>68055</b>								
02/19	02/06/2019	68055	MORRISSEY PRINTING I	FOCUS ON FUTURE INVI	41179	1	59.95	59.95
02/19	02/06/2019	68055	MORRISSEY PRINTING I	MAILING LABELS	41208	1	39.14	39.14
02/19	02/06/2019	68055	MORRISSEY PRINTING I	MAILING LABELS	41208	2	39.14	39.14
02/19	02/06/2019	68055	MORRISSEY PRINTING I	BUSINESS CARDS-POLIC	41236	1	55.00	55.00
Total 68055:								193.23
<b>68056</b>								
02/19	02/06/2019	68056	MORTON SALT INC	ROAD SALT	5401738540	1	13,144.83	13,144.83
02/19	02/06/2019	68056	MORTON SALT INC	ROAD SALT	5401754045	1	5,023.53	5,023.53
02/19	02/06/2019	68056	MORTON SALT INC	ROAD SALT	5401757411	1	1,664.49	1,664.49
02/19	02/06/2019	68056	MORTON SALT INC	ROAD SALT	5401759019	1	8,136.00	8,136.00
Total 68056:								27,968.85
<b>68057</b>								
02/19	02/06/2019	68057	MOUND CITY BANK	STATE INVESTMENT FUN	FEB 6 2019	1	1,750,000.00	1,750,000.00
Total 68057:								1,750,000.00
<b>68058</b>								
02/19	02/06/2019	68058	NATL COUNCIL ON PUBLI	MEMBERSHIP-MUSEUM	MEMBERSHI	1	45.00	45.00
Total 68058:								45.00
<b>68059</b>								
02/19	02/06/2019	68059	NORTHERN SEWER EQU	TV ECO, TRAILER MTD P	11380	1	108,429.24	108,429.24
Total 68059:								108,429.24
<b>68060</b>								
02/19	02/06/2019	68060	OUR WISCONSIN	SUBSCRIPTION-LIBRARY	SUB 2019	1	19.98	19.98
Total 68060:								19.98
<b>68061</b>								
02/19	02/06/2019	68061	PETTY CASH LIBRARY	POSTAGE-LIBRARY	12/31/18	1	1.42	1.42

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Total 68061:								1.42
<b>68062</b>								
02/19	02/06/2019	68062	PIGGLY WIGGLY MIDWES	SUNSHINE FUND CHARG	9292	1	20.38	20.38
Total 68062:								20.38
<b>68063</b>								
02/19	02/06/2019	68063	PLATTEVILLE HOTEL PA	WATER/SEWER BILL-LIB	10012	1	300.00	300.00
02/19	02/06/2019	68063	PLATTEVILLE HOTEL PA	FIRE PROTECTION/SPRI	10012	2	42.00	42.00
02/19	02/06/2019	68063	PLATTEVILLE HOTEL PA	CREDIT FIRE ALARM MO	10012	3	13.00-	13.00-
02/19	02/06/2019	68063	PLATTEVILLE HOTEL PA	SNOW REMOVAL-LIBRAR	10012	4	299.04	299.04
Total 68063:								628.04
<b>68064</b>								
02/19	02/06/2019	68064	PLATTEVILLE VETERINA	MONTHLY CHARGES-PO	01/27/19	1	270.54	270.54
Total 68064:								270.54
<b>68065</b>								
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-CITY HA	01/29/19	1	161.67	161.67
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-POLICE	01/29/19	2	190.05	190.05
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-FIRE DE	01/29/19	3	85.74	85.74
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-STREET	01/29/19	4	67.02	67.02
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-CEMETE	01/29/19	5	18.80	18.80
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-LIBRARY	01/29/19	6	10.30	10.30
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-MUSEUM	01/29/19	7	157.76	157.76
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-PARKS	01/29/19	8	704.76	704.76
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-POOL	01/29/19	9	334.78	334.78
02/19	02/06/2019	68065	PLATTEVILLE WATER & S	WATER/SEWER-OLD KAL	01/29/19	10	20.60	20.60
Total 68065:								1,751.48
<b>68066</b>								
02/19	02/06/2019	68066	POLICE & SHERIFFS PRE	ID CARDS-POLICE DEPT	116693	1	17.55	17.55
Total 68066:								17.55
<b>68067</b>								
02/19	02/06/2019	68067	POMP'S TIRE - MONROE	FIRE DEPT REPAIRS	370130486	1	1,384.00	1,384.00
02/19	02/06/2019	68067	POMP'S TIRE - MONROE	FIRE DEPT REPAIRS	370130487	1	1,896.96	1,896.96
Total 68067:								3,280.96
<b>68068</b>								
02/19	02/06/2019	68068	PSTC	TRAINING-POLICE DEPT	21120	1	597.00	597.00
Total 68068:								597.00
<b>68069</b>								
02/19	02/06/2019	68069	QUILL CORPORATION	OFFICE SUPPLIES-MUSE	4179417	1	15.99	15.99
02/19	02/06/2019	68069	QUILL CORPORATION	OFFICE SUPPLIES-MUSE	4179417	2	49.99	49.99
02/19	02/06/2019	68069	QUILL CORPORATION	OFFICE SUPPLIES-LIBRA	4396151	1	813.47	813.47
02/19	02/06/2019	68069	QUILL CORPORATION	OFFICE SUPPLIES-LIBRA	4396151	2	95.74	95.74

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Total 68069:								975.19
<b>68070</b>								
02/19	02/06/2019	68070	RAGNASOFT INC	PLANIT POLICE SUBSCRI	RSI-0003616	1	1,555.00	1,555.00
Total 68070:								1,555.00
<b>68071</b>								
02/19	02/06/2019	68071	REGISTRATION FEE TRU	TITLE FEE & TRANSFER	12/31/18	1	315.50	315.50
Total 68071:								315.50
<b>68072</b>								
02/19	02/06/2019	68072	RELIANT FIRE APPARAT	PARTS/SUPPLIES-FIRE D	I19-20668	1	760.20	760.20
02/19	02/06/2019	68072	RELIANT FIRE APPARAT	PARTS/SUPPLIES-FIRE D	I19-20730	1	35.37	35.37
Total 68072:								795.57
<b>68073</b>								
02/19	02/06/2019	68073	RICOH USA INC	LEASE COPIER-CITY CO	101653980	1	15.00	15.00
02/19	02/06/2019	68073	RICOH USA INC	LEASE COPIER-CITY CLE	101653980	2	146.00	146.00
02/19	02/06/2019	68073	RICOH USA INC	LEASE COPIER - CLERK	101653980	3	30.00	30.00
Total 68073:								191.00
<b>68074</b>								
02/19	02/06/2019	68074	RULE CONSTRUCTION L	VIRGIN & PINE ST RECO	1-18 #8	1	44,960.05	44,960.05
02/19	02/06/2019	68074	RULE CONSTRUCTION L	VIRGIN & PINE ST RECO	1-18 #8	2	11,951.40	11,951.40
02/19	02/06/2019	68074	RULE CONSTRUCTION L	VIRGIN & PINE ST RECO	1-18 #8	3	58,304.39	58,304.39
02/19	02/06/2019	68074	RULE CONSTRUCTION L	VIRGIN & PINE ST RECO	1-18 #8	4	7,270.83	7,270.83
02/19	02/06/2019	68074	RULE CONSTRUCTION L	VIRGIN & PINE ST RECO	1-18 #8	5	19,600.00	19,600.00
Total 68074:								142,086.67
<b>68075</b>								
02/19	02/06/2019	68075	RUSS STRATTON BUSES	MONTHLY BUS BILLING	SB-2018-71	1	14,892.28	14,892.28
Total 68075:								14,892.28
<b>68076</b>								
02/19	02/06/2019	68076	SCHMIDT ELECTRICAL C	SERVICE CALL-SEWER D	2065	1	218.75	218.75
02/19	02/06/2019	68076	SCHMIDT ELECTRICAL C	ELECTRICAL WORK-SEW	2081	1	3,804.89	3,804.89
Total 68076:								4,023.64
<b>68077</b>								
02/19	02/06/2019	68077	SCHMITZ JANITORIAL SU	SUPPLIES-SEWER DEPT	1216	1	72.10	72.10
Total 68077:								72.10
<b>68078</b>								
02/19	02/06/2019	68078	SCOTT IMPLEMENT	SEWER DEPT CHARGES	35589	1	291.90	291.90
Total 68078:								291.90

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<b>68079</b>								
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	1	23.10	23.10
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	2	3.36	3.36
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	3	7.96	7.96
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	4	13.04	13.04
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	5	52.87	52.87
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	6	7.06	7.06
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	7	188.25	188.25
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	8	4.82	4.82
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	9	40.12	40.12
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	10	19.41	19.41
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	11	25.28	25.28
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	12	.44	.44
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	13	6.30	6.30
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	14	5.81	5.81
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	15	4.48	4.48
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	16	60.27	60.27
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	17	5.81	5.81
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	18	10.00	10.00
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	19	43.85	43.85
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	20	5.85	5.85
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	21	1.40	1.40
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	22	21.56	21.56
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	23	.18	.18
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	24	95.58	95.58
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	25	123.84	123.84
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	26	192.56	192.56
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	27	511.50	511.50
02/19	02/06/2019	68079	SECURIAN FINANCIAL G	LIFE INSURANCE PREMI	047102 MAR	28	140.00	140.00
Total 68079:								1,614.70
<b>68080</b>								
02/19	02/06/2019	68080	SHERWIN WILLIAMS	SEWER DEPT CHARGES	3542-2	1	154.88	154.88
Total 68080:								154.88
<b>68081</b>								
02/19	02/06/2019	68081	SIGNS TO GO! INC	COUNCIL CHARGES	25918	1	11.50	11.50
Total 68081:								11.50
<b>68082</b>								
02/19	02/06/2019	68082	SLOAN IMPLEMENT	REPAIRS - PARKS DEPT	1502826	1	263.13	263.13
02/19	02/06/2019	68082	SLOAN IMPLEMENT	PARTS - PARKS DEPT	1526225	1	33.94	33.94
Total 68082:								297.07
<b>68083</b>								
02/19	02/06/2019	68083	SOOKOCHOFF, AMY & JE	LEAD SERVICE LINE REI	09/26/18	1	1,140.00	1,140.00
Total 68083:								1,140.00
<b>68084</b>								
02/19	02/06/2019	68084	SPEE-DEE	FREIGHT WATER DEPT	3683519	1	26.63	26.63
02/19	02/06/2019	68084	SPEE-DEE	FREIGHT WATER DEPT	3687004	1	13.63	13.63

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Total 68084:								40.26
<b>68085</b>								
02/19	02/06/2019	68085	SYNCB/AMAZON	LIBRARY GRANT/DONATI	01/10/19	1	254.61	254.61
02/19	02/06/2019	68085	SYNCB/AMAZON	LIBRARY SUPPLIES	01/10/19	2	280.41	280.41
02/19	02/06/2019	68085	SYNCB/AMAZON	LIBRARY BOOKS	01/10/19	3	214.93	214.93
02/19	02/06/2019	68085	SYNCB/AMAZON	LIBRARY BOOKS	01/10/19	4	372.11	372.11
02/19	02/06/2019	68085	SYNCB/AMAZON	LIBRARY BOOKS	01/10/19	5	103.42	103.42
02/19	02/06/2019	68085	SYNCB/AMAZON	LIBRARY BOOKS	01/10/19	6	68.99	68.99
02/19	02/06/2019	68085	SYNCB/AMAZON	LIBRARY BOOKS	01/10/19	7	79.82	79.82
02/19	02/06/2019	68085	SYNCB/AMAZON	LIBRARY BOOKS	01/10/19	8	1,469.95	1,469.95
Total 68085:								2,844.24
<b>68086</b>								
02/19	02/06/2019	68086	TRUCK COUNTRY OF IO	REPAIR-STREET DEPT	R101103518:	1	525.00	525.00
Total 68086:								525.00
<b>68087</b>								
02/19	02/06/2019	68087	UNITED STATES MEN'S S	SR CENTER CHARGE	0001	1	3,600.00	3,600.00
02/19	02/06/2019	68087	UNITED STATES MEN'S S	SR CENTER CHARGE	1	1	2,000.00	2,000.00
Total 68087:								5,600.00
<b>68088</b>								
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-CIT	9001069029	1	873.81	873.81
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-CO	9001069029	2	1,522.75	1,522.75
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-CIT	9001069029	3	2,562.17	2,562.17
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-AD	9001069029	4	1,145.91	1,145.91
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-FIN	9001069029	5	2,162.30	2,162.30
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-PO	9001069029	6	34,345.56	34,345.56
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-FIR	9001069029	7	1,717.99	1,717.99
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-BL	9001069029	8	1,789.07	1,789.07
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-EN	9001069029	9	956.74	956.74
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-ST	9001069029	10	6,928.23	6,928.23
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-ST	9001069029	11	171.80	171.80
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-ST	9001069029	12	722.74	722.74
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-RE	9001069029	13	2,440.73	2,440.73
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-CE	9001069029	14	2,233.39	2,233.39
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-LIB	9001069029	15	6,683.44	6,683.44
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-MU	9001069029	16	1,273.68	1,273.68
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-PA	9001069029	17	3,012.40	3,012.40
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-RE	9001069029	18	296.21	296.21
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-PO	9001069029	19	127.37	127.37
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-CO	9001069029	20	2,405.19	2,405.19
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-TA	9001069029	21	85.90	85.90
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-WA	9001069029	22	8,984.10	8,984.10
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-SE	9001069029	23	11,975.76	11,975.76
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-EM	9001069029	24	13,663.42	13,663.42
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	MONTHLY HEALTH INSU	9001069029	25	5,486.50	5,486.50
02/19	02/06/2019	68088	UNITY HEALTH PLAN INS	HEALTH INSURANCE-CO	9001069029	26	1,346.38	1,346.38
Total 68088:								114,913.54

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
<b>68089</b>								
02/19	02/06/2019	68089	US CELLULAR	CELL PHONE CHGS-WAT	288507829	1	156.09	156.09
02/19	02/06/2019	68089	US CELLULAR	CELL PHONE CHGS-SEW	288507829	2	156.10	156.10
02/19	02/06/2019	68089	US CELLULAR	CELL PHONE CHGS-PAR	288507829	3	24.11	24.11
02/19	02/06/2019	68089	US CELLULAR	CELL PHONE CHARGES-	288507829	4	24.11	24.11
02/19	02/06/2019	68089	US CELLULAR	CELL PHONE CHGS-MAI	288507829	5	59.70	59.70
02/19	02/06/2019	68089	US CELLULAR	CELL PHONE CHARGES-	288507829	6	116.93	116.93
02/19	02/06/2019	68089	US CELLULAR	CELL PHONE CHARGES-	288507829	7	115.55	115.55
Total 68089:								652.59
<b>68090</b>								
02/19	02/06/2019	68090	US POSTAGE METER CE	SUPPLIES FOR POSTAG	U86207	1	159.90	159.90
02/19	02/06/2019	68090	US POSTAGE METER CE	INK CARTRIDGE FOR PO	U86207	2	408.85	408.85
Total 68090:								568.75
<b>68091</b>								
02/19	02/06/2019	68091	VERIZON WIRELESS	POLICE DEPT CHARGES	9822850382	1	320.08	320.08
Total 68091:								320.08
<b>68092</b>								
02/19	02/06/2019	68092	VERONA SAFETY SUPPL	SEWER DEPT CHARGES	5470	1	808.17	808.17
Total 68092:								808.17
<b>68093</b>								
02/19	02/06/2019	68093	VIERBICHER ASSOCIATE	HOUSING STUDY	7	1	741.60	741.60
Total 68093:								741.60
<b>68094</b>								
02/19	02/06/2019	68094	VISUAL LABS INC	BODY CAMERA SYSTEM	19-036	1	2,300.00	2,300.00
Total 68094:								2,300.00
<b>68095</b>								
02/19	02/06/2019	68095	VON BRIESEN & ROPER	LEGAL FEES	11643	1	2,178.00	2,178.00
Total 68095:								2,178.00
<b>68096</b>								
02/19	02/06/2019	68096	WALMART COMMUNITY/	LIBRARY CHARGES	1/16/19	1	34.96	34.96
02/19	02/06/2019	68096	WALMART COMMUNITY/	LIBRARY CHARGES	1/16/19	2	17.82	17.82
02/19	02/06/2019	68096	WALMART COMMUNITY/	LIBRARY CHARGES	1/16/19	3	29.88	29.88
02/19	02/06/2019	68096	WALMART COMMUNITY/	LIBRARY CHARGES	1/16/19	4	49.77	49.77
02/19	02/06/2019	68096	WALMART COMMUNITY/	LIBRARY CHARGES	1/16/19	5	3.76	3.76
02/19	02/06/2019	68096	WALMART COMMUNITY/	LIBRARY CHARGES	1/16/19	6	6.00	6.00
02/19	02/06/2019	68096	WALMART COMMUNITY/	LIBRARY CHARGES	1/16/19	7	4.23	4.23
02/19	02/06/2019	68096	WALMART COMMUNITY/	LIBRARY CHARGES	1/16/19	8	27.91	27.91
Total 68096:								174.33
<b>68097</b>								
02/19	02/06/2019	68097	WALMART COMMUNITY/	POLICE DEPT CHARGES	01/16/19 CIT	1	1.38	1.38

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
02/19	02/06/2019	68097	WALMART COMMUNITY/	POLICE DEPT CHARGES	01/16/19 CIT	2	47.82	47.82
02/19	02/06/2019	68097	WALMART COMMUNITY/	POLICE DEPT CHARGES	01/16/19 CIT	3	17.08	17.08
Total 68097:								66.28
<b>68098</b>								
02/19	02/06/2019	68098	WOLFS GRANTLAND GR	MUSEUM CHARGES	32720	1	30.00	30.00
Total 68098:								30.00
<b>68099</b>								
02/19	02/06/2019	68099	WOODWARD COMMUNIT	ADVERTISING-PARKS	18174 01/31/	1	365.00	365.00
Total 68099:								365.00
<b>68100</b>								
02/19	02/06/2019	68100	WPPA/LEER	POLICE UNION DUES	02/01/2019	1	546.00	546.00
Total 68100:								546.00
<b>68101</b>								
02/19	02/06/2019	68101	XPRESSIONS BY RACHA	UNIFORM ITEMS-PARKS	1169	1	223.00	223.00
Total 68101:								223.00
Grand Totals:								6,042,825.69

# **CITY OF PLATTEVILLE**

## **FINANCIAL REPORT**

**JANUARY 31, 2019**

FUND 100 - GENERAL FUND  
FUND 101 - TAXI/BUS FUND  
FUND 105 - DEBT SERVICE FUND  
FUND 110 - CAPITAL PROJECTS FUND  
FUND 124 – TIF DISTRICT #4  
FUND 125 – TIF DISTRICT #5  
FUND 126 – TIF DISTRICT #6  
FUND 127 – TIF DISTRICT #7  
FUND 130 – REDEVELOPMENT AUTHORITY (RDA)

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 100 - GENERAL FUND

		BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
<u>ASSETS</u>					
100-10001-000-000	TREASURERS CASH	1,397,366.14	( 1,279,906.77)	( 1,279,906.77)	117,459.37
100-10091-000-000	PETTY CASH	1,067.50	( 247.60)	( 247.60)	819.90
100-11111-000-000	GENERAL INVESTMENTS	8,099,806.74	2,270,307.70	2,270,307.70	10,370,114.44
100-11112-000-000	GREENWOOD CEMETERY INVEST	416,585.71	.00	.00	416,585.71
100-11113-000-000	HILLSIDE CEMETERY INVESTM	148,482.43	.00	.00	148,482.43
100-11115-000-000	PARKING FUND	.00	.00	.00	.00
100-11116-000-000	LIBRARY BLDG FUND INVEST ACCT	22,341.23	.00	.00	22,341.23
100-11405-000-000	HILLSIDE-A. CLAYTON EST. MEM.	.00	.00	.00	.00
100-11612-000-000	GRAHAM COMMUNITY FUND	.00	.00	.00	.00
100-12111-000-000	TAXES RECEIVABLE	.00	( 4,280,539.44)	( 4,280,539.44)	( 4,280,539.44)
100-12115-000-000	COUNTY UNPAID PRIOR YR TAXROLL	7,215.75	.00	.00	7,215.75
100-12311-000-000	DELINQUENT PER. PROP. TAX	1,426.64	.00	.00	1,426.64
100-13900-000-000	ESTIMATED UNCOLLECTIBLE R	.00	.00	.00	.00
100-13901-000-000	EST. AMBULANCE UNCOLLECTI	.00	.00	.00	.00
100-13909-000-000	AR AMBULANCE SERVICE CHARGE	10,625.38	59.62	59.62	10,685.00
100-13910-000-000	UNAPPLIED ACCOUNTS RECEIVABLE	.00	.00	.00	.00
100-13911-000-000	ACCOUNTS RECEIVABLE MISC.	372,544.12	( 84,424.73)	( 84,424.73)	288,119.39
100-13912-000-000	AMBULANCE FEES RECEIVABLE	.00	.00	.00	.00
100-13913-000-000	SPEC.CHGS.(SNOW,WEED,GARBAGE)	9,154.71	( 4,582.13)	( 4,582.13)	4,572.58
100-14111-000-000	SUBSEQUENT YEAR BUDGET IT	.00	.00	.00	.00
100-15000-000-000	DUE FROM WATER/SEWER	.00	.00	.00	.00
100-15001-000-000	DUE FROM WATER/SEWER-MEDICAL	.00	.00	.00	.00
100-15010-000-000	DUE FROM AIRPORT - OTHER	.00	732.38	732.38	732.38
100-15020-000-000	DUE FROM COMMUNITY DEVELOPMENT	.00	5.60	5.60	5.60
100-15030-000-000	DUE FROM HOUSING AUTHORITY	.00	98.77	98.77	98.77
100-15112-000-000	SPEC-ASSESS-CURB/GUTTER/S	.00	.00	.00	.00
100-15800-000-000	FREUDENREICH ANIMAL CARE	.00	.00	.00	.00
100-17103-000-000	LONG-TERM ADVANCE TIF #3	.00	.00	.00	.00
100-17104-000-000	LONG-TERM ADVANCE TIF #4	.00	.00	.00	.00
100-17105-000-000	LONG-TERM ADVANCE TIF #5	.00	.00	.00	.00
100-17106-000-000	LONG-TERM ADVANCE TIF #6	217,411.99	.00	.00	217,411.99
100-17107-000-000	LONG-TERM ADVANCE TIF #7	716,840.32	.00	.00	716,840.32
100-17108-000-000	LONG-TERM ADVANCE TIF #8	.00	.00	.00	.00
100-17200-000-000	NOTES REC. ECON. DEV.	244,374.52	.00	.00	244,374.52
100-17201-000-000	NOTES REC. PAIDC	.00	.00	.00	.00
100-17202-000-000	NOTES REC. AIRPORT	.00	.00	.00	.00
100-17203-000-000	NOTES REC. REV. LOAN ROUN	.00	.00	.00	.00
100-18000-000-000	CAPITAL ASSETS	59,469,829.24	.00	.00	59,469,829.24
100-19900-000-000	COMPENSATED ABSENCES	425,484.38	.00	.00	425,484.38
	<b>TOTAL ASSETS</b>	<b>71,560,556.80</b>	<b>( 3,378,496.60)</b>	<b>( 3,378,496.60)</b>	<b>68,182,060.20</b>

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 100 - GENERAL FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY		ENDING BALANCE
<u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
100-21211-000-000	VOUCHERS PAYABLE	( 200,222.92)	172,996.07	172,996.07	( 27,226.85)
100-21220-000-000	WAGES PAYABLE CLEARING	( 172,102.54)	172,102.54	172,102.54	.00
100-21291-000-000	DELINQ.-UTIL BILL ON TAX	( 5,202.73)	.00	.00	( 5,202.73)
100-21311-000-000	FEDERAL TAX W/H PAYABLE	.00	.00	.00	.00
100-21312-000-000	STATE TAX W/H PAYABLE	.00	.00	.00	.00
100-21313-000-000	6.20% SOC. SEC. EES	.00	.00	.00	.00
100-21314-000-000	1.45% SOC. SEC. EES	.00	.00	.00	.00
100-21315-000-000	6.20% SOC. SEC. ERS	.00	.00	.00	.00
100-21316-000-000	1.45% SOC. SEC. ERS	.00	.00	.00	.00
100-21341-000-000	WATER & SEWER BENEFIT TRU	.00	.00	.00	.00
100-21343-000-000	W/S HEALTH INS. ERS	.00	.00	.00	.00
100-21520-000-000	GEN WRF EES	.00	.00	.00	.00
100-21521-000-000	W/S WRF EES	.00	.00	.00	.00
100-21522-000-000	GEN WRF ERS	.00	.00	.00	.00
100-21523-000-000	W/S WRF ERS	.00	.00	.00	.00
100-21524-000-000	WRF PROTECTIVE EES	.00	.00	.00	.00
100-21525-000-000	WRF PROTECTIVE ERS	.00	.00	.00	.00
100-21527-000-000	VISION INSURANCE	.00	.00	.00	.00
100-21528-000-000	SUPPLEMENTAL LIFE	.00	.00	.00	.00
100-21529-000-000	ADDITIONAL LIFE	.00	.00	.00	.00
100-21530-000-000	DENTAL INS	.00	.00	.00	.00
100-21531-000-000	HEALTH INS (EES)	.00	.00	.00	.00
100-21532-000-000	DEPENDENT LIFE INS. EES	.00	.00	.00	.00
100-21533-000-000	W/S LIFE INS. ERS	.00	.00	.00	.00
100-21534-000-000	HEALTH INS PREMIUMS DUE	.00	.00	.00	.00
100-21536-000-000	COLONIAL LIFE INS.	.00	.00	.00	.00
100-21537-000-000	AMERICAN FAMILY LIFE ASSU	.00	( 15.81)	( 15.81)	( 15.81)
100-21551-000-000	UNION DUES DED PAYABLE	.00	.00	.00	.00
100-21555-000-000	FORFEITURES	.00	( 839.30)	( 839.30)	( 839.30)
100-21562-000-000	CREDIT UNION DED PAYABLE	.00	.00	.00	.00
100-21563-000-000	ADDITIONAL RETIREMENT WIT	.00	.00	.00	.00
100-21571-000-000	DEFERRED COMP DED PAYABLE	.00	.00	.00	.00
100-21575-000-000	DIRECT DEPOSIT	.00	.00	.00	.00
100-21582-000-000	MISC DEDUCTIONS PAYABLE	.00	.00	.00	.00
100-21586-000-000	NEW YORK LIFE INS.	.00	.00	.00	.00
100-21587-000-000	UNIFORM ALLOWANCES	.00	.00	.00	.00
100-21588-000-000	COLONIAL DIS./CANCER	.00	.00	.00	.00
100-21590-000-000	MEDICAL/DAY CARE REIMBURS	( 7,527.58)	( 2,908.66)	( 2,908.66)	( 10,436.24)
100-21611-000-000	COUNTY & STATE TAXES	.00	803,784.09	803,784.09	803,784.09
100-21612-000-000	COUNTY-FAILED LOTTERY CREDIT	.00	.00	.00	.00
100-21700-000-000	COUNTY-FAILED LOTTERY CREDIT	.00	.00	.00	.00
100-21711-000-000	PLATTEVILLE SCHOOL DIST.	.00	2,022,552.97	2,022,552.97	2,022,552.97
100-21712-000-000	VO-TECH SCHOOL TAXES	.00	261,802.71	261,802.71	261,802.71
100-22211-000-000	ADVANCE TAX COLLECTIONS	( 5,456,429.44)	.00	.00	( 5,456,429.44)
100-23141-000-000	MUN. UTILITY AVAILABLE BA	.00	.00	.00	.00
100-23142-000-000	AIRPORT COMMISSION	.00	.00	.00	.00
100-23200-000-000	PARKING SPACE FEES	( 16,528.49)	( 291.28)	( 291.28)	( 16,819.77)
100-23221-000-000	AIRPORT SALES TAX ACCOUNT	.00	.00	.00	.00
100-23235-000-000	REFUSE: UWP GARBAGE BILL REIMB	.00	.00	.00	.00
100-23340-000-000	HOUSING STUDY	741.60	.00	.00	741.60

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 100 - GENERAL FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
100-23347-000-000 M HARRISON MEMORIAL TRUST	( 3,150.00)	.00	.00	( 3,150.00)
100-23348-000-000 PARKS BEINING TRUST	( 17,989.65)	( 250.00)	( 250.00)	( 18,239.65)
100-23349-000-000 ICE RINK DONATIONS	( 224.90)	.00	.00	( 224.90)
100-23351-000-000 SOCCER DONATIONS	( 11,200.11)	.00	.00	( 11,200.11)
100-23352-000-000 SWIM TEAM DONATIONS TRUST ACCT	( 15,085.09)	.00	.00	( 15,085.09)
100-23353-000-000 TENNIS ASSOC. DONATIONS	.00	.00	.00	.00
100-23354-000-000 FORESTRY DONATIONS	( 2,102.00)	.00	.00	( 2,102.00)
100-23355-000-000 LEGION PARK ADV TRUST	( 28,574.73)	.00	.00	( 28,574.73)
100-23360-000-000 LIBRARY BUILDING FUND	( 21,743.49)	.00	.00	( 21,743.49)
100-23370-000-000 MUSEUM BEINING TRUST	( 44,303.34)	.00	.00	( 44,303.34)
100-23371-000-000 MUSEUM REVOLVING FUND	( 46,223.92)	( 134.90)	( 134.90)	( 46,358.82)
100-23372-000-000 MUSEUM TRUST FUND	( 32,755.30)	( 155.00)	( 155.00)	( 32,910.30)
100-23373-000-000 JAMISON FUND	( 395.28)	( 363.84)	( 363.84)	( 759.12)
100-23374-000-000 MUSEUM BILLBOARD ADVERTISING	.00	.00	.00	.00
100-23375-000-000 MUSEUM PATH PROJECT FUND	18,634.50	.00	.00	18,634.50
100-23376-000-000 MUSEUM: DONATIONS	.00	.00	.00	.00
100-23377-000-000 AUDITORIUM REPLACEMENT FUND	( 500.00)	( 45.00)	( 45.00)	( 545.00)
100-23378-000-000 FIRE TOWNSHIP PMTS FOR BLDG	.00	.00	.00	.00
100-23379-000-000 AUTO PULSE DONATIONS	.00	.00	.00	.00
100-23382-000-000 AED FUND	( 320.71)	.00	.00	( 320.71)
100-23385-000-000 FIREWORKS FUND	( 8,263.25)	.00	.00	( 8,263.25)
100-23386-000-000 SPLASH PLAYGROUND/TOT SLIDE	( 5,230.00)	.00	.00	( 5,230.00)
100-23387-000-000 SKATEBOARD PARK DONATIONS	.00	.00	.00	.00
100-23388-000-000 K TARRELL SPORTS COMPLEX	( 40.00)	.00	.00	( 40.00)
100-23391-000-000 EVERY CHILD PLAYS SCHOLARSHIP	( 6,453.36)	( 1,100.00)	( 1,100.00)	( 7,553.36)
100-23395-000-000 PARK IMPACT FEES	( 106,965.98)	.00	.00	( 106,965.98)
100-23397-000-000 GREENWOOD CEM (ESTHER BOL	( 131,553.27)	.00	.00	( 131,553.27)
100-23399-000-000 GREENWOOD CEM (ZIEGERT) T	( 153,972.49)	.00	.00	( 153,972.49)
100-23400-000-000 GREENWOOD CEM. PERPETUAL	( 114,392.27)	.00	.00	( 114,392.27)
100-23401-000-000 HILLSIDE CEM. PERPETUAL C	( 141,488.07)	.00	.00	( 141,488.07)
100-23402-000-000 HILLSIDE CEM., NOT PERPET	( 5,690.72)	.00	.00	( 5,690.72)
100-23403-000-000 GREENWOOD CEM. (KEIZER)	( 15,000.00)	.00	.00	( 15,000.00)
100-23404-000-000 CYRIL CLAYTON TRUST	( 9,787.16)	.00	.00	( 9,787.16)
100-23450-000-000 FIRE DEPT DESIGNATED FUND	( 2,652.66)	.00	.00	( 2,652.66)
100-23510-000-000 GOVERNMENT CASH DEPOSITS	.00	( 20.00)	( 20.00)	( 20.00)
100-23520-000-000 POLICE DONATIONS	( 12,813.27)	.00	.00	( 12,813.27)
100-23521-000-000 POLICE EXPLORERS FUND	( 1,020.00)	.00	.00	( 1,020.00)
100-23522-000-000 POLICE POP MACHINE	.00	.00	.00	.00
100-23532-000-000 AMBULANCE LOVELAND TRUST	.00	.00	.00	.00
100-23552-000-000 ROUNTREE ART GALLERY	.00	.00	.00	.00
100-23553-000-000 ROUNTREE CARMEN BEINING TRUST	.00	.00	.00	.00
100-23554-000-000 ROUNTREE EVA BEINING TRUST	.00	.00	.00	.00
100-23555-000-000 HISTORIC PRESERVATION COMM.	( 984.21)	.00	.00	( 984.21)
100-23574-000-000 SENIOR CENTER TRIPS	( 3,717.00)	.00	.00	( 3,717.00)
100-23575-000-000 SENIOR CENTER BUS DONATIONS	( 115.45)	.00	.00	( 115.45)
100-23576-000-000 SENIOR CENTER DONATIONS	( 36,694.68)	4,733.59	4,733.59	( 31,961.09)
100-23577-000-000 SENIOR CENTER PICNICS	( 1,899.09)	.00	.00	( 1,899.09)
100-23578-000-000 SUPPORT OUR SENIORS DONATIONS	165.96	.00	.00	165.96
100-23600-000-000 UW-P R.E.FOUNDATION TRUST	.00	.00	.00	.00
100-23700-000-000 TAXI FUNDS PENDING STATE AUDIT	.00	.00	.00	.00
100-25112-000-000 POSTPONED SPEC-ASSES-C/G/	.00	.00	.00	.00
100-25801-000-000 FREUDENREICH ANIMAL CARE	( 1,661.14)	.00	.00	( 1,661.14)
100-26000-000-000 DEFERRED (PREPAID) REVENUE	( 400.00)	400.00	400.00	.00
100-27000-000-000 NOTES ADV. ECON. DEV.	( 244,374.52)	.00	.00	( 244,374.52)
100-27001-000-000 NOTES ADVANCED PAIDC	.00	.00	.00	.00
100-27002-000-000 NOTES ADVANCE AIRPORT	.00	.00	.00	.00

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 100 - GENERAL FUND

		BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
100-27013-000-000	LONG-TERM ADV. TO TIF#3	.00	.00	.00	.00
100-27014-000-000	LONG-TERM ADV. TO TIF#4	.00	.00	.00	.00
100-27015-000-000	LONG-TERM ADV. TO TIF#5	.00	.00	.00	.00
100-27016-000-000	LONG-TERM ADV. TO TIF#6	( 51,375.38)	.00	.00	( 51,375.38)
100-27017-000-000	LONG-TERM ADV. TO TIF #7	( 457,550.73)	.00	.00	( 457,550.73)
100-27018-000-000	LONG-TERM ADV. TO TIF #8	.00	.00	.00	.00
100-27180-000-000	RESERVE FOR NEW AMBULANCE	( 104,831.50)	.00	.00	( 104,831.50)
100-27192-000-000	PARK DAMAGE DEPOSIT	( 100.00)	( 50.00)	( 50.00)	( 150.00)
100-27193-000-000	CITY HALL DAMAGE DEPOSITS	( 360.00)	( 200.00)	( 200.00)	( 560.00)
100-27356-000-000	GRAHAM COMMUNITY FUND	.00	.00	.00	.00
100-29620-000-000	ACCRUED EMPLOYEE BENEFITS	( 425,484.38)	.00	.00	( 425,484.38)
100-30000-000-000	BUDGET VARIANCE	.00	.00	.00	.00
	<b>TOTAL LIABILITIES</b>	( 8,107,910.74)	3,431,998.18	3,431,998.18	( 4,675,912.56)
	<b>FUND EQUITY</b>				
100-31000-000-000	FUND BALANCE	( 3,982,816.82)	.00	.00	( 3,982,816.82)
100-32000-000-000	CONTINGENCY RESERVE	.00	.00	.00	.00
100-33000-000-000	INVESTMENT IN CAPITAL ASSETS	( 59,469,829.24)	.00	.00	( 59,469,829.24)
100-34100-000-000	2016 DEV GRANT RESERVE	.00	.00	.00	.00
100-34110-000-000	P.O. ENCUMBRANCE	.00	.00	.00	.00
100-34133-000-000	LONG-TERM ADV. TO TIF #3	.00	.00	.00	.00
100-34134-000-000	LONG-TERM ADV. TO TIF #4	.00	.00	.00	.00
100-34135-000-000	LONG-TERM ADV. TO TIF #5	.00	.00	.00	.00
100-34136-000-000	LONG-TERM ADV. TO TIF #6	.00	.00	.00	.00
100-34137-000-000	LONG-TERM ADV. TO TIF #7	.00	.00	.00	.00
100-34138-000-000	LONG-TERM ADV. TO TIF #8	.00	.00	.00	.00
	NET INCOME/LOSS	.00	( 53,501.58)	( 53,501.58)	( 53,501.58)
	<b>TOTAL FUND EQUITY</b>	( 63,452,646.06)	( 53,501.58)	( 53,501.58)	( 63,506,147.64)
	<b>TOTAL LIABILITIES AND EQUITY</b>	( 71,560,556.80)	3,378,496.60	3,378,496.60	( 68,182,060.20)

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXES</u>							
100-41100-100-000	GENERAL PROPERTY TAXES	.00	.00	2,722,546.00	(2,722,546.00)	.00	.00 (2,722,546.00)
100-41210-135-000	LOCAL ROOM TAX	.00	.00	140,000.00	( 140,000.00)	.00	.00 ( 140,000.00)
100-41310-140-000	MUNICIPAL OWNED UTILITY	.00	.00	400,320.00	( 400,320.00)	.00	.00 ( 400,320.00)
100-41321-150-000	PAYMENTS IN LIEU OF TAXES	108,142.96	108,142.96	110,420.00	( 2,277.04)	97.94	.00 ( 2,277.04)
100-41400-170-000	LAND USE VALUE TAX PENALTY	.00	.00	100.00	( 100.00)	.00	.00 ( 100.00)
100-41800-160-000	INTEREST ON TAXES	.00	.00	800.00	( 800.00)	.00	.00 ( 800.00)
	<b>TOTAL TAXES</b>	<b>108,142.96</b>	<b>108,142.96</b>	<b>3,374,186.00</b>	<b>(3,266,043.04)</b>	<b>3.21</b>	<b>.00 (3,266,043.04)</b>
<u>SPECIAL ASSESSMENTS</u>							
100-42000-600-000	STR ADMIN: SNOW & ICE	.00	.00	5,500.00	( 5,500.00)	.00	.00 ( 5,500.00)
100-42000-601-000	WEEDS: ENFORCEMENT REVENU	.00	.00	3,000.00	( 3,000.00)	.00	.00 ( 3,000.00)
100-42000-605-000	REFUSE: GARBAGE BILLINGS	.00	.00	500.00	( 500.00)	.00	.00 ( 500.00)
100-42000-608-000	WEIGHTS & MEASURES	.00	.00	3,680.00	( 3,680.00)	.00	.00 ( 3,680.00)
	<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>.00</b>	<b>.00</b>	<b>12,680.00</b>	<b>( 12,680.00)</b>	<b>.00</b>	<b>.00 ( 12,680.00)</b>
<u>INTERGOVERNMENTAL REVENUE</u>							
100-43410-230-000	STATE SHARED REVENUES	.00	.00	2,471,207.02	(2,471,207.02)	.00	.00 (2,471,207.02)
100-43410-231-000	EXPENDITURE RESTRAINT PAY	.00	.00	98,202.80	( 98,202.80)	.00	.00 ( 98,202.80)
100-43410-232-000	STATE AID EXEMPT COMPUTER	.00	.00	10,349.94	( 10,349.94)	.00	.00 ( 10,349.94)
100-43410-233-000	PERSONAL PROPERTY AID	.00	.00	14,508.00	( 14,508.00)	.00	.00 ( 14,508.00)
100-43420-240-000	2% FIRE INS. DUES STATE	.00	.00	30,500.00	( 30,500.00)	.00	.00 ( 30,500.00)
100-43530-100-000	LEAD SERVICE LINES - DNR GRA	.00	.00	112,729.00	( 112,729.00)	.00	.00 ( 112,729.00)
100-43531-260-000	GENERAL TRANS. AIDS	158,774.45	158,774.45	635,000.00	( 476,225.55)	25.00	.00 ( 476,225.55)
100-43533-270-000	CONNECTING HIGHWAY AIDS	11,533.25	11,533.25	46,000.00	( 34,466.75)	25.07	.00 ( 34,466.75)
100-43540-282-000	RECYCLE: RECYCLING GRANT	.00	.00	43,800.00	( 43,800.00)	.00	.00 ( 43,800.00)
100-43551-256-000	SENIOR CENTER GRANT	.00	.00	15,000.00	( 15,000.00)	.00	.00 ( 15,000.00)
100-43570-285-000	S.W.L.S. LIBRARY GRANT	.00	.00	3,000.00	( 3,000.00)	.00	.00 ( 3,000.00)
100-43570-287-000	MUSEUM: GRANT	.00	.00	27,000.00	( 27,000.00)	.00	.00 ( 27,000.00)
100-43610-300-000	ST. AID MUN. SERVICE PMT.	.00	.00	192,000.00	( 192,000.00)	.00	.00 ( 192,000.00)
100-43630-310-000	LIEU OF TAXES DNR	.00	.00	39.00	( 39.00)	.00	.00 ( 39.00)
100-43710-330-000	STREET MATCHING FUNDS-COUN	.00	.00	4,000.00	( 4,000.00)	.00	.00 ( 4,000.00)
100-43720-551-000	COUNTY LIBRARY FUNDING	.00	.00	129,832.00	( 129,832.00)	.00	.00 ( 129,832.00)
	<b>TOTAL INTERGOVERNMENTAL RE</b>	<b>170,307.70</b>	<b>170,307.70</b>	<b>3,833,167.76</b>	<b>(3,662,860.06)</b>	<b>4.44</b>	<b>.00 (3,662,860.06)</b>

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>LICENSES &amp; PERMITS</u>							
100-44100-610-000	LIQUOR & MALT LICENSES	.00	.00	22,100.00	( 22,100.00)	.00	.00 ( 22,100.00)
100-44100-611-000	OPERATOR'S LICENSES	360.00	360.00	5,500.00	( 5,140.00)	6.55	.00 ( 5,140.00)
100-44100-613-000	CIGARETTE LICENSES	.00	.00	1,300.00	( 1,300.00)	.00	.00 ( 1,300.00)
100-44100-614-000	TELEVISION FRANCHISE	.00	.00	30,000.00	( 30,000.00)	.00	.00 ( 30,000.00)
100-44100-615-000	SOLICITORS/VENDORS PERMITS	.00	.00	300.00	( 300.00)	.00	.00 ( 300.00)
100-44200-620-000	BICYCLE LICENSES	.00	.00	50.00	( 50.00)	.00	.00 ( 50.00)
100-44200-621-000	DOG LICENSES	323.00	323.00	1,200.00	( 877.00)	26.92	.00 ( 877.00)
100-44300-630-000	BUILDING INSPECTION PERMIT	1,234.50	1,234.50	100,000.00	( 98,765.50)	1.23	.00 ( 98,765.50)
100-44300-633-000	PLANNING COMMISSION	.00	.00	1,500.00	( 1,500.00)	.00	.00 ( 1,500.00)
100-44900-600-000	STORM WATER PERMIT	.00	.00	500.00	( 500.00)	.00	.00 ( 500.00)
100-44900-610-000	EROSION CONTROL PERMIT	.00	.00	750.00	( 750.00)	.00	.00 ( 750.00)
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>1,917.50</b>	<b>1,917.50</b>	<b>163,200.00</b>	<b>( 161,282.50)</b>	<b>1.17</b>	<b>.00 ( 161,282.50)</b>
<u>FINES &amp; FORFEITURES</u>							
100-45100-640-000	COURT PENALTIES & COSTS	.00	.00	75,000.00	( 75,000.00)	.00	.00 ( 75,000.00)
100-45100-641-000	PARKING VIOLATIONS	8,565.00	8,565.00	85,000.00	( 76,435.00)	10.08	.00 ( 76,435.00)
100-45100-643-000	UW-P PARKING CITATION VIOLATI	.00	.00	2,500.00	( 2,500.00)	.00	.00 ( 2,500.00)
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>8,565.00</b>	<b>8,565.00</b>	<b>162,500.00</b>	<b>( 153,935.00)</b>	<b>5.27</b>	<b>.00 ( 153,935.00)</b>

**CITY OF PLATTEVILLE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<u>PUBLIC CHARGES FOR SERVICE</u>							
100-46100-648-000	COBRA INS ADMIN FEE	199.11	199.11	72.00	127.11	276.54	.00 127.11
100-46100-649-000	COMM. PLANNING/DEVELOPMEN	.00	.00	50.00	( 50.00)	.00	.00 ( 50.00)
100-46100-650-000	ZONING BOOKS & BD. OF APP	150.00	150.00	1,500.00	( 1,350.00)	10.00	.00 ( 1,350.00)
100-46100-652-000	LICENSE PUBLICATION FEES	.00	.00	300.00	( 300.00)	.00	.00 ( 300.00)
100-46100-653-000	SALE OF EQUIPMENT & SUPPLIE	.70	.70	100.00	( 99.30)	.70	.00 ( 99.30)
100-46100-656-000	REFUSE: SALE OF GARBAGE BAG	.00	.00	2,000.00	( 2,000.00)	.00	.00 ( 2,000.00)
100-46100-695-000	PROPERTY SEARCH CHARGE	75.00	75.00	3,500.00	( 3,425.00)	2.14	.00 ( 3,425.00)
100-46210-659-000	POLICE OTHER (SALES, ETC.	120.00	120.00	4,000.00	( 3,880.00)	3.00	.00 ( 3,880.00)
100-46210-660-000	POLICE COPIES	54.25	54.25	1,000.00	( 945.75)	5.43	.00 ( 945.75)
100-46210-661-000	TOWING	140.00	140.00	4,000.00	( 3,860.00)	3.50	.00 ( 3,860.00)
100-46210-664-000	POLICE DONATIONS	.00	.00	4,000.00	( 4,000.00)	.00	.00 ( 4,000.00)
100-46210-706-000	UW-P PARKING PERMIT FEES	.00	.00	21,600.00	( 21,600.00)	.00	.00 ( 21,600.00)
100-46220-638-000	FIRE INSPECTIONS	.00	.00	34,250.00	( 34,250.00)	.00	.00 ( 34,250.00)
100-46230-665-000	AMBULANCE SPECIAL CHARGE	9,782.44	9,782.44	115,000.00	( 105,217.56)	8.51	.00 ( 105,217.56)
100-46310-430-000	STREET DEPARTMENT	.00	.00	10,000.00	( 10,000.00)	.00	.00 ( 10,000.00)
100-46350-100-000	SEN CTR FARE REVENUE	111.00	111.00	1,200.00	( 1,089.00)	9.25	.00 ( 1,089.00)
100-46420-464-000	REFUSE: GARBAGE FEE ON TAXB	.00	.00	156,000.00	( 156,000.00)	.00	.00 ( 156,000.00)
100-46540-007-000	GREENWOOD CEM. DON.,CNTY.	.00	.00	175.00	( 175.00)	.00	.00 ( 175.00)
100-46540-008-000	GREENWOOD CEM. LOT SALES	.00	.00	2,000.00	( 2,000.00)	.00	.00 ( 2,000.00)
100-46540-009-000	GREENWOOD CEM. BURIAL FEE	.00	.00	15,000.00	( 15,000.00)	.00	.00 ( 15,000.00)
100-46540-010-000	HILLSIDE CEM. BURIAL FEES	.00	.00	10,000.00	( 10,000.00)	.00	.00 ( 10,000.00)
100-46540-011-000	HILLSIDE CEM. LOT SALES	.00	.00	2,000.00	( 2,000.00)	.00	.00 ( 2,000.00)
100-46540-012-000	HILLSIDE CEM. DON.,CNTY.P	.00	.00	250.00	( 250.00)	.00	.00 ( 250.00)
100-46710-450-000	LIBRARY: FINES / LOST BOOKS	480.56	480.56	8,000.00	( 7,519.44)	6.01	.00 ( 7,519.44)
100-46710-451-000	LIBRARY: TAXABLE	320.72	320.72	5,000.00	( 4,679.28)	6.41	.00 ( 4,679.28)
100-46720-670-000	PARK CAMPING FEES	.00	.00	4,000.00	( 4,000.00)	.00	.00 ( 4,000.00)
100-46750-672-000	MUSEUM: TOUR ADMISSION	2,324.52	2,324.52	30,000.00	( 27,675.48)	7.75	.00 ( 27,675.48)
100-46750-673-100	POOL: DAILY ADMISSIONS	.00	.00	25,000.00	( 25,000.00)	.00	.00 ( 25,000.00)
100-46750-673-101	POOL: SEASONAL PASSES	.00	.00	25,000.00	( 25,000.00)	.00	.00 ( 25,000.00)
100-46750-673-102	POOL: LESSONS	.00	.00	16,000.00	( 16,000.00)	.00	.00 ( 16,000.00)
100-46750-673-103	POOL: LIFEGUARD SUPPLIES	.00	.00	750.00	( 750.00)	.00	.00 ( 750.00)
100-46750-673-104	POOL: MISCELLANEOUS	.00	.00	1,750.00	( 1,750.00)	.00	.00 ( 1,750.00)
100-46750-673-106	POOL: ZUMBA	.00	.00	900.00	( 900.00)	.00	.00 ( 900.00)
100-46750-674-000	MUNICIPAL POOL SALES/VEND	.00	.00	2,000.00	( 2,000.00)	.00	.00 ( 2,000.00)
100-46750-675-359	SOCCER (YOUTH)	.00	.00	7,000.00	( 7,000.00)	.00	.00 ( 7,000.00)
100-46750-675-361	TBALL (YOUTH)	.00	.00	400.00	( 400.00)	.00	.00 ( 400.00)
100-46750-675-362	YOUTH DIAMOND SPORTS	55.00	55.00	5,000.00	( 4,945.00)	1.10	.00 ( 4,945.00)
100-46750-675-363	YOUTH DIAMOND SPORTS LATE F	.00	.00	250.00	( 250.00)	.00	.00 ( 250.00)
100-46750-675-374	BASKETBALL (YOUTH)	.00	.00	500.00	( 500.00)	.00	.00 ( 500.00)
100-46750-675-389	TENNIS (YOUTH)	.00	.00	500.00	( 500.00)	.00	.00 ( 500.00)
100-46750-675-393	DANCE (YOUTH)	.00	.00	1,250.00	( 1,250.00)	.00	.00 ( 1,250.00)
100-46750-675-399	GOLF (YOUTH)	.00	.00	3,000.00	( 3,000.00)	.00	.00 ( 3,000.00)
100-46750-675-436	LATE FEES	.00	.00	400.00	( 400.00)	.00	.00 ( 400.00)
100-46750-676-377	INDOOR VOLLEYBALL (YOUTH)	15.00	15.00	250.00	( 235.00)	6.00	.00 ( 235.00)
100-46750-676-382	FOOTBALL (YOUTH)	.00	.00	4,500.00	( 4,500.00)	.00	.00 ( 4,500.00)
100-46750-676-384	GYMNASTICS (YOUTH)	.00	.00	200.00	( 200.00)	.00	.00 ( 200.00)
100-46750-676-385	INTRO TO SPORTS (YOUTH)	45.00	45.00	500.00	( 455.00)	9.00	.00 ( 455.00)
100-46750-676-387	SWIM TEAM (YOUTH)	.00	.00	6,000.00	( 6,000.00)	.00	.00 ( 6,000.00)
100-46750-677-500	PICKLEBALL (ADULT)	3.00	3.00	1,500.00	( 1,497.00)	.20	.00 ( 1,497.00)
100-46750-677-501	SOFTBALL (ADULT)	.00	.00	3,500.00	( 3,500.00)	.00	.00 ( 3,500.00)
100-46750-677-504	INDOOR VOLLEYBALL (ADULT)	36.00	36.00	3,500.00	( 3,464.00)	1.03	.00 ( 3,464.00)
100-46750-677-505	SAND VOLLEYBALL (ADULT)	.00	.00	2,250.00	( 2,250.00)	.00	.00 ( 2,250.00)
100-46750-677-508	HORSESHOE ASSOCIATION (ADU	.00	.00	700.00	( 700.00)	.00	.00 ( 700.00)
100-46750-677-524	BASKETBALL (ADULT)	51.00	51.00	500.00	( 449.00)	10.20	.00 ( 449.00)
100-46750-685-000	RECREATION DONATIONS	1,925.00	1,925.00	8,000.00	( 6,075.00)	24.06	.00 ( 6,075.00)

**CITY OF PLATTEVILLE**  
**DETAIL REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
100-46750-686-000	PARK DONATIONS	.00	.00	3,000.00	( 3,000.00)	.00	.00 ( 3,000.00)
	TOTAL PUBLIC CHARGES FOR SE	15,888.30	15,888.30	559,097.00	( 543,208.70)	2.84	.00 ( 543,208.70)
<u>INTERGOVERNMENTAL CHARGE</u>							
100-47230-536-000	UW-P GARBAGE ADM FEE	.00	.00	300.00	( 300.00)	.00	.00 ( 300.00)
100-47300-240-000	2% FIRE INS. DUES TOWNSHIPS	.00	.00	10,750.00	( 10,750.00)	.00	.00 ( 10,750.00)
100-47300-480-000	FIRE DEPT. INS PMTS.	.00	.00	3,000.00	( 3,000.00)	.00	.00 ( 3,000.00)
100-47300-481-000	FIRE DEPT. FIXED COSTS	.00	.00	40,000.00	( 40,000.00)	.00	.00 ( 40,000.00)
100-47300-482-000	FIRE PER CALL CHARGES (\$450)	.00	.00	4,450.00	( 4,450.00)	.00	.00 ( 4,450.00)
100-47310-521-000	CROSSING GUARD SCHOOL REIM	.00	.00	2,600.00	( 2,600.00)	.00	.00 ( 2,600.00)
	TOTAL INTERGOVERNMENTAL CH	.00	.00	61,100.00	( 61,100.00)	.00	.00 ( 61,100.00)
<u>MISCELLANEOUS REVENUES</u>							
100-48110-810-000	INTEREST GENERAL FUND	1,297.23	1,297.23	85,000.00	( 83,702.77)	1.53	.00 ( 83,702.77)
100-48110-815-000	INTEREST GREENWOOD CEMETE	.00	.00	500.00	( 500.00)	.00	.00 ( 500.00)
100-48110-817-000	INTEREST HILLSIDE CEMETER	.00	.00	500.00	( 500.00)	.00	.00 ( 500.00)
100-48130-822-000	INTEREST ON SNOW BILLS	.00	.00	90.00	( 90.00)	.00	.00 ( 90.00)
100-48130-823-000	INTEREST ON WEED BILLS	2.18	2.18	.00	2.18	.00	.00 2.18
100-48130-824-000	INTEREST ON GARBAGE BILLS	.69	.69	.00	.69	.00	.00 .69
100-48200-830-000	CITY BUILDING RENTAL	475.00	475.00	10,000.00	( 9,525.00)	4.75	.00 ( 9,525.00)
100-48200-831-000	CITY BUILDING RENTAL TAXABLE	150.00	150.00	.00	150.00	.00	.00 150.00
100-48200-840-000	SHELTER RENTAL TAXABLE	700.00	700.00	.00	700.00	.00	.00 700.00
100-48200-841-000	SHELTER RENTAL	.00	.00	6,000.00	( 6,000.00)	.00	.00 ( 6,000.00)
100-48200-850-000	SENIOR CENTER RENT REVENUE	4,560.00	4,560.00	9,120.00	( 4,560.00)	50.00	.00 ( 4,560.00)
100-48309-682-000	RECYCLE: SALE OF RECYCLE BIN	40.00	40.00	600.00	( 560.00)	6.67	.00 ( 560.00)
100-48500-486-000	HISTORIC PRESERVATION	.00	.00	15,000.00	( 15,000.00)	.00	.00 ( 15,000.00)
100-48500-510-000	INTERNSHIP GRANTS	2,000.00	2,000.00	.00	2,000.00	.00	.00 2,000.00
100-48500-551-000	MUSEUM: DONATIONS	.00	.00	50,000.00	( 50,000.00)	.00	.00 ( 50,000.00)
100-48500-553-000	FORESTRY GRANTS	.00	.00	18,500.00	( 18,500.00)	.00	.00 ( 18,500.00)
100-48500-700-000	TRANS. FROM FREUDENREICH F	2,625.41	2,625.41	2,520.00	105.41	104.18	.00 105.41
100-48500-835-000	LIBRARY: DONATIONS	7,113.13	7,113.13	.00	7,113.13	.00	.00 7,113.13
	TOTAL MISCELLANEOUS REVENU	18,963.64	18,963.64	197,830.00	( 178,866.36)	9.59	.00 ( 178,866.36)
<u>OTHER FINANCING SOURCES</u>							
100-49200-713-000	COMMUNITY DEVELOPMENT TRA	.00	.00	3,500.00	( 3,500.00)	.00	.00 ( 3,500.00)
100-49210-800-000	GRANT PLATTEVILLE, INC LOAN	1,047.07	1,047.07	12,565.00	( 11,517.93)	8.33	.00 ( 11,517.93)
	TOTAL OTHER FINANCING SOUR	1,047.07	1,047.07	16,065.00	( 15,017.93)	6.52	.00 ( 15,017.93)
	TOTAL FUND REVENUE	324,832.17	324,832.17	8,379,825.76	(8,054,993.59)	3.88	.00 (8,054,993.59)

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>COMMON COUNCIL</u>							
100-51100-309-000	COUNCIL: POSTAGE	5.54	5.54	.00 ( 5.54)	.00	.00 ( 5.54)	
100-51100-320-000	COUNCIL: SUBSCRIPTION & DUE	2,901.03	2,901.03	3,500.00 598.97	82.89	.00 598.97	
100-51100-330-000	COUNCIL: TRAVEL & CONFERENC	.00	.00	3,500.00 3,500.00	.00	.00 3,500.00	
100-51100-340-000	COUNCIL: OPERATING SUPPLIES	.00	.00	1,600.00 1,600.00	.00	.00 1,600.00	
100-51100-341-000	COUNCIL: ADV & PUB	.00	.00	3,000.00 3,000.00	.00	.00 3,000.00	
	<b>TOTAL COMMON COUNCIL</b>	<b>2,906.57</b>	<b>2,906.57</b>	<b>11,600.00 8,693.43</b>	<b>25.06</b>	<b>.00</b>	<b>8,693.43</b>
<u>ATTORNEY</u>							
100-51300-210-000	ATTORNEY: PROF SERVICES	.00	.00	60,000.00 60,000.00	.00	.00 60,000.00	
100-51300-215-000	ATTORNEY: SPECIAL COUNSEL	.00	.00	10,000.00 10,000.00	.00	.00 10,000.00	
	<b>TOTAL ATTORNEY</b>	<b>.00</b>	<b>.00</b>	<b>70,000.00 70,000.00</b>	<b>.00</b>	<b>.00</b>	<b>70,000.00</b>
<u>CITY MANAGER'S OFFICE</u>							
100-51410-110-000	CITY MGR: SALARIES	2,974.32	2,974.32	86,255.00 83,280.68	3.45	.00 83,280.68	
100-51410-111-000	CITY MGR: CAR ALLOWANCE	100.00	100.00	1,200.00 1,100.00	8.33	.00 1,100.00	
100-51410-120-000	CITY MGR: OTHER WAGES	333.54	333.54	9,673.00 9,339.46	3.45	.00 9,339.46	
100-51410-131-000	CITY MGR: WRS (ERS)	210.72	210.72	6,284.00 6,073.28	3.35	.00 6,073.28	
100-51410-132-000	CITY MGR: SOC SEC	207.20	207.20	6,022.00 5,814.80	3.44	.00 5,814.80	
100-51410-133-000	CITY MGR: MEDICARE	48.46	48.46	1,408.00 1,359.54	3.44	.00 1,359.54	
100-51410-134-000	CITY MGR: LIFE INS	23.10	23.10	537.00 513.90	4.30	.00 513.90	
100-51410-135-000	CITY MGR: HEALTH INS PREMIUM	873.81	873.81	10,486.00 9,612.19	8.33	.00 9,612.19	
100-51410-137-000	CITY MGR: HEALTH INS. CLAIMS	.00	.00	2,145.00 2,145.00	.00	.00 2,145.00	
100-51410-138-000	CITY MGR: DENTAL INS	37.69	37.69	593.00 555.31	6.36	.00 555.31	
100-51410-139-000	CITY MGR: LONG TERM DISABILIT	68.73	68.73	825.00 756.27	8.33	.00 756.27	
100-51410-300-000	CITY MGR: TELEPHONE	75.00	75.00	900.00 825.00	8.33	.00 825.00	
100-51410-309-000	CITY MGR: POSTAGE	21.36	21.36	400.00 378.64	5.34	.00 378.64	
100-51410-310-000	CITY MGR: OFFICE SUPPLIES	.00	.00	900.00 900.00	.00	.00 900.00	
100-51410-320-000	CITY MGR: SUBSCRIPTION & DUE	322.50	322.50	1,750.00 1,427.50	18.43	.00 1,427.50	
100-51410-327-000	CITY MGR: GRANT WRITING	.00	.00	7,000.00 7,000.00	.00	.00 7,000.00	
100-51410-330-000	CITY MGR: TRAVEL & CONFEREN	.00	.00	5,000.00 5,000.00	.00	.00 5,000.00	
100-51410-346-000	CITY MGR: COPY MACHINES	.00	.00	3,300.00 3,300.00	.00	.00 3,300.00	
100-51410-420-000	CITY MGR: SUNSHINE FUND	552.40	552.40	3,000.00 2,447.60	18.41	.00 2,447.60	
100-51410-998-000	CITY MGR: WAGE/BNFT CONTING	.00	.00	6,657.00 6,657.00	.00	.00 6,657.00	
100-51410-999-000	CITY MGR: CONTINGENCY FUND	.00	.00	27,856.00 27,856.00	.00	.00 27,856.00	
	<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>5,848.83</b>	<b>5,848.83</b>	<b>182,191.00 176,342.17</b>	<b>3.21</b>	<b>.00</b>	<b>176,342.17</b>

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC	
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE	
<u>COMMUNICATIONS</u>								
100-51411-120-000	COMMUNICATION: OTHER WAGE	1,188.99	1,188.99	36,738.00	35,549.01	3.24	.00	35,549.01
100-51411-131-000	COMMUNICATION: WRS (ERS)	75.64	75.64	2,312.00	2,236.36	3.27	.00	2,236.36
100-51411-132-000	COMMUNICATION: SOC SEC	58.04	58.04	2,277.00	2,218.96	2.55	.00	2,218.96
100-51411-133-000	COMMUNICATION: MEDICARE	13.58	13.58	533.00	519.42	2.55	.00	519.42
100-51411-134-000	COMMUNICATION: LIFE INS	3.36	3.36	45.00	41.64	7.47	.00	41.64
100-51411-135-000	COMMUNICATION: HEALTH INS P	1,522.75	1,522.75	18,273.00	16,750.25	8.33	.00	16,750.25
100-51411-137-000	COMMUNICATION: HLTH INS CLAI	.00	.00	3,180.00	3,180.00	.00	.00	3,180.00
100-51411-138-000	COMMUNICATION: DENTAL INS	93.47	93.47	1,122.00	1,028.53	8.33	.00	1,028.53
100-51411-139-000	COMMUNICATION: LONG TERM DI	25.20	25.20	304.00	278.80	8.29	.00	278.80
100-51411-320-000	COMMUNICATION: SUB & DUES	.00	.00	400.00	400.00	.00	.00	400.00
100-51411-364-000	COMMUNICATION: MARKETING	.00	.00	10,000.00	10,000.00	.00	.00	10,000.00
100-51411-500-000	COMMUNICATION: OUTLAY	.00	.00	7,000.00	7,000.00	.00	.00	7,000.00
<b>TOTAL COMMUNICATIONS</b>		<b>2,981.03</b>	<b>2,981.03</b>	<b>82,184.00</b>	<b>79,202.97</b>	<b>3.63</b>	<b>.00</b>	<b>79,202.97</b>
<u>CITY CLERK'S OFFICE</u>								
100-51420-110-000	CITY CLERK: SALARIES	2,259.18	2,259.18	61,262.00	59,002.82	3.69	.00	59,002.82
100-51420-120-000	CITY CLERK: OTHER WAGES	1,000.62	1,000.62	29,018.00	28,017.38	3.45	.00	28,017.38
100-51420-131-000	CITY CLERK: WRS (ERS)	208.13	208.13	5,914.00	5,705.87	3.52	.00	5,705.87
100-51420-132-000	CITY CLERK: SOC SEC	185.62	185.62	5,597.00	5,411.38	3.32	.00	5,411.38
100-51420-133-000	CITY CLERK: MEDICARE	43.41	43.41	1,309.00	1,265.59	3.32	.00	1,265.59
100-51420-134-000	CITY CLERK: LIFE INS	7.96	7.96	167.00	159.04	4.77	.00	159.04
100-51420-135-000	CITY CLERK: HEALTH INS PREMIU	2,562.17	2,562.17	30,746.00	28,183.83	8.33	.00	28,183.83
100-51420-137-000	CITY CLERK: HEALTH INS. CLAIM	.00	.00	7,765.00	7,765.00	.00	.00	7,765.00
100-51420-138-000	CITY CLERK: DENTAL INS	121.32	121.32	1,876.00	1,754.68	6.47	.00	1,754.68
100-51420-139-000	CITY CLERK: LONG TERM DISABIL	64.45	64.45	779.00	714.55	8.27	.00	714.55
100-51420-309-000	CITY CLERK: POSTAGE	7.08	7.08	375.00	367.92	1.89	.00	367.92
100-51420-320-000	CITY CLERK: SUBSCRIPTION & D	.00	.00	170.00	170.00	.00	.00	170.00
100-51420-330-000	CITY CLERK: TRAVEL & CONFERE	.00	.00	2,500.00	2,500.00	.00	.00	2,500.00
100-51420-340-000	CITY CLERK: OPERATING SUPPLI	.00	.00	500.00	500.00	.00	.00	500.00
100-51420-345-000	CITY CLERK: DATA PROCESSING	.00	.00	675.00	675.00	.00	.00	675.00
100-51420-346-000	CITY CLERK: COPY MACHINES	.00	.00	360.00	360.00	.00	.00	360.00
100-51420-381-000	CITY CLERK: LICENSE PUBLICATI	.00	.00	300.00	300.00	.00	.00	300.00
<b>TOTAL CITY CLERK'S OFFICE</b>		<b>6,459.94</b>	<b>6,459.94</b>	<b>149,313.00</b>	<b>142,853.06</b>	<b>4.33</b>	<b>.00</b>	<b>142,853.06</b>
<u>ELECTIONS</u>								
100-51440-120-000	ELECTIONS: OTHER WAGES	.00	.00	10,000.00	10,000.00	.00	.00	10,000.00
100-51440-132-000	ELECTIONS: SOC SEC	.00	.00	75.00	75.00	.00	.00	75.00
100-51440-133-000	ELECTIONS: MEDICARE	.00	.00	25.00	25.00	.00	.00	25.00
100-51440-309-000	ELECTIONS: POSTAGE	23.97	23.97	400.00	376.03	5.99	.00	376.03
100-51440-311-000	ELECTIONS: VOTING MACH. MAIN	912.00	912.00	1,620.00	708.00	56.30	.00	708.00
100-51440-330-000	ELECTIONS: TRAVEL/CONFEREN	.00	.00	100.00	100.00	.00	.00	100.00
100-51440-340-000	ELECTIONS: OPERATING SUPPLI	.00	.00	3,000.00	3,000.00	.00	.00	3,000.00
100-51440-341-000	ELECTIONS: ADV & PUB	.00	.00	550.00	550.00	.00	.00	550.00
<b>TOTAL ELECTIONS</b>		<b>935.97</b>	<b>935.97</b>	<b>15,770.00</b>	<b>14,834.03</b>	<b>5.94</b>	<b>.00</b>	<b>14,834.03</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC	
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE	
<u>INFORMATION TECHNOLOGY</u>								
100-51450-210-000	INFO TECH: PROFESS SERVICES	6,127.47	6,127.47	67,300.00	61,172.53	9.10	.00	61,172.53
100-51450-340-000	INFO TECH: OPERATING SUPPLIE	.00	.00	850.00	850.00	.00	.00	850.00
100-51450-345-000	INFO TECH: DATA PROCESSING	1,524.00	1,524.00	20,600.00	19,076.00	7.40	.00	19,076.00
100-51450-500-000	INFO TECH: OUTLAY	.00	.00	12,000.00	12,000.00	.00	.00	12,000.00
	<b>TOTAL INFORMATION TECHNOLO</b>	<b>7,651.47</b>	<b>7,651.47</b>	<b>100,750.00</b>	<b>93,098.53</b>	<b>7.59</b>	<b>.00</b>	<b>93,098.53</b>
<u>ADMINISTRATIVE EXPENSES</u>								
100-51451-110-000	DIRECTOR OF ADM: SALARIES	1,796.64	1,796.64	52,140.00	50,343.36	3.45	.00	50,343.36
100-51451-131-000	DIRECTOR OF ADM: WRS (ERS	114.44	114.44	3,415.00	3,300.56	3.35	.00	3,300.56
100-51451-132-000	DIRECTOR OF ADM: SOC SEC	102.56	102.56	3,233.00	3,130.44	3.17	.00	3,130.44
100-51451-133-000	DIRECTOR OF ADM: MEDICARE	23.99	23.99	756.00	732.01	3.17	.00	732.01
100-51451-134-000	DIRECTOR OF ADM: LIFE INS	13.04	13.04	174.00	160.96	7.49	.00	160.96
100-51451-135-000	DIRECTOR OF ADM: HEALTH INS	1,145.91	1,145.91	13,744.00	12,598.09	8.34	.00	12,598.09
100-51451-137-000	DIRECTOR OF ADM: HEALTH INS.	1,800.00	1,800.00	4,600.00	2,800.00	39.13	.00	2,800.00
100-51451-138-000	DIRECTOR OF ADM: DENTAL INS	70.34	70.34	844.00	773.66	8.33	.00	773.66
100-51451-139-000	DIRECTOR OF ADM: LONG TERM	37.22	37.22	448.00	410.78	8.31	.00	410.78
100-51451-320-000	DIRECTOR OF ADM: SUBSCR/DUE	.00	.00	500.00	500.00	.00	.00	500.00
100-51451-330-000	DIRECTOR OF ADM: TRAVEL/CON	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
100-51451-340-000	DIRECTOR OF ADM: SUPPLIES	513.00	513.00	7,500.00	6,987.00	6.84	.00	6,987.00
100-51451-500-000	DIRECTOR OF ADM: OUTLAY	.00	.00	7,000.00	7,000.00	.00	.00	7,000.00
	<b>TOTAL ADMINISTRATIVE EXPENS</b>	<b>5,617.14</b>	<b>5,617.14</b>	<b>95,854.00</b>	<b>90,236.86</b>	<b>5.86</b>	<b>.00</b>	<b>90,236.86</b>
<u>ADMINISTRATIVE TELEPHONE</u>								
100-51452-300-000	TELEPHONE	42.83	42.83	5,000.00	4,957.17	.86	.00	4,957.17
	<b>TOTAL ADMINISTRATIVE TELEPH</b>	<b>42.83</b>	<b>42.83</b>	<b>5,000.00</b>	<b>4,957.17</b>	<b>.86</b>	<b>.00</b>	<b>4,957.17</b>

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<u>CITY TREASURER</u>							
100-51510-110-000	CITY TREAS: SALARIES	1,099.75	1,099.75	31,456.00	30,356.25	3.50	.00 30,356.25
100-51510-120-000	CITY TREAS: OTHER WAGES	3,039.84	3,039.84	86,945.00	83,905.16	3.50	.00 83,905.16
100-51510-124-000	CITY TREAS: OVERTIME	.00	.00	200.00	200.00	.00	.00 200.00
100-51510-131-000	CITY TREAS: WRS (ERS)	263.76	263.76	7,768.00	7,504.24	3.40	.00 7,504.24
100-51510-132-000	CITY TREAS: SOC SEC	243.53	243.53	7,353.00	7,109.47	3.31	.00 7,109.47
100-51510-133-000	CITY TREAS: MEDICARE	56.96	56.96	1,720.00	1,663.04	3.31	.00 1,663.04
100-51510-134-000	CITY TREAS: LIFE INS	59.93	59.93	496.00	436.07	12.08	.00 436.07
100-51510-135-000	CITY TREAS: HEALTH INS PREMIU	2,162.30	2,162.30	31,280.00	29,117.70	6.91	.00 29,117.70
100-51510-137-000	CITY TREAS: HEALTH INS. CLAIM	.00	.00	7,975.00	7,975.00	.00	.00 7,975.00
100-51510-138-000	CITY TREAS: DENTAL INS	104.84	104.84	1,818.00	1,713.16	5.77	.00 1,713.16
100-51510-139-000	CITY TREAS: LONG TERM DISABIL	85.39	85.39	1,019.00	933.61	8.38	.00 933.61
100-51510-210-000	CITY TREAS: PROF SERVICES	.00	.00	18,000.00	18,000.00	.00	.00 18,000.00
100-51510-309-000	CITY TREAS: POSTAGE	299.25	299.25	4,000.00	3,700.75	7.48	.00 3,700.75
100-51510-320-000	CITY TREAS: SUBSCRIPTION & D	.00	.00	500.00	500.00	.00	.00 500.00
100-51510-327-000	CITY TREAS: SUPPORT USER FEE	5,210.50	5,210.50	9,500.00	4,289.50	54.85	.00 4,289.50
100-51510-330-000	CITY TREAS: TRAVEL & CONFERE	.00	.00	2,000.00	2,000.00	.00	.00 2,000.00
100-51510-340-000	CITY TREAS: OPERATING SUPPLI	.00	.00	1,500.00	1,500.00	.00	.00 1,500.00
100-51510-346-000	CITY TREAS: COPY MACHINES	.00	.00	500.00	500.00	.00	.00 500.00
100-51510-500-000	CITY TREAS: OUTLAY	84.99	84.99	500.00	415.01	17.00	.00 415.01
	<b>TOTAL CITY TREASURER</b>	<b>12,711.04</b>	<b>12,711.04</b>	<b>214,530.00</b>	<b>201,818.96</b>	<b>5.93</b>	<b>.00 201,818.96</b>
<u>ASSESSOR</u>							
100-51530-126-000	ASSESSOR: BOARD OF REVIEW	.00	.00	100.00	100.00	.00	.00 100.00
100-51530-132-000	ASSESSOR: SOC SEC	.00	.00	6.00	6.00	.00	.00 6.00
100-51530-133-000	ASSESSOR: MEDICARE	.00	.00	1.00	1.00	.00	.00 1.00
100-51530-210-000	ASSESSOR: PROF SERVICES	.00	.00	44,000.00	44,000.00	.00	.00 44,000.00
100-51530-330-000	ASSESSOR: TRAVEL & CONFERE	.00	.00	50.00	50.00	.00	.00 50.00
100-51530-341-000	ASSESSOR: ADV & PUB	.00	.00	260.00	260.00	.00	.00 260.00
100-51530-412-000	ASSESSOR:ST. MANUFACTURING	432.39	432.39	400.00	( 32.39)	108.10	.00 ( 32.39)
	<b>TOTAL ASSESSOR</b>	<b>432.39</b>	<b>432.39</b>	<b>44,817.00</b>	<b>44,384.61</b>	<b>.96</b>	<b>.00 44,384.61</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE	
<u>MUNICIPAL BUILDING</u>								
100-51600-120-000	BLDG SVCS: OTHER WAGES	2,056.04	2,056.04	60,268.00	58,211.96	3.41	.00	58,211.96
100-51600-131-000	BLDG SVCS: WRS (ERS)	106.73	106.73	3,254.00	3,147.27	3.28	.00	3,147.27
100-51600-132-000	BLDG SVCS: SOC SEC	127.48	127.48	3,737.00	3,609.52	3.41	.00	3,609.52
100-51600-133-000	BLDG SVCS: MEDICARE	29.81	29.81	874.00	844.19	3.41	.00	844.19
100-51600-134-000	BLDG SVCS: LIFE INS	.00	.00	170.00	170.00	.00	.00	170.00
100-51600-139-000	BLDG SVCS: LONG TERM DIS	35.46	35.46	427.00	391.54	8.30	.00	391.54
100-51600-210-000	BLDG SVCS: PROF SERVICES	50.00	50.00	15,000.00	14,950.00	.33	.00	14,950.00
100-51600-300-000	BLDG SVCS: TELEPHONE	.00	.00	600.00	600.00	.00	.00	600.00
100-51600-314-000	BLDG SVCS: UTILITY, REFUSE	.00	.00	25,000.00	25,000.00	.00	.00	25,000.00
100-51600-340-000	BLDG SVCS: OPERAT. SUPPLY	.00	.00	2,500.00	2,500.00	.00	.00	2,500.00
100-51600-350-000	BLDG SVCS: BLDG & GROUNDS	.00	.00	12,000.00	12,000.00	.00	.00	12,000.00
100-51600-500-000	BLDG SVCS: OUTLAY	.00	.00	18,000.00	18,000.00	.00	.00	18,000.00
	<b>TOTAL MUNICIPAL BUILDING</b>	<b>2,405.52</b>	<b>2,405.52</b>	<b>141,830.00</b>	<b>139,424.48</b>	<b>1.70</b>	<b>.00</b>	<b>139,424.48</b>
<u>ERRONEOUS TAXES</u>								
100-51910-008-000	ERRONEOUS TAXES	.00	.00	600.00	600.00	.00	.00	600.00
	<b>TOTAL ERRONEOUS TAXES</b>	<b>.00</b>	<b>.00</b>	<b>600.00</b>	<b>600.00</b>	<b>.00</b>	<b>.00</b>	<b>600.00</b>
<u>JUDGMENTS &amp; LOSSES</u>								
100-51920-001-000	JUDGMENTS & LOSSES	.00	.00	275.00	275.00	.00	.00	275.00
	<b>TOTAL JUDGMENTS &amp; LOSSES</b>	<b>.00</b>	<b>.00</b>	<b>275.00</b>	<b>275.00</b>	<b>.00</b>	<b>.00</b>	<b>275.00</b>
<u>INSURANCES</u>								
100-51930-380-000	INS: PROPERTY & LIABILITY INSU	.00	.00	85,000.00	85,000.00	.00	.00	85,000.00
100-51930-390-000	INS: WORKERS COMPENSATION	.00	.00	62,000.00	62,000.00	.00	.00	62,000.00
100-51930-400-000	INS: EMPLOYEES BOND	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-51930-415-000	INS: FLEX SYSTEM & HRA SETUP	484.72	484.72	6,200.00	5,715.28	7.82	.00	5,715.28
	<b>TOTAL INSURANCES</b>	<b>484.72</b>	<b>484.72</b>	<b>154,200.00</b>	<b>153,715.28</b>	<b>.31</b>	<b>.00</b>	<b>153,715.28</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<b>POLICE DEPARTMENT</b>							
100-52100-110-000	POLICE: SALARIES	6,570.56	6,570.56	190,364.00	183,793.44	3.45	.00 183,793.44
100-52100-111-000	POLICE: CAR ALLOWANCE(CHIEF)	191.67	191.67	2,300.00	2,108.33	8.33	.00 2,108.33
100-52100-114-000	POLICE: OTHER POLICE OFF. WA	36,606.86	36,606.86	1,110,417.00	1,073,810.14	3.30	.00 1,073,810.14
100-52100-115-000	POLICE: OVERTIME POLICE WAG	925.07	925.07	24,250.00	23,324.93	3.81	.00 23,324.93
100-52100-117-000	POLICE: DISPATCHER WAGES	8,081.53	8,081.53	226,219.00	218,137.47	3.57	.00 218,137.47
100-52100-118-000	POLICE: DISPATCHER OVERTIME	.00	.00	7,000.00	7,000.00	.00	.00 7,000.00
100-52100-119-000	POLICE: SCHOOL PATROL WAGES	30.00	30.00	5,000.00	4,970.00	.60	.00 4,970.00
100-52100-120-000	POLICE: OTHER WAGES	280.00	280.00	23,510.00	23,230.00	1.19	.00 23,230.00
100-52100-124-000	POLICE: OVERTIME	.00	.00	500.00	500.00	.00	.00 500.00
100-52100-129-000	POLICE: PROT. WRF (ERS)	4,188.49	4,188.49	131,227.00	127,038.51	3.19	.00 127,038.51
100-52100-131-000	POLICE: WRS (ERS)	697.02	697.02	20,818.00	20,120.98	3.35	.00 20,120.98
100-52100-132-000	POLICE: SOC SEC	3,012.48	3,012.48	98,555.00	95,542.52	3.06	.00 95,542.52
100-52100-133-000	POLICE: MEDICARE	704.54	704.54	23,047.00	22,342.46	3.06	.00 22,342.46
100-52100-134-000	POLICE: LIFE INS	185.37	185.37	2,676.00	2,490.63	6.93	.00 2,490.63
100-52100-135-000	POLICE: HEALTH INS PREMIUMS	33,739.69	33,739.69	460,564.00	426,824.31	7.33	.00 426,824.31
100-52100-137-000	POLICE: HEALTH INS. CLAIMS CU	53.51	53.51	54,795.00	54,741.49	.10	.00 54,741.49
100-52100-138-000	POLICE: DENTAL INS	2,101.45	2,101.45	25,823.00	23,721.55	8.14	.00 23,721.55
100-52100-139-000	POLICE: LONG TERM DISABILITY	1,034.36	1,034.36	12,485.00	11,450.64	8.28	.00 11,450.64
100-52100-210-000	POLICE: PROF SERVICES	99.00	99.00	44,300.00	44,201.00	.22	.00 44,201.00
100-52100-221-000	POLICE: GAS & OIL	1,735.19	1,735.19	40,000.00	38,264.81	4.34	.00 38,264.81
100-52100-230-000	POLICE: REPAIR OF VEHICLES	.00	.00	12,000.00	12,000.00	.00	.00 12,000.00
100-52100-259-000	POLICE: WITNESS FEES	.00	.00	500.00	500.00	.00	.00 500.00
100-52100-260-000	POLICE: MISCELLANEOUS	.00	.00	5,000.00	5,000.00	.00	.00 5,000.00
100-52100-263-000	POLICE: POLICE & FIRE COMMISS	88.00	88.00	6,000.00	5,912.00	1.47	.00 5,912.00
100-52100-300-000	POLICE: TELEPHONE	.00	.00	25,000.00	25,000.00	.00	.00 25,000.00
100-52100-310-000	POLICE: OFFICE SUPPLIES	139.75	139.75	9,000.00	8,860.25	1.55	.00 8,860.25
100-52100-311-000	POLICE: RADIO MAINTENANCE	1,633.50	1,633.50	14,500.00	12,866.50	11.27	.00 12,866.50
100-52100-312-000	POLICE: TIME SYSTEM TERMINAL	2,238.00	2,238.00	16,000.00	13,762.00	13.99	.00 13,762.00
100-52100-314-000	POLICE: UTILITIES & REFUSE	.00	.00	43,000.00	43,000.00	.00	.00 43,000.00
100-52100-330-000	POLICE: TRAINING, TRAVEL, CON	160.00	160.00	14,500.00	14,340.00	1.10	.00 14,340.00
100-52100-334-000	POLICE: ORDNANCE/MUNITION	.00	.00	8,000.00	8,000.00	.00	.00 8,000.00
100-52100-335-000	POLICE: UNIFORM ALLOWANCE	72.32	72.32	14,000.00	13,927.68	.52	.00 13,927.68
100-52100-340-000	POLICE: OPERATING SUPPLIES	867.40	867.40	15,000.00	14,132.60	5.78	.00 14,132.60
100-52100-345-000	POLICE: DATA PROCESSING	.00	.00	11,000.00	11,000.00	.00	8,490.00 2,510.00
100-52100-350-000	POLICE: BUILDING,GROUND	.00	.00	11,500.00	11,500.00	.00	.00 11,500.00
100-52100-360-000	POLICE: TOWING	.00	.00	4,000.00	4,000.00	.00	.00 4,000.00
100-52100-370-000	POLICE: PARKING ENFORCEMEN	184.35	184.35	4,300.00	4,115.65	4.29	.00 4,115.65
100-52100-380-000	POLICE: VEHICLE INSURANCE	.00	.00	8,500.00	8,500.00	.00	.00 8,500.00
100-52100-401-000	POLICE: ANIMAL CONTROL	.00	.00	2,000.00	2,000.00	.00	.00 2,000.00
100-52100-409-000	POLICE: COMMUNITY POLICING	.00	.00	1,000.00	1,000.00	.00	.00 1,000.00
100-52100-460-000	POLICE: DONATIONS SPENT	329.73	329.73	.00	( 329.73)	.00	.00 ( 329.73)
100-52100-500-000	POLICE: OUTLAY	5,992.00	5,992.00	28,000.00	22,008.00	21.40	.00 22,008.00
<b>TOTAL POLICE DEPARTMENT</b>		<b>111,941.84</b>	<b>111,941.84</b>	<b>2,756,650.00</b>	<b>2,644,708.16</b>	<b>4.06</b>	<b>8,490.00 2,636,218.16</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC	
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE	
<u>FIRE DEPARTMENT</u>								
100-52200-120-000	FIRE DEPT: OTHER WAGES	2,596.82	2,596.82	87,918.00	85,321.18	2.95	.00	85,321.18
100-52200-131-000	FIRE DEPT: WRS (ERS)	95.36	95.36	3,229.00	3,133.64	2.95	.00	3,133.64
100-52200-132-000	FIRE DEPT: SOC SEC	152.72	152.72	5,452.00	5,299.28	2.80	.00	5,299.28
100-52200-133-000	FIRE DEPT: MEDICARE	35.72	35.72	1,275.00	1,239.28	2.80	.00	1,239.28
100-52200-134-000	FIRE DEPT: LIFE INS	4.82	4.82	70.00	65.18	6.89	.00	65.18
100-52200-135-000	FIRE DEPT: HEALTH INS PREMIUM	1,717.99	1,717.99	20,616.00	18,898.01	8.33	.00	18,898.01
100-52200-137-000	FIRE DEPT: HEALTH INS. CLAIMS	.00	.00	3,180.00	3,180.00	.00	.00	3,180.00
100-52200-138-000	FIRE DEPT: DENTAL INS	105.45	105.45	1,266.00	1,160.55	8.33	.00	1,160.55
100-52200-139-000	FIRE DEPT: LONG TERM DISABILI	31.45	31.45	379.00	347.55	8.30	.00	347.55
100-52200-205-000	FIRE DEPT: CONTRACTUAL	962.55	962.55	15,500.00	14,537.45	6.21	.00	14,537.45
100-52200-211-000	FIRE DEPT: SMALL EQUIP. & SUPP	.00	.00	3,000.00	3,000.00	.00	.00	3,000.00
100-52200-221-000	FIRE DEPT: GAS & OIL	427.60	427.60	7,750.00	7,322.40	5.52	.00	7,322.40
100-52200-230-000	FIRE DEPT: REPAIR OF VEHICLES	46.36	46.36	7,500.00	7,453.64	.62	.00	7,453.64
100-52200-300-000	FIRE DEPT: TELEPHONE	.00	.00	1,600.00	1,600.00	.00	.00	1,600.00
100-52200-308-000	FIRE DEPT: PUBLICATIONS	11.54	11.54	500.00	488.46	2.31	.00	488.46
100-52200-310-000	FIRE DEPT: OFFICE SUPPLIES	85.39	85.39	1,000.00	914.61	8.54	.00	914.61
100-52200-311-000	FIRE DEPT: RADIO MAINTENANCE	.00	.00	3,500.00	3,500.00	.00	.00	3,500.00
100-52200-314-000	FIRE DEPT: UTILITIES & REFUSE	.00	.00	12,000.00	12,000.00	.00	.00	12,000.00
100-52200-330-000	FIRE DEPT: TRAVEL & CONFEREN	.00	.00	4,000.00	4,000.00	.00	.00	4,000.00
100-52200-335-000	FIRE DEPT: UNIFORM ALLOWANC	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
100-52200-340-000	FIRE DEPT: OPERATING SUPPLIE	.00	.00	5,200.00	5,200.00	.00	.00	5,200.00
100-52200-345-000	FIRE DEPT: DATA PROCESSING	.00	.00	1,200.00	1,200.00	.00	.00	1,200.00
100-52200-350-000	FIRE DEPT: BUILDINGS & GROUN	.00	.00	4,500.00	4,500.00	.00	.00	4,500.00
100-52200-355-000	FIRE DEPT: SAFETY ITEMS	.00	.00	250.00	250.00	.00	.00	250.00
100-52200-356-000	FIRE DEPT: ROPES/RESCUE EQUI	.00	.00	850.00	850.00	.00	.00	850.00
100-52200-380-000	FIRE DEPT: VEHICLE INSURANCE	.00	.00	10,800.00	10,800.00	.00	.00	10,800.00
100-52200-402-000	FIRE DEPT: WI ST FIREMEN INS	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
100-52200-406-000	FIRE DEPT: HEPATITIS SHOTS	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-52200-442-000	FIRE DEPT: LENGTH OF SERVICE	.00	.00	6,000.00	6,000.00	.00	.00	6,000.00
100-52200-460-000	FIRE DEPT: MEMBER APPRECIATI	.00	.00	15,500.00	15,500.00	.00	.00	15,500.00
100-52200-470-000	FIRE DEPT: FIRE PREVENTION	.00	.00	3,500.00	3,500.00	.00	.00	3,500.00
100-52200-500-000	FIRE DEPT: OUTLAY	.00	.00	12,500.00	12,500.00	.00	.00	12,500.00
100-52200-501-000	FIRE DEPT: SAFETY UNIFORMS O	.00	.00	14,500.00	14,500.00	.00	.00	14,500.00
100-52200-999-000	FIRE DEPT: CONTINGENCY	.00	.00	15,000.00	15,000.00	.00	.00	15,000.00
	<b>TOTAL FIRE DEPARTMENT</b>	<b>6,273.77</b>	<b>6,273.77</b>	<b>273,535.00</b>	<b>267,261.23</b>	<b>2.29</b>	<b>.00</b>	<b>267,261.23</b>
<u>AMBULANCE</u>								
100-52300-900-000	AMBULANCE: PAYMENT TO SWHC	.00	.00	118,000.00	118,000.00	.00	.00	118,000.00
	<b>TOTAL AMBULANCE</b>	<b>.00</b>	<b>.00</b>	<b>118,000.00</b>	<b>118,000.00</b>	<b>.00</b>	<b>.00</b>	<b>118,000.00</b>

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<u>BUILDING INSPECTION</u>							
100-52400-110-000	BLDG INSP: SALARIES	544.54	544.54	15,838.00	15,293.46	3.44	15,293.46
100-52400-111-000	BLDG INSP: CAR ALLOWANCE	100.00	100.00	1,200.00	1,100.00	8.33	1,100.00
100-52400-120-000	BLDG INSP: OTHER WAGES	1,914.48	1,914.48	55,520.00	53,605.52	3.45	53,605.52
100-52400-124-000	BLDG INSP: OVERTIME	.00	.00	4,000.00	4,000.00	.00	4,000.00
100-52400-131-000	BLDG INSP: WRS (ERS	156.65	156.65	4,936.00	4,779.35	3.17	4,779.35
100-52400-132-000	BLDG INSP: SOC SEC	150.85	150.85	4,746.00	4,595.15	3.18	4,595.15
100-52400-133-000	BLDG INSP: MEDICARE	35.29	35.29	1,110.00	1,074.71	3.18	1,074.71
100-52400-134-000	BLDG INSP: LIFE INS	40.12	40.12	520.00	479.88	7.72	479.88
100-52400-135-000	BLDG INSP: HEALTH INS PREMIU	1,789.07	1,789.07	21,470.00	19,680.93	8.33	19,680.93
100-52400-137-000	BLDG INSP: HEALTH INS. CLAIMS	.00	.00	4,260.00	4,260.00	.00	4,260.00
100-52400-138-000	BLDG INSP: DENTAL INS	58.92	58.92	1,088.00	1,029.08	5.42	1,029.08
100-52400-139-000	BLDG INSP: LONG TERM DISABILI	50.92	50.92	613.00	562.08	8.31	562.08
100-52400-261-000	BLDG INSP: INSPECTOR CERTIFI	.00	.00	150.00	150.00	.00	150.00
100-52400-309-000	BLDG INSP: POSTAGE	.00	.00	500.00	500.00	.00	500.00
100-52400-310-000	BLDG INSP: OFFICE SUPPLIES	49.77	49.77	1,200.00	1,150.23	4.15	1,150.23
100-52400-320-000	BLDG INSP: SUBSCRIPTION & DU	.00	.00	225.00	225.00	.00	225.00
100-52400-330-000	BLDG INSP: TRAVEL & CONFEREN	.00	.00	1,000.00	1,000.00	.00	1,000.00
100-52400-346-000	BLDG INSP: COPY MACHINES	.00	.00	200.00	200.00	.00	200.00
	<b>TOTAL BUILDING INSPECTION</b>	<b>4,890.61</b>	<b>4,890.61</b>	<b>118,576.00</b>	<b>113,685.39</b>	<b>4.12</b>	<b>113,685.39</b>
<u>SEALER WEIGHTS/MEASURES</u>							
100-52410-343-000	SEALER WEIGHTS & MEASURES	.00	.00	3,200.00	3,200.00	.00	3,200.00
	<b>TOTAL SEALER WEIGHTS/MEASU</b>	<b>.00</b>	<b>.00</b>	<b>3,200.00</b>	<b>3,200.00</b>	<b>.00</b>	<b>3,200.00</b>
<u>EMERGENCY MANAGEMENT</u>							
100-52900-314-000	EMERG MGMT: UTILITY, REFUSE	.00	.00	110.00	110.00	.00	110.00
100-52900-344-000	EMERG MGMT: REPAIR & MAINTEN	.00	.00	1,750.00	1,750.00	.00	1,750.00
	<b>TOTAL EMERGENCY MANAGEME</b>	<b>.00</b>	<b>.00</b>	<b>1,860.00</b>	<b>1,860.00</b>	<b>.00</b>	<b>1,860.00</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
100-53100-110-000 STR ADMIN: SALARIES	1,608.19	1,608.19	46,653.00	45,044.81	3.45	.00	45,044.81
100-53100-111-000 STR ADMIN: CAR ALLOWANCE	118.92	118.92	1,427.00	1,308.08	8.33	.00	1,308.08
100-53100-120-000 STR ADMIN: OTHER WAGES	324.18	324.18	9,401.00	9,076.82	3.45	.00	9,076.82
100-53100-131-000 STR ADMIN: WRS (ERS)	123.15	123.15	3,672.00	3,548.85	3.35	.00	3,548.85
100-53100-132-000 STR ADMIN: SOC SEC	119.88	119.88	3,563.00	3,443.12	3.36	.00	3,443.12
100-53100-133-000 STR ADMIN: MEDICARE	28.04	28.04	834.00	805.96	3.36	.00	805.96
100-53100-134-000 STR ADMIN: LIFE INS	19.41	19.41	320.00	300.59	6.07	.00	300.59
100-53100-135-000 STR ADMIN: HEALTH INS PREMIU	956.74	956.74	11,482.00	10,525.26	8.33	.00	10,525.26
100-53100-137-000 STR ADMIN: HEALTH INS. CLAIMS	.00	.00	2,255.00	2,255.00	.00	.00	2,255.00
100-53100-138-000 STR ADMIN: DENTAL INS	37.12	37.12	573.00	535.88	6.48	.00	535.88
100-53100-139-000 STR ADMIN: LONG TERM DISABILI	40.03	40.03	482.00	441.97	8.30	.00	441.97
100-53100-210-000 STR ADMIN: PROF SERVICES	.00	.00	500.00	500.00	.00	.00	500.00
100-53100-220-000 STR ADMIN: GAS, OIL, & REPAIRS	.00	.00	100.00	100.00	.00	.00	100.00
100-53100-300-000 STR ADMIN: TELEPHONE	.00	.00	1.00	1.00	.00	.00	1.00
100-53100-309-000 STR ADMIN: POSTAGE	8.57	8.57	500.00	491.43	1.71	.00	491.43
100-53100-310-000 STR ADMIN: OFFICE SUPPLIES	.00	.00	100.00	100.00	.00	.00	100.00
100-53100-313-000 STR ADMIN: OFFICE EQUIPMENT	.00	.00	400.00	400.00	.00	.00	400.00
100-53100-320-000 STR ADMIN: SUBSCRIPTION & DU	400.00	400.00	450.00	50.00	88.89	.00	50.00
100-53100-330-000 STR ADMIN: TRAVEL & CONFERE	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-53100-340-000 STR ADMIN: OPERATING SUPPLIE	.00	.00	250.00	250.00	.00	.00	250.00
100-53100-345-000 STR ADMIN: DATA PROCESSING	.00	.00	5,000.00	5,000.00	.00	3,650.00	1,350.00
100-53100-380-000 STR ADMIN: VEHICLE INSURANCE	.00	.00	550.00	550.00	.00	.00	550.00
100-53100-500-000 STR ADMIN: OUTLAY	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
<b>TOTAL DEPARTMENT 100</b>	<b>3,784.23</b>	<b>3,784.23</b>	<b>90,513.00</b>	<b>86,728.77</b>	<b>4.18</b>	<b>3,650.00</b>	<b>83,078.77</b>
<b>DEPARTMENT 300</b>							
100-53300-999-000 LEAD SERVICE LINES - REIMBUR	.00	.00	112,729.00	112,729.00	.00	.00	112,729.00
<b>TOTAL DEPARTMENT 300</b>	<b>.00</b>	<b>.00</b>	<b>112,729.00</b>	<b>112,729.00</b>	<b>.00</b>	<b>.00</b>	<b>112,729.00</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

		PERIOD		BUDGET		% OF	ENC	UNENC
		ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<u>STREET MAINTENANCE</u>								
100-53301-110-000	STR MAINT: SALARIES	1,295.44	1,295.44	36,446.00	35,150.56	3.55	.00	35,150.56
100-53301-119-000	STR MAINT: CONSTRUCT. WAGES	.00	.00	8,000.00	8,000.00	.00	.00	8,000.00
100-53301-120-000	STR MAINT: MAINTENANCEWAGE	12,061.92	12,061.92	229,635.00	217,573.08	5.25	.00	217,573.08
100-53301-121-000	STR MAINT: SERVICE OTHER DEP	.00	.00	2,500.00	2,500.00	.00	.00	2,500.00
100-53301-124-000	STR MAINT: OVERTIME	166.80	166.80	12,798.00	12,631.20	1.30	.00	12,631.20
100-53301-127-000	STR MAINT: SERVICE OTHER PAR	.00	.00	500.00	500.00	.00	.00	500.00
100-53301-131-000	STR MAINT: WRS (ERS)	863.88	863.88	18,987.00	18,123.12	4.55	.00	18,123.12
100-53301-132-000	STR MAINT: SOC SEC	763.59	763.59	17,973.00	17,209.41	4.25	.00	17,209.41
100-53301-133-000	STR MAINT: MEDICARE	178.58	178.58	4,202.00	4,023.42	4.25	.00	4,023.42
100-53301-134-000	STR MAINT: LIFE INS	25.28	25.28	420.00	394.72	6.02	.00	394.72
100-53301-135-000	STR MAINT: HEALTH INS PREMIU	6,928.23	6,928.23	83,142.00	76,213.77	8.33	.00	76,213.77
100-53301-137-000	STR MAINT: HEALTH INS. CLAIMS	.00	.00	14,434.00	14,434.00	.00	.00	14,434.00
100-53301-138-000	STR MAINT: DENTAL INS	386.74	386.74	4,644.00	4,257.26	8.33	.00	4,257.26
100-53301-139-000	STR MAINT: LONG TERM DISABILI	195.67	195.67	2,357.00	2,161.33	8.30	.00	2,161.33
100-53301-198-000	STR MAINT: DOWNTOWN PARKIN	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
100-53301-199-000	STR MAINT: EQUIPMENT REPAIRS	507.86	507.86	30,000.00	29,492.14	1.69	.00	29,492.14
100-53301-200-000	STR MAINT: MATERIAL & SUPPLIE	743.29	743.29	41,000.00	40,256.71	1.81	.00	40,256.71
100-53301-202-000	STR MAINT: CURB & GUTTER	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
100-53301-203-000	STR MAINT: SALT	.00	.00	100,000.00	100,000.00	.00	75,172.50	24,827.50
100-53301-204-000	STR MAINT: STREET CRACK FILLI	.00	.00	3,500.00	3,500.00	.00	.00	3,500.00
100-53301-206-000	STR MAINT: BLACKTOP PATCH (C	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
100-53301-207-000	STR MAINT: SAFETY EQUIPMENT	.00	.00	2,500.00	2,500.00	.00	.00	2,500.00
100-53301-208-000	STR MAINT: STREET SIGNS	118.82	118.82	12,000.00	11,881.18	.99	.00	11,881.18
100-53301-209-000	STR MAINT: BLACK TOP HOT MIX	.00	.00	12,000.00	12,000.00	.00	.00	12,000.00
100-53301-221-000	STR MAINT: GAS & OIL	( 2,136.57)	( 2,136.57)	38,000.00	40,136.57	( 5.62)	.00	40,136.57
100-53301-300-000	STR MAINT: TELEPHONE	.00	.00	1,521.00	1,521.00	.00	.00	1,521.00
100-53301-314-000	STR MAINT: UTILITIES & REFUSE	.00	.00	9,000.00	9,000.00	.00	.00	9,000.00
100-53301-330-000	STR MAINT: TRAVEL & CONFEREN	.00	.00	3,000.00	3,000.00	.00	.00	3,000.00
100-53301-335-000	STR MAINT: UNIFORM ALLOWANC	164.99	164.99	2,800.00	2,635.01	5.89	.00	2,635.01
100-53301-350-000	STR MAINT: BUILDINGS & GROUN	.00	.00	3,000.00	3,000.00	.00	.00	3,000.00
100-53301-380-000	STR MAINT: VEHICLE INSURANCE	.00	.00	11,000.00	11,000.00	.00	.00	11,000.00
100-53301-500-000	STR MAINT: OUTLAY	.00	.00	10,000.00	10,000.00	.00	.00	10,000.00
100-53301-530-000	STR MAINT: SNOW & ICE CONTRA	.00	.00	5,000.00	5,000.00	.00	.00	5,000.00
100-53301-531-000	STR MAINT: CITY/UWP AGREEME	.00	.00	7,100.00	7,100.00	.00	.00	7,100.00
100-53301-534-000	STR MAINT: CONTRACT STREET	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
<b>TOTAL STREET MAINTENANCE</b>		<b>22,264.52</b>	<b>22,264.52</b>	<b>734,959.00</b>	<b>712,694.48</b>	<b>3.03</b>	<b>75,172.50</b>	<b>637,521.98</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE	
<u>STATE HIGHWAYS</u>								
100-53320-110-000	STATE HWY: SALARIES	235.68	235.68	6,629.00	6,393.32	3.56	.00	6,393.32
100-53320-131-000	STATE HWY: WRS (ERS)	15.02	15.02	434.00	418.98	3.46	.00	418.98
100-53320-132-000	STATE HWY: SOC SEC	13.75	13.75	411.00	397.25	3.35	.00	397.25
100-53320-133-000	STATE HWY: MEDICARE	3.22	3.22	96.00	92.78	3.35	.00	92.78
100-53320-134-000	STATE HWY: LIFE INS	.44	.44	9.00	8.56	4.89	.00	8.56
100-53320-135-000	STATE HWY: HEALTH INS PREMIU	171.80	171.80	2,062.00	1,890.20	8.33	.00	1,890.20
100-53320-137-000	STATE HWY: HEALTH CLAIMS	.00	.00	407.00	407.00	.00	.00	407.00
100-53320-138-000	STATE HWY: DENTAL INS	10.55	10.55	127.00	116.45	8.31	.00	116.45
100-53320-139-000	STATE HWY: LONG TERM DISABIL	4.73	4.73	57.00	52.27	8.30	.00	52.27
100-53320-200-000	STATE HWY: MATERIAL & SUPPLI	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
100-53320-220-000	STATE HWY: GAS, OIL, & REPAIRS	.00	.00	2,500.00	2,500.00	.00	.00	2,500.00
	<b>TOTAL STATE HIGHWAYS</b>	<b>455.19</b>	<b>455.19</b>	<b>14,732.00</b>	<b>14,276.81</b>	<b>3.09</b>	<b>.00</b>	<b>14,276.81</b>
<u>STREET LIGHTING</u>								
100-53420-435-000	STR LTG: DECORATIVE LIGHT MAI	.00	.00	5,000.00	5,000.00	.00	.00	5,000.00
100-53420-502-000	STR LTG: STREET LIGHTING	.00	.00	101,000.00	101,000.00	.00	.00	101,000.00
100-53420-503-000	STR LTG: STOP LIGHTS	.00	.00	13,000.00	13,000.00	.00	.00	13,000.00
100-53420-504-000	STR LTG: STOP LIGHT MAINTENA	.00	.00	15,000.00	15,000.00	.00	.00	15,000.00
100-53420-505-000	STR LTG: TRAIL LIGHTING	.00	.00	2,800.00	2,800.00	.00	.00	2,800.00
	<b>TOTAL STREET LIGHTING</b>	<b>.00</b>	<b>.00</b>	<b>136,800.00</b>	<b>136,800.00</b>	<b>.00</b>	<b>.00</b>	<b>136,800.00</b>
<u>STORM SEWER MAINTENANCE</u>								
100-53441-110-000	STM SWR MAINT: SALARIES	117.68	117.68	3,331.00	3,213.32	3.53	.00	3,213.32
100-53441-119-000	STM SWR MAINT: CONSTRUCT W	.00	.00	3,000.00	3,000.00	.00	.00	3,000.00
100-53441-120-000	STM SWR MAINT: MAINT WAGES	228.20	228.20	20,824.00	20,595.80	1.10	.00	20,595.80
100-53441-124-000	STM SWR MAINT: OVERTIME	.00	.00	6,786.00	6,786.00	.00	.00	6,786.00
100-53441-131-000	STM SWR MAINT: WRS (ERS)	22.46	22.46	2,222.00	2,199.54	1.01	.00	2,199.54
100-53441-132-000	STM SWR MAINT: SOC SEC	19.63	19.63	2,104.00	2,084.37	.93	.00	2,084.37
100-53441-133-000	STM SWR MAINT: MEDICARE	4.59	4.59	491.00	486.41	.93	.00	486.41
100-53441-134-000	STM SWR MAINT: LIFE INS	6.30	6.30	151.00	144.70	4.17	.00	144.70
100-53441-135-000	STM SWR MAINT: HEALTH INS PR	722.74	722.74	8,674.00	7,951.26	8.33	.00	7,951.26
100-53441-137-000	STM SWR MAINT: HEALTH INS. CL	.00	.00	2,004.00	2,004.00	.00	.00	2,004.00
100-53441-138-000	STM SWR MAINT: DENTAL INS	34.73	34.73	417.00	382.27	8.33	.00	382.27
100-53441-139-000	STM SWR MAINT: LONG TERM DIS	19.37	19.37	234.00	214.63	8.28	.00	214.63
100-53441-200-000	STM SWR MAINT: MATERIAL & SU	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
100-53441-205-000	STM SWR MAINT: CONTRACTUAL	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
100-53441-210-000	STM SWR MAINT: PROF SERVICE	.00	.00	15,000.00	15,000.00	.00	3,650.00	11,350.00
	<b>TOTAL STORM SEWER MAINTENA</b>	<b>1,175.70</b>	<b>1,175.70</b>	<b>69,238.00</b>	<b>68,062.30</b>	<b>1.70</b>	<b>3,650.00</b>	<b>64,412.30</b>
<u>REFUSE COLLECTIONS</u>								
100-53620-002-000	REFUSE: COLLECTIONS	.00	.00	200,000.00	200,000.00	.00	.00	200,000.00
	<b>TOTAL REFUSE COLLECTIONS</b>	<b>.00</b>	<b>.00</b>	<b>200,000.00</b>	<b>200,000.00</b>	<b>.00</b>	<b>.00</b>	<b>200,000.00</b>

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC	
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE	
<u>RECYCLING PROGRAM</u>								
100-53635-110-000	RECYCLE: SALARIES	117.68	117.68	3,331.00	3,213.32	3.53	.00	3,213.32
100-53635-120-000	RECYCLE: OTHER WAGES	515.68	515.68	68,507.00	67,991.32	.75	.00	67,991.32
100-53635-124-000	RECYCLE: OVERTIME	.00	.00	2,409.00	2,409.00	.00	.00	2,409.00
100-53635-131-000	RECYCLE: WRS (ERS	39.40	39.40	4,863.00	4,823.60	.81	.00	4,823.60
100-53635-132-000	RECYCLE: SOC SEC	34.36	34.36	4,603.00	4,568.64	.75	.00	4,568.64
100-53635-133-000	RECYCLE: MEDICARE	8.04	8.04	1,076.00	1,067.96	.75	.00	1,067.96
100-53635-134-000	RECYCLE: LIFE INS	5.81	5.81	117.00	111.19	4.97	.00	111.19
100-53635-135-000	RECYCLE: HEALTH INS PREMIUM	2,440.73	2,440.73	29,290.00	26,849.27	8.33	.00	26,849.27
100-53635-137-000	RECYCLE: HEALTH INS. CLAIMS C	.00	.00	4,659.00	4,659.00	.00	.00	4,659.00
100-53635-138-000	RECYCLE: DENTAL INS	140.18	140.18	1,683.00	1,542.82	8.33	.00	1,542.82
100-53635-139-000	RECYCLE: LONG TERM DISABILIT	51.26	51.26	618.00	566.74	8.29	.00	566.74
100-53635-205-000	RECYCLE: CONTRACTUAL	.00	.00	123,750.00	123,750.00	.00	.00	123,750.00
100-53635-214-000	RECYCLE: BAGS & BAG SORTING	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-53635-220-000	RECYCLE: GAS, OIL, & REPAIRS	255.56	255.56	8,000.00	7,744.44	3.19	.00	7,744.44
100-53635-340-000	RECYCLE: OPERATING SUPPLIES	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
	<b>TOTAL RECYCLING PROGRAM</b>	<b>3,608.70</b>	<b>3,608.70</b>	<b>254,906.00</b>	<b>251,297.30</b>	<b>1.42</b>	<b>.00</b>	<b>251,297.30</b>
<u>FREUDENREICH ANIMAL CARE</u>								
100-54100-210-000	ANIMAL: PROF SERVICES	.00	.00	1,195.00	1,195.00	.00	.00	1,195.00
100-54100-375-000	ANIMAL: PETPOURRI	.00	.00	400.00	400.00	.00	.00	400.00
100-54100-376-000	ANIMAL: ADOPTION ANNOUNCEM	.00	.00	500.00	500.00	.00	.00	500.00
100-54100-377-000	ANIMAL: EDUCATION MATERIALS	.00	.00	75.00	75.00	.00	.00	75.00
100-54100-462-000	ANIMAL: DONATIONS	.00	.00	200.00	200.00	.00	.00	200.00
100-54100-475-000	ANIMAL: KENNEL LICENSE-ST RE	.00	.00	150.00	150.00	.00	.00	150.00
	<b>TOTAL FREUDENREICH ANIMAL C</b>	<b>.00</b>	<b>.00</b>	<b>2,520.00</b>	<b>2,520.00</b>	<b>.00</b>	<b>.00</b>	<b>2,520.00</b>

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

FUND 100 - GENERAL FUND

	PERIOD		BUDGET		% OF	ENC	UNENC	
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE	
<u>CEMETERIES</u>								
100-54910-110-000	CEMETERIES: SALARIES	679.48	679.48	19,134.00	18,454.52	3.55	.00	18,454.52
100-54910-112-000	CEMETERIES: SEASONAL	.00	.00	28,000.00	28,000.00	.00	.00	28,000.00
100-54910-119-000	CEMETERIES: CONSTRUCT WAG	.00	.00	500.00	500.00	.00	.00	500.00
100-54910-120-000	CEMETERIES: MAINT WAGES	162.14	162.14	39,256.00	39,093.86	.41	.00	39,093.86
100-54910-124-000	CEMETERIES: OVERTIME	.00	.00	653.00	653.00	.00	.00	653.00
100-54910-131-000	CEMETERIES: WRS (ERS	52.84	52.84	5,661.00	5,608.16	.93	.00	5,608.16
100-54910-132-000	CEMETERIES: SOC SEC	48.57	48.57	5,428.00	5,379.43	.89	.00	5,379.43
100-54910-133-000	CEMETERIES: MEDICARE	11.34	11.34	1,268.00	1,256.66	.89	.00	1,256.66
100-54910-134-000	CEMETERIES: LIFE INS	4.48	4.48	67.00	62.52	6.69	.00	62.52
100-54910-135-000	CEMETERIES: HEALTH INS PREMI	2,233.39	2,233.39	26,801.00	24,567.61	8.33	.00	24,567.61
100-54910-137-000	CEMETERIES: HEALTH INS. CLAIM	.00	.00	4,768.00	4,768.00	.00	.00	4,768.00
100-54910-138-000	CEMETERIES: DENTAL INS	131.81	131.81	1,646.00	1,514.19	8.01	.00	1,514.19
100-54910-139-000	CEMETERIES: LONG TERM DISAB	42.08	42.08	507.00	464.92	8.30	.00	464.92
100-54910-200-000	CEMETERIES: MATERIAL & SUPPL	.00	.00	10,000.00	10,000.00	.00	.00	10,000.00
100-54910-220-000	CEMETERIES: GAS, OIL, & REPAIR	.00	.00	3,000.00	3,000.00	.00	.00	3,000.00
100-54910-314-000	CEMETERIES: UTILITIES & REFUS	.00	.00	315.00	315.00	.00	.00	315.00
100-54910-340-000	CEMETERIES: OPERATING SUPPL	.00	.00	4,000.00	4,000.00	.00	.00	4,000.00
100-54910-500-000	CEMETERIES: OUTLAY	.00	.00	5,000.00	5,000.00	.00	.00	5,000.00
	<b>TOTAL CEMETERIES</b>	<b>3,366.13</b>	<b>3,366.13</b>	<b>156,004.00</b>	<b>152,637.87</b>	<b>2.16</b>	<b>.00</b>	<b>152,637.87</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC	
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE	
<u>LIBRARY</u>								
100-55110-110-000	LIBRARY: SALARIES	2,190.24	2,190.24	63,517.00	61,326.76	3.45	.00	61,326.76
100-55110-120-000	LIBRARY: OTHER WAGES	12,184.03	12,184.03	367,159.00	354,974.97	3.32	.00	354,974.97
100-55110-131-000	LIBRARY: WRS (ERS	720.11	720.11	21,852.00	21,131.89	3.30	.00	21,131.89
100-55110-132-000	LIBRARY: SOC SEC	842.82	842.82	26,700.00	25,857.18	3.16	.00	25,857.18
100-55110-133-000	LIBRARY: MEDICARE	197.10	197.10	6,247.00	6,049.90	3.16	.00	6,049.90
100-55110-134-000	LIBRARY: LIFE INS	60.27	60.27	783.00	722.73	7.70	.00	722.73
100-55110-135-000	LIBRARY: HEALTH INS PREMIUMS	6,683.44	6,683.44	80,203.00	73,519.56	8.33	.00	73,519.56
100-55110-137-000	LIBRARY: HEALTH INS. CLAIMS C	.00	.00	13,800.00	13,800.00	.00	.00	13,800.00
100-55110-138-000	LIBRARY: DENTAL INS	364.60	364.60	4,379.00	4,014.40	8.33	.00	4,014.40
100-55110-139-000	LIBRARY: LONG TERM DISABILITY	191.82	191.82	2,309.00	2,117.18	8.31	.00	2,117.18
100-55110-240-500	LIBRARY: BOOKS-RESOURCELIB	.00	.00	3,000.00	3,000.00	.00	.00	3,000.00
100-55110-250-200	LIBRARY: PERIODICALS-CHILDRE	.00	.00	500.00	500.00	.00	.00	500.00
100-55110-250-400	LIBRARY: PERIODICALSYOUNGA	.00	.00	150.00	150.00	.00	.00	150.00
100-55110-250-600	LIBRARY: PERIODICALS-ADULT	38.00	38.00	3,300.00	3,262.00	1.15	.00	3,262.00
100-55110-250-900	LIBRARY: PERIODICALS-PROFES	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-55110-300-000	LIBRARY: TELEPHONE	22.98	22.98	2,200.00	2,177.02	1.04	.00	2,177.02
100-55110-309-000	LIBRARY: POSTAGE	.00	.00	800.00	800.00	.00	.00	800.00
100-55110-313-000	LIBRARY: OFFICE EQUIPMENT MA	12.57	12.57	3,000.00	2,987.43	.42	.00	2,987.43
100-55110-314-000	LIBRARY: UTILITIES & REFUSE	.00	.00	34,000.00	34,000.00	.00	.00	34,000.00
100-55110-340-000	LIBRARY: OPERATING SUPPLIES	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
100-55110-341-000	LIBRARY: ADV & PUB	.00	.00	1,700.00	1,700.00	.00	.00	1,700.00
100-55110-342-800	LIBRARY: AV-DIGITAL MEDIA	.00	.00	5,000.00	5,000.00	.00	.00	5,000.00
100-55110-350-000	LIBRARY: BUILDINGS & GROUNDS	.00	.00	10,000.00	10,000.00	.00	.00	10,000.00
100-55110-600-005	CTY FUND-PROF SERVICES	.00	.00	55,000.00	55,000.00	.00	.00	55,000.00
100-55110-600-010	CTY FUND-CHILDREN'S BOOK MA	516.00	516.00	10,000.00	9,484.00	5.16	.00	9,484.00
100-55110-600-015	CTY FUND-YNG ADULT BOOK MAT	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
100-55110-600-020	CTY FUND-ADULT FICTION MAT	500.35	500.35	10,000.00	9,499.65	5.00	.00	9,499.65
100-55110-600-025	CTY FUND-ADULT NON FICT MAT	.00	.00	9,000.00	9,000.00	.00	.00	9,000.00
100-55110-600-030	CTY FUND-DIRECT DISCRETIONA	.00	.00	175.00	175.00	.00	.00	175.00
100-55110-600-035	CTY FUND-OFFICE SUPPLIES	.00	.00	5,000.00	5,000.00	.00	.00	5,000.00
100-55110-600-037	CTY FUND-UTILITIES & REFUSE	.00	.00	8,557.00	8,557.00	.00	.00	8,557.00
100-55110-600-045	CTY FUND-SUBSCRIPTION & DUE	.00	.00	800.00	800.00	.00	.00	800.00
100-55110-600-050	CTY FUND-CHILDREN'S PROGRA	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
100-55110-600-055	CTY FUND-YOUNG ADULT PROGR	.00	.00	800.00	800.00	.00	.00	800.00
100-55110-600-060	CTY FUND-ADULT PROGRAMMIN	.00	.00	800.00	800.00	.00	.00	800.00
100-55110-600-065	CTY FUND-DIRECT PROGRAM BU	.00	.00	1,200.00	1,200.00	.00	.00	1,200.00
100-55110-600-070	CTY FUND-JUVENILE AV	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
100-55110-600-075	CTY FUND-ADULT AV	.00	.00	5,000.00	5,000.00	.00	.00	5,000.00
100-55110-600-080	CTY FUND-DATA PROCESSING	.00	.00	15,000.00	15,000.00	.00	.00	15,000.00
100-55110-600-090	CTY FUND-OPERATING SUPPLIES	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
100-55110-600-095	CTY FUND-TRAVEL & CONF	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
TOTAL LIBRARY		24,524.33	24,524.33	782,931.00	758,406.67	3.13	.00	758,406.67

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

		PERIOD		BUDGET		% OF	ENC	UNENC
		ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<u>MUSEUM</u>								
100-55120-110-000	MUSEUM: SALARIES	1,858.32	1,858.32	54,106.00	52,247.68	3.43	.00	52,247.68
100-55120-112-000	MUSEUM: SEASONAL	568.75	568.75	46,278.00	45,709.25	1.23	.00	45,709.25
100-55120-120-000	MUSEUM: OTHER WAGES	1,918.68	1,918.68	59,635.00	57,716.32	3.22	.00	57,716.32
100-55120-124-000	MUSEUM: OVERTIME	.00	.00	100.00	100.00	.00	.00	100.00
100-55120-125-000	MUSEUM: WORK STUDY	.00	.00	1,800.00	1,800.00	.00	.00	1,800.00
100-55120-131-000	MUSEUM: WRS (ERS)	241.44	241.44	7,636.00	7,394.56	3.16	.00	7,394.56
100-55120-132-000	MUSEUM: SOC SEC	260.43	260.43	9,927.00	9,666.57	2.62	.00	9,666.57
100-55120-133-000	MUSEUM: MEDICARE	60.91	60.91	2,321.00	2,260.09	2.62	.00	2,260.09
100-55120-134-000	MUSEUM: LIFE INS	5.81	5.81	202.00	196.19	2.88	.00	196.19
100-55120-135-000	MUSEUM: HEALTH INS PREMIUMS	1,866.09	1,866.09	22,986.00	21,119.91	8.12	.00	21,119.91
100-55120-137-000	MUSEUM: HEALTH INS. CLAIMS C	.00	.00	5,660.00	5,660.00	.00	.00	5,660.00
100-55120-138-000	MUSEUM: DENTAL INS	89.53	89.53	1,107.00	1,017.47	8.09	.00	1,017.47
100-55120-139-000	MUSEUM: LONG TERM DISABILIT	72.07	72.07	870.00	797.93	8.28	.00	797.93
100-55120-212-000	MUSEUM: CUSTODIAL SUPPLIES	.00	.00	800.00	800.00	.00	.00	800.00
100-55120-220-000	MUSEUM: GAS, OIL, & REPAIRS	.00	.00	600.00	600.00	.00	.00	600.00
100-55120-300-000	MUSEUM: TELEPHONE	61.49	61.49	1,008.00	946.51	6.10	.00	946.51
100-55120-309-000	MUSEUM: POSTAGE	33.62	33.62	300.00	266.38	11.21	.00	266.38
100-55120-310-000	MUSEUM: OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-55120-314-000	MUSEUM: UTILITIES & REFUSE	.00	.00	20,000.00	20,000.00	.00	.00	20,000.00
100-55120-319-000	MUSEUM: PROF DUES	.00	.00	612.00	612.00	.00	.00	612.00
100-55120-330-000	MUSEUM: TRAVEL & CONFERENC	.00	.00	600.00	600.00	.00	.00	600.00
100-55120-340-000	MUSEUM: OPERATING SUPPLIES	( 19.61)	( 19.61)	2,500.00	2,519.61	( .78)	.00	2,519.61
100-55120-341-000	MUSEUM: ADV & PUB	27.35	27.35	9,000.00	8,972.65	.30	.00	8,972.65
100-55120-345-000	MUSEUM: DATA PROCESSING	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-55120-350-000	MUSEUM: BUILDINGS & GROUND	81.00	81.00	7,500.00	7,419.00	1.08	.00	7,419.00
100-55120-380-000	MUSEUM: VEHICLE INSURANCE	.00	.00	45.00	45.00	.00	.00	45.00
100-55120-500-000	MUSEUM: OUTLAY	.00	.00	1,700.00	1,700.00	.00	.00	1,700.00
100-55120-505-000	MUSEUM: HISTORIC RE-ENACTM	.00	.00	4,200.00	4,200.00	.00	.00	4,200.00
<b>TOTAL MUSEUM</b>		<b>7,125.88</b>	<b>7,125.88</b>	<b>263,493.00</b>	<b>256,367.12</b>	<b>2.70</b>	<b>.00</b>	<b>256,367.12</b>
<u>SENIOR CITIZENS CENTER</u>								
100-55190-120-000	SR CTR: OTHER WAGES	2,067.70	2,067.70	62,532.00	60,464.30	3.31	.00	60,464.30
100-55190-131-000	SR CTR: WRS (ERS)	105.12	105.12	3,865.00	3,759.88	2.72	.00	3,759.88
100-55190-132-000	SR CTR: SOC SEC	128.19	128.19	3,877.00	3,748.81	3.31	.00	3,748.81
100-55190-133-000	SR CTR: MEDICARE	29.99	29.99	907.00	877.01	3.31	.00	877.01
100-55190-134-000	SR CTR: LIFE INS	10.00	10.00	293.00	283.00	3.41	.00	283.00
100-55190-220-000	SR CTR: GAS, OIL, & REPAIRS	76.38	76.38	1,500.00	1,423.62	5.09	.00	1,423.62
100-55190-300-000	SR CTR: TELEPHONE	.00	.00	171.00	171.00	.00	.00	171.00
100-55190-340-000	SR CTR: OPERATING SUPPLIES	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-55190-380-000	SR CTR: VEHICLE INSURANCE	.00	.00	600.00	600.00	.00	.00	600.00
100-55190-530-000	SR CTR: RENT EXPENSE	.00	.00	9,120.00	9,120.00	.00	.00	9,120.00
<b>TOTAL SENIOR CITIZENS CENTER</b>		<b>2,417.38</b>	<b>2,417.38</b>	<b>83,865.00</b>	<b>81,447.62</b>	<b>2.88</b>	<b>.00</b>	<b>81,447.62</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<b>PARKS DEPARTMENT</b>							
100-55200-112-000	PARKS: SEASONAL	.00	.00	41,740.00	41,740.00	.00	41,740.00
100-55200-120-000	PARKS: OTHER WAGES	4,466.81	4,466.81	129,533.00	125,066.19	3.45	125,066.19
100-55200-124-000	PARKS: OVERTIME	236.12	236.12	4,552.00	4,315.88	5.19	4,315.88
100-55200-131-000	PARKS: WRS (ERS	299.67	299.67	8,783.00	8,483.33	3.41	8,483.33
100-55200-132-000	PARKS: SOC SEC	268.73	268.73	10,900.00	10,631.27	2.47	10,631.27
100-55200-133-000	PARKS: MEDICARE	62.84	62.84	2,549.00	2,486.16	2.47	2,486.16
100-55200-134-000	PARKS: LIFE INS	43.85	43.85	564.00	520.15	7.77	520.15
100-55200-135-000	PARKS: HEALTH INS PREMIUMS	3,012.40	3,012.40	36,151.00	33,138.60	8.33	33,138.60
100-55200-137-000	PARKS: HEALTH INS. CLAIMS CUR	.00	.00	6,624.00	6,624.00	.00	6,624.00
100-55200-138-000	PARKS: DENTAL INS	117.08	117.08	1,407.00	1,289.92	8.32	1,289.92
100-55200-139-000	PARKS: LONG TERM DISABILITY	92.48	92.48	1,114.00	1,021.52	8.30	1,021.52
100-55200-220-000	PARKS: GAS, OIL, & REPAIRS	615.99	615.99	15,000.00	14,384.01	4.11	14,384.01
100-55200-300-000	PARKS: TELEPHONE	.00	.00	1,000.00	1,000.00	.00	1,000.00
100-55200-314-000	PARKS: UTILITIES & REFUSE	.00	.00	25,000.00	25,000.00	.00	25,000.00
100-55200-330-000	PARKS: TRAVEL & CONFERENCE	.00	.00	500.00	500.00	.00	500.00
100-55200-335-000	PARKS: UNIFORM ALLOWANCE	.00	.00	500.00	500.00	.00	500.00
100-55200-338-000	PARKS: CAMPGROUND LICENSE	.00	.00	180.00	180.00	.00	180.00
100-55200-350-000	PARKS: BUILDINGS & GROUNDS	100.29	100.29	20,000.00	19,899.71	.50	19,899.71
100-55200-351-000	PARKS: TRAIL MAINTENANCE	.00	.00	2,000.00	2,000.00	.00	2,000.00
100-55200-380-000	PARKS: VEHICLE INSURANCE	.00	.00	1,400.00	1,400.00	.00	1,400.00
100-55200-444-000	PARKS: UNEMP COMP	.00	.00	3,000.00	3,000.00	.00	3,000.00
100-55200-500-000	PARKS: OUTLAY	.00	.00	15,000.00	15,000.00	.00	15,000.00
	<b>TOTAL PARKS DEPARTMENT</b>	<b>9,316.26</b>	<b>9,316.26</b>	<b>327,497.00</b>	<b>318,180.74</b>	<b>2.84</b>	<b>318,180.74</b>
<b>RECREATION DEPARTMENT</b>							
100-55300-110-000	REC ADMIN: SALARIES	2,097.45	2,097.45	54,100.00	52,002.55	3.88	52,002.55
100-55300-120-000	REC ADMIN: OTHER WAGES	648.36	648.36	18,802.00	18,153.64	3.45	18,153.64
100-55300-124-000	REC ADMIN: OVERTIME	.00	.00	500.00	500.00	.00	500.00
100-55300-131-000	REC ADMIN: WRS (ERS	175.62	175.62	4,809.00	4,633.38	3.65	4,633.38
100-55300-132-000	REC ADMIN: SOC SEC	168.45	168.45	4,551.00	4,382.55	3.70	4,382.55
100-55300-133-000	REC ADMIN: MEDICARE	39.40	39.40	1,064.00	1,024.60	3.70	1,024.60
100-55300-134-000	REC ADMIN: LIFE INS	5.85	5.85	85.00	79.15	6.88	79.15
100-55300-135-000	REC ADMIN: HEALTH INS PREMIU	296.21	296.21	3,555.00	3,258.79	8.33	3,258.79
100-55300-137-000	REC ADMIN: HEALTH INS. CLAIMS	.00	.00	1,030.00	1,030.00	.00	1,030.00
100-55300-138-000	REC ADMIN: DENTAL INS	15.31	15.31	184.00	168.69	8.32	168.69
100-55300-139-000	REC ADMIN: LONG TERM DISABIL	57.07	57.07	676.00	618.93	8.44	618.93
100-55300-210-000	REC ADMIN: PROF SERVICES	33.99	33.99	4,000.00	3,966.01	.85	3,966.01
100-55300-300-000	REC ADMIN: TELEPHONE	.00	.00	171.00	171.00	.00	171.00
100-55300-309-000	REC ADMIN: POSTAGE	7.26	7.26	300.00	292.74	2.42	292.74
100-55300-310-000	REC ADMIN: OFFICE SUPPLIES	.00	.00	750.00	750.00	.00	750.00
	<b>TOTAL RECREATION DEPARTMEN</b>	<b>3,544.97</b>	<b>3,544.97</b>	<b>94,577.00</b>	<b>91,032.03</b>	<b>3.75</b>	<b>91,032.03</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 100 - GENERAL FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<u>SUMMER RECREATION</u>							
100-55301-112-000	REC PRGM: SEASONAL	.00	.00	12,500.00	12,500.00	.00	12,500.00
100-55301-132-000	REC PRGM: SOC SEC	.00	.00	775.00	775.00	.00	775.00
100-55301-133-000	REC PRGM: MEDICARE	.00	.00	181.00	181.00	.00	181.00
100-55301-340-000	REC PRGM: OPERATING SUPPLIE	3,275.00	3,275.00	1,000.00	( 2,275.00)	.00	( 2,275.00)
100-55301-359-000	REC PRGM: SOCCER (YOUTH)	.00	.00	2,000.00	2,000.00	.00	2,000.00
100-55301-361-000	REC PRGM: BASEBALL (YOUTH)	.00	.00	100.00	100.00	.00	100.00
100-55301-367-000	REC PRGM: BASKETBALL (YOUTH)	.00	.00	100.00	100.00	.00	100.00
100-55301-372-000	REC PRGM: VOLLEYBALL (ADULT)	.00	.00	350.00	350.00	.00	350.00
100-55301-373-000	REC PRGM: SAND VBALL (ADULT)	.00	.00	250.00	250.00	.00	250.00
100-55301-374-000	REC PRGM: SOFTBALL (ADULT)	.00	.00	1,000.00	1,000.00	.00	1,000.00
100-55301-382-000	REC PRGM: FOOTBALL (YOUTH)	.00	.00	3,000.00	3,000.00	.00	3,000.00
100-55301-399-000	REC PRGM: GOLF (YOUTH)	.00	.00	5,000.00	5,000.00	.00	5,000.00
100-55301-530-000	REC PRGM: RENT EXPENSE	.00	.00	9,000.00	9,000.00	.00	9,000.00
	<b>TOTAL SUMMER RECREATION</b>	<b>3,275.00</b>	<b>3,275.00</b>	<b>35,256.00</b>	<b>31,981.00</b>	<b>9.29</b>	<b>.00</b>
<u>SWIMMING POOL</u>							
100-55420-112-000	POOL: SWIM POOL WAGES	.00	.00	70,000.00	70,000.00	.00	70,000.00
100-55420-113-000	POOL: SWIM TEAM INSTRUCTOR	.00	.00	5,200.00	5,200.00	.00	5,200.00
100-55420-120-000	POOL: OTHER WAGES	181.51	181.51	5,269.00	5,087.49	3.44	5,087.49
100-55420-131-000	POOL: WRS (ERS	11.55	11.55	345.00	333.45	3.35	333.45
100-55420-132-000	POOL: SOC SEC	10.49	10.49	4,989.00	4,978.51	.21	4,978.51
100-55420-133-000	POOL: MEDICARE	2.45	2.45	1,166.00	1,163.55	.21	1,163.55
100-55420-134-000	POOL: LIFE INS	1.40	1.40	21.00	19.60	6.67	19.60
100-55420-135-000	POOL: HEALTH INS PREMIUMS	127.37	127.37	1,529.00	1,401.63	8.33	1,401.63
100-55420-137-000	POOL: HEALTH INS. CLAIMS CUR	.00	.00	360.00	360.00	.00	360.00
100-55420-138-000	POOL: DENTAL INS	3.06	3.06	37.00	33.94	8.27	33.94
100-55420-139-000	POOL: LONG TERM DISABILITY	3.76	3.76	45.00	41.24	8.36	41.24
100-55420-201-000	POOL: POOL CHEMICALS	.00	.00	10,000.00	10,000.00	.00	10,000.00
100-55420-300-000	POOL: TELEPHONE	.00	.00	171.00	171.00	.00	171.00
100-55420-314-000	POOL: UTILITIES & REFUSE	.00	.00	30,000.00	30,000.00	.00	30,000.00
100-55420-330-000	POOL: TRAVEL & CONFERENCES	.00	.00	250.00	250.00	.00	250.00
100-55420-340-000	POOL: OPERATING SUPPLIES	.00	.00	5,000.00	5,000.00	.00	5,000.00
100-55420-350-000	POOL: BUILDINGS & GROUNDS	.00	.00	3,000.00	3,000.00	.00	3,000.00
100-55420-410-000	POOL: SWIM TEAM	.00	.00	1,000.00	1,000.00	.00	1,000.00
100-55420-500-000	POOL: OUTLAY	.00	.00	10,000.00	10,000.00	.00	10,000.00
	<b>TOTAL SWIMMING POOL</b>	<b>341.59</b>	<b>341.59</b>	<b>148,382.00</b>	<b>148,040.41</b>	<b>.23</b>	<b>.00</b>

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE	
<u>FORESTRY</u>								
100-56110-120-000	FORESTRY: OTHER WAGES	135.72	135.72	3,529.00	3,393.28	3.85	.00	3,393.28
100-56110-131-000	FORESTRY: WRS (ERS)	8.69	8.69	231.00	222.31	3.76	.00	222.31
100-56110-132-000	FORESTRY: SOC SEC	8.42	8.42	219.00	210.58	3.84	.00	210.58
100-56110-133-000	FORESTRY: MEDICARE	1.97	1.97	51.00	49.03	3.86	.00	49.03
100-56110-210-000	FORESTRY: PROF SERVICES	345.00	345.00	.00	( 345.00)	.00	.00	( 345.00)
100-56110-340-000	FORESTRY: MATERIALS/SUPPLIE	.00	.00	18,500.00	18,500.00	.00	.00	18,500.00
100-56110-341-000	FORESTRY: STUMP GRINDING	.00	.00	2,000.00	2,000.00	.00	.00	2,000.00
100-56110-342-000	FORESTRY: CHIPPING	.00	.00	15,000.00	15,000.00	.00	.00	15,000.00
	<b>TOTAL FORESTRY</b>	<b>499.80</b>	<b>499.80</b>	<b>39,530.00</b>	<b>39,030.20</b>	<b>1.26</b>	<b>.00</b>	<b>39,030.20</b>
<u>PCAN</u>								
100-56300-341-000	PCAN PAYMENT	7,500.00	7,500.00	7,500.00	.00	100.00	.00	.00
	<b>TOTAL PCAN</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>.00</b>	<b>100.00</b>	<b>.00</b>	<b>.00</b>
<u>ROOM TAXES</u>								
100-56600-650-000	ROOM TAX ENTITY	.00	.00	98,000.00	98,000.00	.00	.00	98,000.00
	<b>TOTAL ROOM TAXES</b>	<b>.00</b>	<b>.00</b>	<b>98,000.00</b>	<b>98,000.00</b>	<b>.00</b>	<b>.00</b>	<b>98,000.00</b>
<u>URBAN DEVELOPMENT</u>								
100-56615-340-000	URBAN DEV - KALL.OPER.SUPPLI	.00	.00	371.00	371.00	.00	.00	371.00
	<b>TOTAL URBAN DEVELOPMENT</b>	<b>.00</b>	<b>.00</b>	<b>371.00</b>	<b>371.00</b>	<b>.00</b>	<b>.00</b>	<b>371.00</b>
<u>ANNEXED PROPERTY (TAXES)</u>								
100-56666-720-000	ANNEXED PROPERTY (TAXES)	.00	.00	1,184.00	1,184.00	.00	.00	1,184.00
	<b>TOTAL ANNEXED PROPERTY (TAX)</b>	<b>.00</b>	<b>.00</b>	<b>1,184.00</b>	<b>1,184.00</b>	<b>.00</b>	<b>.00</b>	<b>1,184.00</b>
<u>HOUSING DIVISION</u>								
100-56800-210-000	HSG DIV: PROF SERVICES	.00	.00	12,000.00	12,000.00	.00	.00	12,000.00
100-56800-340-000	HSG DIV: OPERATING SUPPLIES	.00	.00	50.00	50.00	.00	.00	50.00
100-56800-477-000	HSG DIV: HOUSING PROGRAMS I	.00	.00	100.00	100.00	.00	.00	100.00
	<b>TOTAL HOUSING DIVISION</b>	<b>.00</b>	<b>.00</b>	<b>12,150.00</b>	<b>12,150.00</b>	<b>.00</b>	<b>.00</b>	<b>12,150.00</b>

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 100 - GENERAL FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE	
<u>COMMUNITY PLANNING/DEVELO</u>								
100-56900-110-000	COMM P&D: SALARIES	3,449.07	3,449.07	99,271.00	95,821.93	3.47	.00	95,821.93
100-56900-131-000	COMM P&D: WRS (ERS)	219.81	219.81	6,502.00	6,282.19	3.38	.00	6,282.19
100-56900-132-000	COMM P&D: SOC SEC	199.36	199.36	6,155.00	5,955.64	3.24	.00	5,955.64
100-56900-133-000	COMM P&D: MEDICARE	46.62	46.62	1,439.00	1,392.38	3.24	.00	1,392.38
100-56900-134-000	COMM P&D: LIFE INS	21.56	21.56	284.00	262.44	7.59	.00	262.44
100-56900-135-000	COMM P&D: HEALTH INS PREMIU	2,405.19	2,405.19	28,862.00	26,456.81	8.33	.00	26,456.81
100-56900-137-000	COMM P&D: HEALTH INS. CLAIMS	.00	.00	5,040.00	5,040.00	.00	.00	5,040.00
100-56900-138-000	COMM P&D: DENTAL INS	105.45	105.45	1,772.00	1,666.55	5.95	.00	1,666.55
100-56900-139-000	COMM P&D: LONG TERM DISABILI	70.84	70.84	854.00	783.16	8.30	.00	783.16
100-56900-210-000	COMM P&D: PROF SERVICES	.00	.00	15,000.00	15,000.00	.00	.00	15,000.00
100-56900-309-000	COMM P&D: POSTAGE	29.34	29.34	1,000.00	970.66	2.93	.00	970.66
100-56900-310-000	COMM P&D: OFFICE SUPPLIES	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-56900-320-000	COMM P&D: SUBSCRIPTION & DU	.00	.00	25.00	25.00	.00	.00	25.00
100-56900-330-000	COMM P&D: TRAVEL & CONFERE	.00	.00	1,000.00	1,000.00	.00	.00	1,000.00
100-56900-346-000	COMM P&D: COPY MACHINES	.00	.00	1,750.00	1,750.00	.00	.00	1,750.00
100-56900-403-000	COMM P&D: ZONING & PLANNING	.00	.00	1,500.00	1,500.00	.00	.00	1,500.00
100-56900-486-000	COMM P&D: HISTORIC PRESERVA	.00	.00	500.00	500.00	.00	.00	500.00
	<b>TOTAL COMMUNITY PLANNING/D</b>	<b>6,547.24</b>	<b>6,547.24</b>	<b>171,954.00</b>	<b>165,406.76</b>	<b>3.81</b>	<b>.00</b>	<b>165,406.76</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>271,330.59</b>	<b>271,330.59</b>	<b>8,379,826.00</b>	<b>8,108,495.41</b>	<b>3.24</b>	<b>90,962.50</b>	<b>8,017,532.91</b>
	<b>NET REV OVER EXP</b>	<b>53,501.58</b>	<b>53,501.58</b>	<b>( .24)</b>	<b>53,501.82</b>	<b>22,292,325.00</b>	<b>( 90,962.50)</b>	<b>( 37,460.92)</b>

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 101 - TAXI/BUS FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
<u>ASSETS</u>				
101-10001-000-000	( 11,545.81)	( 44,757.14)	( 44,757.14)	( 56,302.95)
101-11111-000-000	.00	.00	.00	.00
101-12111-000-000	.00	.00	.00	.00
101-13911-000-000	.00	12,500.00	12,500.00	12,500.00
	( 11,545.81)	( 32,257.14)	( 32,257.14)	( 43,802.95)
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
101-21211-000-000	( 47,024.04)	44,940.84	44,940.84	( 2,083.20)
101-21220-000-000	( 123.92)	123.92	123.92	.00
101-21311-000-000	.00	.00	.00	.00
101-21312-000-000	.00	.00	.00	.00
101-21313-000-000	.00	.00	.00	.00
101-21314-000-000	.00	.00	.00	.00
101-21315-000-000	.00	.00	.00	.00
101-21316-000-000	.00	.00	.00	.00
101-21520-000-000	.00	.00	.00	.00
101-21522-000-000	.00	.00	.00	.00
	( 47,147.96)	45,064.76	45,064.76	( 2,083.20)
<u>FUND EQUITY</u>				
101-30000-000-000	.00	.00	.00	.00
101-31000-000-000	58,693.77	.00	.00	58,693.77
101-34110-000-000	.00	.00	.00	.00
	.00	( 12,807.62)	( 12,807.62)	( 12,807.62)
	58,693.77	( 12,807.62)	( 12,807.62)	45,886.15
	11,545.81	32,257.14	32,257.14	43,802.95

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 101 - TAXI/BUS FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXES</u>							
101-41100-100-000 GENERAL PROPERTY TAXES	.00	.00	44,647.00	( 44,647.00)	.00	.00	( 44,647.00)
TOTAL TAXES	.00	.00	44,647.00	( 44,647.00)	.00	.00	( 44,647.00)
<u>INTERGOVERNMENTAL REVENUE</u>							
101-43229-225-000 FEDERAL TAX/BUS GRANT	.00	.00	280,935.00	( 280,935.00)	.00	.00	( 280,935.00)
101-43537-226-000 STATE TAXI/BUS GRANT	.00	.00	92,755.00	( 92,755.00)	.00	.00	( 92,755.00)
TOTAL INTERGOVERNMENTAL RE	.00	.00	373,690.00	( 373,690.00)	.00	.00	( 373,690.00)
<u>PUBLIC CHARGES FOR SERVICE</u>							
101-46350-100-000 FARE REVENUE	500.00	500.00	1,100.00	( 600.00)	45.45	.00	( 600.00)
TOTAL PUBLIC CHARGES FOR SE	500.00	500.00	1,100.00	( 600.00)	45.45	.00	( 600.00)
<u>INTERGOVERNMENTAL CHARGE</u>							
101-47230-536-000 UW-P ADMIN CHARGES	.00	.00	5,000.00	( 5,000.00)	.00	.00	( 5,000.00)
101-47230-621-000 UWP SHARE OF TAXI/BUS	12,500.00	12,500.00	150,000.00	( 137,500.00)	8.33	.00	( 137,500.00)
TOTAL INTERGOVERNMENTAL CH	12,500.00	12,500.00	155,000.00	( 142,500.00)	8.06	.00	( 142,500.00)
TOTAL FUND REVENUE	13,000.00	13,000.00	574,437.00	( 561,437.00)	2.26	.00	( 561,437.00)

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 101 - TAXI/BUS FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXI SERVICE EXPENSES</u>							
101-53521-120-000 TAXI: OTHER WAGES	90.76	90.76	2,640.00	2,549.24	3.44	.00	2,549.24
101-53521-131-000 TAXI: WRS (ERS)	5.79	5.79	173.00	167.21	3.35	.00	167.21
101-53521-132-000 TAXI: SOC SEC	5.27	5.27	164.00	158.73	3.21	.00	158.73
101-53521-133-000 TAXI: MEDICARE	1.23	1.23	38.00	36.77	3.24	.00	36.77
101-53521-134-000 TAXI: LIFE INS	.18	.18	4.00	3.82	4.50	.00	3.82
101-53521-135-000 TAXI: HEALTH INS PREMIUM	85.90	85.90	1,031.00	945.10	8.33	.00	945.10
101-53521-137-000 TAXI: HEALTH INS CLAIMS	.00	.00	180.00	180.00	.00	.00	180.00
101-53521-138-000 TAXI: DENTAL INS	.00	.00	63.00	63.00	.00	.00	63.00
101-53521-139-000 TAXI: LONG TERM DISABILITY	1.87	1.87	23.00	21.13	8.13	.00	21.13
101-53521-621-000 TAXI SERVICE EXPENSES	.00	.00	301,760.00	301,760.00	.00	.00	301,760.00
101-53521-622-000 BUS SERVICE EXPENSES	.00	.00	268,286.00	268,286.00	.00	.00	268,286.00
101-53521-623-000 BUS PASS PRINTING EXPENSES	.00	.00	75.00	75.00	.00	.00	75.00
101-53521-624-000 BUS ADMIN EXPENSES	1.38	1.38	.00	( 1.38)	.00	.00	( 1.38)
<b>TOTAL TAXI SERVICE EXPENSES</b>	<b>192.38</b>	<b>192.38</b>	<b>574,437.00</b>	<b>574,244.62</b>	<b>.03</b>	<b>.00</b>	<b>574,244.62</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>192.38</b>	<b>192.38</b>	<b>574,437.00</b>	<b>574,244.62</b>	<b>.03</b>	<b>.00</b>	<b>574,244.62</b>
<b>NET REV OVER EXP</b>	<b>12,807.62</b>	<b>12,807.62</b>	<b>.00</b>	<b>12,807.62</b>	<b>.00</b>	<b>.00</b>	<b>12,807.62</b>

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 105 - DEBT SERVICE FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
<u>ASSETS</u>				
105-10001-000-000	( 8,080.82)	1,425.00	1,425.00	( 6,655.82)
105-10002-000-000	.00	.00	.00	.00
105-11109-000-000	.00	.00	.00	.00
105-11111-000-000	.00	.00	.00	.00
105-12111-000-000	.00	.00	.00	.00
105-17103-000-000	.00	.00	.00	.00
105-17202-000-000	76,712.24	.00	.00	76,712.24
	68,631.42	1,425.00	1,425.00	70,056.42
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
105-21211-000-000	.00	.00	.00	.00
105-22212-000-000	.00	.00	.00	.00
105-27002-000-000	( 103,025.17)	.00	.00	( 103,025.17)
105-27013-000-000	.00	.00	.00	.00
105-29102-000-000	.00	.00	.00	.00
	( 103,025.17)	.00	.00	( 103,025.17)
<u>FUND EQUITY</u>				
105-30000-000-000	.00	.00	.00	.00
105-31000-000-000	34,393.75	.00	.00	34,393.75
105-32000-000-000	.00	.00	.00	.00
	.00	( 1,425.00)	( 1,425.00)	( 1,425.00)
	34,393.75	( 1,425.00)	( 1,425.00)	32,968.75
	( 68,631.42)	( 1,425.00)	( 1,425.00)	( 70,056.42)

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 105 - DEBT SERVICE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXES</u>							
105-41100-100-000 GENERAL PROPERTY TAXES	.00	.00	1,486,964.00	(1,486,964.00)	.00	.00	(1,486,964.00)
TOTAL TAXES	.00	.00	1,486,964.00	(1,486,964.00)	.00	.00	(1,486,964.00)
<u>OTHER FINANCING SOURCES</u>							
105-49200-711-000 AIRPORT LOAN REPAYMENT	1,425.00	1,425.00	.00	1,425.00	.00	.00	1,425.00
TOTAL OTHER FINANCING SOUR	1,425.00	1,425.00	.00	1,425.00	.00	.00	1,425.00
TOTAL FUND REVENUE	1,425.00	1,425.00	1,486,964.00	(1,485,539.00)	.10	.00	(1,485,539.00)

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 105 - DEBT SERVICE FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE	
<u>PRINCIPAL ON NOTES</u>								
105-58100-013-000	PRINCIPAL LONG TERM NOTES	.00	.00	1,190,000.00	1,190,000.00	.00	.00	1,190,000.00
	TOTAL PRINCIPAL ON NOTES	.00	.00	1,190,000.00	1,190,000.00	.00	.00	1,190,000.00
<u>INTEREST AND FISCAL CHARGES</u>								
105-58200-005-000	INTEREST ON LONG TERM NOT	.00	.00	296,964.00	296,964.00	.00	.00	296,964.00
	TOTAL INTEREST AND FISCAL CH	.00	.00	296,964.00	296,964.00	.00	.00	296,964.00
	TOTAL FUND EXPENDITURES	.00	.00	1,486,964.00	1,486,964.00	.00	.00	1,486,964.00
	NET REV OVER EXP	1,425.00	1,425.00	.00	1,425.00	.00	.00	1,425.00

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 110 - CAPITAL PROJECTS FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
<u>ASSETS</u>				
110-10001-000-000 TREASURER'S CASH	( 126,837.48)	( 8,683.62)	( 8,683.62)	( 135,521.10)
110-11111-000-000 GENERAL INVESTMENTS	164,774.19	.00	.00	164,774.19
110-11116-000-000 LIBRARY CIP FUND INVESTMENTS	.00	.00	.00	.00
110-12111-000-000 TAXES RECEIVABLE	.00	.00	.00	.00
110-13911-000-000 ACCOUNTS RECEIVABLE MISC.	10,254.50	( 6,672.00)	( 6,672.00)	3,582.50
110-14111-000-000 SUBSEQUENT YEAR BUDGET IT	.00	.00	.00	.00
110-15112-000-000 SPEC-ASSESS-CURB/GUTTER/S	.00	.00	.00	.00
	48,191.21	( 15,355.62)	( 15,355.62)	32,835.59
TOTAL ASSETS	48,191.21	( 15,355.62)	( 15,355.62)	32,835.59
 <u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
110-21211-000-000 VOUCHERS PAYABLE	( 98,522.41)	7,390.49	7,390.49	( 91,131.92)
110-23352-000-000 KNOLLWOOD BIKE TRAIL DONATIONS	.00	.00	.00	.00
110-23523-000-000 POLICE STORAGE SHED DONAT	.00	.00	.00	.00
110-24500-000-000 BROADBAND BILL BEST	.00	.00	.00	.00
110-27180-000-000 RESERVE FOR NEW AMBULANCE	.00	.00	.00	.00
110-30000-000-000 BUDGET VARIANCE	.00	.00	.00	.00
110-34110-000-000 P.O. ENCUMBRANCE	.00	.00	.00	.00
	( 98,522.41)	7,390.49	7,390.49	( 91,131.92)
TOTAL LIABILITIES	( 98,522.41)	7,390.49	7,390.49	( 91,131.92)
 <u>FUND EQUITY</u>				
110-31000-000-000 FUND BALANCE	50,331.20	.00	.00	50,331.20
NET INCOME/LOSS	.00	7,965.13	7,965.13	7,965.13
	50,331.20	7,965.13	7,965.13	58,296.33
TOTAL FUND EQUITY	50,331.20	7,965.13	7,965.13	58,296.33
TOTAL LIABILITIES AND EQUITY	( 48,191.21)	15,355.62	15,355.62	( 32,835.59)

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 110 - CAPITAL PROJECTS FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXES</u>							
110-41100-100-000 GENERAL PROPERTY TAXES	.00	.00	196,600.00	( 196,600.00)	.00	.00	( 196,600.00)
TOTAL TAXES	.00	.00	196,600.00	( 196,600.00)	.00	.00	( 196,600.00)
<u>INTERGOVERNMENTAL REVENUE</u>							
110-43229-225-000 FEDERAL TAXI GRANT(VEHICLE)	.00	.00	30,400.00	( 30,400.00)	.00	.00	( 30,400.00)
110-43534-276-000 DOT HIGHWAY GRANT	.00	.00	69,525.00	( 69,525.00)	.00	.00	( 69,525.00)
110-43570-286-000 DNR GRANT	.00	.00	75,000.00	( 75,000.00)	.00	.00	( 75,000.00)
TOTAL INTERGOVERNMENTAL RE	.00	.00	174,925.00	( 174,925.00)	.00	.00	( 174,925.00)
<u>PUBLIC CHARGES FOR SERVICE</u>							
110-46300-100-000 WHEEL TAX-VEHICLE REG FEE	.00	.00	120,000.00	( 120,000.00)	.00	.00	( 120,000.00)
TOTAL PUBLIC CHARGES FOR SE	.00	.00	120,000.00	( 120,000.00)	.00	.00	( 120,000.00)
<u>MISCELLANEOUS REVENUE</u>							
110-48500-830-000 SCHOOL DONATIONS	.00	.00	5,000.00	( 5,000.00)	.00	.00	( 5,000.00)
110-48500-840-000 UW-PLATTEVILLE DONATION	.00	.00	49,167.00	( 49,167.00)	.00	.00	( 49,167.00)
TOTAL MISCELLANEOUS REVENU	.00	.00	54,167.00	( 54,167.00)	.00	.00	( 54,167.00)
<u>OTHER FINANCING SOURCES</u>							
110-49120-940-000 LONG-TERM LOANS	.00	.00	1,095,000.00	(1,095,000.00)	.00	.00	(1,095,000.00)
110-49200-723-000 MUSEUM REVOLVING FUND TRA	.00	.00	3,000.00	( 3,000.00)	.00	.00	( 3,000.00)
110-49999-997-000 CIP FUND BAL TRANSFER	.00	.00	27,000.00	( 27,000.00)	.00	.00	( 27,000.00)
110-49999-999-000 TRANS.FR.GENERAL FUND	.00	.00	593,033.00	( 593,033.00)	.00	.00	( 593,033.00)
TOTAL OTHER FINANCING SOUR	.00	.00	1,718,033.00	(1,718,033.00)	.00	.00	(1,718,033.00)
TOTAL FUND REVENUE	.00	.00	2,263,725.00	(2,263,725.00)	.00	.00	(2,263,725.00)

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 110 - CAPITAL PROJECTS FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE	
<u>CAPITAL PROJECTS</u>								
110-60001-518-000	CAP PRJ: CITY HALL	.00	.00	373,000.00	373,000.00	.00	.00	373,000.00
110-60001-533-000	CAP PRJ: STREET EQUIPMENT CI	.00	.00	186,800.00	186,800.00	.00	.00	186,800.00
110-60001-534-000	CAP PRJ: CONTRACT STREET RE	.00	.00	150,000.00	150,000.00	.00	.00	150,000.00
110-60001-535-000	CAP PRJ: SIDEWALK (NEW)	3,158.00	3,158.00	60,000.00	56,842.00	5.26	.00	56,842.00
110-60001-536-000	CAP PRJ: SIDEWALK (REPAIRS)	.00	.00	30,000.00	30,000.00	.00	.00	30,000.00
110-60001-552-000	CAP PRJ: PARK & REC CIP	.00	.00	70,400.00	70,400.00	.00	.00	70,400.00
110-60001-553-000	CAP PRJ: MUSEUM	.00	.00	26,000.00	26,000.00	.00	.00	26,000.00
110-60001-911-000	CAP PRJ: STREET CONSTRUCTIO	2,403.57	2,403.57	905,775.00	903,371.43	.27	.00	903,371.43
110-60001-939-000	CAP PRJ: STORM SEWER	2,403.56	2,403.56	423,750.00	421,346.44	.57	.00	421,346.44
110-60001-947-000	CAP PRJ: TAXI VEHICLE	.00	.00	38,000.00	38,000.00	.00	.00	38,000.00
	<b>TOTAL CAPITAL PROJECTS</b>	<b>7,965.13</b>	<b>7,965.13</b>	<b>2,263,725.00</b>	<b>2,255,759.87</b>	<b>.35</b>	<b>.00</b>	<b>2,255,759.87</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>7,965.13</b>	<b>7,965.13</b>	<b>2,263,725.00</b>	<b>2,255,759.87</b>	<b>.35</b>	<b>.00</b>	<b>2,255,759.87</b>
	<b>NET REV OVER EXP</b>	<b>( 7,965.13)</b>	<b>( 7,965.13)</b>	<b>.00</b>	<b>( 7,965.13)</b>	<b>.00</b>	<b>.00</b>	<b>( 7,965.13)</b>

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 124 - TIF DISTRICT #4 FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE	
<u>ASSETS</u>					
124-10001-000-000	TREASURER'S CASH	51,688.87	.00	.00	51,688.87
124-11111-000-000	GENERAL INVESTMENTS	.00	.00	.00	.00
124-12111-000-000	TAXES RECEIVABLE	.00	.00	.00	.00
124-13911-000-000	ACCOUNTS RECEIVABLE MISC.	.00	.00	.00	.00
124-17106-000-000	ADVANCE DUE FROM GEN FUND	.00	.00	.00	.00
	TOTAL ASSETS	51,688.87	.00	.00	51,688.87
<u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
124-21211-000-000	VOUCHERS PAYABLE	.00	.00	.00	.00
124-27015-000-000	LONG-TERM ADV. TO TIF#4	.00	.00	.00	.00
	TOTAL LIABILITIES	.00	.00	.00	.00
<u>FUND EQUITY</u>					
124-30000-000-000	BUDGET VARIANCE	.00	.00	.00	.00
124-31000-000-000	FUND BALANCE	( 51,688.87)	.00	.00	( 51,688.87)
	NET INCOME/LOSS	.00	.00	.00	.00
	TOTAL FUND EQUITY	( 51,688.87)	.00	.00	( 51,688.87)
	TOTAL LIABILITIES AND EQUITY	( 51,688.87)	.00	.00	( 51,688.87)

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 124 - TIF DISTRICT #4 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXES</u>							
124-41120-115-000 TIF #4 DISTRICT TAXES	.00	.00	170,675.00	( 170,675.00)	.00	.00	( 170,675.00)
TOTAL TAXES	.00	.00	170,675.00	( 170,675.00)	.00	.00	( 170,675.00)
<u>INTERGOVERNMENTAL REVENUE</u>							
124-43410-234-000 TIF#4 EXEMPT COMPUTER ST.	.00	.00	470.00	( 470.00)	.00	.00	( 470.00)
124-43410-235-000 TIF#4 EXEMPT PERS PROP AID	.00	.00	1,854.00	( 1,854.00)	.00	.00	( 1,854.00)
TOTAL INTERGOVERNMENTAL RE	.00	.00	2,324.00	( 2,324.00)	.00	.00	( 2,324.00)
<u>SOURCE 49</u>							
124-49999-998-000 TIF FUND BAL. CARRYOVER	.00	.00	31,712.00	( 31,712.00)	.00	.00	( 31,712.00)
TOTAL SOURCE 49	.00	.00	31,712.00	( 31,712.00)	.00	.00	( 31,712.00)
TOTAL FUND REVENUE	.00	.00	204,711.00	( 204,711.00)	.00	.00	( 204,711.00)



# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 125 - TIF DISTRICT #5 FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE	
<u>ASSETS</u>					
125-10001-000-000	TREASURER'S CASH	533,680.54	.00	.00	533,680.54
125-11111-000-000	GENERAL INVESTMENTS	.00	.00	.00	.00
125-12111-000-000	TAXES RECEIVABLE	.00	.00	.00	.00
125-13911-000-000	ACCOUNTS RECEIVABLE MISC.	.00	.00	.00	.00
	TOTAL ASSETS	533,680.54	.00	.00	533,680.54
<u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
125-21211-000-000	VOUCHERS PAYABLE	.00	.00	.00	.00
125-27015-000-000	LONG-TERM ADV. TO TIF#5	.00	.00	.00	.00
125-27018-000-000	ADVANCE DUE TO UTILITY	.00	.00	.00	.00
	TOTAL LIABILITIES	.00	.00	.00	.00
<u>FUND EQUITY</u>					
125-30000-000-000	BUDGET VARIANCE	.00	.00	.00	.00
125-31000-000-000	FUND BALANCE	( 533,680.54)	.00	.00	( 533,680.54)
125-32005-000-000	TIF #5 FUND BALANCE	.00	.00	.00	.00
125-34110-000-000	P.O. ENCUMBRANCE	.00	.00	.00	.00
	NET INCOME/LOSS	.00	.00	.00	.00
	TOTAL FUND EQUITY	( 533,680.54)	.00	.00	( 533,680.54)
	TOTAL LIABILITIES AND EQUITY	( 533,680.54)	.00	.00	( 533,680.54)

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 125 - TIF DISTRICT #5 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXES</u>							
125-41120-115-000 TIF #5 DISTRICT TAXES	.00	.00	956,672.00	( 956,672.00)	.00	.00	( 956,672.00)
TOTAL TAXES	.00	.00	956,672.00	( 956,672.00)	.00	.00	( 956,672.00)
<u>INTERGOVERNMENTAL REVENUE</u>							
125-43410-234-000 TIF#5 EXEMPT COMPUTER ST.	.00	.00	7,011.00	( 7,011.00)	.00	.00	( 7,011.00)
125-43410-235-000 TIF#5 EXEMPT PERS PROP AID	.00	.00	5,369.00	( 5,369.00)	.00	.00	( 5,369.00)
TOTAL INTERGOVERNMENTAL RE	.00	.00	12,380.00	( 12,380.00)	.00	.00	( 12,380.00)
TOTAL FUND REVENUE	.00	.00	969,052.00	( 969,052.00)	.00	.00	( 969,052.00)



# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 126 - TIF DISTRICT #6 FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
<u>ASSETS</u>				
126-10001-000-000 TREASURER'S CASH	( 149,087.05)	( 127,536.87)	( 127,536.87)	( 276,623.92)
126-11111-000-000 GENERAL INVESTMENTS	.00	.00	.00	.00
126-12111-000-000 TAXES RECEIVABLE	.00	.00	.00	.00
126-13911-000-000 ACCOUNTS RECEIVABLE MISC.	.00	.00	.00	.00
126-17106-000-000 ADVANCE DUE FROM TIF#6	.00	.00	.00	.00
TOTAL ASSETS	( 149,087.05)	( 127,536.87)	( 127,536.87)	( 276,623.92)
 <u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
126-21211-000-000 VOUCHERS PAYABLE	( 30.77)	30.77	30.77	.00
126-27015-000-000 LONG-TERM ADV. TO TIF#6	( 217,411.99)	.00	.00	( 217,411.99)
126-27016-000-000 ADVANCE DUE CP FUND - TIF#6	.00	.00	.00	.00
126-27018-000-000 ADVANCE DUE TO UTILITIES	( 65,552.30)	.00	.00	( 65,552.30)
TOTAL LIABILITIES	( 282,995.06)	30.77	30.77	( 282,964.29)
 <u>FUND EQUITY</u>				
126-30000-000-000 BUDGET VARIANCE	.00	.00	.00	.00
126-31000-000-000 FUND BALANCE	432,082.11	.00	.00	432,082.11
126-32006-000-000 TIF #6 FUND BALANCE	.00	.00	.00	.00
126-34110-000-000 P.O. ENCUMBRANCE	.00	.00	.00	.00
NET INCOME/LOSS	.00	127,506.10	127,506.10	127,506.10
TOTAL FUND EQUITY	432,082.11	127,506.10	127,506.10	559,588.21
TOTAL LIABILITIES AND EQUITY	149,087.05	127,536.87	127,536.87	276,623.92

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 126 - TIF DISTRICT #6 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXES</u>							
126-41120-115-000 TIF #6 DISTRICT TAXES	.00	.00	538,892.00	( 538,892.00)	.00	.00	( 538,892.00)
TOTAL TAXES	.00	.00	538,892.00	( 538,892.00)	.00	.00	( 538,892.00)
<u>INTERGOVERNMENTAL REVENUE</u>							
126-43410-234-000 TIF#6 EXEMPT COMPUTER ST.	.00	.00	989.00	( 989.00)	.00	.00	( 989.00)
126-43410-235-000 TIF#6 EXEMPT PERS PROP AID	.00	.00	3,001.00	( 3,001.00)	.00	.00	( 3,001.00)
TOTAL INTERGOVERNMENTAL RE	.00	.00	3,990.00	( 3,990.00)	.00	.00	( 3,990.00)
<u>OTHER FINANCING SOURCES</u>							
126-49200-999-000 ADVANCE FROM GENERAL FUND	.00	.00	49,599.00	( 49,599.00)	.00	.00	( 49,599.00)
TOTAL OTHER FINANCING SOUR	.00	.00	49,599.00	( 49,599.00)	.00	.00	( 49,599.00)
TOTAL FUND REVENUE	.00	.00	592,481.00	( 592,481.00)	.00	.00	( 592,481.00)

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 126 - TIF DISTRICT #6 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>DEPARTMENT 530</u>							
126-51530-412-000 ASSESSOR:ST. MANUFACTURING	1,297.10	1,297.10	1,300.00	2.90	99.78	.00	2.90
TOTAL DEPARTMENT 530	1,297.10	1,297.10	1,300.00	2.90	99.78	.00	2.90
<u>TAX INCREMENT DISTRICT FEE</u>							
126-56600-290-000 TAX INCREMENT DISTRICT FEES	.00	.00	150.00	150.00	.00	.00	150.00
TOTAL TAX INCREMENT DISTRICT	.00	.00	150.00	150.00	.00	.00	150.00
<u>DEPARTMENT 721</u>							
126-56721-509-000 PLATTEVILLE INCUBATOR	30,000.00	30,000.00	30,000.00	.00	100.00	.00	.00
126-56721-510-000 GRANT CTY ECON DEV	19,159.00	19,159.00	19,159.00	.00	100.00	.00	.00
TOTAL DEPARTMENT 721	49,159.00	49,159.00	49,159.00	.00	100.00	.00	.00
<u>PRINCIPAL ON NOTES</u>							
126-58100-018-000 PRINCIPAL ON TIF#6 NOTES	.00	.00	245,683.00	245,683.00	.00	.00	245,683.00
TOTAL PRINCIPAL ON NOTES	.00	.00	245,683.00	245,683.00	.00	.00	245,683.00
<u>INTEREST ON NOTES</u>							
126-58200-019-000 INTEREST ON TIF#6 NOTES	.00	.00	147,739.00	147,739.00	.00	.00	147,739.00
TOTAL INTEREST ON NOTES	.00	.00	147,739.00	147,739.00	.00	.00	147,739.00
<u>TIF #6 CAPITAL PROJECTS</u>							
126-60006-314-000 TIF#6 - UTILITIES AND REFUSE	.00	.00	400.00	400.00	.00	.00	400.00
126-60006-567-000 TIF#6 - PLAT.AREA IND.DEV.	77,050.00	77,050.00	77,050.00	.00	100.00	.00	.00
126-60006-801-000 TAX INCREMENTS TO EMMI ROTH	.00	.00	71,000.00	71,000.00	.00	.00	71,000.00
TOTAL TIF #6 CAPITAL PROJECTS	77,050.00	77,050.00	148,450.00	71,400.00	51.90	.00	71,400.00
TOTAL FUND EXPENDITURES	127,506.10	127,506.10	592,481.00	464,974.90	21.52	.00	464,974.90
NET REV OVER EXP	( 127,506.10)	( 127,506.10)	.00	( 127,506.10)	.00	.00	( 127,506.10)

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 127 - TIF DISTRICT #7 FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
<u>ASSETS</u>				
127-10001-000-000	353,394.01	( 55,847.84)	( 55,847.84)	297,546.17
127-11111-000-000	41,758.37	.00	.00	41,758.37
127-12111-000-000	.00	.00	.00	.00
127-13911-000-000	24,675.00	.00	.00	24,675.00
127-17107-000-000	.00	.00	.00	.00
	419,827.38	( 55,847.84)	( 55,847.84)	363,979.54
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
127-21211-000-000	( 462.00)	.00	.00	( 462.00)
127-27015-000-000	( 716,840.32)	.00	.00	( 716,840.32)
127-27017-000-000	.00	.00	.00	.00
127-27018-000-000	( 855,447.51)	.00	.00	( 855,447.51)
	( 1,572,749.83)	.00	.00	( 1,572,749.83)
<u>FUND EQUITY</u>				
127-30000-000-000	.00	.00	.00	.00
127-31000-000-000	1,152,922.45	.00	.00	1,152,922.45
127-32007-000-000	.00	.00	.00	.00
127-34110-000-000	.00	.00	.00	.00
	.00	55,847.84	55,847.84	55,847.84
	1,152,922.45	55,847.84	55,847.84	1,208,770.29
	( 419,827.38)	55,847.84	55,847.84	( 363,979.54)

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 127 - TIF DISTRICT #7 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>TAXES</u>							
127-41120-115-000 TIF #7 DISTRICT TAXES	.00	.00	389,843.00	( 389,843.00)	.00	.00	( 389,843.00)
TOTAL TAXES	.00	.00	389,843.00	( 389,843.00)	.00	.00	( 389,843.00)
<u>INTERGOVERNMENTAL REVENUE</u>							
127-43410-234-000 TIF#7 EXEMPT COMPUTER ST.	.00	.00	3,819.00	( 3,819.00)	.00	.00	( 3,819.00)
127-43410-235-000 TIF#7 EXEMPT PERS PROP AID	.00	.00	2,568.00	( 2,568.00)	.00	.00	( 2,568.00)
TOTAL INTERGOVERNMENTAL RE	.00	.00	6,387.00	( 6,387.00)	.00	.00	( 6,387.00)
<u>MISCELLANEOUS REVENUES</u>							
127-48110-817-000 INTEREST FROM TIF#7 BOND	.00	.00	684.03	( 684.03)	.00	.00	( 684.03)
127-48500-850-000 PJR PROP DEV AGREE PMT	.00	.00	20,000.00	( 20,000.00)	.00	.00	( 20,000.00)
TOTAL MISCELLANEOUS REVENU	.00	.00	20,684.03	( 20,684.03)	.00	.00	( 20,684.03)
<u>OTHER FINANCING SOURCES</u>							
127-49200-989-000 ADVANCE FROM TID#5	.00	.00	600,838.00	( 600,838.00)	.00	.00	( 600,838.00)
TOTAL OTHER FINANCING SOUR	.00	.00	600,838.00	( 600,838.00)	.00	.00	( 600,838.00)
TOTAL FUND REVENUE	.00	.00	1,017,752.03	(1,017,752.03)	.00	.00	(1,017,752.03)

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 127 - TIF DISTRICT #7 FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE	
<u>ATTORNEY</u>								
127-51300-210-000	ATTORNEY: PROF SERVICES	.00	.00	2,500.00	2,500.00	.00	.00	2,500.00
	TOTAL ATTORNEY	.00	.00	2,500.00	2,500.00	.00	.00	2,500.00
<u>DEPARTMENT 530</u>								
127-51530-412-000	ASSESSOR:ST. MANUFACTURING	14.84	14.84	16.00	1.16	92.75	.00	1.16
	TOTAL DEPARTMENT 530	14.84	14.84	16.00	1.16	92.75	.00	1.16
<u>TAX INCREMENT DISTRICT FEES</u>								
127-56600-290-000	TAX INCREMENT DISTRICT FEES	.00	.00	150.00	150.00	.00	.00	150.00
	TOTAL TAX INCREMENT DISTRICT	.00	.00	150.00	150.00	.00	.00	150.00
<u>COMM PLAN &amp; DEVELOPMENT</u>								
127-56900-568-000	TIF #7 MAIN STREET PROGRAM	37,500.00	37,500.00	37,500.00	.00	100.00	.00	.00
	TOTAL COMM PLAN & DEVELOPM	37,500.00	37,500.00	37,500.00	.00	100.00	.00	.00
<u>PRINCIPAL ON NOTES</u>								
127-58100-018-000	PRINCIPAL ON TIF#7 NOTES	.00	.00	249,373.00	249,373.00	.00	.00	249,373.00
	TOTAL PRINCIPAL ON NOTES	.00	.00	249,373.00	249,373.00	.00	.00	249,373.00
<u>INTEREST ON NOTES</u>								
127-58200-019-000	INTEREST ON TIF#7 NOTES	.00	.00	185,049.00	185,049.00	.00	.00	185,049.00
	TOTAL INTEREST ON NOTES	.00	.00	185,049.00	185,049.00	.00	.00	185,049.00
<u>TIF #7 CAPITAL PROJECTS</u>								
127-60007-802-000	LEASE PMTS TO DEVELOPER	18,333.00	18,333.00	220,000.00	201,667.00	8.33	.00	201,667.00
127-60007-900-000	REIMBURSEMENT TO CITY	.00	.00	323,164.03	323,164.03	.00	.00	323,164.03
	TOTAL TIF #7 CAPITAL PROJECTS	18,333.00	18,333.00	543,164.03	524,831.03	3.38	.00	524,831.03
	TOTAL FUND EXPENDITURES	55,847.84	55,847.84	1,017,752.03	961,904.19	5.49	.00	961,904.19
	NET REV OVER EXP	( 55,847.84)	( 55,847.84)	.00	( 55,847.84)	.00	.00	( 55,847.84)

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 130 - REDEVEL. AUTH (RDA) FUND

	BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE	
<u>ASSETS</u>					
130-10001-000-000	TREASURER'S CASH	153,265.01	2,609.95	2,609.95	155,874.96
130-11111-000-000	GENERAL INVESTMENTS	.00	.00	.00	.00
130-13911-000-000	ACCOUNTS RECEIVABLE MISC.	.00	.00	.00	.00
130-17200-000-000	NOTES REC. ECON. DEV.(ALLBE)	.00	.00	.00	.00
130-17400-000-000	RDA LOANS RECEIVABLE	265,454.65	.00	.00	265,454.65
	TOTAL ASSETS	418,719.66	2,609.95	2,609.95	421,329.61
 <u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
130-21211-000-000	VOUCHERS PAYABLE	( 1,000.00)	1,000.00	1,000.00	.00
130-26000-000-000	DEFERRED (PREPAID) REVENUE	.00	.00	.00	.00
130-26001-000-000	RDA LOANS RECEIVABLE	( 265,454.65)	.00	.00	( 265,454.65)
130-27000-000-000	NOTES ADV. ECON DEV.(ALLBE)	.00	.00	.00	.00
	TOTAL LIABILITIES	( 266,454.65)	1,000.00	1,000.00	( 265,454.65)
 <u>FUND EQUITY</u>					
130-30000-000-000	BUDGET VARIANCE	.00	.00	.00	.00
130-31000-000-000	FUND BALANCE	( 152,265.01)	.00	.00	( 152,265.01)
130-34110-000-000	P.O. ENCUMBRANCE	.00	.00	.00	.00
	NET INCOME/LOSS	.00	( 3,609.95)	( 3,609.95)	( 3,609.95)
	TOTAL FUND EQUITY	( 152,265.01)	( 3,609.95)	( 3,609.95)	( 155,874.96)
	TOTAL LIABILITIES AND EQUITY	( 418,719.66)	( 2,609.95)	( 2,609.95)	( 421,329.61)

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 130 - REDEVEL. AUTH (RDA) FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>OTHER FINANCING SOURCES</u>							
130-49210-920-000	LOS AMIGOS MKT LOAN	400.00	400.00	4,800.00 ( 4,400.00)	8.33	.00 ( 4,400.00)	
130-49210-924-000	DRIFTLESS MARKET LOAN PMT	427.34	427.34	5,600.00 ( 5,172.66)	7.63	.00 ( 5,172.66)	
130-49210-928-000	STATE THEATRES LLC	2,331.66	2,331.66	20,400.00 ( 18,068.34)	11.43	.00 ( 18,068.34)	
130-49210-930-000	LMN INVESTMENT LOAN PMT.	1,321.83	1,321.83	15,862.00 ( 14,540.17)	8.33	.00 ( 14,540.17)	
	TOTAL OTHER FINANCING SOUR	<u>4,480.83</u>	<u>4,480.83</u>	<u>46,662.00 ( 42,181.17)</u>	<u>9.60</u>	<u>.00 ( 42,181.17)</u>	
	TOTAL FUND REVENUE	<u>4,480.83</u>	<u>4,480.83</u>	<u>46,662.00 ( 42,181.17)</u>	<u>9.60</u>	<u>.00 ( 42,181.17)</u>	

**CITY OF PLATTEVILLE**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 130 - REDEVEL. AUTH (RDA) FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>COMM. PLAN &amp; DEVELOPMENT</u>							
130-56900-210-000 RDA: ATTORNEY-PROF SERVICE	.00	.00	200.00	200.00	.00	.00	200.00
130-56900-712-000 RDA: LOANS - OTHER	.00	.00	31,011.00	31,011.00	.00	.00	31,011.00
130-56900-800-000 RDA: GRANTS	.00	.00	5,000.00	5,000.00	.00	.00	5,000.00
130-56900-923-000 RDA: CITY LOAN PMTS-LMN INV	870.88	870.88	10,451.00	9,580.12	8.33	.00	9,580.12
TOTAL COMM. PLAN & DEVELOPM	870.88	870.88	46,662.00	45,791.12	1.87	.00	45,791.12
TOTAL FUND EXPENDITURES	870.88	870.88	46,662.00	45,791.12	1.87	.00	45,791.12
NET REV OVER EXP	3,609.95	3,609.95	.00	3,609.95	.00	.00	3,609.95

**BANK RECONCILIATION AND STATEMENT OF INVESTMENTS  
JANUARY 2019**

ACCOUNT	TREASURERS			TREASURERS			BANK BALANCE JANUARY
	BALANCE DECEMBER	RECEIPTS	DISBURSEMENTS	BALANCE JANUARY	OUTSTANDING CHECKS	OUTSTANDING DEPOSITS	
<i>MOUND CITY BANK - General Checking Accounts-Annual percentage yield earned 2.22%:</i>							
CITY CASH	\$ 2,193,843.41	\$ 6,939,233.40	\$ 8,451,930.69	\$ 681,146.12	\$ 73,212.97	\$ 270,586.75	\$ 483,772.34
W/S CASH	\$ 225,854.67	\$ 405,490.05	\$ 267,375.51	\$ 363,969.21	\$ 806.04	\$ 6,644.35	\$ 358,130.90
<b>TOTAL</b>	<u>\$ 2,419,698.08</u>	<u>\$ 7,344,723.45</u>	<u>\$ 8,719,306.20</u>	<u>\$ 1,045,115.33</u>	<u>\$ 74,019.01</u>	<u>\$ 277,231.10</u>	<u>\$ 841,903.24</u>
AIRPORT	\$ 263,974.36	\$ 27,843.01	\$ 12,864.30	\$ 278,953.07	\$ 944.72	\$ -	\$ 279,897.79
AIRPORT RESTRICTED CASH	\$ 3,869.17	\$ -	\$ -	\$ 3,869.17	\$ -	\$ -	\$ 3,869.17
	<u>\$ 267,843.53</u>	<u>\$ 27,843.01</u>	<u>\$ 12,864.30</u>	<u>\$ 282,822.24</u>	<u>\$ 944.72</u>	<u>\$ -</u>	<u>\$ 283,766.96</u>
WHNCP	\$ 12,675.17	\$ 27.11	\$ -	\$ 12,702.28	\$ -	\$ -	\$ 12,702.28
COMMUNITY DEVELOPMENT	\$ 68,277.58	\$ 145.98	\$ 17.35	\$ 68,406.21	\$ -	\$ -	\$ 68,406.21

**INVESTMENTS AS FOLLOWS:**

GENERAL:				Ehler's Invest Port	
American Bank CD due 9/18/19	\$ 250,000.00				
Dupaco (High Interest Savings)	\$ 250,000.00				
Dupaco (Savings)	\$ 25.00				
Mound City Bank CD due 5/28/2019	\$ 238,000.00	Airport	\$ 8,530.48	State Investment Fund #2	
		Greenwood Cemetery	\$ 12,928.13	State Investment Fund #7	\$ 403,657.59
		Hillside Cem. (Clayton)	\$ 47,057.53	State Investment Fund #8	\$ 101,424.89
Wisconsin Bank & Trust. CD due 12/28/18	\$ 230,000.00				
Old National Bank CD due 9/11/19	\$ 130,071.52				
Ehler's Misc Interest	\$ 267.86				
State Investment Fund #1	\$ 6,771,442.36				
State Investment Fund #10	\$ 159,560.31				
State Investment Fund ('15 Borrowing) #11	\$ 5,213.88	Library	\$ 22,341.23	State Investment Fund #4	
State Investment Fund (TIF Borrowed) #15	\$ 41,758.37		\$ 4,547.65	MCB MMIA Trust Fund	
Clare Bank CD due 12/4/18	\$ 230,000.00				

**WATER AND SEWER INVESTMENTS:**

WATER AND SEWER INVESTMENTS:		Ehler's Investment Portfolio	
State Investment Pool #3	\$ 652,048.73	Replacement-Sewer	\$ 1,380,251.82
State Investment Pool #6	\$ 207,882.70	W/S Operating Fund	\$ 765,274.00
State Investment Pool #13	\$ 831,119.48	W/S Depr Fund (restricted)	
State Investment Pool #14	\$ 47,665.43	W/S Debt Service Reserve	\$ 1,005,311.12
CD-Heartland Credit Union	\$ 249,975.00	Holding-W&S CD Due 10/4/19	
CD-Heartland Credit Union	\$ 25.00	Savings Acct - Membership	
CD-Community First Bank	\$ 250,000.00	Repl.-Sewer CD due 8/24/19	

Respectfully Submitted,

Barb Johnson  
Financial Operations Manager



## **BOARDS AND COMMISSIONS VACANCIES LIST**

As of 1/23/19

**Airport Commission** (3 year term ending 11/1/21)

**Board of Appeals (ET Zoning)** (partial term ending 4/1/20)

**Board of Appeals (Zoning) Alternate** (2 - 3 year terms ending 10/1/21)

**Board of Review** (2 - 5 years terms ending after 2023 session)

**Commission on Aging** (3 year term ending 7/1/21)

**Community Development Board** (3 year term ending 10/1/21)

**Historic Preservation Commission Alternate** (3 year terms ending 5/1/21)

### **UPCOMING VACANCIES - February 2019**

None

Application forms for the City of Platteville Boards and Commissions are available in the City Clerk's office in the Municipal Building at 75 N Bonson Street, Platteville, WI or online at [www.platteville.org](http://www.platteville.org). Please note that most positions require City residency.

**PROPOSED LICENSES**  
**February 12, 2019**

**1 Year Operator License**

- Kyle A Junk

**2 Year Operator License**

- Ricki R Gates
- Samantha R Grams



**PERMIT APPLICATION**

PARADE  WALK  RUN  OTHER  
DATE: 3-16-19  
EVENT FEE \$50.00

**EVENT**

Event Title: St Paddy's 5K High Vibe Fitness  
Date of Event: 3-16-19 Start & End Time: 10:00 am to 12:00  
Route (or attach map): \_\_\_\_\_  
Assembly Area: Katie's Garden Disbanding Area: Katie's Garden  
Estimated Number of Participants: 300

**INSURANCE**

Name of Insurance Company: Hiscox  
Amount of Liability Insurance: \_\_\_\_\_

**APPLICANT**

Name of Organization: High Vibe Fitness  
Contact Name: JESS ROZEMAN Phone: 608-778-2774  
Street Address: 550 BUS HWY 151  
City, State, & Zip: PLATTEVILLE WI 53818

If you would like to request that the event fee be waived, please submit a reason in writing along with this application.

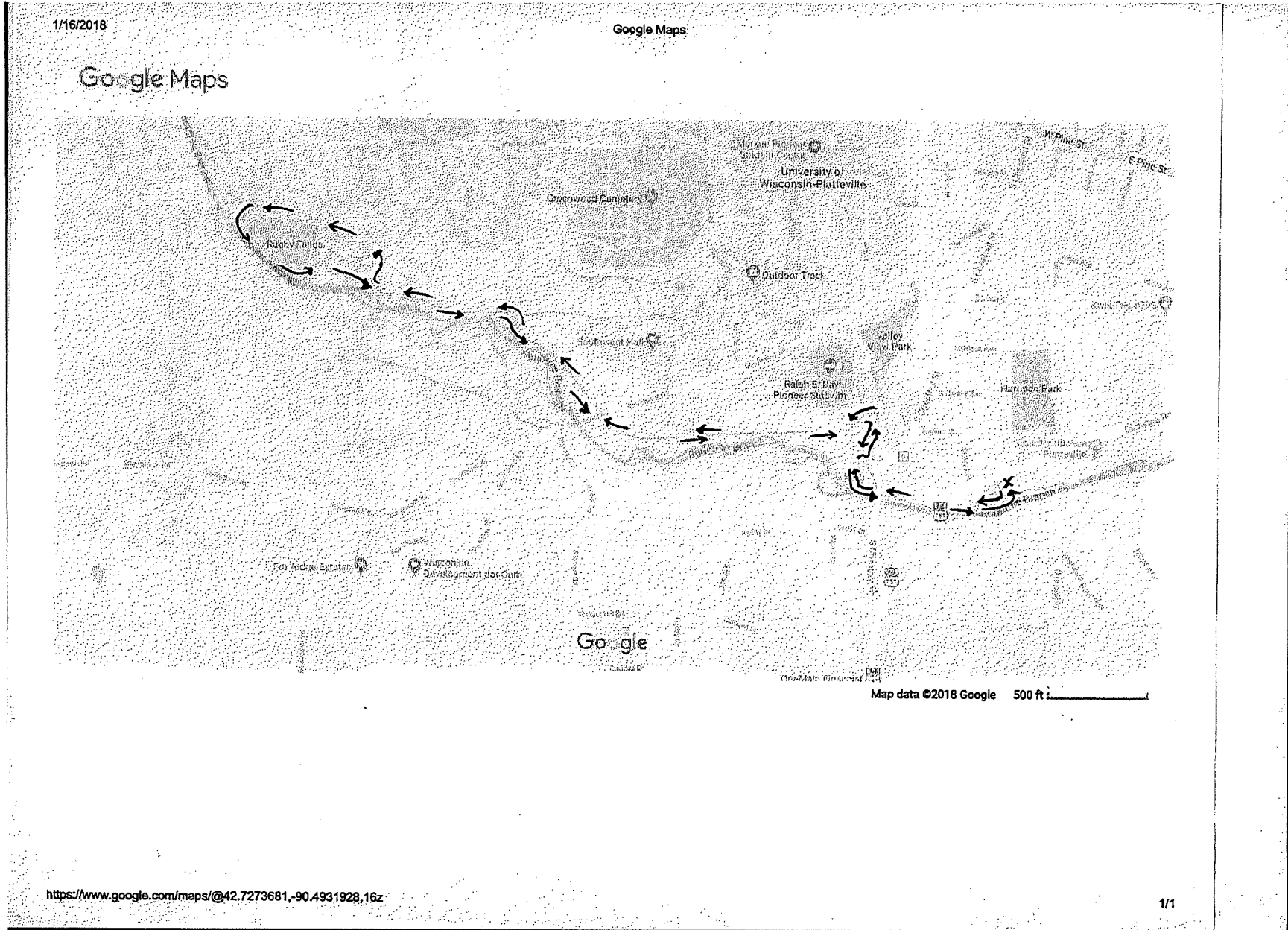
**APPLICANT'S STATEMENT**

*I hereby certify that the answers on this application are true and correct to the best of my knowledge. I agree, in consideration of the granting of this permit, to comply with the laws of the State of Wisconsin, and to the provisions of Section 41.07 of the City of Platteville Municipal Code.*

Signature \_\_\_\_\_ Date 1-4-19

**Office Use Only:**

Date Application Received: 1/17/18 Receipt #: \_\_\_\_\_  
Date Liability Insurance Certificate Received: \_\_\_\_\_  
Police Department Date: A or D \_\_\_\_\_ Streets Department Date: A or D \_\_\_\_\_  
Council Action and Date: A or D \_\_\_\_\_ License #: \_\_\_\_\_  
Date Issued: \_\_\_\_\_ Issued by: \_\_\_\_\_ (City Clerk)



**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: REPORTS ITEM NUMBER: VI.A</b>	<b>TITLE: Board, Commission, and Committee Minutes</b>	<b>DATE: February 12, 2019 VOTE REQUIRED: None</b>
<b>PREPARED BY: Colette Steffen, Administrative Assistant II</b>		

**Description:**

Approved minutes from recent Boards and Commissions meetings. Council representative may give a summary of the meeting.

**Budget/Fiscal Impact:**

None

**Attachments:**

- Police & Fire Commission
- Parks, Forestry, & Recreation Committee
- Community Safe Routes Committee
- Museum Board

**Police & Fire Commission  
Regular Meeting Minutes  
November 6, 2018**

**Roll Call:** Deborah Rice, Tim Boldt, Bob Weier, Jane Peoples, Mike Dalecki, Council Liaison Don Francis, Fire Chief Ryan Simmons, Chief of Police Doug McKinley

- The meeting was called to order at 5:02 p.m. by President Boldt
- The meeting minutes from the September 4, 2018 were approved unanimously (motion by Peoples, 2<sup>nd</sup> by Rice)
- There were no citizen comments or observations
- Fire Department Update: **Membership Update**
  - Currently we are at 59 members out of 60 on our current membership roster.
  - We have 3 applications from students that have been turned in.

**II. Reports of Significant Service Calls**

- Currently at 188 calls for the year. This time last year we were at 138 calls for the same time period. This is a 36.2% increase in calls over last year. We responded to 159 total calls in 2017.

**III. Information Updates**

- We are continuing to move forward with creating, equipping and training a Rescue Task Force for the City of Platteville. We have raised approximately \$9,000 towards the purchase of equipment and are planning Stop the Bleed training for February 12<sup>th</sup>.
- Department recently recognized Darrel Browning for 50 years of volunteer service to the department. He received a proclamation from the State of Wisconsin signed by Governor Walker, Senator Marklein and Representative Tranel.

**IV. Personnel Issues/Concerns/Updates**

- Nothing this month.
- Police Department Update: The High School Parade, the UW-Platteville Homecoming Parade, the Spooky Sock Hop, and Sweet Treats on Main were all held and went well.
  - November training days are scheduled, and topics include Firearms, Technology update, accreditation standards and proofs
  - Sgt. Droessler is currently on light duty and she is coordinating the accreditation project. Sgt. Knoernschild is off due to an off-duty injury.
- The Commission went into closed session at 5:18 pm on a unanimous vote (motion by Dalecki, 2<sup>nd</sup> by Weier). The motion allowed Council Liaison Don Francis and Chief of Police Doug McKinley to remain during the closed session. The motion stated the closed session was intended under Wisconsin Statutes 19.85(1)(c)-Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, the Commission reviewed the New Hire Questions, conducted New Hire interviews and discussed the applicants.
- The Commission came out of closed session at 6:18 p.m. on a unanimous vote (motion by Peoples, 2<sup>nd</sup> by Dalecki).
- A motion passed unanimously to name Christopher Allen and Joshua Stowe to the Entry Level Police Officer Hiring Pool. (motion by Peoples, 2<sup>nd</sup> by Rice). This hiring pool will be valid for one year from the date it was established.

- The meeting adjourned at 6:26 p.m. (motion by Weier, 2<sup>nd</sup> by Peoples)

The next regularly scheduled meeting of the PFC will be on Tuesday, December 4<sup>th</sup>, 2018 at 5:00 p.m. at the Platteville Police Department.

Respectfully Submitted,

Doug McKinley  
Chief of Police

**PARKS, FORESTRY, & RECREATION COMMITTEE**

**November 19, 2018 Minutes**

The regular meeting of the Platteville Parks, Forestry, and Recreation Committee of the City of Platteville was called to order by Savion Kirk at 7:04 p.m. in the GAR Room in City Hall.

**ROLL CALL**

Present: Savion Kirk, Molly Zuehlke, Duane Borgen, Don Francis, Rachel Culbertson, and Josh Savoy.

Not Present: Joshua Chamberland

Others in Attendance: Howard Crofoot, Luke Peters, Bill Kloster, and Paul Budden

**APPROVAL OF MINUTES:** A motion was made by Duane Borgen to approve the minutes from August 20, 2018, seconded by Josh Savoy. Motion carried.

**OLD BUSINESS**

- a. **Security Cameras in City Park** – Veterans Paul Budden and Bill Kloster requested permission to install security cameras in City Park to help deter vandalism of the veteran statues. They stated that this would be done in conjunction with a future update of the Police Department’s camera system which could help reduce the cost. They would also work with the Fire Department, LLC to see if they wanted to share in the cost, since the cameras could also cover their statue. Luke Peters stated that he was in favor of the cameras but would prefer to see them tied into an existing feature or sign to avoid adding clutter to the park. A motion was made by Duane Borgen for the veterans group to work with City staff and bring the project back to the Committee when there is a more detailed plan, seconded by Josh Savoy. Motion carried.
- b. **Art Hall** – Luke Peters provided the Committee with an update on the status of the Art Hall. He stated that a public meeting was held and out of that a Steering Committee was formed. In subsequent meetings, the Steering Committee decided that they wanted to proceed with a replacement option. They have developed a rough design, which is a “barn like” building that would contain an event space, food service area, storage, and restrooms. In general, the committee was supportive of the design. Duane Borgen asked if the building would have a basement? Adding, that it might be useful for storage or having a place to go if there was a storm. Luke replied that it was not in the original design, but he could bring that feedback to the Steering Committee.
- c. **Recreation Scholarship Program** – Luke Peters explained to the Committee that the “Every Child Plays” Scholarship is used to provide assistance to families who might not otherwise have the means to participate. Based on income, families with low income can receive assistance of either 25%, 50%, or 75%. Under this current model most families requesting money qualify for 75% assistance, however, over the past several years the program has run out of money. To avoid turning away families, staff are requesting permission to cap assistance at 50%. Molly Zuehlke said she understood the reasoning but would like to see staff also explore ways to increase donations into the program. She then made a motion to set the maximum funding level in the “Every Child Plays” Scholarship to 50% of the total program cost, seconded by Rachel Culbertson. Motion Carried.

**NEXT MEETING – December 17, 2018 at 7:00 p.m. GAR Room of City Hall**

Motion to adjourn Joshua Savoy, seconded by Duane Borgen. Motion carried. Meeting was adjourned at 8:45 p.m.

Minutes submitted by Luke Peters

**Community Safe Routes Committee**  
**December 17, 2018**  
**6:00 p.m.**  
**75 North Bonson Street, Platteville, WI**  
**G.A.R. – City Hall**

MINUTES

Anticipated Attendees: Kristina Fields, Don Francis, Cindy Tang, ~~Maureen Vorwald~~, Robin Fatzinger, Danica Larson, David Ralph

Anticipated Staff Attendees: Howard Crofoot, Kate Westaby, Luke Peters

1. Call to order at 6:05 p.m.
2. Approval of Minutes November 19 meeting – motion to approve minutes, as written by David, second by Danica, motion passes, unanimous
3. Citizen Comments, Observations, & Petitions
  - a. New crossing sign at Camp Street crosswalk at Hollman Street
    - i. Thank you to the Police Dept. (Lt. Jeff Haas) for the pedestrian crossing signs at Hollman Street, Lancaster/Hwy 81/Camp, and near the crossing by the Platteville High School.
4. Old Business
  - a. Status of Business 151 HSIP project – Howard has sent a list of questions to Alicia Berg, a WisDOT local project coordinator. He will keep us updated.
  - b. Camp Street bicycle and pedestrian accommodations:
    - i. Status on sidewalk with City budget – Howard, Kate, Don update – public meeting with local residents on Wednesday, January 9.
    - ii. Platteville School District transportation drop-off/pickup discussion – Howard and Kristina – Kate will invite the superintendent to the next meeting so that we can discuss their decision and communicate our desire to work together.
  - c. Madison/Water Street Roundabout pedestrian request from citizen from previous meeting
    - i. Pedestrian flag installation – Luke, Howard and Maureen – thank you for putting up the pedestrian flags and holders. We also received a thank you from the nearby neighbor whose child uses the pedestrian crossings to go to/from the Platteville Middle School
    - ii. Education – David Ralph said that he will draft an article to go in the Platteville journal educating drivers on the importance of yielding to pedestrians in the crosswalk.
5. New Business
  - a. Additional pedestrian flags

- i. Armory crossing – the group agreed that in the spring of 2019, the pedestrian flags, crosswalk, and signage would be installed (motion to install flags, crosswalk on Water Street at northern crossing of Lewis Street by Kristina, second by David, motion passed unanimously). The school district will be asked to fund the flags, the city or Luke will fund the holders, and the city budget will hopefully cover the crosswalk and pedestrian signs.
    - ii. Other areas of need – we will continue looking for areas of need.
  - b. People for Bikes - \$10,000 maximum funding, letter of interest due January 18, 2019
    - i. [http://philanthropynewsdigest.org/rfps/rfp9322-peopleforbikes-accepting-lois-for-community-bike-program?utm\\_medium=email&utm\\_source=PND%20RFP%20Subscribers&utm\\_campaign=20181102](http://philanthropynewsdigest.org/rfps/rfp9322-peopleforbikes-accepting-lois-for-community-bike-program?utm_medium=email&utm_source=PND%20RFP%20Subscribers&utm_campaign=20181102)
    - ii. Discuss project ideas brought by committee
      1. Motion to submit a letter of interest to ask for \$10,000 to help with the cost of building the shared-use path connecting the path near Culvers to Eastside Drive by Cindy, second by Don, passed unanimously.
    - iii. Plan for submittal – Kristina will draft the Letter of Interest, Danica will edit and then Kristina will send to Angie Wright for advice. The letter is due January 18. If selected, there will be a full grant application to submit.
6. Adjourn at 7:13 p.m. – motion to adjourn by Cindy, second by David, motion passed unanimously.

If attendance requires special accommodation, please contact (608)348-9741, Ext. 2238



## Platteville Museum Board Minutes

December 19, 2018

**Board Members Present:** Bill Van Deest, Mike Hahn, Garrett Jones, Deb Rice, Mark Stead, Dee Woolf

**Others Present:** Erik Flesch (Board Liaison), Tracey Roberts **Call to order** at 4:00 by Bill Van Deest

**Minutes** of November 21, 2018 Museum Board meetings approved as corrected on motion by Mark, second from Deb.

### Director's Monthly Report

- Director Erik Flesch provided a brief Museum Progress Report. The Holiday Mine Sing was a success in terms of attendance; professional photos captured this year should help to market a similar program next year. Miners Ball ticket sales have begun. Tickets are available at the museum and the Chamber of Commerce, Board members will sell tickets throughout the community, and tickets can be purchased online.
- The Board received an update on the Museum Specialist Communications (administrative duties) and Operations (tours, retail, educational programming) interviews. These two new positions will be implemented with the retirement of Education Outreach Specialist Mary Huck. There are four excellent candidates that will be invited back for second interviews.

### Collections Monthly Report

- Several items that were deemed duplicates, unrelated to the mission of the museums, or in poor condition were recommended for deaccession (see attachment). The board accepted this recommendation on a motion from Garrett, second from Dee.
- Collections Managers Tracey Roberts submitted a summary report of her work throughout the past year (October 2017 – December 2019). This position, funded by an IMLS Grant, allowed Tracey to clean, catalog, and photograph almost 3,000 artifacts. Also during this time, Tracey Roberts led the deaccessioning of approximately 1,750 duplicate, unrelated, or broken objects. Tracey's work as collections manager increased the presence of the collection in the community and improved the protection and cleanliness of the collection. The Board thanked Tracey for service to the museum – the collection is in a far better state due to her work.

### Friends of The Mining and Rollo Jamison Museum Report

- Rob Shepherd was approved as a new member, and the Friends continue to look for additional new members.
- The Friends Board approved a gift of \$20,000 to the Museums from the non-endowment funds to fill the fundraising gap this year.

### Old Business

- The Board discussed a proposal to adjust hours of operations to reduce weekend hours in the winter (November through April). The Board discussed whether or not being closed on weekends, save tours by appointment, posed a burden in responding to a weekend mechanical or plumbing failure. The proposed plan to shorten winter weekend hours was passed on motion by Mark, second by Dee.

### New Business

- The Board voted to approve engaging Delta 3 Engineering to create Existing (as-built) Plans for the Rock School Building at a cost of \$6,950 (to be paid from the Beining account) on motion from Mike, second from Mark.
- The Board voted to approve engaging Delta 3 Engineering (or other qualified party) to develop digital plans of the Hanmer Robbins building at a cost of up to \$3,000 (to be paid from the Beining account), on motion from Bill, second from Dee.

**Adjournment** at 5:03 p.m. on motion by Mike, second from Mark. After adjournment, the board examined the (former) wood storage area, which has been cleared out, cleaned, and the floor is being painted.

Submitted by Garrett Jones, Board Secretary

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: REPORTS ITEM NUMBER: VI.B.</b>	<b>TITLE: Water and Sewer, Airport Financials, and Department Progress Reports</b>	<b>DATE: February 12, 2019 VOTE REQUIRED: None</b>
<b>PREPARED BY: Colette Steffen, Administrative Assistant II</b>		

**Description:**

Monthly Water and Sewer/Airport Financials and Department Progress reports for Council Review.

**PLATTEVILLE WATER AND SEWER COMMISSION**

**FINANCIAL REPORT**

**JANUARY 31, 2019**

**CITY OF PLATTEVILLE**  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 600 - WATER & SEWER FUND**

	PERIOD ACT	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTEREST INCOME</u>					
600-61419-000-00		654.95	654.95	.00 ( 654.95)	.0
600-61461-100-00	(	178.21)	( 178.21)	.00	178.21 .0
600-61463-000-00		51,803.28	51,803.28	.00 ( 51,803.28)	.0
600-61470-000-00		586.40	586.40	.00 ( 586.40)	.0
600-61472-000-00		4,984.77	4,984.77	.00 ( 4,984.77)	.0
600-61474-000-00		25.00	25.00	.00 ( 25.00)	.0
		57,876.19	57,876.19	.00 ( 57,876.19)	.0
<u>INTEREST INCOME</u>					
600-62419-000-00		648.61	648.61	.00 ( 648.61)	.0
600-62622-000-00	(	178.21)	( 178.21)	.00	178.21 .0
600-62625-000-00		132.00	132.00	.00 ( 132.00)	.0
600-62631-000-00		583.77	583.77	.00 ( 583.77)	.0
600-62635-000-00		25.00	25.00	.00 ( 25.00)	.0
		1,211.17	1,211.17	.00 ( 1,211.17)	.0
		59,087.36	59,087.36	.00 ( 59,087.36)	.0

**CITY OF PLATTEVILLE**  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 600 - WATER & SEWER FUND**

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
	<u>TAXES</u>					
600-61408-000-00	TAX EXPENSE/ TAXES	877.70	877.70	.00	( 877.70)	.0
	TOTAL TAXES	877.70	877.70	.00	( 877.70)	.0
	<u>PUMPING SUPERVISION</u>					
600-61620-000-00	PUMPING SUPERVISION/ENG LABOR	299.53	299.53	.00	( 299.53)	.0
	TOTAL PUMPING SUPERVISION	299.53	299.53	.00	( 299.53)	.0
	<u>PUMPING-LABOR</u>					
600-61624-100-00	PUMPING-LABOR	1,508.35	1,508.35	.00	( 1,508.35)	.0
	TOTAL DEPARTMENT 624	1,508.35	1,508.35	.00	( 1,508.35)	.0
	<u>MAINTENANCE SUPERVISION</u>					
600-61630-000-00	MAINT SUPERVISION/ENG LABOR	299.53	299.53	.00	( 299.53)	.0
	TOTAL MAINTENANCE SUPERVISION	299.53	299.53	.00	( 299.53)	.0
	<u>MAINTENANCE OF STRUCTURES</u>					
600-61631-200-00	MAINT OF STRUCTURES-SUPPLIES &	114.12	114.12	.00	( 114.12)	.0
	TOTAL MAINTENANCE OF STRUCTURES	114.12	114.12	.00	( 114.12)	.0
	<u>WATER TREATMENT SUPERVISION</u>					
600-61640-000-00	WATER TREAT SUPERVISION/ENG LA	299.78	299.78	.00	( 299.78)	.0
	TOTAL WATER TREATMENT SUPERVISION	299.78	299.78	.00	( 299.78)	.0
	<u>TREATMENT</u>					
600-61642-100-00	TREATMENT-LABOR	1,653.60	1,653.60	.00	( 1,653.60)	.0
600-61642-200-00	TREATMENT-SUPPLIES & EXPENSE	22.71	22.71	.00	( 22.71)	.0
	TOTAL TREATMENT	1,676.31	1,676.31	.00	( 1,676.31)	.0
	<u>MISCELLANEOUS TREATMENT</u>					
600-61643-100-00	MISC TREATMENT-LABOR	22.26	22.26	.00	( 22.26)	.0
	TOTAL MISCELLANEOUS TREATMENT	22.26	22.26	.00	( 22.26)	.0

**CITY OF PLATTEVILLE**  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 600 - WATER & SEWER FUND**

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>WATER TREATMENT</u>						
600-61650-000-00	WATER TREAT SUPERVISION/ENG LA	299.78	299.78	.00	( 299.78)	.0
	TOTAL WATER TREATMENT	299.78	299.78	.00	( 299.78)	.0
<u>MAINT OF STRUCTURE IMPR</u>						
600-61651-100-00	MAINT OF STRUCTURE IMPR-LABOR	140.34	140.34	.00	( 140.34)	.0
600-61651-200-00	MAINT OF STRUCTURE IMP-SUPPLIE	17.35	17.35	.00	( 17.35)	.0
	TOTAL MAINT OF STRUCTURE IMPR	157.69	157.69	.00	( 157.69)	.0
<u>OPERATIONS</u>						
600-61660-000-00	OPERATIONS-SUPERVISION/ENG LAB	299.53	299.53	.00	( 299.53)	.0
	TOTAL OPERATIONS	299.53	299.53	.00	( 299.53)	.0
<u>METERS</u>						
600-61663-100-00	METERS-LABOR	932.82	932.82	.00	( 932.82)	.0
	TOTAL METERS	932.82	932.82	.00	( 932.82)	.0
<u>CUSTOMER INSTALLATION</u>						
600-61664-100-00	CUSTOMER INSTALLATION-LABOR	842.04	842.04	.00	( 842.04)	.0
	TOTAL CUSTOMER INSTALLATION	842.04	842.04	.00	( 842.04)	.0
<u>MISCELLANEOUS</u>						
600-61665-100-00	MISCELLANEOUS-LABOR	1,202.92	1,202.92	.00	( 1,202.92)	.0
	TOTAL MISCELLANEOUS	1,202.92	1,202.92	.00	( 1,202.92)	.0
<u>MAINTENANCE</u>						
600-61670-000-00	MAINTENANCE-SUPERVISION/ENG LA	299.77	299.77	.00	( 299.77)	.0
	TOTAL MAINTENANCE	299.77	299.77	.00	( 299.77)	.0

**CITY OF PLATTEVILLE**  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 600 - WATER & SEWER FUND**

	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>MAINTENANCE OF MAINS</u>					
600-61673-100-00	MAINT OF MAINS-LABOR	502.33	502.33	.00 ( 502.33)	.0
	TOTAL MAINTENANCE OF MAINS	502.33	502.33	.00 ( 502.33)	.0
<u>MAINTENANCE OF SERVICES</u>					
600-61675-100-00	MAINT OF SERVICES-LABOR	126.66	126.66	.00 ( 126.66)	.0
600-61675-200-00	MAINT OF SERVICES-SUPPLIES & E	87.83	87.83	.00 ( 87.83)	.0
	TOTAL MAINTENANCE OF SERVICES	214.49	214.49	.00 ( 214.49)	.0
<u>CUSTOMER ACCOUNTS</u>					
600-61901-000-00	CUSTOMER ACCTS-SUPERVISION	299.77	299.77	.00 ( 299.77)	.0
	TOTAL CUSTOMER ACCOUNTS	299.77	299.77	.00 ( 299.77)	.0
<u>CUSTOMER COLLECTIONS</u>					
600-61903-100-00	CUSTOMER COLLECTIONS-SUPPLIES	3,127.52	3,127.52	.00 ( 3,127.52)	.0
600-61903-600-00	CUSTOMER COLLECTIONS-ACCT CLER	407.18	407.18	.00 ( 407.18)	.0
600-61903-700-00	CUSTOMER COLLECTIONS-FIN DIREC	274.79	274.79	.00 ( 274.79)	.0
	TOTAL CUSTOMER COLLECTIONS	3,809.49	3,809.49	.00 ( 3,809.49)	.0
<u>ADMINISTRATIVE &amp; GENERAL</u>					
600-61920-100-00	ADMIN & GEN-CITY MANAGER	495.72	495.72	.00 ( 495.72)	.0
600-61920-200-00	ADMIN & GEN-DIRECTOR OF PUB WO	713.34	713.34	.00 ( 713.34)	.0
600-61920-400-00	ADMIN & GEN-ENGINEER/TECHNICIA	90.76	90.76	.00 ( 90.76)	.0
600-61920-500-00	ADMIN & GEN-SECRETARY	162.09	162.09	.00 ( 162.09)	.0
600-61920-600-00	ADMIN & GEN-ACCOUNT CLERK	407.07	407.07	.00 ( 407.07)	.0
600-61920-700-00	ADMIN & GEN-FINANCE DIRECTOR	274.79	274.79	.00 ( 274.79)	.0
600-61920-800-00	ADMIN & GEN-DIRECTOR OF ADMIN	449.16	449.16	.00 ( 449.16)	.0
	TOTAL ADMINISTRATIVE & GENERAL	2,592.93	2,592.93	.00 ( 2,592.93)	.0
<u>OFFICE SUPPLIES &amp; EXPENSE</u>					
600-61921-500-00	OFFICE SUPPLIES & EXP-TELEPHON	242.68	242.68	.00 ( 242.68)	.0
600-61921-600-00	OFFICE SUPPLIES & EXP-POSTAGE	39.62	39.62	.00 ( 39.62)	.0
600-61921-700-00	OFFICE SUPPLIES & EXP-OFFICE S	23.96	23.96	.00 ( 23.96)	.0
	TOTAL OFFICE SUPPLIES & EXPENSE	306.26	306.26	.00 ( 306.26)	.0

**CITY OF PLATTEVILLE**  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 600 - WATER & SEWER FUND**

		PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>OUTSIDE SERVICES EMPLOYED</u>						
600-61923-200-00	OUTSIDE SERVICES-CONSULTANTS	48.50	48.50	.00	( 48.50)	.0
	TOTAL OUTSIDE SERVICES EMPLOYED	48.50	48.50	.00	( 48.50)	.0
<u>EMPLOYEE BENEFITS</u>						
600-61926-200-00	EMPLOYEE BENEFIT - HEALTH/LIFE	9,812.36	9,812.36	.00	( 9,812.36)	.0
600-61926-400-00	EMPLOYEE BENEFIT - RETIREMENT	788.56	788.56	.00	( 788.56)	.0
600-61926-700-00	EMPLOYEE BENEFIT - HRA & FSA	57.14	57.14	.00	( 57.14)	.0
	TOTAL EMPLOYEE BENEFITS	10,658.06	10,658.06	.00	( 10,658.06)	.0
<u>MISCELLANEOUS GENERAL</u>						
600-61930-300-00	MISC GENERAL-CONFERENCES	22.00	22.00	.00	( 22.00)	.0
	TOTAL MISCELLANEOUS GENERAL	22.00	22.00	.00	( 22.00)	.0
<u>TRANSPORTATION CLEARING</u>						
600-61933-200-00	TRANSPORTATION CLEARING-SUPPLI	367.10	367.10	.00	( 367.10)	.0
	TOTAL TRANSPORTATION CLEARING	367.10	367.10	.00	( 367.10)	.0
<u>TAX EXPENSE</u>						
600-62408-000-00	TAX EXPENSE	1,032.67	1,032.67	.00	( 1,032.67)	.0
	TOTAL TAX EXPENSE	1,032.67	1,032.67	.00	( 1,032.67)	.0
<u>SUPERVISION &amp; LABOR</u>						
600-62820-000-00	SUPERVISION PLANT-LABOR	9,511.41	9,511.41	.00	( 9,511.41)	.0
	TOTAL SUPERVISION & LABOR	9,511.41	9,511.41	.00	( 9,511.41)	.0
<u>SUPPLIES</u>						
600-62827-400-00	OTR OP SUPPLIES & EXPENSES	347.91	347.91	.00	( 347.91)	.0
	TOTAL SUPPLIES	347.91	347.91	.00	( 347.91)	.0

**CITY OF PLATTEVILLE**  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 600 - WATER & SEWER FUND**

	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>TRANSPORTATION</u>					
600-62828-200-00	357.41	357.41	.00	( 357.41)	.0
	357.41	357.41	.00	( 357.41)	.0
<u>MAINT OF SEWER COLLECTION</u>					
600-62831-100-00	19.96	19.96	.00	( 19.96)	.0
600-62831-200-00	185.98	185.98	.00	( 185.98)	.0
	205.94	205.94	.00	( 205.94)	.0
<u>MAINTENANCE OF LIFT STATION</u>					
600-62832-100-00	104.40	104.40	.00	( 104.40)	.0
	104.40	104.40	.00	( 104.40)	.0
<u>MAINTENANCE OF TREATMENT PLANT</u>					
600-62833-100-00	139.21	139.21	.00	( 139.21)	.0
600-62833-200-00	186.02	186.02	.00	( 186.02)	.0
	325.23	325.23	.00	( 325.23)	.0
<u>MAINTENANCE OF BLDGS &amp; GROUNDS</u>					
600-62834-200-00	277.90	277.90	.00	( 277.90)	.0
	277.90	277.90	.00	( 277.90)	.0
<u>BILLING, COLLECTING &amp; ACCTG</u>					
600-62840-200-00	3,127.53	3,127.53	.00	( 3,127.53)	.0
600-62840-600-00	407.07	407.07	.00	( 407.07)	.0
600-62840-700-00	275.09	275.09	.00	( 275.09)	.0
	3,809.69	3,809.69	.00	( 3,809.69)	.0

**CITY OF PLATTEVILLE**  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 600 - WATER & SEWER FUND**

	PERIOD ACT	YTD ACTUAL	BUDGET	UNEXPENDE	PCNT
<u>ADMINISTRATION &amp; OFFICE WAGES</u>					
600-62850-100-00	495.72	495.72	.00	( 495.72)	.0
600-62850-200-00	713.34	713.34	.00	( 713.34)	.0
600-62850-400-00	90.76	90.76	.00	( 90.76)	.0
600-62850-500-00	162.09	162.09	.00	( 162.09)	.0
600-62850-600-00	407.06	407.06	.00	( 407.06)	.0
600-62850-700-00	275.09	275.09	.00	( 275.09)	.0
600-62850-800-00	449.16	449.16	.00	( 449.16)	.0
TOTAL ADMINISTRATION & OFFICE WAGES	2,593.22	2,593.22	.00	( 2,593.22)	.0
<u>OPERATING EXPENSES</u>					
600-62851-500-00	172.25	172.25	.00	( 172.25)	.0
600-62851-600-00	39.62	39.62	.00	( 39.62)	.0
600-62851-700-00	87.27	87.27	.00	( 87.27)	.0
TOTAL OPERATING EXPENSES	299.14	299.14	.00	( 299.14)	.0
<u>OUTSIDE SERVICES</u>					
600-62852-200-00	48.50	48.50	.00	( 48.50)	.0
TOTAL OUTSIDE SERVICES	48.50	48.50	.00	( 48.50)	.0
<u>EMPLOYEE BENEFITS</u>					
600-62854-200-00	13,070.30	13,070.30	.00	( 13,070.30)	.0
600-62854-400-00	917.10	917.10	.00	( 917.10)	.0
600-62854-700-00	71.64	71.64	.00	( 71.64)	.0
TOTAL EMPLOYEE BENEFITS	14,059.04	14,059.04	.00	( 14,059.04)	.0
<u>MISCELLANEOUS EXPENSE</u>					
600-62856-100-00	1,202.92	1,202.92	.00	( 1,202.92)	.0
600-62856-200-00	122.00	122.00	.00	( 122.00)	.0
TOTAL MISCELLANEOUS EXPENSE	1,324.92	1,324.92	.00	( 1,324.92)	.0
TOTAL FUND EXPENDITURES	62,250.44	62,250.44	.00	( 62,250.44)	.0
NET REVENUE OVER EXPENDITURES	( 3,163.08)	( 3,163.08)	.00	3,163.08	.0

## BANK RECONCILIATION AND STATEMENT OF INVESTMENTS

### January 31, 2019

<u>ACCOUNT</u>	<u>TREASURERS</u>			<u>TREASURERS</u>			<u>BANK BALANCE</u>
	<u>BALANCE</u>		<u>DISBURSEMENTS</u>	<u>BALANCE</u>	<u>OUTSTANDING</u>	<u>OUTSTANDING</u>	<u>JANUARY</u>
	<u>DECEMBER</u>	<u>RECEIPTS</u>		<u>JANUARY</u>	<u>CHECKS</u>	<u>DEPOSITS</u>	
<i>MOUND CITY BANK - General Checking Accounts-Annual percentage yield earned 1.02%:</i>							
<b>CITY CASH</b>	\$ 2,193,843.41	\$ 6,939,233.40	\$ 8,451,930.69	\$ 681,146.12	\$ 73,212.97	\$ 270,586.75	\$ 483,772.34
<b>W/S CASH</b>	\$ 225,854.67	\$ 405,490.05	\$ 267,375.51	\$ 363,969.21	\$ 806.04	\$ 6,644.35	\$ 358,130.90
<b>TOTAL</b>	<u>\$ 2,419,698.08</u>	<u>\$ 7,344,723.45</u>	<u>\$ 8,719,306.20</u>	<u>\$ 1,045,115.33</u>	<u>\$ 74,019.01</u>	<u>\$ 277,231.10</u>	<u>\$ 841,903.24</u>

**WATER AND SEWER INVESTMENTS AT LGIP:**

State Investment Pool #3	\$ 652,048.73	(Replacement-Sewer)
State Investment Pool #6	\$ 207,882.70	(Holding-Water & Sewer)
State Investment Pool #13	\$ 831,119.48	(Depreciation-Sewer CIP)
State Investment Pool #14	\$ 47,665.43	(Debt Service Reserve)
CD-Heartland Credit Union	\$ 249,975.00	(Holding-W&S) CD Due 10/4/19
CD-Heartland Credit Union	\$ 25.00	(Savings Acct - Membership)
CD-Livingston State Bank	\$ 250,000.00	(Repl.-Sewer) CD due 8/24/19

**WATER AND SEWER INVESTMENTS AT EHLER'S INVESTMENT:**

	\$ 1,380,251.82
	\$ 765,274.00
	\$ 1,003,107.70

**CITY OF PLATTEVILLE AIRPORT COMMISSION**  
**FINANCIAL REPORT**  
**JANUARY 31, 2019**

# CITY OF PLATTEVILLE

BALANCE SHEET  
JANUARY 31, 2019

## FUND 200 - AIRPORT FUND

		BEGINNING BALANCE	CURRENT ACTIVITY	YTD ACTIVITY	ENDING BALANCE
<u>ASSETS</u>					
200-10001-000-000	ALLOCATED CASH	.00	.00	.00	.00
200-10002-000-000	TREASURER'S CASH	263,974.36	14,978.71	14,978.71	278,953.07
200-10003-000-000	AIRPORT CASH - RESTRICTED BAL	3,869.17	.00	.00	3,869.17
200-11110-000-000	AIRPORT INVESTMENTS	8,530.48	.00	.00	8,530.48
200-13911-000-000	ACCOUNTS RECEIVABLE MISC.	9,706.15	( 9,706.15)	( 9,706.15)	.00
200-16120-000-000	AIRPORT FUEL INVENTORY	15,345.12	.00	.00	15,345.12
200-17238-000-000	AIRPORT LOAN RECEIVABLE	.00	.00	.00	.00
	TOTAL ASSETS	301,425.28	5,272.56	5,272.56	306,697.84
<u>LIABILITIES AND EQUITY</u>					
<u>LIABILITIES</u>					
200-21211-000-000	VOUCHERS PAYABLE	( 11,226.55)	11,226.55	11,226.55	.00
200-21313-000-000	6.20% SOC. SEC. EES	.00	.00	.00	.00
200-21314-000-000	1.45% SOC. SEC. EES	.00	.00	.00	.00
200-21315-000-000	6.20% SOC. SEC. ERS	.00	.00	.00	.00
200-21316-000-000	1.45% SOC. SEC. ERS	.00	.00	.00	.00
200-21700-000-000	1.45% SOC. SEC. ERS	.00	.00	.00	.00
200-23160-000-000	PREPAYMENTS	.00	.00	.00	.00
200-26000-000-000	DEFERRED (PREPAID) REVENUE	( 237.04)	237.04	237.04	.00
200-27015-000-000	ADVANCE FROM GENERAL FUND	( 76,712.24)	.00	.00	( 76,712.24)
200-27238-000-000	AIRPORT SHORT-TERM LOAN	.00	.00	.00	.00
	TOTAL LIABILITIES	( 88,175.83)	11,463.59	11,463.59	( 76,712.24)
<u>FUND EQUITY</u>					
200-30000-000-000	BUDGET VARIANCE	.00	.00	.00	.00
200-31110-000-000	AIRPORT FUND BALANCE	( 213,249.45)	.00	.00	( 213,249.45)
200-34000-000-000	RESERVE FOR ADV. FROM GEN	.00	.00	.00	.00
200-34110-000-000	P.O. ENCUMBRANCE	.00	.00	.00	.00
	NET INCOME/LOSS	.00	( 16,736.15)	( 16,736.15)	( 16,736.15)
	TOTAL FUND EQUITY	( 213,249.45)	( 16,736.15)	( 16,736.15)	( 229,985.60)
	TOTAL LIABILITIES AND EQUITY	( 301,425.28)	( 5,272.56)	( 5,272.56)	( 306,697.84)

**CITY OF PLATTEVILLE**  
 DETAIL REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JANUARY 31, 2019

**FUND 200 - AIRPORT FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	ENC BALANCE	UNENC BALANCE
<u>PUBLIC CHARGES FOR SERVICE</u>							
200-46340-460-000	AVIATION FUEL CASH SALES	.00	.00	170,000.00	( 170,000.00)	.00	.00 ( 170,000.00)
200-46340-461-000	AVIATION FUEL CREDIT CARD	1,544.29	1,544.29	70,000.00	( 68,455.71)	2.21	.00 ( 68,455.71)
200-46340-463-000	LAND RENT FOR PRIVATE HANGA	.00	.00	2,877.00	( 2,877.00)	.00	.00 ( 2,877.00)
200-46340-464-000	HANGAR RENT	16,315.27	16,315.27	37,000.00	( 20,684.73)	44.10	.00 ( 20,684.73)
200-46340-466-000	INTEREST AT INVEST. POOL	.00	.00	80.00	( 80.00)	.00	.00 ( 80.00)
200-46340-467-000	INTEREST - NOW ACCOUNT	593.95	593.95	1,500.00	( 906.05)	39.60	.00 ( 906.05)
200-46340-468-000	LAND RENTAL PARCEL A	.00	.00	150,230.00	( 150,230.00)	.00	.00 ( 150,230.00)
200-46340-470-000	LAND RENTAL PARCEL B	.00	.00	7,395.00	( 7,395.00)	.00	.00 ( 7,395.00)
200-46340-471-000	LAND RENTAL PARCEL C	.00	.00	795.00	( 795.00)	.00	.00 ( 795.00)
200-46340-480-000	A & A HANGAR RENT	.00	.00	1,455.00	( 1,455.00)	.00	.00 ( 1,455.00)
	<b>TOTAL PUBLIC CHARGES FOR SE</b>	<b>18,453.51</b>	<b>18,453.51</b>	<b>441,332.00</b>	<b>( 422,878.49)</b>	<b>4.18</b>	<b>.00 ( 422,878.49)</b>
	<b>TOTAL FUND REVENUE</b>	<b>18,453.51</b>	<b>18,453.51</b>	<b>441,332.00</b>	<b>( 422,878.49)</b>	<b>4.18</b>	<b>.00 ( 422,878.49)</b>

**CITY OF PLATTEVILLE**  
**DETAIL EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 1 MONTHS ENDING JANUARY 31, 2019**

**FUND 200 - AIRPORT FUND**

	PERIOD		BUDGET		% OF	ENC	UNENC
	ACTUAL	YTD ACTUAL	AMOUNT	VARIANCE	BUDGET	BALANCE	BALANCE
<u>AIRPORT</u>							
200-53510-804-000	AIRPORT: ATTORNEY FEES	.00	.00	1,000.00	1,000.00	.00	1,000.00
200-53510-805-000	AIRPORT: FUEL 100LL	.00	.00	65,000.00	65,000.00	.00	65,000.00
200-53510-806-000	AIRPORT: FUEL JET-A PURCHASE	.00	.00	125,000.00	125,000.00	.00	125,000.00
200-53510-807-000	AIRPORT: FUEL MAINTENANCE	.00	.00	2,000.00	2,000.00	.00	2,000.00
200-53510-808-000	AIRPORT: NEW FUEL FARM	.00	.00	80,000.00	80,000.00	.00	80,000.00
200-53510-809-000	AIRPORT: FAHERTY RECYCLING	.00	.00	700.00	700.00	.00	700.00
200-53510-810-000	AIRPORT: BUILDINGS & GROUND	52.75	52.75	15,000.00	14,947.25	.35	14,947.25
200-53510-813-000	AIRPORT: 10 BAY HANGAR LOAN	1,425.00	1,425.00	17,100.00	15,675.00	8.33	15,675.00
200-53510-814-000	AIRPORT: FUEL PURCHASES	.00	.00	3,500.00	3,500.00	.00	3,500.00
200-53510-815-000	AIRPORT: FUEL FLOWAGE (TO M	.00	.00	16,000.00	16,000.00	.00	16,000.00
200-53510-816-000	AIRPORT: FED/WI GRANT PROJEC	.00	.00	8,000.00	8,000.00	.00	8,000.00
200-53510-817-000	AIRPORT: CREDIT CARD FEES	79.61	79.61	2,500.00	2,420.39	3.18	2,420.39
200-53510-820-000	AIRPORT: GENERAL SUPPLIES	60.00	60.00	2,000.00	1,940.00	3.00	1,940.00
200-53510-821-000	AIRPORT: PROPANE	.00	.00	3,000.00	3,000.00	.00	3,000.00
200-53510-823-000	AIRPORT: LIABILITY INS	.00	.00	6,600.00	6,600.00	.00	6,600.00
200-53510-824-000	AIRPORT: AIRPORT MGR'S CONT	.00	.00	70,000.00	70,000.00	.00	70,000.00
200-53510-827-000	AIRPORT: POSTAGE	.00	.00	100.00	100.00	.00	100.00
200-53510-828-000	AIRPORT: PR & ADVERTISING	100.00	100.00	500.00	400.00	20.00	400.00
200-53510-829-000	AIRPORT: RUNWAY LIGHTING	.00	.00	1,632.00	1,632.00	.00	1,632.00
200-53510-830-000	AIRPORT: SALES TAX	.00	.00	2,000.00	2,000.00	.00	2,000.00
200-53510-833-000	AIRPORT: TELEPHONE	.00	.00	2,500.00	2,500.00	.00	2,500.00
200-53510-836-000	AIRPORT: ALLIANT	.00	.00	7,000.00	7,000.00	.00	7,000.00
200-53510-841-000	AIRPORT: TRAVEL & CONFERENC	.00	.00	800.00	800.00	.00	800.00
200-53510-847-000	AIRPORT: AVIATION FUEL TAX	.00	.00	4,400.00	4,400.00	.00	4,400.00
200-53510-848-000	AIRPORT: EQUIPMENT EXPENSES	.00	.00	5,000.00	5,000.00	.00	5,000.00
	<b>TOTAL AIRPORT</b>	<b>1,717.36</b>	<b>1,717.36</b>	<b>441,332.00</b>	<b>439,614.64</b>	<b>.39</b>	<b>439,614.64</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>1,717.36</b>	<b>1,717.36</b>	<b>441,332.00</b>	<b>439,614.64</b>	<b>.39</b>	<b>439,614.64</b>
	<b>NET REV OVER EXP</b>	<b>16,736.15</b>	<b>16,736.15</b>	<b>.00</b>	<b>16,736.15</b>	<b>.00</b>	<b>16,736.15</b>

**DEPARTMENT  
PROGRESS  
REPORTS**



**Department Progress Report  
Administration Department  
Director Nicola Maurer  
January 2019**

**ACCOMPLISHMENTS:**

- Continued work on employee handbook rewrite: HR Advisory team review, distributed to City Council
- Completion of W2s and 1099s and associated report filings
- Participation in City Hall Project Planning Team
- Continued GFOA budget book work
- 2018 TID annual reports and projections work
- Continued records retention and storage work
- Continued City Clerk office relocation work
- Completion of water/sewer physical inventory
- Review of licensing requirements for Class B alcohol and kennels
- Implementation of, and training for, on-call nurse program for work injuries

**MAJOR OBJECTIVES FOR THE COMING MONTH:**

- Complete employee handbook rewrite project: present to City Council
- Preparation for water/sewer audit
- Complete work on 2019 GFOA budget book
- Continue work on City Clerk office relocation
- Adoption of new records retention schedule
- Continue work on records processing and storage planning

**City of Platteville**  
**January 2019 Progress Report**  
**City Manager**

**Accomplishments:**

- Set up coordinating group for City Hall remodeling work. Worked with staff and Delta 3 on space use plan, requirements for swing space and relocation of files,
- Assisted steering committee working on replacement of Art Hall,
- Worked with PAIDC Director to identify partner to prepare data for retail recruitment and conduct recruitment “boot camp”,
- Reviewed content related to housing study,
- Reviewed content for the new employee handbook,
- Wrote content for spring issue of 53818 Update,
- Coordinated Focus on Future event with PEP (Platteville Economic Partners),
- Assisted with materials for Alliant Energy, for Platteville to be considered for a “smart city” project,
- Onboarded new City Manager intern,
- Assisted with contingency planning for extreme cold weather,
- Attended Grant County Economic Development Meeting, Miner’s Ball, Focus on the Future, and participated in annual strategic planning session for the Platteville Incubator.

**Major Objectives for the Coming Month:**

- Continue planning for City Hall remodel and move and Art Hall replacement,
- Prepare for spring capital improvement projects,
- Work on materials related to storm water management,
- Finalize work on housing study and begin planning for next phase,
- Finalize new employee handbook and prepare for roll out to staff,
- Prepare for Retail Live conference.

**Things Needing City Council Attention:** No items to report.

**DEPARTMENT PROGRESS REPORT**  
**Community Planning & Development**



**Week Ending: February 8, 2019**

**ACCOMPLISHMENTS**

- Continued working with Vierbicher and the housing steering committee on the housing study.
- Worked on code amendments for Chapter 22 – Zoning and Chapter 6 – Animals.
- Prepared public hearing notices for a Conditional Use Permit and a property Rezoning.
- Compiled zoning and inspection information for an open records request.
- Completed some grant reports related to the Ruxton Apartment project.
- Worked on purging unneeded documents and files.

**MAJOR OBJECTIVES FOR THE COMING MONTHS**

- Work with Vierbicher Associates to complete the housing study and needs analysis.
- Continue work on several proposed code amendments.
- Continue work on purging unneeded documents and files.

**PUBLIC INFORMATION ITEMS**

- The Council will hold a public hearing at the February 26<sup>th</sup> meeting to consider a Conditional Use permit for an intensive home occupation at 345 Bayley Avenue. This use would involve a dog kennel at that location.
- The Council will hold a public hearing at the February 26<sup>th</sup> meeting to consider placing the R-LO Limited Occupancy Residential Overlay District designation on the property at 545 W. Adams Street. This change was a condition of the recent PUD approval for that property.

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

- None

**OTHER INFORMATION**

- The expansion and remodeling project for the Aldi grocery store building has begun.



BLDG PERMIT SUMMARY - 2018

	VALUATION		# OF PERMITS		FEES COLLECTED		NEW SF HOMES	
	MONTH	Y-T-D	MONTH	Y-T-D	MONTH	Y-T-D	MONTH	Y-T-D
JANUARY	\$4,576,400.00	\$4,576,400.00	14	14	\$40,492.52	\$40,492.52	1	1
FEBRUARY	\$931,756.00	\$5,508,156.00	10	24	\$7,422.00	\$47,914.52	0	1
MARCH	\$113,250.00	\$5,621,406.00	23	47	\$1,168.00	\$49,082.52	0	1
APRIL	\$8,149,295.85	\$13,770,701.85	63	100	\$61,732.74	\$110,815.26	1	2
MAY	\$1,051,501.00	\$14,822,202.85	66	166	\$11,930.24	\$122,745.50	1	3
JUNE	\$1,185,296.15	\$16,007,499.00	45	211	\$10,060.00	\$132,805.50	0	3
JULY	\$1,241,662.00	\$17,249,161.00	79	290	\$11,933.80	\$145,980.30	0	3
AUGUST	\$232,105.00	\$17,481,266.00	43	333	\$2,457.40	\$148,437.70	0	3
SEPTEMBER	\$3,194,266.79	\$20,835,532.79	44	377	\$16,349.50	\$164,662.20	0	3
OCTOBER	\$146,124.46	\$20,981,657.25	20	397	\$1,220.00	\$165,882.20	0	3
NOVEMBER	\$490,130.00	\$21,471,787.25	11	408	\$3,599.50	\$169,481.70	1	4
DECEMBER	\$45,892.84	\$21,517,680.09	17	425	\$650.00	\$169,881.70	0	4

MAJOR COMMERCIAL PROJECTS:

HICKORY ST HOUSING-185 S HICKORY	\$4,367,500 B,P,P
46-UNIT APTS	\$318,250 B,P,E,H
GREAT RIVER REMODEL	\$92,406 E,H,S
PAQUETTE (SEE 2017 ALSO)	
GEN CAPITAL 75 S OAK ST	\$7,140,000 B
71 APTS & RETAIL	178,000.00 B,P,E,H,O,E
SKYWAY	65,535.00 B,P,E,H
Platteville Dent 960 Washington St	
Addition	

<b>RAZING</b>	GARAGE
555 N FOURTH	SHED
255 DIVISION	PRINCIPAL STR
340 S COURT ST	

<b>SINGLE FAMILY</b>	120000
1605 EDGEWOOD	234000
1100 MATADOR	295000
1702 CORNERSTON	180000
670 PIONEER RD	
340 S Court St	

<b>DUPLEXES:</b>	160000
1025 FOX RIDGE	160000
1605 EDGEWOOD	384000
1200/1202 CODY	285554
340/342 WAITE	

## Library Director's Report February 5, 2019

### LIBRARY NEWS

Thank you to Library Page Amanda Brogan for her help with all three exam nights. Without her willingness to help out with high school students for three late nights in a row, this program wouldn't have happened. PHS librarian Cheryl Schober and the PHS guidance counselor did phenomenal work promoting the exam nights to PHS students, staff, and parents. When we first did this program last spring, we had 22 students attend over two nights. This time, we had 148 over three nights.

The Circulation Department is adding a couple of new tasks to their daily workload. Thanks to Leanne for her willing and ready attitude about these new projects, specifically implementing a daily disc cleaning process. We anticipate that our patrons will be pleased with the improved quality of our audiobooks on CD and DVDs.

Kudos to Karina and Emma for hosting the second annual Community Involvement Fair. Despite the cold snowy weather, we had a great turnout. Emma did all of the Facebook publicity for the Community Involvement Fair, she did a great job of using a variety of creative angles to promote the event.

SWLS will be transitioning from Mango Languages to Transparent Language online for a web-based language learning resource. Karina and Nancy attended an online training to prepare for the roll out. This new service should be available in February.

Food for Fines ran from January 14 through January 25. 156 items were collected from 71 individuals.

### TECHNOLOGY NEWS

Luke worked on the following projects in January:

- Replaced Children's workroom printer
- Inventoried all cables and adapters in meeting spaces- replaced broken and missing items
- Installed a new public scanner
- Advised on public computer sessions pilot project
- Advised and supported Comeloc for electronic locking
- Ordered a new server and two new teen computers

### BUILDING NEWS

Safety analysis was conducted by Tricor Insurance on Monday, January 28

Fire inspection was conducted by the Fire Inspector on 1/31, a few minor issues were identified and were resolve immediately.

Comelec was on-site January 3 and 4 to install electronic locking mechanisms on the public entrances. The system is not yet functioning as we need it to. Shannon is continuing to work with Comelec on the issues.

Three of the public restrooms were painted on Friday, February 1 as part of NCI's outstanding punchlist items.

**Children's Services (Erin Isabell, Lydia Sigwarth, Valerie Curley, Amanda Mosby)**

**Programs**

Jan. 3- Tween video games 0  
 Jan. 5- Sock hop- 55  
 Jan. 10- Tween board games/chess- 5  
 Jan. 12- Playpalooza- 28  
 Jan. 14- UWP player night- 23  
 Jan. 17- Tween movie- 3  
 Jan. 18- Zumba preschool- 29  
 Jan. 18- Zumba elementary- 20  
 Jan. 19- Lego- 12  
 Jan. 23- Snow day movie- 7  
 Jan. 23- Book club- 8  
 Jan. 24- Tween Grab bag- 5  
 Jan. 26- STEAM- 10  
 Jan. 30- Blue Notes- rescheduled due to cold  
 Jan. 31- Smash Bros.Tournament- rescheduled due to cold

**Passive programs**

Restaurant- 280  
 Lego guess jar- 136

**Community Outreach**

Jan. 2- Hospital early literacy update- Erin  
 St. Mary's PS- 8  
 St. Mary's 4K- 3  
 Neis Family Daycare- 4  
 UWP- 11  
 Lange's Family Daycare- TBA  
 Imagination Station- 11  
 Friendly Frogs- 46  
 Great Beginnings- 22  
 Head Start- 17

**Volunteers/Collaborations:**

UWP- 14 Women's basketball players and 2 coaches  
 Zumba- Kara Tyson  
 Let's Pretend Restaurant- Country Kitchen & Traci Winkler

**Adult/Young Adult (Karina Zidon / Nancy Sagehorn/Rosa Moore)**

**Programs**

1/02/2019 Teen video games: 7 teens  
 1/08/2019 Podcast club: 1 adult  
 1/09/2019 Pre-pub book club: 9 teens  
 1/10/2019 Overdrive drop-in workshop: 1 adult  
 1/11/2019 Career assistance (drop in): 1 volunteer  
 1/14 Make it Monday: Window Stars: 6 adults, 2 teens  
 1/14 Exam cram: 26 teens  
 1/15 Exam cram: 66 teens  
 1/16 Exam cram: 56 teens  
 1/21 Movie: Alpha: 1 adult  
 1/21 Bring your own craft night: 3 adults  
 1/26 Community Involvement Fair  
 1/27 ACT practice test: 7 teens

**Volunteers/Collaborations:**

Kathie Edge, Department of Workforce Development

**Professional Development:**

1/22 Transparent Languages webinar, Karina and Nancy

### Outreach and Adult Services (Emma Radosevich)

<b>Outreach</b>		
1/3	Sienna Crest	2
1/3	Pioneer Ridge	5
1/3	Hearthside	6
1/9	Park Place Senior Living	7
1/9	Park Place Apts	4
1/17	Our House	11
1/17	House of Peace	2
1/17	Fairfield Kourt	6
		4
	<b>Total</b>	<b>3</b>
<b>Programs</b>		
	Senior Reading Club	6
	Film Showing: When Harry Met Sally	0
	Adult Book Club	5
		1
	<b>Total</b>	<b>1</b>

### Library Director Meetings

1/2 Museum interview  
 1/2 Library Dept. head check-in  
 1/2 Leanne  
 1/2 Cheryl  
 1/3 Luke and Karina-Computer pilot planning  
 1/3 NCI and City staff  
 1/3 Erin  
 1/3 Kelly- agenda setting  
 1/4 Museum interview (2)  
 1/7 Karina  
 1/7 Museum interview (4)  
 1/8 Emma  
 1/8 Library Foundation  
 1/8 Library Board  
 1/9 City Dept. Directors  
 1/9 Library Dept. head check-in  
 1/9 Museum interview  
 1/9 Leanne  
 1/9 Cheryl  
 1/9 SWLS executive committee  
 1/10 Erin  
 1/11 Annual report webinar  
 1/11 Community Involvement Fair planning  
 1/14 Karina  
 1/14 Museum interview (2)  
 1/15 City support staff moving tips meeting  
 1/15 Museum interview (3)  
 1/16 Library Dept. head check-in  
 1/16 Museum interview  
 1/17 Colleen Rortveldt, Appleton Public Library  
 1/17 Leanne  
 1/17 Erin  
 1/17 Michelle Ornat, San Jose Public Library  
 1/21 Karina  
 1/23 Webinar: Great Customer Service  
 1/24 PLSR Steering Committee  
 1/25 Kelly, agenda setting  
 1/28 Karina  
 1/28 Tricor safety audit  
 1/29 Valerie 2018 evaluation



## City of Platteville

### Department Progress Report for January 2019

### Museum Department: February 5, 2019

#### ACCOMPLISHMENTS

- **Attendance, Education & Events**
  - Total on-site and off-site attendance for January 2019 was 186 vs. 49 in 2018.
  - Of this, program attendance totaled 166
    - 16 attended Sarah Strange Historic Fashion presentation to PEO, Jan. 12
    - 150 attended the Miners Ball, Jan. 19
- **Buildings and Grounds**
  - Schindler Elevator began repair of leaking hydraulic fluid Jan. 14
  - Researched and began accepting estimates from mining engineers to perform inspection of Bevans Mine
  - Contracted with Coogan Custom Painting to perform interior window restoration in 3<sup>rd</sup>-floor collections areas (work begins in February)
- **Development, Fundraising, and PR**
  - Donations and Membership Dues for January 2019 totaled \$7,460
  - Spoke before Queen B Radio (Jan. 2), Southwest Health Young at Heart, (Jan. 10), and Rotary Club (Jan. 22)
  - Media coverage:
    - Radio: Miners Ball ad and interview Jan. 7 on WGLR (97.7 FM) and in rotation with other community programming from Jan. 7 through Jan. 18 on WPVL AM, WPVL FM, and on Super Hits 106.
    - Press release in Telegraph Herald, Jan. 14
    - Front page press release in Platteville Journal, Jan. 16
    - Miners Ball photos and Letter to Editor in Platteville Journal, Jan. 23
    - Letter to editor in Mineral Point Democrat Tribune Jan. 24
  - Participated in Platteville Involvement Fair (Jan. 26)
  - Began Collaboration with George B. Krueger of the UW-Platteville School of Business – Strategic Promotions Management Course
  - Met with Andrey Ivanov, UW-Platteville history professor, Jan. 10
  - Phone introduction with Nancy Kies, Jan. 15
  - Met with Chris Colney of Grant County GIS office, Jan. 18
  - Met with Lori Bahr of Mound City Bank, Jan 24
  - Met with Driftless Historium, Jan. 25
- **Museum Volunteers and Staffing**
  - Completed interview process, hired, onboarded and trained two permanent part-time Museum Specialists: Communications (Angela Wright) and Operations

(Jennifer Smith). Hired LTE Museum Weekend Supervisor (Amanda Heinsohn), who will start April 1.

- Museum Educator Mary Huck retired Jan. 31 with a well-attended celebration.
- Total of 8 volunteer hours for the month were spent at the Involvement Fair and assembling steel shelving units.
- The Friends of the Mining & Rollo Jamison Museums welcomed prospective board member Mark Haas.

## MAJOR OBJECTIVES FOR THE COMING MONTH

- Generate and distribute next issue of newsletter
- Continue annual sponsorship and membership drive
- Continue scheduling presentations, and speak before PEO (Feb. 12), Dan Rohrback (Feb. 13), Grant County Tourism Council (Feb. 21)
- Publicize and begin hosting successful Winter Lyceum
- Continue compiling information for 2018 Annual Report

## PUBLIC INFORMATION ITEMS

- **2019 Museum Hours:**
  - November-April, tours available by advance reservation Monday-Friday 10:00 a.m. – 4:00 p.m. Reservations available at (608) 348-3301 or at [mining.jamison.museum](http://mining.jamison.museum).
  - May-October, Open Daily 10:00 a.m. – 5:00 p.m.
- **Upcoming Events:** See the following:

### **WINTER LYCEUM Lecture Series at the Platteville Municipal Auditorium: Reservations at [mining.jamison.museum](http://mining.jamison.museum)**

#### **FEBRUARY**

Sunday, February 24, 5 p.m. Eric C. Carlson, geologist of the Wisconsin Geological & Natural History Survey, speaks on “When the Wisconsin River Flowed East.” *\$4 per lecture or \$20 for all seven lectures.*

#### **MARCH**

Sunday, March 3: Archaeologist Philip Millhouse presents “Native American Lead Mining in the Upper Mississippi Valley District”

Sunday, March 10: Winter Lyceum. UW-Platteville Professor Emeritus Tom Hunt presents “Mine Land Reclamation in Wisconsin: A Legacy and Link to Modernity.” *\$4 per lecture or \$20 for all seven lectures.*

Sunday, March 17: Wisconsin Historical Society Outreach Curator Tamara Funk presents “Courtship and Wedding Rituals of the Late 18th Century through the 1940s.” *\$4 per lecture or \$20 for all seven lectures.*

Sunday, March 24: Author Doris Green speaks on the new edition of her book *Wisconsin Underground: A Guide to Caves, Mines, and Tunnels in and Around the Badger State*. Book signing to follow.

Sunday, March 31: John Heasley of Driftless Stargazing speaks on the 50th anniversary of the Apollo 11 spaceflight that landed the first two people on the Moon. \$4 per lecture or \$20 for all seven lectures.

**APRIL**

Sunday, April 7, 5 p.m. Historian Tracey Roberts presents “Pulpits and Pick Axes: The Primitive Methodists in the Lead Mine District.” \$4 per lecture or \$20 for all seven lectures.

**General Information:**

Our mission is to continue in the pursuit of excellence in the areas of regional and mining history. To achieve that purpose, the museums are commissioned to be custodians of the past; to interpret the rich lead and zinc mining heritage of the region, as well as to preserve, interpret, and display the artifacts which help define Southwest Wisconsin.

**City of Platteville**

**DEPARTMENT PROGRESS REPORT**

**Police Department**

**Week Ending: Saturday, February 2, 2019**

**ACCOMPLISHMENTS**

- The Police Department received extensive social media attention when Officer Matt Froiseth rescued a kitten from a snowdrift and subsequently adopted it.
- The 2018 Annual Report has been compiled and it will be shared with the public soon.

**MAJOR OBJECTIVES FOR THE COMING MONTH.**

- Two training days for Officers will be held in February. Topics include ground fighting techniques, blood borne pathogens, applying restraints, and firearms.
- A department meeting is scheduled for Wednesday, February 6<sup>th</sup>.

**PUBLIC INFORMATION ITEMS**

- Although the existing ATV/UTV routes in Platteville closed on November 15<sup>th</sup>, ATV/UTV's may still operate on city streets for the purpose of snow removal. Specific laws regulate the use of ATV/UTV's for snow removal. The City's website contains a link to information about ATV/UTV's and snow removal.

**THINGS THAT NEED ATTENTION (City Manager/City Council)**

- Nothing currently.

**COMMITTEE REPORT**

- The February meeting of the Police and Fire Commission is scheduled for Tuesday, Feb. 5<sup>th</sup> at 5:00 p.m. at the Police Department.

## City of Platteville

### DEPARTMENT PROGRESS REPORT

Department of Public Works  
Howard B. Crofoot, P.E.

Period Ending: February 5, 2019

#### **ACCOMPLISHMENTS**

- There are 566 known lead water service lines identified within the City of Platteville. The City has a total of \$500,000, plus another \$10,000 toward day care facilities. There have been 431 properties that have reserved funds for this program totaling \$477,030. There is \$22,970 available to reserve, or enough for about 20 homes. There have been 373 lines that have been completed with a total of \$414,127.34 distributed.
- The reserved parking program has been a success. There are 31 spaces of the 37 available that have been reserved. Last spring, only 14 spaces were rented. (One new rental from last time).
- Well 6 project has begun drilling as of November 5. The hole has been drilled. The contractor is conducting alignment checks. Once those are complete, they will do test pumping and sampling.

#### **MAJOR OBJECTIVES FOR THE COMING MONTH**

- Monitor LSL replacement work and continue reimbursements.
- Work on resetting the trail bridge.

#### **PUBLIC INFORMATION ITEMS**

#### **THINGS THAT NEED ATTENTION (City Manager/City Council)**

#### **COMMITTEE REPORTS**

- **Community Safe Routes Committee (CRSC):** The last meeting was held on January 21, 2019. The next meeting is scheduled for February 18, 2019.
- **Park, Forestry & Recreation Committee (PFR):** The last meeting was on January 21, 2019. The next meeting is scheduled for February 18, 2019.
- **Platteville Public Transportation Committee:** The last meeting was held on January 10, 2019. The next meeting is scheduled for February 14, 2019.
- **Water & Sewer Commission:** See minutes.

## Project Update

02/05/2019

**Lead Service Lines (LSL):** There are 566 known lead water service lines identified within the City of Platteville. The City has a total of \$500,000, plus another \$10,000 toward day care facilities. There have been 431 properties that have reserved funds for this program totaling \$477,030. There is \$22,970 available to reserve, or enough for about 20 homes. There have been 373 lines that have been completed with a total of \$414,127.34 distributed.

### **2017 Projects**

**Well 4 / Well 6:** This well has an aesthetic issue. Due to grout failure after approximately 50 years of service and increased drawdown levels, air is being entrained in the water. Air in water is not a health issue. It makes water appear cloudy until the air escapes. It can also cause water hammer in pipes. For this reason, we have limited the use of Well 4. We have received permission from both DNR and PSC to drill a new well (Well 6) behind the Well 4 building. The bid was awarded to Municipal Well & Pump for \$737,937. Drilling began on November 5. The contractor has drilled to final depth and is checking the hole for alignment, then do test pumping and sampling.

### **2018 Projects**

**Legion Field Parking Lot:** This project will reconstruct the main parking lot off of Pitt Street west of the ball fields. It will have a wider driveway entrance onto Pitt Street with marked parking stalls. Work has begun, but has been slow due to the extensive rains. Due to weather, the project is delayed to spring 2019 for completion.

**Basketball Courts:** This project will evaluate the existing courts and as budget allows, either resurface or fully reconstruct the courts. This was added as alternate bids for the Legion Field project. Of the three courts, the reconstruction of the Smith Park basketball court nearest Ridge Avenue was approved at the March 27 meeting. It will be done in conjunction with the Legion Field parking lot. This project is delayed to 2019 along with the completion of the Legion Field parking lot.

**Hillside Cemetery Paving:** This project will have the Street Division do rough preparation of the gravel base for the access roads in Hillside Cemetery, then Iverson will pave these access roads. Bids came in on September 4. This project is delayed to spring 2019.

### **2019 Projects**

**Rountree Branch Streambank Restoration:** Staff worked with Delta 3 Engineering and Angie Wright to submit a grant request for 50% grants from the DNR to fund work in 3 locations. One

location is at the Chamber of Commerce/Katie's Garden. The other two locations are on UW-P property. There is an intergovernmental agreement between the City and UW-P where UW-P pays the local share of the projects on their land. Staff viewed the webinar on December 4 to understand how to complete DNR required paperwork. DNR sent the City the project agreement for signature, and it was returned. We will begin final design in preparation for bidding in the spring.

**Business Highway 151 Highway Safety Improvement Program (HSIP):** This is a safety project on Business Highway 151 to reduce traffic crashes. The proposal will be to do design in 2019 and construction in 2020. It will convert 2 lanes to 3 lanes from Staley to Eastside Road and convert 4 lanes to 3 lanes from Eastside Road to the divided 4 lane road by A&W. There will be pedestrian accommodations at the Water St and Eastside Road intersections. There will be a pedestrian path from NOVUS to Eastside Road. The cost share is 90/10 out of a project of \$1.15 million. DOT has recently given approval to begin work on the design phase. Staff is soliciting consultants to do the design work. This information will be returned on February 20. There will be a committee to review the proposals to find the best qualified consultant, then negotiate price afterwards. The DOT has moved the scheduled construction bid opening date to April 2020.

**City Hall HVAC and Phase 1 Reconfiguration:** Staff is working with Delta 3 on the design contract and developing an internal timeline of tasks to complete. Some of those tasks include determining which offices go in which locations in the "swing space" (former Clinic area), how to phase the relocation process to minimize impact to the staff and public, etc.

**Lewis and Court Street Reconstruction:** Delta 3 has completed the survey work on this combined project. The first public information meeting was on Tuesday January 15, 2019 at 7:00 PM in the Common Council chambers.

**Camp Street Sidewalk:** Delta 3 has done survey work on this project. The first public information meeting was on Wednesday January 9, 2019 at 7:00 PM in the Common Council chambers. As a result of the public information meeting we are altering the design to have the Lancaster crossing north of the west leg of Camp Street

**Pitt Street Water Main:** Delta 3 has done survey work on this project. This project will be to replace water main only on Pitt Street from Second street to Mound View Drive. The patch will be paved, then we shall place a thin overlay over the entire street from Second to Water. The first public information meeting was on Wednesday January 9, 2019 at 6:00 PM in the Common Council chambers.

**DEPARTMENT PROGRESS REPORT**  
**Luke Peters**  
**Recreation Coordinator / City Forester**

**Month: January**

**ACCOMPLISHMENTS**

- Programming and articles have been submitted for inclusion in the spring issue of the 53818 Update, which will be release next month. One of the articles is regarding the discovery of emerald ash borer in Platteville. Along with this article we will also be releasing information regarding our homeowner assistance program for removing and replacing ash trees on private property.
- The forestry layer of our GIS system has been updated to note if a location is a tree, stump, or removed. This simple change allows us to better track removals, without adding clutter to the layer.
- Billing has been completed for the Prairie View Park soccer project. The total bill came in at \$25,000, which was \$10,000 under budget. This included extra work of fine grading and creating a smooth connection to the high school fields.
- Youth Sponsorship Brochures have been sent out. To date we have collected a total of \$4,130.

**MAJOR OBJECTIVES FOR THE COMING MONTH**

- Attend an Aquatic Facilities Operator recertification course
- Release information regarding the implementation of the DNR Forestry Grant
- Work with Katherine Westaby on the Parks Master Plan

**COMITTEE REPORTS**

- **Community Safe Routes Committee (CSRC):** The next meeting will be on Monday, Feb 18, 2019 at 6:00 p.m. in the GAR Room of City Hall.
- **Parks, Forestry & Recreation Committee:** The next meeting will be on Monday, Feb 18, 2019 at 7:00 p.m. in the GAR Room of City Hall.

# PEAK Program Progress Report

January 2019

- Bryant (pharmacist) & Katelyn (dietician) Schobert presented on food and drug interactions
- Mike Mair, of My Hearing Loop, presented on assistive hearing technologies
- Jessica King from Home Instead Care presented on their service offerings
- We experienced 5 weather related meal site closures
  
- Twice weekly yoga classes continue to be well attended
- Our 'cardio studio' is seeing regular use
- Twice weekly cardio class is growing in popularity
- Four crafting classes held
- Monthly Reading Club
- Musical performance by Lou Oswald
  
- PASS, our friends group, attended the Community Involvement Fair
- UWP Psych student Shaina Duncan began her semester-long internship with us
- Met with a representative from Agrace Hospice about their service offerings
- Met with Jaime Collins about a possible multi-year funding commitment from Southwest Health

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: ACTION ITEM NUMBER: VII.A.</b>	<b>TITLE: Museum Master Planning Base Drawings, Budget Amendment #1</b>	<b>DATE: February 12, 2019 VOTE REQUIRED: Two Thirds</b>
<b>PREPARED BY: Erik Flesch, Museum Director</b>		

**Description:**

The Mining & Rollo Jamison Museums would like to contract with design firms to create a digital drawing set of the 2.5-acre Museum campus and its seven structures for use in space mapping and planning. Planning will be a multi-year process that will begin with identifying how indoor and outdoor spaces across the Museum campus are currently used, creating a map for visitor and staff/volunteer use, and defining desired modifications for the purposes of improving the visitor experience and ensuring the safety of our collections.

Creating the digital drawing set will include creating existing conditions drawings of the Rock School at 385 East Main Street showing structural members. It will also include scanning or photographing existing historic paper drawings showing the site plan and buildings (the Hanmer Robbins building at 405 East Main Street, the Bevans Mine, Depot, Headframe building, Cora Street building, and railroad) and digitally tracing them on a computer using drafting software.

The City of Platteville Museum Board voted at the December 2018 meeting in favor of using the Museum's Beining Trust money up to \$7,500 to fund the creation of Rock School drawings and up to \$3,000 to trace existing paper drawings.

**Budget/Fiscal Impact:**

The budget amendment will create a new 2019 CIP project with funding provided by the Museum Beining Trust.

**Recommendation:**

Staff recommends approval of the budget amendment to create a 2019 CIP project of \$10,500 for creation of Rock School drawings and digitizing existing drawings, funded by the Museum Beining Trust.

**Sample Affirmative Motion:**

*"Motion to amend the 2019 budget by adding a CIP project of \$10,500 to create museum master planning base drawings, to be funded by the Museum Beining Trust."*

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: ACTION ITEM NUMBER: VII.B.</b>	<b>TITLE: Ordinance Change to Allow the Code Enforcement Officer to Issue Municipal Citations-1.10(e)</b>	<b>DATE: February 12, 2019 VOTE REQUIRED: Majority</b>
<b>PREPARED BY: Chief of Police Doug McKinley</b>		

**Description:**

Currently Ordinance 1.10(e) Municipal Citations authorizes any law enforcement officer employed by the City, the City Building Inspector, the City Health Officer, the City Fire Chief and all fire inspectors acting under his/her direction to issue municipal citations under this section.

The Code Enforcement Officer is not currently authorized to issue municipal citations. The duties of the Code Enforcement Officer include enforcement of snow removal, mowing of lawns, weed removal, and various City code areas related to indoor furniture on porches, building appearance standards and garbage abatement. Currently Lieutenant Buchholtz issues any necessary municipal citations after the Code Enforcement Officer has communicated with the Building Inspector. The Building Inspector then coordinates with Lt. Buchholtz to have the citations issued. Our municipal citations are issued through a State of Wisconsin software program (TRACs) which reserves access to sworn officers or police employees. As a result, the Building Inspector cannot issue municipal citations. Previously when paper citations were used, the Building Inspector could issue municipal citations.

I am proposing a change to Ordinance 1.10(e) which would authorize the Code Enforcement Officer as a police employee to issue municipal citations at the direction of the Building Inspector. This would streamline code enforcement by removing Lt. Buchholtz from this process and allow the Code Enforcement Officer to issue municipal citations at the direction of the Building Inspector.

**Budget/Fiscal Impact:**

None

**Recommendation:**

Amend Ordinance 1.10(e) to authorize the Code Enforcement Officer to issue municipal citations.

**Sample Affirmative Motion:**

*“Motion to Add the Code Enforcement Officer to the list of individuals authorized to issue municipal citations under Ordinance 1.10(e).”*

**Attachments:**

- Ordinance 19-02

**ORDINANCE NO. 19-02**

**AN ORDINANCE AUTHORIZING THE CODE ENFORCEMENT OFFICER TO ISSUE CITATIONS**

**WHEREAS**, the Common Council finds it to be in the public interest to authorize the Code Enforcement Officer to issues citations for violations of ordinances of the City of Platteville

**NOW, THEREFORE**, the Common Council of the City of Platteville, Grant County, Wisconsin, do ordain as follows:

**SECTION 1.** Section 1.10(e) of the Code of Ordinances is hereby amended to read as follows:

- (e) The following persons are hereby authorized to issue citations under this section: Any law enforcement officer employed by the City of Platteville, the City Code Enforcement Officer, the City Building Inspector, the City Health Officer, the City Fire Chief and all fire inspectors acting under his direction.

**SECTION 2.** This ordinance shall take effect upon passage and publication as provided by law.

Approved and adopted by the Common Council of the City of Platteville on a vote of \_\_\_ to \_\_\_ this \_\_\_ day of \_\_\_\_\_, 2019.

CITY OF PLATTEVILLE

By: Eileen Nickels, Council President

Attest:

\_\_\_\_\_  
Candace Koch, City Clerk

Published:

Requested By: Doug McKinley, Police Chief – 1/9/19  
Drafted By: William S. Cole, City Attorney – 1/14/19  
Approved As To Form By: William S. Cole, City Attorney – 1/14/19

REDLINE SUMMARY OF AMENDMENTS TO EXISTING SECTIONS

- (e) The following persons are hereby authorized to issue citations under this section: Any law enforcement officer employed by the City of Platteville, [the City Code Enforcement Officer](#), the City Building Inspector, the City Health Officer, the City Fire Chief and all fire inspectors acting under his direction.

DRAFT

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: ACTION ITEM NUMBER: VII.C.</b>	<b>TITLE:</b> Certified Survey Map – 900 Valley Road	<b>DATE:</b> February 12, 2019 <b>VOTE REQUIRED:</b> Majority
<b>PREPARED BY: Joe Carroll, Community Development Director</b>		

**Description:**

The property in question is the former site of the Innovative Ag Services business, which is currently for sale. The property is currently one parcel that is divided by an easement for Valley Road. The owner would like to divide the property to have two lots; one on each side of the road. The land division will allow the lots to be sold separately.

The applicant has submitted a Certified Survey Map to divide the property into two parcels. The proposed Lot 1 will have an area of 1.33 acres and will have approximately 206' of frontage on Valley Road. This lot is located on the north side of Valley Road and contains two buildings. Lot 2 will have an area of 0.86 acres and will have approximately 224' of frontage on Valley Road. This lot is located on the south side of Valley Road and is vacant. Lot 2 also has an easement near its southern boundary for the public trail.

The proposed land division meets the requirements of the zoning and subdivision ordinances.

**Budget/Fiscal Impact:**

None

**Recommendation:**

Staff recommends approval of the proposed land division as shown on the attached Certified Survey Map, with the following conditions:

That the portion of the lots within the easement for street purposes be dedicated to the City as street right-of-way.

That the CSM shall be recorded with the Grant County register of deeds and a copy provided to the City.

**Sample Affirmative Motion:**

*“Motion to approve the Certified Survey Map to create two lots from the property at 900 Valley Road with a condition that the portion of the lots within the easement for street purposes be dedicated to the City as street right-of-way and that the CSM shall be recorded with the Grant County register of deeds and a copy provided to the City.”*

**Attachments:**

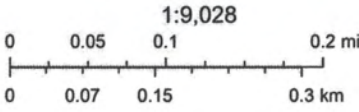
- Location Map
- Certified Survey Map

# City of Platteville



12/20/2018, 11:43:13 AM

-  Parcels 2018
-  Platteville Boundary
- Landmark Names





**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

**LOCATED IN THE NW 1/4 OF THE SW 1/4 OF SECTION 14, T3N R1W, BEING A REPLAT OF PART OF LOT 7, BLOCK 5 OF THE ASSESSMENT PLAT, CITY OF PLATTEVILLE, GRANT COUNTY, WISCONSIN**

**SURVEYOR'S CERTIFICATE:**

I, Aaron J. Austin, Professional Wisconsin Land Surveyor, do hereby certify: That I have surveyed, divided and mapped this Certified Survey Map located in the Northwest Quarter (NW 1/4) of the Southwest Quarter (SW 1/4) of Section Fourteen (14), being a Replat of part of Lot 7 of Block 5 of the Assessment Plat, City of Platteville, Grant County, Wisconsin, containing 2.19 acres, more or less, and being described as follows:

Commencing at a 2" iron pipe marking the West Quarter (W 1/4) corner of said Section 14; thence South 00° 56' 00" East 360.41 feet along the West line of said Section 14; thence North 86° 16' 07" East 67.82 feet to a 3/4" rebar marking the point of beginning; thence South 00° 14' 27" East 227.76 feet to a 3/4" rebar marking a corner of Outlot 1 of Certified Survey Map Number 1900 recorded as Document Number 790331, Grant County Registry; thence South 01° 55' 12" East 63.35 feet along a line of said Outlot 1 to a 3/4" rebar; thence South 85° 20' 52" East 50.27 feet along a line of said Outlot 1 to a 3/4" rebar; thence South 72° 43' 31" East 144.01 feet along a line of said Outlot 1 to a 3/4" rebar; thence North 68° 55' 37" East 72.77 feet along a line of said Outlot 1 to a 3/4" rebar; thence North 16° 28' 38" West 261.42 feet along a line of Lot 1 and Outlot 1 of Certified Survey Map Number 1111 recorded as Document Number 670580, Grant County Registry to a 3/4" rebar; thence 206.90 feet on the arc of a curve to the left with a radius of 1268.93 feet and a long chord bearing North 71° 35' 00" East 206.67 feet along a line of Outlot 1 of said Certified Survey Map Number 1111 to a 3/4" rebar; thence North 23° 05' 16" West 75.00 feet along a line of said Outlot 1 and its extension thereof to a 3/4" rebar; thence 100.00 feet on the arc of a curve to the right with a radius of 1193.93 feet and a long chord bearing South 69° 18' 42" West 99.97 feet along a line of that property as described in Volume 503, Page 636 recorded as Document Number 445749, Grant County Registry to a 3/4" rebar; thence North 18° 17' 20" West 50.00 feet along a line of said property to a 3/4" rebar; thence 84.16 feet on the arc of a curve to the right with a radius of 1143.93 feet and a long chord bearing South 73° 49' 07" West 84.14 feet along a line of said property to a 3/4" rebar; thence South 00° 23' 23" East 1.40 feet along a line of said property to a 3/4" rebar; thence South 86° 16' 07" West 161.80 feet along a line of said property to a 3/4" rebar; thence South 00° 23' 23" East 50.00 feet along a line of said property to the point of beginning.

That this parcel is subject to any and all easements of record and/or usage. That I have made such survey, land division and map by the direction of Bill Kieteka. That such map is a correct representation of all the exterior boundaries of the land surveyed and the division made thereof and field work was completed on 12-18-2018. That I have fully complied with Chapter A-E 7 of the Wisconsin Administrative Code and the provisions of Section 236.34 of the Wisconsin Statutes, in surveying, dividing and mapping the same.

Dated this 19th day of December, 2018.

Aaron J. Austin, S-2922

**OWNER'S CERTIFICATE:**

As owner, I hereby certify that I caused the land described herein to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map.

Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_.

Bill Kieteka, Authorized Signature

**PLAN COMMISSION APPROVAL CERTIFICATE:**

Resolved, that this Certified Survey Map in the City of Platteville, the owner listed hereon, is hereby approved by the City of Platteville Plan Commission this \_\_\_ day of \_\_\_\_\_, 20\_\_.

Chair, Platteville Plan Commission

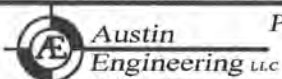
**REGISTER OF DEEDS CERTIFICATE:**

Received for record this \_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ o'clock, \_\_.m. and recorded in Volume \_\_\_ of Certified Survey Maps on Page(s) \_\_\_\_\_.

Marilyn Pierce, Register of Deeds

**LEGEND**

- ⊕ Section Corner—as designated
- 3/4" rebar found
- 3/4" x 18" rebar set with cap - wt=1.50 #/l.f.
- + No monument set
- ⊠ Existing light pole
- ( ) Recorded as
- [ ] Property described in Document Number, Grant County Registry
- Boundary of Survey
- Section line
- Centerline
- Right of Way
- Previously surveyed line
- Previously described easement
- ===== Existing structure
- ===== Existing improvement—as labeled



4211 HWY 81 E, LANCASTER, WI 53613  
PHONE: 608-723-6363 FAX: 608-723-6702

Prepared for: INNOVATIVE AG SERVICES CO.

JOB NO: 18S252  
H:\CRD\18S252  
H:\PLAT\PLVILLE\AP\BLOCK-5\18S262-INNOVATIVE AG

FIELDBOOK: TDSR  
DRAWN BY: AJ AUSTIN  
CREW: SW. AUSTIN  
OJ. AUSTIN  
SHEET 2 OF 2

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: ACTION ITEM NUMBER: VII.D.</b>	<b>TITLE: Application of Rountree Hall Loan Payment</b>	<b>DATE: February 12, 2019 VOTE REQUIRED: Majority</b>
<b>PREPARED BY: Nicola Maurer, Administration Director</b>		

**Description:**

In May 2018, the City extended its real estate note with Rountree Hall Associates for an additional ten years. The note was originally made by the City in 1988 using \$896,000 of federal funds from a HUD grant for the acquisition and rehabilitation of Rountree Hall.

As extended and amended the note included the following provisions:

- Rountree Hall Associates paid \$200,000 to the City at the execution of the extended note
- The City's equity position increased by \$120,000 before the 60/40 share of proceeds
- The City's interest in the share of net proceeds after all obligations have been repaid was strengthened

The original HUD grant stipulates that funds from repayments of grant-funded loans must be used to support the construction, rehabilitation or operation of real property used primarily for low and moderate income residential rental purposes.

Staff have conferred with the City auditors and determined that the funds repaid by Rountree Hall can be transferred to TID 7 in support of the TID 7 investment in the Pioneer Ford/Ruxton Apts development, which meets the requirements of an income-qualified residential rental property. In turn, this will enable TID 7 to reimburse a portion of the advance it received from the General Fund.

Another option would be to hold the funds for a possible future development of income-qualified residential rental property.

**Budget/Fiscal Impact:**

Transfer of the \$200,000 to TID 7 for support of the Pioneer Ford/Ruxton Apts will enable the TID to reimburse a portion of the advance it has received from the General Fund, which will increase the General Fund unassigned fund balance.

**Recommendation:**

Staff recommends approving the transfer of the \$200,000 Rountree Hall Associates loan repayment from the Community Development Rehabilitation fund to TID 7.

**Sample Affirmative Motion:**

*"I move to transfer the \$200,000 Rountree Hall Associates loan repayment of HUD grant funds to TID 7 in support of the Pioneer Ford redevelopment project to build the Ruxton Apartments."*

**Attachments:**

- Amended Real Estate Note – Rountree Hall Associates
- TID 7 Advance Balances

**SECOND AMENDED AND RESTATED REAL ESTATE NOTE**

THIS SECOND AMENDED AND RESTATED REAL ESTATE NOTE (hereinafter referred to as "this Note") is made as of May 15, 2018, by and between ROUNDTREE HALL ASSOCIATES LIMITED PARTNERSHIP, a Wisconsin limited partnership (hereinafter referred to as "Maker") and the CITY OF PLATTEVILLE, a Wisconsin municipal corporation (hereinafter referred to as "Payee" or "Holder").

**WITNESSETH:**

WHEREAS, on July 8, 1988, Maker executed and delivered that certain Real Estate Note in the original principal amount of EIGHT HUNDRED NINETY SIX THOUSAND AND 00/100 DOLLARS (\$896,000.00) (the "Note");

WHEREAS, on November 21, 2007, Maker and Payee executed and delivered an Amended and Restated Real Estate Note which set forth amended terms of repayment;

WHEREAS, Maker and Payee desire to amend the terms of repayment,

WHEREAS, Maker on May 15, 2018 paid Payee the sum of \$200,000.00, leaving a balance due on the Amended and Restated Real Estate Note of \$696,000.00.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto do hereby agree as follows:

**SECOND AMENDED REAL ESTATE NOTE**  
**(NONRECOURSE)**

\$696,000.00

May 15, 2018

FOR VALUE RECEIVED, the undersigned, between ROUNDTREE HALL ASSOCIATES LIMITED PARTNERSHIP, a Wisconsin limited partnership (hereinafter referred to as "Maker"), promises to pay to the order of the CITY OF PLATTEVILLE, a Wisconsin municipal corporation; Payee, and any subsequent holder hereof, at the office of Payee at City Hall, Platteville, Wisconsin, or at such other place as Payee may designate to Maker in writing from time to time, the principal sum of Six Hundred Ninety-six Thousand and no/100 Dollars (\$696,000.00) or so much as may be due under the terms of payment hereunder, without interest except as provided under par. (d) below, in lawful money of the United States of America, which shall at the time of payment be legal tender in payment of all debts and dues, public and private.

The indebtedness evidenced by this Note and the obligations created hereby are secured by the Mortgage to Secure Debt and Security Agreement recorded as Document No. 525783 (together with all other documents evidencing or securing or in any way relating to the indebtedness evidenced hereby, herein referred to collectively and the "Loan Documents") entered into July 8, 1988 between Maker and Payee concerning that certain apartment project property located in Grant County, Wisconsin and being more particularly described in the Mortgage and Security Agreement (hereinafter referred to as the "Project").

The entire outstanding principal balance and any other amounts due as described hereunder shall be due and payable in full on the earlier to occur of the sale of the Project or July 7, 2028. For purposes of this Note, the term "sale" shall include any transfer, assignment, conveyance or lease of the Project of more than one year.

Upon sale of the Project on or before July 7, 2028, the net proceeds of the sale shall be applied:

- (a) to the payment of the amount due pursuant to the First Mortgage Loan between Maker and the BMO Harris Bank, in the original principal amount not to exceed \$800,000.00 and all expenses of the Partnership incident to any such sale ;
- (b) to the Payee in the amount of \$305,400.00;
- (c) remaining net proceeds divided sixty percent (60%) to the Payee and forty percent (40%) to the Maker, until the entire principal balance has been repaid to Payee ; and,
- (d) thereafter, fifty percent (50%) of remaining net proceeds to the Payee as interest.

See Exhibit 1 attached hereto for examples of disbursement structure under three sale price scenarios.

Any proposed sale of the Project by Maker which would result in the Payee receiving less than the full principal balance of this Note shall be subject to the prior written approval of Payee. Such approval will not be unreasonably withheld. Failure to obtain such approval shall be deemed a Substantive Violation by Maker.

In the event the Project is not sold prior to July 7, 2028, Maker shall be obligated to repay to Payee an amount equal to the total outstanding indebtedness evidenced by this Note plus 50% of the fair market value of the Project after deduction of the amounts owed on this Note and the First Mortgage Loan and the terms of paragraphs (a) through (d) above shall not apply.

Maker and Payee may agree as to the fair market value of the Project or if no agreement can be reached by July 7, 2028:

- (a) Maker and Payee shall each appoint a qualified appraiser, who in turn will select a third appraiser, and all three appraisers shall submit appraisals within 30 days and the average of the three appraisals shall be the fair market value of the Project;
- (b) The cost of the three appraisers shall be paid equally by Maker and Payee; and,
- (c) The additional amount owed Payee shall be due in full by September 1, 2028 with interest thereafter at the rate of the highest prime rate of interest on the due date as announced or published in the Money Rates Column of the Wall Street Journal, Eastern Edition (the WSJ), plus 10% per annum. In the event the prime rate established by the WSJ shall no longer be available, due to either the nonexistence of the WSJ or the WSJ's failure to publish a prime rate, then the prime rate shall be the highest prime rate published by a major money center bank selected by Payee.

This Note may not be prepaid in whole or in part without the prior written permission of Payee. Except as provided above, this Note is non-interest bearing.

In the event of an uncorrected "Substantive Violation" by Maker during the term of this Note, Maker shall be obligated to repay to Payee an amount equal to the total amount of the indebtedness evidenced by this Note outstanding, without any reduction to the principal that may be provided for elsewhere in the HUD evidentiary documents or in this document, plus 50% of the fair market value of the Project, determined as set forth above and after deduction of the amounts owed on this Note and the First Mortgage Loan.

It is hereby expressly agreed that should any default be made in the payment of principal or the additional amount as stipulated above, or should any default be made in the performance of any of the covenants or conditions contained in this Note, the Loan Documents, or any of them, subject to any applicable notice and cure period, a default shall exist hereunder, and in such event the principal indebtedness evidenced hereby, and any other sums due hereunder, shall, at the option of Holder and without notice to Maker, at once become due and payable and may be collected forthwith, regardless of the stipulated date of maturity.

Presentation for payment, demand, protest and notice of demand, protest and non-payment are hereby waived excepting Notice of a Substantive Violation as further described in Section 12.03 of the Grant Agreement. No failure to accelerate the debt evidenced hereby by reason for default hereunder, acceptance of a past due installment, or indulgences granted from time to time shall be construed (i) as a novation of this Note or as a reinstatement of the indebtedness evidenced hereby or as a waiver of such right of acceleration or of the right of Holder thereafter to insist upon strict compliance with the terms of this Note, or (ii) to prevent the exercise of such right of acceleration or any other right granted hereunder or by the laws of the State of Wisconsin; and Maker hereby

expressly waives the benefit of any statute or rule of law or equity now provided, or which may hereafter be provided which would produce a result contrary to or in conflict with the foregoing. No extension of the time for the payment of this Note shall operate to release, discharge, modify, change or affect the original liability of maker under this

Note, either in whole or in part, unless Holder agrees otherwise in writing. This Note may not be changed orally, but only by an agreement in writing signed by the party against whom enforcement of any waiver, change, modification or discharge is sought. Maker hereby waives and renounces for itself, its heirs, successors and assigns, all rights to the benefits of any statute of limitations and any moratorium, reinstatement, marshalling, forbearance, valuation, stay, extension, redemption, appraisalment, exemption and homestead now provided, or which may hereafter be provided by the Constitution and laws of the United States of America and of any state thereof, both as to itself and in and to all of its property, real and personal, against the enforcement and collection of the obligations evidenced by this Note. Maker hereby transfers, conveys and assigns to Holder a sufficient amount of such homestead or exemption as may be set apart in bankruptcy, to pay this Note in full, with all costs of collection, including reasonable attorney fees and costs, and does hereby direct any trustee in bankruptcy having possession of such homestead or exemption to deliver to Holder a sufficient amount of property or money set apart as exempt to pay the indebtedness evidenced hereby, or any renewal thereof, and does hereby appoint Holder the attorney-in-fact for Maker to claim any and all homestead exemptions allowed by law.

The liability of Maker and all of its partners under this Note is and shall be limited to the interest of Maker and all of its partners in the Project and in any additional property conveyed by Maker to Holder as additional security, it being specifically understood and agreed that Maker and that all of its partners shall have no personal liability with respect to the Note, and that Holder shall in no event seek to enforce personal liability against Maker, or any of its partners, but shall look only to said property for the payment of such indebtedness; provided, however, that nothing herein contained shall be deemed to be a release or impairment of the indebtedness evidenced by this Note or of the security therefore intended by the Mortgage and Security Agreement or shall preclude Holder from selling the Project as provided in the Mortgage and Security Agreement in the event of any default hereunder by judicial or non-judicial foreclosure or by any other proceedings which Holder is lawfully entitled to utilize.

This Note is intended as a contract under and shall be construed and enforceable in accordance with the laws of the State of Wisconsin.

Prior to the repayment of all sums due under this Note in full, Maker shall:

- a) pay all sums due on the First Mortgage Note between Maker and BMO Harris Bank promptly and in full as set forth on the amortization schedule attached hereto as Exhibit 2.
- b) maintain the collateral securing this Note, including the improvements located upon in good condition and repair and in

accordance with the requirements of par. 5 of the Mortgage to Secure Debt and Security Agreement recorded as Document No. 525783.

- (c) continue to allocate and expend sufficient funds from the income of the Project towards the timely maintenance, repair and improvement of the Project's facilities, including the roof, foundation, HVAC systems, exterior walls, and the individual units and the common areas, as set forth in the Rountree Hall Capital Budget Template, which is attached hereto as Exhibit 3.

Maker and Payee agree, for the purpose of setting forth the date of termination of the covenants and agreements set forth in the Housing Development Grant Regulatory Agreement (recorded as Document No. 525784):

1. The project was substantially complete and certified for occupancy on October 25, 1988;
2. That a reasonable estimate for the date on which fifty percent (50%) of the units in the Project were occupied is December 31, 1988;
3. That the covenants and agreements set forth in said Regulatory Agreement will terminate on December 31, 2018, which is the date 30 years after the date set forth in par. 2 above.

If from any circumstances whatsoever, fulfillment of any provision of this Note or of any other instrument evidencing or securing the indebtedness evidenced hereby, at the time performance of such provision shall be due, shall involve transcending the limit of validity presently prescribed by any applicable usury statute or any other applicable law, with regard to obligations of like character and amount, then, ipso facto, the obligation to be fulfilled shall be reduced to the limit of such validity, so that in no event shall any exaction be possible under this Note or under any other instrument evidencing or securing the indebtedness evidenced hereby, that is in excess of the current limit of such validity, but such obligation shall be fulfilled to the limit of such validity.

As used herein, the terms "Maker" and "Holder" shall be deemed to include their respective heirs, successors, legal representatives and assigns, whether by voluntary action of the parties or by operation of law. In the event that more than one person, firm or entity is a Maker hereunder, then all references to "Maker" shall be deemed to refer equally to each of said persons, firms, or entities, all of whom shall be jointly and severally liable for all of the obligations of Maker hereunder,

IN WITNESS WHEREOF, Maker has executed this Note on the date first above written.

ROUNTREE HALL ASSOCIATES  
LIMITED PARTNERSHIP

By: 

Russell H. Endres, Vice President,  
WMC Realty Advisors, Inc  
Authorized General Partner

IN WITNESS WHEREOF, Payee has executed this Note on the date first above written.

City of Platteville, Wisconsin,

  
\_\_\_\_\_  
Karen Kurt, City Manager

ANYTHING TO THE CONTRARY CONTAINED HEREIN NOTWITHSTANDING, IT IS EXPRESSLY UNDERSTOOD AND AGREED THAT THIS NOTE IS NONRECOURSE WITH RESPECT TO ANY MAKER, THAT THE ONLY SECURITY FOR THIS NOTE IS THE PROJECT, THAT NO GENERAL PARER OF THE MAKER HAS ANY PERSONAL LIABILITY, AND THAT THE NOTE IS NON-INTEREST-BEARING EXCEPT AS PROVIDED AT PARAGRAPH (e).

EXHIBIT I  
 EXAMPLES OF DISBURSEMENT STRUCTURE  
 UNDER THREE SALE PRICE SCENARIOS

<b>Example of disbursement structure under three sale price scenarios</b>			
	<b>Estimated sale price in year 2028</b>		
	<b>\$ 1,000,000</b>	<b>\$ 1,400,000</b>	<b>\$1,750,000</b>
COST OF SALE (estimated at 7% for this example)	\$ (70,000)	\$ (98,000)	\$ (122,500)
GROSS SALE PROCEEDS	\$ 930,000	\$ 1,302,000	\$1,627,500
Security Deposits Payable	\$ 32,748	\$ 32,748	\$ 32,748
Mortgage Balance in 2028	\$ 577,943	\$ 577,943	\$ 577,943
City Equity	\$ 305,400	\$ 305,400	\$ 305,400
City 60/40 Share	\$ 8,345	\$ 231,545	\$ 390,600
Partner 60/40 Share	\$ 5,564	\$ 154,364	\$ 260,530
City 50/50 Share			\$ 30,139
Partner 50/50 Share			\$ 30,139
Total	\$ 930,000	\$ 1,302,000	\$1,567,221
City Equity paid 2017	\$ 200,000	\$ 200,000	\$ 200,000
City Equity/Share payable 2028	\$ 313,745	\$ 536,945	\$ 726,139
<b>Total City Proceeds</b>	<b>\$ 513,745</b>	<b>\$ 736,945</b>	<b>\$ 926,139</b>

EXHIBIT 2  
AMORTIZATION SCHEDULE  
FIRST MORTGAGE NOTE



\*LIQ110060051520186031204-00010036031204\*

**AMORTIZATION SCHEDULE**

Principal	Loan Date	Maturity	Loan No	Call / Coll	Account	Officer	Initials
\$800,000.00	05-15-2018	05-15-2023	36031204-0001	0100 / 735	36031204	EJB	

References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "\*\*\*\*\*" has been omitted due to text length limitations.

**Borrower:** Rountree Hall Associates Limited Partnership  
2040 S. Park Street  
Madison, WI 53713

**Lender:** BMO Harris Bank N.A.  
111 W. Monroe Street  
Chicago, IL 60603-4095

Disbursement Date: May 15, 2018  
Interest Rate: 5.100

Repayment Schedule: Balloon  
Calculation Method: 365/360 U.S. Rule

Payment Number	Payment Date	Payment Amount	Interest Paid	Principal Paid	Remaining Balance
1	06-15-2018	4,758.97	3,513.33	1,245.64	798,754.36
2	07-15-2018	4,758.97	3,394.71	1,364.26	797,390.10
3	08-15-2018	4,758.97	3,501.87	1,257.10	796,133.00
4	09-15-2018	4,758.97	3,496.35	1,262.62	794,870.38
5	10-15-2018	4,758.97	3,378.20	1,380.77	793,489.61
6	11-15-2018	4,758.97	3,484.74	1,274.23	792,215.38
7	12-15-2018	4,758.97	3,366.92	1,392.05	790,823.33
<b>2018 TOTALS:</b>		<b>33,312.79</b>	<b>24,136.12</b>	<b>9,176.67</b>	
8	01-15-2019	4,758.97	3,473.03	1,285.94	789,537.39
9	02-15-2019	4,758.97	3,467.38	1,291.59	788,245.80
10	03-15-2019	4,758.97	3,126.71	1,632.26	786,613.54
11	04-15-2019	4,758.97	3,454.54	1,304.43	785,309.11
12	05-15-2019	4,758.97	3,337.56	1,421.41	783,887.70
13	06-15-2019	4,758.97	3,442.57	1,316.40	782,571.30
14	07-15-2019	4,758.97	3,325.93	1,433.04	781,138.26
15	08-15-2019	4,758.97	3,430.50	1,328.47	779,809.79
16	09-15-2019	4,758.97	3,424.66	1,334.31	778,475.48
17	10-15-2019	4,758.97	3,308.52	1,450.45	777,025.03
18	11-15-2019	4,758.97	3,412.43	1,346.54	775,678.49
19	12-15-2019	4,758.97	3,298.83	1,462.34	774,216.15
<b>2019 TOTALS:</b>		<b>57,107.64</b>	<b>40,500.46</b>	<b>16,607.18</b>	
20	01-15-2020	4,758.97	3,400.10	1,358.87	772,857.28
21	02-15-2020	4,758.97	3,394.13	1,364.84	771,492.44
22	03-15-2020	4,758.97	3,169.55	1,589.42	769,903.02
23	04-15-2020	4,758.97	3,381.16	1,377.81	768,525.21
24	05-15-2020	4,758.97	3,266.23	1,492.74	767,032.47
25	06-15-2020	4,758.97	3,368.55	1,390.42	765,642.05
26	07-15-2020	4,758.97	3,253.98	1,504.99	764,137.06
27	08-15-2020	4,758.97	3,355.84	1,403.13	762,733.93
28	09-15-2020	4,758.97	3,348.67	1,409.30	761,324.63
29	10-15-2020	4,758.97	3,235.63	1,523.34	759,801.29
30	11-15-2020	4,758.97	3,336.79	1,422.18	758,379.11
31	12-15-2020	4,758.97	3,223.11	1,535.86	756,843.25
<b>2020 TOTALS:</b>		<b>57,107.64</b>	<b>39,734.74</b>	<b>17,372.90</b>	
32	01-15-2021	4,758.97	3,323.80	1,435.17	755,408.08
33	02-15-2021	4,758.97	3,317.50	1,441.47	753,966.61
34	03-15-2021	4,758.97	2,990.73	1,768.24	752,198.37
35	04-15-2021	4,758.97	3,303.40	1,455.57	750,742.80
36	05-15-2021	4,758.97	3,190.66	1,568.31	749,174.49
37	06-15-2021	4,758.97	3,290.12	1,468.85	747,705.64
38	07-15-2021	4,758.97	3,177.75	1,581.22	746,124.42
39	08-15-2021	4,758.97	3,276.73	1,482.24	744,642.18
40	09-15-2021	4,758.97	3,270.22	1,488.75	743,153.43
41	10-15-2021	4,758.97	3,158.40	1,600.57	741,552.86
42	11-15-2021	4,758.97	3,256.65	1,502.32	740,050.54
43	12-15-2021	4,758.97	3,145.21	1,613.76	738,436.78
<b>2021 TOTALS:</b>		<b>57,107.64</b>	<b>38,701.17</b>	<b>18,406.47</b>	
44	01-15-2022	4,758.97	3,242.97	1,516.00	736,920.78
45	02-15-2022	4,758.97	3,236.31	1,522.66	735,398.12
46	03-15-2022	4,758.97	2,917.06	1,841.89	733,556.23
47	04-15-2022	4,758.97	3,221.53	1,537.44	732,018.79

**AMORTIZATION SCHEDULE  
(Continued)**

Loan No: 36031204-0001

Page 2

48	05-15-2022	4,758.97	3,111.08	1,647.89	730,370.90
49	06-15-2022	4,758.97	3,207.55	1,551.42	728,819.48
50	07-15-2022	4,758.97	3,097.48	1,661.49	727,157.99
51	08-15-2022	4,758.97	3,193.44	1,565.53	725,592.46
52	09-15-2022	4,758.97	3,186.56	1,572.41	724,020.05
53	10-15-2022	4,758.97	3,077.09	1,681.88	722,338.17
54	11-15-2022	4,758.97	3,172.27	1,586.70	720,751.47
55	12-15-2022	4,758.97	3,063.19	1,695.78	719,055.69
<b>2022 TOTALS:</b>		<b>57,107.64</b>	<b>37,726.55</b>	<b>19,381.09</b>	
56	01-15-2023	4,758.97	3,157.85	1,601.12	717,454.57
57	02-15-2023	4,758.97	3,150.82	1,606.15	715,848.42
58	03-15-2023	4,758.97	2,839.52	1,919.45	713,926.97
59	04-15-2023	4,758.97	3,135.33	1,623.64	712,303.33
60	05-15-2023	715,330.62	3,027.29	712,303.33	0.00
<b>2023 TOTALS:</b>		<b>734,366.50</b>	<b>15,310.81</b>	<b>719,055.69</b>	
<b>TOTALS:</b>		<b>996,109.85</b>	<b>196,109.85</b>	<b>800,000.00</b>	

NOTICE: This is an estimated loan amortization schedule. Actual amounts may vary if payments are made on different dates or in different amounts.

Loan No. 36031204-0001 Orig. D+H USA Generation 1997-2016. All Rights Reserved. - MI C:\ASERPER\B\MOR\ACTUAL\PLV\1202.PD 05-31-2025 08-12

EXHIBIT 3  
ROUNTREE HALL CAPITAL BUDGET TEMPLATE

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	
Built Improvements		0	2500	0	0	2500	0								
Dumpster enclosure		0	5000	0	0	0	0								
landscaping			2000	2000	1500	1500	1500								
Asphalt paving		0	0	0	0	30000	0	0							
Asphalt sealing			0	0	0	0	0	5000							
Concrete			0	500	100	0	0	1000							
Retaining Walls: Masonry			2500	0	5000	0	0	0							
Site lighting			0	0	0	0	0	0							
Site signage			0	0	0	0	0	300							
Renovation E & F			0	0	0	0	0	0							
Wood Decks			0	0	0	0	0	0							
Exterior lighting - mounted			0	0	500	0	0	500							
Common ceilings			0	0	0	250	0	0							
Common area doors			0	500	0	0	0	0							
Common carpet			9000	0	0	0	0	0							
Common tile			0	0	0	0	0	0							
Railings			0	0	0	0	0	0							
Common walls			0	500	0	0	0	0							
Interior lighting			0	5000	0	0	0	0							
Exterior Doors			0	0	0	0	5000	0							
Siding			0	0	0	0	0	0							
Electrical heat			1500	3500	0	0	0	0							
Public restroom			0	0	0	0	0	0							
Windows			0	0	0	0	25000	0							
Refrigerator: common			0	0	0	0	0	0							
Service Doors			0	0	0	0	0	0							
Office			0	0	0	0	0	0							
DHW			0	0	0	0	0	0							
Fire System			0	0	0	0	0	0							
Dwelling unit			18000	20700	2900	22500	23200	23900							
Roofs			8200	15000	15000	0	0	0							
Repair/maint./Improvement minimum									50000	50000	50000	50000	50000	50000	50000

total	\$0	\$42,800	\$57,200	\$45,200	\$54,200	\$62,200	\$32,700	\$50,900	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0
inflation	1	103	10625	10627	1055	1093	1041	12296	12668	13048	13436	13842	14253	14685	
inf total	\$0	\$44,084	\$60,683	\$48,380	\$61,050	\$69,516	\$38,047	\$61,185	\$63,340	\$66,240	\$67,05	\$68,20	\$70,86	\$0	

## Advances to TID 7

	<b>2017 balance</b>	<b>Reimb. *</b>	<b>New balance</b>
General Fund	716,840	(292,551)	424,289
Water/Sewer Fund	<u>855,448</u>	-	<u>855,448</u>
	1,572,288		1,279,737

\* Projected reimbursement includes \$200,000 from Rountree Hall Associates

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: ACTION ITEM NUMBER: VII.E.</b>	<b>TITLE: 2019 City Goals</b>	<b>DATE: February 12, 2019 VOTE REQUIRED: Majority</b>
<b>PREPARED BY: Karen Kurt, City Manager</b>		

**Description:**

Attached are the City Goals for 2019. The goals were developed as part of the strategic planning process with conducted with the Council last August. The goals may be amended during the year. City staff will continue to provide quarterly progress reports.

**Recommendation:**

Approve the 2019 City Goals

**Sample Affirmative Motion:**

*"I move to approve the 2019 City Goals."*

**Attachments:**

- 2019 Goals



## 2019 City Goals

Over 90% of the City’s human and financial resources are dedicated to the delivery of services for Platteville residents and businesses. Those services include, but are not limited to:

- Protecting the safety of residents and visitors by responding to calls for police and fire services, engaging in crime or fire prevention activities and enforcing building codes,
- Maintaining the City’s street, trail and sidewalk network and public transportation system,
- Ensuring that residents have access to reliable and safe water and sewer services,
- Promoting the health, well-being and enrichment of residents by maintaining city parks, operating the aquatic and senior facilities, managing library resources and providing educational and recreational programming.
- Supporting our democracy with open decision-making, citizen outreach, transparent records, fair elections and by adhering to city, state and federal laws,
- Protecting property values through the enforcement of zoning and property maintenance codes,
- Promoting the region’s history and assisting with building tourism,
- Supporting economic development initiatives, and
- Planning for future infrastructure needs.

## Strategic Priorities

The Common Council partnered with City staff to create a three-year strategic plan for 2017-2019 period. The plan identified six priority areas for the City’s limited discretionary time and money. The areas are financial sustainability, business, marketing, connections, housing and employee relations. The 2019 strategic priorities were modified to: Infrastructure, Marketing, Connections, Housing and Employee Relations. The City will continue to be actively involved in business support but the realignment recognizes that the majority of the support is provided by the City’s economic development partners. Work towards financial sustainability will continue to be important, but the key initiatives in this area were completed in 2017 and 2018.

Strategic Goals	Progress as of...
<b>Infrastructure</b>	
City Hall - Complete HVAC work for Phase 1 and 2 and space use plan for Phase 1.	
Complete design work for Business Hwy 151 improvements.	
Support private fundraising efforts to replace the Art Hall in Legion Park	
Complete the Parks Master Plan	

Complete first phase of Airport Master Plan	
Complete Camp Street sidewalk connection (Elm Street to Lancaster Road)	
Complete implementation of the lead service line replacement loan forgiveness program	
Complete water and sewer street projects: <ul style="list-style-type: none"> <li>• Pitt Street (Second to Mound View) - water only</li> <li>• Alden Ave (Water to Campbell)</li> </ul>	
Complete Well 6 project	
Complete wastewater treatment plant projects: <ul style="list-style-type: none"> <li>• Clean and inspect digesters</li> <li>• Diffuser replacement in aeration basin</li> <li>• Chemical upgrades for phosphorous reduction</li> <li>• Replace chlorination and dechlorination systems</li> </ul>	
Complete Museum projects <ul style="list-style-type: none"> <li>• Restore and add UV filters to Hanmer Robbins Building 2<sup>nd</sup> Floor windows</li> <li>• Repair Hanmer Robbins building roof</li> <li>• Construct exterior signage</li> </ul>	
Work with school district and UW-P to complete roundabout landscaping	
Complete street reconstruction projects: <ul style="list-style-type: none"> <li>• Court Street (Madison to Lewis)</li> <li>• Lewis (Water to Court)</li> </ul>	
Complete 2018 deferred capital projects: <ul style="list-style-type: none"> <li>• Hillside Cemetery Street</li> <li>• Legion Field Parking Lot</li> <li>• Smith Park Basketball Court</li> <li>• Park Signs</li> </ul>	
Implement DNR grant received for Emerald Ash Borer to replace an estimated 20 public and 40 private trees.	

<b>Marketing</b>	
Support PATH project funded through NEA “Our Town” grant	
Install first phase of new park signs	
Develop and implement shared logo with PAIDC and Platteville Incubator.	
<b>Connections</b>	
Schedule roundtable meetings with key partner groups.	
Host second community involvement fair.	
Hold first annual “State of City” presentation and reception with key community stakeholders	
Facilitate next strategic plan (2020-2022)	
Begin inclusivity conversations with goal of developing an inclusivity plan.	
<b>Housing</b>	
Continue work on the redevelopment of former Pioneer Ford site.	
Complete housing study.	
Expand existing and establish additional home rehabilitation programs.	
Review the development regulations for changes that would allow more opportunities for multi-family housing development, allow smaller lot sizes, and allow other varieties of housing.	
Prepare for TID 4 Extension to support housing. Identify use for related funds.	
<b>Employee Relations</b>	
Adopt new employee handbook and related policies.	
Develop and implement employee “shared expectation” training	
<b>Other</b>	
Complete Rountree streambank restoration near Chamber of Commerce building	
Update long range financial plan with assistance from Ehlers	

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

**COUNCIL SECTION:  
INFORMATION &  
DISCUSSION  
ITEM NUMBER:  
VIII.A.**

**TITLE:  
Employee Handbook Revision**

**DATE:  
February 12, 2019  
VOTE REQUIRED:  
Majority**

**PREPARED BY: Nicola Maurer, Administration Director**

**Description:**

The City of Platteville employee handbook has not undergone a major revision since 2011. Several policies in the handbook had become outdated, and other practices of the City related to employees were not included. In addition, certain recommended policies which comply with federal and state law were either absent or not updated.

Staff began the revision process by identifying a municipal employee handbook which would serve as an ideal template, including an updated format and structure. A side-by-side comparison and analysis of this template with the current Platteville handbook were conducted, chapter by chapter, to develop a revised handbook which incorporated the City of Platteville's policies and procedures.

The City Manager reviewed each chapter, providing edits and policy language. The edited chapters were then compiled into one handbook and provided to the Department Directors for their review. At a work session in November the Directors discussed potential policy revisions and provided their edits and suggestions. The updated draft handbook was then sent to the City's labor legal counsel for review. Additional edits from legal counsel were incorporated into the draft.

The revised draft was also reviewed by members of the Finance Division and the HR Advisory Team, comprised of seven employees representing different departments of the City. Feedback from these teams was discussed by the Department Directors and incorporated into the draft where appropriate.

Substantive policy changes included in the revised handbook are:

- **Holiday Leave:** Establishing Christmas Eve as a full day instead of a half day holiday and making a corresponding reduction in the number of floating holiday hours from 20 hours to 16 hours.
- **Vacation Leave:** Including the new policy in which
  - employees hired after 9/1/17 accrue vacation on a pay period basis (rather than vacation being front-loaded at the beginning of the employee's anniversary year)
  - annual vacation in the first year of employment is increased from 40 hours to 80 hours
  - the maximum level of vacation that can accumulate in an employee's bank is established at 80 hours above the employee's annual vacation level.
- **Sick Leave:** Changing the increment for use of sick leave from half hour increments to quarter hour increments, to be consistent with vacation use.
- **Family and Medical Leave:** Inclusion of the City's detailed FMLA policy in Appendix C.
- **Street Division Overtime:** Inclusion of the Street Division Availability and Overtime policy in Appendix B.
- **Safe Harbor Policy:** Addition of a safe harbor policy for employees classified as exempt in Appendix E.

- **Employee Responsibilities:** Reorganization and augmentation of established guidelines to provide clarity for employees regarding expectations including safety, a controlled substance-free workplace and the expanded Harassment Prevention and Respectful Behavior policy in Appendix D.
- **Information and Communication Technology:** Addition of chapter to address the use of City information and communication systems and workplace monitoring.

**Budget/Fiscal Impact:**

No direct budget/fiscal impact.

**Recommendation:**

Staff recommends approval of the revised employee handbook.

**Sample Affirmative Motion:**

*“Motion to approve the revised employee handbook.”*

**Attachments:**

- Revised employee handbook

# CITY OF PLATTEVILLE EMPLOYEE HANDBOOK

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Revised: February 2019



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## CHAPTER 1: GENERAL EMPLOYMENT PRACTICES

### Purpose

The Employee Handbook is provided to help employees of the City of Platteville become acquainted with City policies and procedures. It is intended to serve as a guideline and may be amended at any time without notice. Neither the contents of the handbook nor any amendments, guidelines, or procedures create or constitute an employment contract, an assurance of continued employment, or a guarantee of any other rights or benefits. An employee can terminate his/her employment with the City at any time for any reason and the City reserves that same right to terminate an employee at the will of the City unless otherwise specifically prohibited by law. This handbook replaces and revokes all previous handbooks. Updates to the Employee Handbook can be found on the Employee Shared Drive or by contacting your supervisor or the Administration Department. To ensure all City employees carry out their job duties in accordance with the City's standards, expectations, and values, all City employees are expected to familiarize themselves and comply with this Handbook. This Handbook is subject to final interpretation by the Common Council or City Manager and the final determination of the Council shall prevail in the event of a conflict.

### Scope

The Employee Handbook applies to all employees of the City of Platteville. Except where specifically noted, this handbook does not apply to or give any benefit, compensation, or remuneration to elected officials, board and commission members, or City volunteers. Managers and supervisors may implement more specific guidelines and procedures for their work groups that do not contradict the provisions of this Handbook. If any aspect of this Handbook differs from state or federal law or regulations, the law or regulation will be followed. To the extent this Handbook conflicts with specific language in applicable collective bargaining agreements covering certain personnel or where the collective bargaining agreement provides for a benefit or compensation for an employee, then the specific language of the collective bargaining agreement shall control over the language of this Handbook when required. For example, any fringe and wage benefits set forth in this Handbook do not apply to employees subject to a collective bargaining agreement but rules and expectations of conduct as to use do apply. Any wages, hours, and working conditions referenced in this Handbook that are subject to the mandatory duty to bargain are not binding on those parties unless specifically addressed by the collective bargaining agreement or upon fulfillment of the duty to bargain between the Union and the City or upon waiver. However, any rules and regulations contained in this Handbook apply to employees subject to a collective bargaining agreement, as such rules and regulations are promulgated under the City's authority within the collective bargaining agreement to set forth reasonable rules and regulations.

Violations of this Handbook committed by personnel subject to the Police and Fire Commission under Section 62.13(5), Wis. Stats. or subject to the Library Board will be addressed by those respective bodies within the authority of their jurisdiction.

### Definitions

*City Manager:* The City Manager is the chief executive officer of the City of Platteville. The City Manager is responsible for the proper administration of all affairs relating to the City and overseeing the day-to-day operations of City staff. The City Manager has the ultimate authority regarding all employment decisions for the City of Platteville.

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*Department Director:* Department Directors report directly to the City Manager and oversee all functions and employees in a defined department that typically consists of several divisions.

*Division Manager:* Division managers oversee all functions and employees of a defined division within a department.

*Supervisor:* A supervisor is the person to whom an employee directly reports.

*Exempt Employee:* Exempt employees meet the definition of “exempt” under the Fair Labor Standards Act (FLSA). Exempt employees are paid to perform a job regardless of the number of hours worked. Exempt employees are not eligible for overtime pay.

*Non-exempt Employee:* Non-exempt employees meet the definition of “non-exempt” under the Fair Labor Standards Act (FLSA). Work for non-exempt employees is recorded and compensated on an hourly basis. Non-exempt employees are paid time and one-half for overtime hours worked.

*Base Rate of Pay:* The rate of pay assigned to the employee regardless of specific job assignment or schedule. Base pay excludes all other pay including call in or on call pay. Base pay can be expressed as a base hourly rate of pay or as an annual salary.

*Regular Rate of Pay:* All compensation that is attributed to a certain period of time (e.g. a work week), as the term regular rate is defined by the FLSA.

## **Equal Employment Opportunity**

The City of Platteville provides equal employment opportunity to all employees and applicants in accordance with applicable state and federal laws. The City does not discriminate in employment on the basis of race, color, creed, religion, sex (including pregnancy), national origin, ancestry, marital status, sexual orientation (including by definition, gender identity including transgender status), disability, age, genetic information or history, participation in the military reserve and veteran status, arrest and conviction record, use of lawful products off the employer’s premises during nonworking hours, or declining to attend a meeting or to participate in any communication about religious or political matters, or any other category protected by law. This policy applies to all employees and applicants for employment and includes but is not limited to recruitment, hiring, placement, promotion, demotion, transfer, layoff, compensation, and selection for training. It is also City policy to provide equal opportunity in the use of all City facilities and participation in City-sponsored events. The failure of any City employee to perform in a manner consistent with this policy may result in disciplinary action. In addition, such failure may expose the employee, as well as the City, to liability under the law.

Any employee who feels that he or she has been subjected to or has witnessed discriminatory behavior should report the incident immediately. Incidents can be reported to any of the contacts identified in the Harassment Prevention and Respectful Behavior Policy located in Appendix D.

## **Disability Accommodation**

The City of Platteville is committed to complying with all state and federal laws regarding the employment of individuals with disabilities. It is the City’s policy not to discriminate against qualified applicants or employees with regard to any term or condition of employment because of such individual’s disability, perceived disability, or record of disability, so long as the employee can perform his/her job with or without reasonable accommodation. Consistent with this policy, the City will provide reasonable accommodations to otherwise

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qualified disabled applicants or employees, as required by applicable laws, provided that such accommodation does not constitute an undue hardship on the City.

Any employee with a disability who believes he/she may need an accommodation to perform his/her job should contact their supervisor and/or their Department Director. Upon receipt of an accommodation request, the City will work with the employee to identify functional limitations and possible accommodations. Consistent with applicable law, appropriate medical documentation may be requested to support any request for accommodation. The City reserves the right to choose among reasonable accommodations.

## Personnel File Access

Each employee has a personnel file. Information retained in the personnel file includes personal information such as address and phone number, and specific work-related information such as application for employment, resume, performance evaluations, salary adjustments, job changes, and other designated records. An employee may request an opportunity to review the records in his or her personnel file that the employee has a lawful right to review by submitting a written request to the Administration Director. Requests for inspection will be scheduled at a mutually convenient time and within the timeframes required by law. Employee files contain records maintained by the City Clerk office. As a result, original documents contained in an employee's personnel file may not be taken outside of the custody of the City Clerk.

The City will use employee medical information only in a manner that is lawful, job-related, and consistent with business necessity. Employee medical information will be maintained in separate medical files and will be treated confidentially to the extent required by law. Normally, medical information may be disclosed to someone other than the employee in the following circumstances:

- Supervisors, managers and/or elected officials may be informed regarding necessary restrictions on the work or duties of the employee and necessary accommodations;
- First aid and safety personnel may be informed, when appropriate, if the employee's medical condition might require emergency treatment.

## Employment Status

Positions at the City of Platteville (and consequently the employees who hold the positions) are assigned an employment status as part of the budget process. The employment status is based on assigned hours of the position and determines benefit eligibility. Changes to employment status must be approved in advance by the City Manager. No position eligible for health and dental benefits (regular full-time or regular part-time positions of .75 FTE or greater) can be established without prior approval of the Common Council.

*Regular Full-Time:* Employees designated by the City as regular full-time employees and who work at least forty hours per week for a standard work year. Regular full-time employees are eligible for all employee benefits outlined in the handbook.

*Regular Part-time:* Employees designated by the City as regular part-time employees and who normally work less than forty hours but at least twenty hours per week for a standard work year. Regular part-time employees must be assigned thirty hours per week (.75 FTE) to qualify for pro-rated health and dental benefits. Regular part-time employees are eligible for other pro-rated benefits, including paid leave time, *when specified* in the handbook (see Health and Retirement Benefits in Chapter 3 for details).

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*Part-time/Temporary/Seasonal (PTS):* PTS employees generally fall into the following categories:

- Employees who work in a seasonal position, regardless of assigned hours;
- Employees who regularly are expected to work less than twenty hours per week;
- Employees in a work-study or internship position, regardless of assigned hours; or
- Employees who work in a temporary position or of finite duration, regardless of hours.

PTS employees are not designated as regular part- or full-time employees and do not qualify for benefits unless specified in an employment agreement. Previous tenure in a PTS position does not count as time served for the purpose of determining benefit eligibility in a regular full- or part-time position.

*Volunteers:* Volunteers provide services to the City either for a nominal fee or without receiving compensation. Volunteers do not qualify for benefits unless specifically stated in the handbook.

## Recruitment and Selection

Generally, an official announcement of a regular full-time or part-time position opening at the City of Platteville will be posted on the City's web site. Each announcement will typically include specific information about the position, the application process, and the application deadline, if any.

### Selection Process

The Department Director will work with the City Manager to develop the selection process for any vacancies. The process may include written/performance tests, evaluation of training and experience, oral interviews, developmental assessment, or any combination of these. The process may include checking references before any job offer is made. The selection process for police, fire and library personnel is governed by the Police & Fire Commission and Library Board in accordance with Wisconsin State Statutes.

### Physical or Psychological Exams

Some applicants may also be required to complete a physical examination, psychological examination, and/or drug and alcohol test as a condition of employment. The City will select the physician or psychologist to assess the candidate's ability to perform the essential functions of the job. The cost of the examination or drug and alcohol test will be paid by the City.

### Background Checks

It is the policy of the City to conduct a criminal history background investigation on the applicants for regular full-time, regular part-time and PTS employees. The City of Platteville Police Department is authorized to access data in accordance with applicable law for positions at the City in which the City is required to, or chooses to, conduct a criminal history background investigation in order to screen employment applicants. Any data that is accessed and acquired will be maintained at the Police Department under the care and custody of the Chief of Police or his or her designee. A summary of the results of the criminal history data may be released by the Police Department to the hiring authority, including the City Manager or other City staff involved in the hiring process. All information obtained during the background investigation will be confidential except to the extent required by Chapter 19, Wis. Stats. or other applicable law. After having served the purpose for which they are intended, the reports will be filed and maintained as a confidential staff-management planning record, to the extent permitted by law, and separate from the employee's personnel file.

Before the investigation is undertaken, the applicant must authorize the City by written consent to undertake the investigation.

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The City will not reject an applicant for employment on the basis of the applicant's prior conviction or pending charge unless the circumstances of such conviction or pending charge are substantially related to the position of employment sought. If the City rejects the applicant's request on this basis, the City shall notify the applicant in writing of the following:

- The grounds and reasons for the denial;
- The applicant complaint and grievance procedure;
- The earliest date the applicant may reapply for employment;
- That all competent evidence of rehabilitation will be considered upon reapplication.

## Residency

In accordance with Wis. Stats 66.0502, the City has established a residency requirement that all full-time Police Officers, Police Sergeants, Police Lieutenants; Full-time Firefighters, Assistant Fire Chiefs, Deputy Fire Chiefs; the Police Chief and the Fire Chief must live within 15 miles of the City limits. An exception to this policy may be made on a case-by-case basis by the Common Council for employees who are promoted from within the City to one of these positions. An employee who is complying with the residency requirement covering their current position is eligible to apply for one of these positions. If appointed, the employee may continue to live at the same residence until such time as they move. Once the employee chooses to leave the "grandfathered" residence, they must live within 15 miles of the City limits. This residency requirement does not apply to volunteer law enforcement, fire, or emergency personnel who are otherwise employees of the City of Platteville.

## Employment of Relatives

Relatives of current City employees may be considered for employment unless there is a conflict of interest. For the purposes of this policy, relative will mean spouse, mother, father, son, daughter, brother, sister, grandchild, grandparent, legal guardian, domestic partner or any of these met by a step or in-law relationship. Examples of situations that would potentially constitute a conflict of interest include, but are not limited to:

- When an employee would directly or indirectly supervise or take part in the decision to hire, retain, promote, or evaluate a relative;
- When an employee would be responsible for auditing the work of a relative;
- When confidentiality of information held by the City would be jeopardized;
- When there is the potential for or appearance of inappropriate influence relating to policy decisions.

Exceptions may be made in the employment of part-time seasonal employees on a case-by-case basis with City Manager approval.

## Grievance Procedure

### General Description

The City of Platteville has established this Grievance Procedure for an employee to utilize for matters concerning corrective action, termination, or work place safety that are covered by this policy. This policy is intended to comply with Section 66.0509, Wis. Stats., and provides an employee with the individual opportunity to address concerns regarding corrective action, termination or workplace safety matters, to have those matters reviewed by an Impartial Hearing Officer, and to appeal to the Common Council of the City of Platteville.

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This policy applies to all employees covered under Section 66.0509, Wis. Stats., other than as to disciplinary or termination matters of police and fire chiefs and subordinates when subject to Section 62.13(5), Wis. Stats. An employee may appeal any level of corrective action under this Grievance Procedure. For purposes of this Grievance Procedure, "workplace safety" is defined as conditions of employment affecting an employee's physical health or safety, the safe operation of workplace equipment and tools, safety of the physical work environment, personal protective equipment, workplace violence, and training related to same. For purposes of this Grievance Procedure, the term "corrective action" only includes documented reprimands, demotions, and unpaid suspensions implemented for disciplinary reasons. The term "corrective action" does not include performance evaluations, performance improvement plans, verbal counseling, written counseling, or any other action implemented or taken for non-disciplinary reasons.

The City expects employees and management to exercise reasonable efforts to resolve any questions, problems or misunderstandings prior to utilizing this policy. An employee subject to a contractual grievance procedure shall follow the contractual grievance procedure to the extent those procedures cover the matters covered by the Grievance Procedure. An employee subject to statutory dispute resolution procedures shall be subject to those procedures to the extent those procedures cover the matters covered by the Grievance Procedure.

The City reserves all rights and this Grievance Procedure does not create a contract of employment or any other legally binding contract. Employees of the City of Platteville are employed at-will and may resign or be terminated with lawful reason or without reason. The City may terminate the employment relationship at any time with or without reason and without violation of applicable law.

#### Grievance Steps

The grievance steps are outlined below. If the employee fails to meet the deadlines identified for each step, the grievance will be considered resolved as to the decision implemented and time-barred from proceeding through the remaining steps of the procedure.

##### *Step 1 - Written Grievance Submission*

The employee must prepare and file a written grievance with their Department Director within ten business days of when the employee knows, or should have known, of the events giving rise to the grievance. The written grievance must contain the name and position of the employee filing it, a statement of the grievance, the issue involved, the relief sought, the date the event giving rise to the grievance took place, the employee's steps to orally review the matter with the employee's supervisor and the employee's signature and the date. The Department Director will investigate the facts giving rise to the grievance and inform the employee of his or her decision, if possible within ten business days of receipt of the grievance. In the event the grievance involves the Department Director, the grievance shall be filed with the City Manager and the City Manager shall conduct the Step 1 investigation.

##### *Step 2 – City Manager Review*

If the grievance is not settled at the first step, the employee may request in writing, within five business days following receipt of the Department Director's decision, a request for written review by the City Manager. The City Manager or his/her designee will investigate the facts giving rise to the grievance and inform the employee of his or her decision, if possible within ten business days of receipt of the grievance. In the event the grievance involves the City Manager, the grievance shall be filed with the Common Council President and the Council President or his/her designee shall conduct the Step 2 investigation.

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### *Step 3 – Impartial Hearing Officer Review*

If the grievance is not settled at the second step, the employee may request in writing, within five business days following receipt of the City Manager's decision, a request for written review by an impartial hearing officer. The City of Platteville shall select the impartial hearing officer. The hearing officer shall not be a City employee. The impartial hearing officer will determine whether the City acted in an arbitrary and capricious manner. In all cases, the grievant shall have the burden of proof to support the grievance. If the grievant does not meet his/her burden, then the impartial hearing officer shall deny the grievance. This process does not involve a hearing before a court of law; thus, the rules of evidence will not be followed. Depending on the issue involved, the impartial hearing officer will determine whether a hearing is necessary, or whether the case may be decided based on a submission of written documents. The impartial hearing officer shall prepare a written decision. The impartial hearing officer may only consider the matter presented in the initial grievance filed by the grievant.

### *Step 4 – Governing Body Review*

If the grievance is not resolved after Step 3, the employee or the City Manager shall request within five business days of receipt of the written decision from the hearing officer a written review by the Governing Body. For Library employees, the appeal shall be filed with the Library Board. For all other employees, the appeal shall be filed with the Common Council. The Council shall not take testimony or evidence; it may only determine whether the hearing officer reached an arbitrary or incorrect result based on a review of the record before the hearing officer. The matter will be scheduled for the Council's next regular meeting. The Council will inform the employee of its findings and decision in writing within ten business days of the Council meeting. The Council shall decide the matter by majority vote and this decision shall be final and binding.

### Department Director Termination

In the circumstance of a Department Director dismissal by the City Manager, the Department Director may appeal the decision, in writing, to the City Manager for reconsideration before the Common Council within ten days of the action. The appeal must contain documentation or extenuating circumstances of which the City Manager may not have formerly been aware and which could affect the decision to terminate.

## **Corrective Action**

Employees are expected to maintain high standards of performance and conduct, and to comply with all City policies and procedures and federal, state and local laws, rules and regulations governing the conduct of public employees. When an employee's conduct or performance falls below these standards, or violates any applicable law, rule, regulation, or City policy or procedure, the employee may be subject to corrective action. An employee will be informed by his or her supervisor or Department Director of any corrective action, as well as the necessary steps to meet expectations moving forward.

Corrective action may include, but is not limited to the following:

- Verbal counseling,
- Mandatory participation in training and/or counseling,
- Written reprimand,
- Performance improvement plan,
- Suspension (paid or unpaid),
- Demotion,
- Salary reduction,
- Discharge.

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Although one or more corrective action measures may be taken in connection with a particular performance problem, no formal order or sequence of actions or steps will be followed in all cases. Some acts, particularly those that are intentional or serious, warrant more severe action on the first or a subsequent offense. Consideration may be given to the seriousness of the offense, the employee's intent and motivation to change the performance, and the environment in which the offense took place. An employee may use the grievance procedure if he or she wishes to appeal a corrective action, provided such corrective action is subject to the grievance procedure.

## **Resignation or Retirement**

In order to resign in good standing, an employee must provide his or her supervisor with a written resignation stating the last date of work and reason for leaving at least fourteen calendar days prior to the resignation date. The City may accept lesser notice if, in the City's determination, the fourteen-calendar day notice cannot be reasonably given. Retiring employees and employees in management-level positions who are leaving employment are strongly encouraged to give one month of notice prior to resignation. In order to leave in good standing an employee must also return all City property and cooperate with requests for work-related information and planning.

All employees who accrue vacation and who leave employment with the City in good standing as described above will be compensated for all accrued and unused vacation leave at the date of separation. Vacation leave will be cashed out at the employee's base rate of pay as described in the Vacation Leave policy in the Attendance & Leave section of the Employee Handbook on page 15. Any vacation used during the last two weeks of employment must be approved by the Department Director.

Regular full-time and part-time employees who retire from employment with the City and/or have worked for the City at least seven years and who leave in good standing will be compensated for unused sick leave as described in the Sick Leave policy in the Attendance & Leave section of the Employee Handbook on page 17. An unauthorized absence from work for a period of three consecutive working days will be considered a voluntary resignation not in good standing.

## **Reduction in Force**

When determined appropriate by the City Manager, reductions in the number of regular employees may occur. The City Manager will determine which job classes within a department are subject to the reduction. Within a department and job class, the City Manager, after consulting with Department Directors as he or she deems appropriate, will use factors such as qualifications, job performance, length of service, and organizational needs when determining which employees within a particular job class will be affected.

If a reduction in force were to occur, employees would be given as much notice as practical and typically at least one month in advance.

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## CHAPTER 2: ATTENDANCE AND LEAVE BENEFITS

### Attendance

All employees are hired to do a job that is important to the daily operations of the City. Therefore, it is critical to our success that employees reduce unplanned absences to the extent possible. Regular attendance is an essential component of employee performance and may be considered when making recommendations for promotions, transfers, salary increases, or disciplinary action. However, legally protected absences (e.g., military leave or leave under the Family Medical Leave Act) are excluded from this consideration.

Employees who are going to be absent from, or late to, work are required to notify their supervisor as soon as possible in advance of the absence. In the case of an unexpected absence, the employee should call his/her supervisor or specified department contact before the scheduled start time. If the supervisor is not available at that time, the employee should leave a message that includes a telephone number where he/she can be reached. The employee must call the supervisor on each day of an absence unless other arrangements have been made with the supervisor.

Individual departments may establish more specific reporting procedures. Failure to follow established reporting procedures may be grounds for disciplinary action.

### Work Schedules

Regular full-time employees are generally expected to work forty hours per week. Work schedules are based on organization needs as determined by supervisors and Department Directors. Work schedules may vary depending on the position and department. City Hall office hours are Monday through Friday from 8:00 a.m. to 4:30 p.m.

Work schedules for individual employees may change from time to time depending on operational needs. A schedule change could occur when a supervisor changes the assigned hours of work within a work week, or when a supervisor approves a temporary change based on an employee request. Supervisors will notify employees of a required schedule change at least one week in advance whenever possible.

### Break Periods

All employees may take one paid fifteen minute break for every four consecutive hours worked. In addition, employees are typically expected to take a thirty minute unpaid lunch break for every six consecutive hours worked. For example, an employee scheduled 8:00 am to 4:30 pm would take a thirty minute unpaid lunch and may take two fifteen minute paid breaks.

Break periods are not cumulative and may not be banked. Break periods not taken in any particular day are lost. During heavy workloads employees may be required to work through a break period.

### Adverse Weather/Emergency Closing

The City has a responsibility to the public to operate during regularly scheduled business hours. However, in rare circumstances, operating during severe weather or other emergencies can put our employees or customers at risk of harming themselves or others. In these situations, the City Manager will determine if it is appropriate to close services to the public. In the absence of the City Manager, the Administration Director will make decisions with respect to emergency closings.

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When the decision is made to close City services, all non-essential employees are expected to vacate the workplace for their safety and the safety of others. The City Manager will evaluate the emergency by reviewing weather conditions and referring to the Emergency Operations Plan to determine which divisions are essential and must remain open and which divisions may be closed.

Employees will be notified by their supervisor of any decisions relative to building closures or non-essential personnel made by the City Manager. The City will also notify the public via radio, press releases, City webpage, social media, and by posting a sign visible to customers in the principal building of closed divisions.

Non-exempt employees may use accrued floating holiday, compensation time, or vacation time to cover periods away from work under this policy or make up the hours at a time acceptable to their supervisor.

## Holiday Leave

Regular full-time and part-time employees receive a total of nine holidays per year. For each of the nine holidays, regular full-time employees receive eight hours of paid holiday leave. Regular part-time employees receive pro-rated paid holiday leave. PTS employees do not receive paid holiday leave.

### City Holidays

The nine observed holidays are New Year's Day, Memorial Day, July Fourth, Labor Day, Veteran's Day, Thanksgiving Day, the Friday after Thanksgiving, Christmas Eve and Christmas Day.

If an observed holiday falls on a Sunday, City offices will be closed on the following Monday. If an observed holiday falls on a Saturday, offices will be closed on the preceding Friday, except for Christmas Day which will be observed the following Monday.

For most employees, the holidays listed above will be days off work. To receive paid holiday leave, an employee must be at work or on approved paid leave the scheduled days or shifts immediately preceding and following the City holiday. Eligible employees will receive leave with pay for City holidays at their base rate of pay.

### Overtime for Hours Worked on a Holiday

Regular full-time and part-time employees required to work on a holiday will receive time and one-half (overtime) for the actual hours worked on the holiday. For the purposes of overtime, each holiday commences at 12:00 am and ends at 11:59 pm. If the actual and observed holiday differs, overtime will be paid on the actual holiday and not the observed holiday. For example, if July 4<sup>th</sup> is a Saturday, which the City would observe on Friday, July 3, an employee would receive overtime for hours worked on Saturday, July 4 but would not receive overtime pay for working on Friday July 3.

Certain public safety employee groups do not participate in the above holiday schedule due to the nature of their jobs. Employees in these groups usually work rotating shifts. Additional paid time off, in lieu of holidays, has been incorporated into the schedules of these groups. Please see Appendix A for details.

Regular full-time and part-time employees required to work on Easter Sunday will be paid time and one-half.

### Floating Holidays

All regular full-time employees will also be given two floating holidays (sixteen hours) per calendar year accrued during the first pay period of the calendar year, or pro-rated upon hire. Regular part-time employees receive prorated floating holiday leave. When utilized, floating holiday must be approved in the same manner as vacation. The floating holiday is paid only if used. If the floating holiday is not used during the calendar year,

it is forfeited. If an employee retires or separates from service, any unused floating holidays will be paid upon termination.

## Vacation Leave

Vacation leave is available for employees to use at their discretion to cover absences from work because of vacation, family needs, school programs, and other personal needs. Because vacation leave is to be used for rest, relaxation, and time away from work, vacation leave does not have an independent cash value, or a wage automatically payable, if the vacation is not used or paid out at separation from employment. Requests to use vacation leave (other than for emergencies) must be made in advance and approved by the employee's supervisor.

Vacation usage may be in quarter hour increments and will be deducted from the vacation balance in the pay period it is used. Vacation balances may not go below zero.

Regular full-time employees will receive annual paid vacation based on the table below. Vacation for regular part-time employees will be pro-rated based on established hours for pay periods worked by the employee.

<b>Years of Service</b>	<b>Annual Hours of Vacation</b>	<b>Pay Period Accrual (hire date on/after 9/1/2017)</b>	<b>Maximum Vacation Accrual Level (all employees)</b>
<b>1st through 6th year of service</b>	<b>80</b>	<b>3.33</b>	<b>160</b>
<b>7th through 14th year of service</b>	<b>120</b>	<b>5.00</b>	<b>200</b>
<b>15th through 20th year of service</b>	<b>160</b>	<b>6.67</b>	<b>240</b>
<b>21st year of service</b>	<b>168</b>	<b>7.00</b>	<b>248</b>
<b>22nd year of service</b>	<b>176</b>	<b>7.33</b>	<b>256</b>
<b>23rd year of service</b>	<b>184</b>	<b>7.67</b>	<b>264</b>
<b>24th year of service</b>	<b>192</b>	<b>8.00</b>	<b>272</b>
<b>25th year and additional years</b>	<b>200</b>	<b>8.33</b>	<b>280</b>

Employees accrue vacation differently, depending on their date of hire:

*Employees hired after 9/1/2017:*

- Vacation will be prorated over twenty-four pay periods for the total annual allocation shown above. This proration will commence with the employee's date of hire.
- Employees may accrue up to the maximum for the relevant service level indicated in the table above. Once the maximum level of vacation is reached, additional vacation leave will not be accrued until the balance falls below the maximum accrual level.
- Employees will be compensated for all accrued and unused vacation leave at the date of separation, up to the accrual limits, if the employee resigns in good standing.

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*Employees hired before 9/1/2017:*

- Annual vacation hours will be applied to employee banks on the anniversary of their date of hire.
- Employee vacation banks may not exceed the maximum for the relevant service level indicated in the table above. On anniversary dates, vacation will be added only up to the maximum. Any amount which exceeds the maximum will be forfeited.
- Upon resignation in good standing, the employee's annual vacation hours will be prorated based on the employee's anniversary date to determine the amount actually earned, and the employee will be compensated for earned but unused vacation.
- If vacation already used is in excess of the prorated amount for the year, the vacation time will be deducted from the employee's final pay check or from any vacation accrued from previous years. If the final pay check is insufficient to cover the excess used vacation, the employee will be required to reimburse the City.

Employees are responsible for knowing their vacation leave balance.

Vacation time is only accrued during a pay period when the employee works the pay period or uses paid time off or has a full combination thereof. Accordingly, an employee using paid leave will accrue vacation during such use. Employees not fully working and on a partial paid leave will receive accruals on a prorated basis. Vacation will not accrue during leaves of absence without pay. Vacation banks of employees hired before 9/1/2017 will be adjusted accordingly. Approved leaves of absence will count as time served for the purpose of determining vacation accrual rates based on years of service.

## Sick Leave

### Accrual

Full-time employees receive eight hours of sick leave each month worked and can have a maximum unused sick leave balance of 480 hours.<sup>1</sup> Hours and balances will be prorated for regular part-time employees. Once the maximum level of sick leave is reached, additional sick leave will not be accrued until the balance falls below the maximum accrual level. Any employee transitioning from a full-time to a part-time position will be able to retain accrued sick leave but will not accrue additional sick time until their balance falls below the part-time maximum.

An employee working or using any earned paid time during a leave will accrue sick leave during such use. Sick leave will not accrue during leaves of absence without pay. Employees working part of the month or using partial paid leave will receive accruals on a prorated basis.

Sick leave may be used in quarter hour increments.

### Sick Leave Use

Accrued sick leave may be utilized in the following circumstances:

- Personal illness, injury, or disability of the employee or of the employee's spouse, child, sibling, parent, grandparent, grandchild, father-in-law, mother-in-law, stepchild or stepparent for which the employee's attendance may be necessary.

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<sup>1</sup> Full-time employees hired prior to July 1, 1982 receive eight hours each month and can have a maximum unused sick leave balance of 960 hours.

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- Personal medical and dental appointments for the employee that cannot be scheduled outside the regular work day. These appointments should be scheduled at the beginning or end of the workday whenever possible to avoid disruption of work.
  - Medical and dental appointments for the employee's spouse, child, sibling, parent, grandparent, grandchild, father-in-law, mother-in-law, stepchild or stepparent that cannot be scheduled outside the regular work day. These appointments should be scheduled at the beginning or end of the workday whenever possible to avoid disruption of work.
  - When an employee has been exposed to a contagious disease of such a nature that his/her presence at the workplace could endanger the health of others.
  - In conjunction with funeral leave upon approval of the City Manager.

Use of sick leave for a purpose other than those listed above may result in corrective action. For the purposes of this section a "child" includes a stepchild, biological, adopted, and/or foster child. A "grandchild" includes a step grandchild, biological, adopted, and/or foster grandchild.

An employee should report his or her absence to the supervisor as soon as possible and prior to the beginning of the shift. Supervisors may implement more specific reporting guidelines. Employees are required to report each day of their absence with their supervisor as soon as the need for leave arises unless approval for an extended absence has been given.

Employees may be required to provide medical documentation as proof of illness for absences in excess of three consecutive days or if overall attendance is cause for concern. The medical documentation must include the dates of the absence and verify the necessity of the absence.

An employee who is absent on approved vacation leave or other scheduled time off may not retroactively change the time off to sick leave.

When an insufficient sick leave balance remains to cover the absence of an employee, the remaining hours of absence will be charged to accumulated vacation, then to other accumulated paid leave, and lastly to leave without pay.

#### Sick Leave Usage and Worker's Compensation

See Worker's Compensation under the Employee Safety section of Employee Responsibilities on page 3.

#### Unused Sick Leave Upon Termination

Regular full-time employees who retire from employment with the City and/or have worked for the City at least seven years and who leave in good standing will be compensated for unused sick leave up to 480 hours.<sup>2</sup> Regular part-time employees will be paid the unused accumulated sick leave prorated based on established hours. Payments will be calculated using the employee's final pay rate.

### **Light Duty and Modified Duty Assignment**

This policy is to establish guidelines for temporary assignment of work to temporarily disabled employees who are medically unable to perform their regular work duties. Light duty is evaluated by the City on a case-by-case

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<sup>2</sup> Full-time employees hired prior to July 1, 1982 will be paid the unused accumulated sick leave up to 480 hours at the employee's final pay rate. Any accumulated sick leave over 480 hours will be paid at 1/2 the pay rate.

basis. This policy does not guarantee assignment to light duty. Such assignments are short-term, episodic, non-recurring, and temporary in nature and will generally not extend beyond six months. The Department Director, in consultation with the City Manager, reserves the right to determine when and if light duty work will be assigned.

When an employee is unable to perform the essential requirements of his/her job due to a temporary disability, the employee will notify their Department Director in writing as to the nature and extent of the disability and the reason why he/she is unable to perform the essential functions, duties, and requirements of the position. This notice must be accompanied by a physician's report containing a diagnosis, current treatment, work restrictions and the expected duration of the restrictions.

The City may require a medical exam conducted by a physician selected by the City to verify the diagnosis, current treatment, expected length of temporary disability, and work restrictions. If the City offers a light duty assignment to an employee who is out on worker's compensation leave, the employee may be subject to penalties if he/she refuses such work. The City will not require an employee who is otherwise qualified for protection under the Family and Medical Leave Act to accept a light duty assignment in lieu of using FMLA leave. The circumstances of each disabled employee performing light duty work will be reviewed regularly by the Department Director and City Manager. Any light duty/modified work assignment may be discontinued at any time.

The City will make every effort to assist female employees who request reasonable accommodations for health conditions related to pregnancy or childbirth, including more frequent restroom, food, and water breaks; limits on lifting; seating and/or temporary transfer to a less strenuous or hazardous position, should one be available. Employees should contact their Department Director to discuss reasonable accommodations.

## Family and Medical Leave

The City grants eligible employees leave in accordance with the Wisconsin Family and Medical Leave Act (WFMLA) and the Federal Family and Medical Leave Act (FMLA). For more specific details on leave available in accordance with these Acts, please refer to the policy in Appendix C.

### Wisconsin FMLA

Employees who have been employed with the City for more than fifty-two weeks (for a minimum of 1,000 paid hours within the fifty-two weeks) are eligible for unpaid leave under this Act. Employees may, but are not required to, substitute paid leave benefits for unpaid leave time (e.g. paid vacation). The amount of unpaid leave available in a calendar year is as follows:

<b>Purpose</b>	<b>Type of Leave</b>	<b>Leave Available per 12 months</b>
<b>Birth or adoption of child</b>	<b>Family Leave</b>	<b>Up to six weeks</b>
<b>Care for a family member (as defined in Appendix C)</b>	<b>Family Leave</b>	<b>Up to two weeks</b>
<b>Employee serious health condition</b>	<b>Medical Leave</b>	<b>Up to two weeks</b>

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## Federal FMLA

Any City employee who has worked for more than twelve months (for a minimum of 1,250 hours within the year) is eligible for unpaid leave under this Act. An employee may substitute paid leave benefits for unpaid leave. The amount of unpaid leave available during a twelve month period for any covered purpose is twelve weeks.

## **Funeral Leave**

Leave with pay may be taken by regular full-time and part-time employees to make necessary arrangements and attend the funeral in connection with a death in the family, according to the following schedule:

- Up to three days, if scheduled to work, for immediate family. Immediate family for purposes of this policy is spouse, parent, step-parent, parent-in-law, child, step-child, sibling, brother-in-law, sister-in-law, grandparent and grandchild of the employee or employee's spouse.
- One day, if scheduled to work, for extended family. Extended family for purposes of this policy is ex-spouse, step-sibling, aunt, uncle, niece, nephew and first cousin.

Under certain circumstances, a guardian or foster-parent arrangement may exist and such a relationship may be considered on the same level as a biological parent. Under these circumstances, the City Manager has the discretion to approve funeral leave.

## **Military Leave**

Leave will be granted for various duties of service in the military as provided by law. Military leaves will be without pay. An employee may use vacation or compensatory time for military leave.

## **Civil Leave**

Employees will be granted leave without loss of pay when performing jury duty, appearing as a witness, attending court in the course of official duties, and performing emergency civilian duty in connection with national defense, as provided by law and upon providing proof of reason for absence. Employees performing jury duty must submit any fees received (other than meal or travel allowance) to the City. When dismissed from performing these duties, employees must return to their jobs to complete the regular work day if half or more of the work day remains.

## **Special Leave of Absence With or Without Pay**

In certain situations, the City Manager may grant an employee a leave of absence outside of, or after exhaustion of legally protected leave such as FMLA or Military Leave. Vacation and sick leave will not accrue during leave without pay.

Employees will have the option of carrying benefits on an individual cost basis at the employee's expense if permitted by the plan. Employee contributions to any benefit premiums will be required either through payroll deduction or by direct payment to the Administration Department. The employee will be advised in writing as to the amount and method of payment. Employee contribution amounts are subject to any change in rates that occur while the employee is on leave. If an employee's contribution is more than sixty days late or as determined by the plan, then such late payment may result in termination of the employee's coverage. If the absence begins after a scheduled insurance premium payment, then the City will not recoup that premium payment.

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## CHAPTER 3: COMPENSATION AND OTHER EMPLOYEE BENEFITS

### Compensation Administration

The City of Platteville compensation system is designed to attract, retain and reward highly talented staff who can help the City excel at its service-based mission and achieve its strategic goals. The City also strives to use its financial resources as efficiently and effectively as possible. Through the effective allocation of compensation dollars, the City will advance its compensation purpose and principles without placing an unreasonable burden on Platteville citizens. Employees can refer to the City's Compensation Policy for additional detail.

#### Compensation Adjustments

Regular full-time and part-time employees typically receive salary adjustments in one of four ways:

- Base Adjustments – When the ranges are adjusted (typically at the beginning of each calendar year), employees receive the amount of the range adjustment so that they remain on the same step within the range.
- Step Adjustments – Employees with salaries below target rate may receive step adjustments the pay period following their position anniversary date until their salary reaches the target rate of their salary range (assuming positive performance). Once the employee reaches the target rate, they will only receive base adjustments moving forward. Employees who have not demonstrated positive performance in their role during the preceding year may have their step adjustment withheld.
- Merit Adjustments (exempt only) – Exempt employees who have reached step 7 of their range, may qualify for merit adjustments. Merit adjustments will be determined by the City Manager based on individual performance. The percentage of the amount given in merit adjustments will not exceed the percentage of the amount given in steps during the same year.
- Lump Sum Payments - The City also may award non-base adjustments in the form of a lump sum payment in return for continued service or in order to keep payroll costs consistent with City resources.

#### New Hires

The City Manager has the discretion to assign new hires anywhere within the salary range. Ideally new hires will be assigned to a step that is lower than the control point (step 6), although this may not always be possible. The City Manager will weigh the following factors when determining starting salaries:

- Candidate skills and experience;
- Pay at candidate's previous organization;
- Pay of other incumbents currently in the role;
- Current labor market conditions.

#### Promotions

A promotion occurs when an employee accepts a new role or position in a higher salary grade. In the case of a promotion, the employee will typically move to the step or portion of the new salary grade that provides a minimum of a 5% increase from his or her current salary. When determining promotion increases, the following factors may also be considered:

- Scope of the position change;
- Pay of any positions supervised;
- Pay of other incumbents currently in the role;
- Current labor market conditions.

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### Demotions

A demotion occurs when an employee accepts or is moved to a position in a lower salary grade. When a demotion occurs, the incumbent will move to the closest step to their current salary in the new range (which may be the maximum).

### Transfers

A transfer occurs when an employee accepts or is moved to a new position assigned to the same salary grade. Transfers will not typically result in any change in salary.

### Position Reclassification

A position reclassification occurs when a position is reevaluated based on a change or expansion of job duties. When a reclassification occurs, the City Manager may recommend an appropriate step progression for the impacted employee(s).

### Position Anniversary Date

An employee's position anniversary date is the date the employee started their current regular full-time or part-time job classification. Position anniversary dates change when employees are promoted or demoted. The position anniversary date does not change when a position is reclassified to a new salary range or transferred to another position or job classification within the same salary range.

## **Pay Periods and Paychecks**

For most positions, the payroll week is defined as Sunday through Saturday. There are two weeks in a pay period. Employees are paid every other Friday. When a payday falls on a holiday, employees are paid on the preceding work day. Earnings are deposited into the account(s) designated by the employee.

The pay period for sworn law enforcement officers is set forth in the collective bargaining agreement governing such employees. The work period for sworn law enforcement officers under the FLSA for overtime purposes is not the same as the pay period and may be up to 28 calendar days.

Employees will receive an email notification of each paycheck, with a link to an electronic copy of their direct deposit advice. The direct deposit advice details wages earned for the pay period as well as deductions for taxes, insurance premiums, deferred compensation, pension, etc. as applicable by law or authorized by the employee. Employees should review the advice for accuracy and contact the Administration Department as soon as possible regarding any potential errors. Any employee who is unable to access the direct deposit advice can request a copy from the Administration Department.

## **Time Reporting**

### Employee Responsibilities

All employees must turn in a pay record on a bi-weekly basis in the format determined by the Administration Department. For non-exempt employees, time of hours worked must be entered to the nearest one-quarter hour. All non-exempt employees shall record all hours worked including hours worked in excess of forty hours per week.

Exempt employees are salaried and paid eighty hours per pay period. Exempt employees are required to report the amount of paid leave or unpaid leave taken each pay period, in the format determined by the Administration Department. Employees are required to report all hours worked accurately and completely and submit their completed time card to their supervisor on their last day worked for the pay period or as directed

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by their supervisor. Employees taking vacation time or other extended leaves should prepare and submit time cards in advance of their leave.

### Supervisor Responsibilities

Supervisors are responsible for reviewing the time card for accuracy, including ensuring all hours worked are recorded appropriately, paid leave time has been used and recorded appropriately, and that all relevant provisions of the City's Employee Handbook and any applicable union contract have been followed. Questions regarding application of the Employee Handbook or a union contract should be directed to the Administration Department. Supervisors are responsible for collecting missing time cards and working with employees to make necessary corrections to the time card. Time cards must be approved by the employee's supervisor or designated alternate and submitted to Payroll no later than noon on the Monday following the close of a pay period.

Time worked is rounded to the nearest quarter hour. Falsification of time entry is grounds for termination of employment. Failure to meet employee and/or supervisor responsibilities may result in errors or a delay in pay.

### **Overtime**

Supervisors are responsible for determining if overtime is appropriate for employees based on workload, customer service, and scheduling issues. Employees may at times be required to work overtime depending on City needs. The City's overtime policy complies with applicable state and federal laws governing the accrual and use of overtime, including the Fair Labor Standards Act (FLSA).

As part of the City's compensation plan, each position is designated as "exempt" or "non-exempt." Non-exempt employees are paid on an hourly basis and are eligible to earn overtime. Exempt employees are paid according to an annual salary and are not eligible for overtime pay.

Most non-exempt employees will be compensated for "hours worked" in excess of forty hours per workweek at a rate equal to one and one-half times their regular rate of pay as defined by the Fair Labor Standards Act. Except in emergencies, the employee's supervisor must approve overtime hours in advance. An employee who works overtime without prior approval may be subject to disciplinary action.

The following count as hours worked for the purpose of calculating overtime within a workweek:

- Hours actually worked;
- Paid holiday leave taken on the observed holiday;
- Vacation leave, sick leave, and floating holiday leave used to replace hours that the employee was scheduled to work.

Schedule changes do not result in overtime if the change does not result in additional hours worked as defined above.

For most employees the workweek begins at 12:00 a.m. on Sunday and runs until the following Saturday at 11:59 p.m. In certain situations, different workweeks may be established based on the needs of the division, subject to the approval of the City Manager. See "Holiday Leave" in the Attendance and Leave section for overtime guidelines for hours worked on City Holidays.

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Non-exempt employees engaged in sworn law enforcement activities work a twenty-eight day period under the extended workweek exemption of the FLSA. These employees will receive overtime only as identified in the collective bargaining agreement and as required by law.

For non-exempt employees in the Street Division please reference the Street Division Availability and Overtime Policy in the Appendix.

#### Reporting Concerns or Errors

The City will promptly investigate and correct any improper payroll deductions or other payroll practices that do not comply with the FLSA. If an employee believes that an improper payroll practice has occurred, he or she should send a written complaint to the Administration Department for review. Employees will be reimbursed for any inappropriate deductions taken. In cases where overtime payments are owed to the employee, the amount reimbursed will be based on FLSA guidelines only. Since some of the City's overtime policies are more generous than that required by law, payments already made to employees under City policy will be credited against any amounts due to the employee under the FLSA.

Employees should review their pay notices regularly and must report any potential overpayment or underpayment to the Administration Department as soon as it is discovered.

For specific information regarding the correction of improper payroll deductions applied to exempt employees, please reference the FLSA Safe Harbor Policy immediately below the "Overtime" section.

#### Compensatory Time

Non-exempt employees may request the accrual of compensatory time (comp time) in lieu of approved overtime pay. Both the accrual and use of comp time require prior supervisor approval and must be recorded on time cards. If comp time is approved by the supervisor, one and one-half hours of comp time will be accrued for every hour of overtime worked.

Accrued but unused comp time as of October 31 will be paid out to the employee on or before December 31. Accrued but unused comp time will also be paid out upon termination of employment. Any cash out will be paid at the rate that is in effect at the time of the cash out or termination from employment.

The maximum balance of comp time allowed is sixty hours. Once an employee reaches sixty hours of accrued comp time, further overtime will be paid in cash until the balance falls below sixty.

The FLSA governs both "traditional" compensatory time off and "other" compensatory time off. Because the City does not follow traditional rules for earning overtime under the FLSA and instead offers a more generous overtime earning program, the City only permits employees to accrue compensatory time that is classified as "other" compensatory time under the FLSA. As a result, compensatory time may be used only with the discretionary approval of the employee's supervisor. The City reserves the right to cash out an employee's compensatory time bank at any time.

### **Exempt Employee Absences**

Exempt employees are expected to work the number of hours necessary to fulfill their responsibilities and effectively perform their duties, which often requires work in excess of forty hours per week or eighty hours per pay period. Exempt employees earn a weekly salary which is paid on a bi-weekly basis and are not eligible for overtime, compensatory time, or other supplemental pay.

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Exempt employees will not be allowed to track time and use “informal comp time” on an hour for hour basis. If an exempt employee is not consistently accounting for at least eighty hours per pay period (of time actually worked and accrued leave time taken) the situation will be treated as a performance and/or workload concern.

An absence of four hours or more will require use of paid leave unless approved by the employee’s supervisor because the employee has worked an extensive amount of additional hours.

It is the policy of the City to fully comply with the Fair Labor Standards Act (FLSA). In keeping with this commitment, the City will pay exempt employees their full salary for any workweek in which they perform work, regardless of the number of days or hours worked, subject only to deductions that are permitted by law. Full-day deductions from pay that are permitted by law include, but are not limited to, deductions for infractions of written workplace conduct rules, salary for the employee’s first and last weeks of employment and use of leave under the Family and Medical Leave Act (FMLA). If ongoing use of intermittent FMLA leave is needed, deductions may be required on an hour for hour basis. Contact the Administration Department for more information. The City has created a Safe Harbor Policy for employees who are classified as exempt under the FLSA. Please see Appendix E for this policy.

## Call-In Pay

Call in pay is intended to compensate employees for having to report in emergencies and unforeseen circumstances. Regular full-time and regular part-time non-exempt employees called back to work following the completion of the regular working day or on a scheduled day off will receive a minimum of two hours pay at one and one-half times their regular rate of pay. Call-ins must be approved by the employee’s supervisor. Reporting early for a shift, shift extensions, scheduled meetings, or schedule changes do not qualify for call-in pay. Eligibility for call-in pay is determined based on the work requirements and schedules of each division:

### Police Department

Telecommunicators receive call-in pay when called in to work in addition to their regularly scheduled hours. Regularly scheduled hours include weekends and holidays on a rotating basis. This provision will not apply to the two consecutive hours worked prior to or immediately following the employee’s regular schedule of hours which constitute no break in service.

### Utilities Division

Utilities division employees receive call-in pay when called in to work in addition to their regularly scheduled hours. Regularly scheduled hours include weekends and holidays on a rotating basis.

### Street Division

Street division employees receive call-in pay for hours worked before 5:00am or after 6:00pm and on Saturdays and Sundays, unless given a twelve-hour advance notice to report to work. For examples of when and how call-in pay is applicable, please reference the Street Division Availability and Overtime Policy in Appendix B.

Employees working in support of Street Division employees will work under the Street Division rules above.

Employees who are called in to work due to an emergency for a neighboring municipality will receive two times the normal rate of pay for a minimum of two hours. The municipality will be billed accordingly.

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## Uniform Allowances

The City may provide uniforms for certain employee groups. Uniforms provided by the City are to be worn while working for the City, but not at other times. Certain employee groups may be granted a uniform allowance or may be reimbursed for uniform expenses they incur. In some circumstances, the employee may be required to pay taxes on the uniform allowance. Under IRS code §162, if the clothing is specifically required as a condition of employment and is not worn or adaptable to general usage as ordinary clothing, then the reasonable uniform payment would be tax free. In all other cases, the employee would be required to pay tax on the uniform allowance or reimbursement. Uniform policies and allowances will be approved by the Department Director.

## Health and Retirement Benefits

The information in this section is intended to provide employees with a general overview of City benefits. Please see the City of Platteville Employee Benefits Summary and individual benefit plan documents for more details. In the event of a conflict, information contained in the Benefit Summary or specific summary plan documents prevail. The City of Platteville's benefit package is periodically reviewed and may be changed or updated. Contact the Administration Department for questions related to benefits.

### Benefit Eligibility

Regular full-time employees and regular part-time employees who are assigned thirty hours per week or more are eligible for the City's benefit program which includes health, dental, vision, life and long-term disability insurances, Wisconsin retirement, deferred compensation and the employee assistance program. Eligible dependents are spouses and children under age twenty-six.

Benefits for regular part-time employees will be prorated according to the employee's assigned full-time equivalent (FTE). Flexible Part-time/Temporary/Seasonal (PTS) employees and Paid On-Call Firefighters do not qualify for benefits unless specifically noted.

### Benefit Enrollment

The benefit year begins January 1 and ends December 31. New employees are eligible for benefits on the first of the month following the 15<sup>th</sup> day of employment, unless noted otherwise, and must elect their benefits within thirty days of hire. Current employees can make changes to benefit elections during open enrollment, which occurs in the fall of each year. Employees may also be able to make changes to benefits when a qualifying life event occurs. Qualifying life events are certain changes in the status of the employee or member of the employee's family such as getting married, having a baby or loss of other health insurance. Employees have thirty days after a qualifying life event to make a change in benefit coverages.

See below for a summary of the available insurance options:

Type of Insurance	Premium Payment	Additional Details
Health	Premium cost is shared between employee and City.	City self-funds a portion of the employee medical deductible and coinsurance via HRA plan.
Dental	Premium cost is shared between employee and City.	
Vision	Premium cost is paid by employee.	
Life	Premium cost is paid by City for the employee. Premium for optional additional coverage for employee or dependents is paid by employee.	Effective first day of month following thirty days employment.
Long-Term Disability	Premium cost paid by City.	Effective after thirty days continuous service. Provides income protection for illness/injury absence beyond forty five consecutive days.

#### Flexible Spending Account

Flexible spending accounts allow employees to annually set aside pretax dollars from earnings to pay for qualified health care and child care expenses. Set-aside funds should be used by the end of the year. Any funds not used by the end of the grace period are forfeited.

#### Employee Assistance Program

The City provides confidential assessment and referral services to assist eligible employees in solving problems through an independent organization. Employees have access to certified social service counselors 24 hours a day. These counselors can assist employees with personal and work concerns, family issues, addiction concerns, legal concerns, financial planning and many other issues that may cause stress or concern, at no cost to the employee. This program is available for all regular full-time and part-time employees covered under the long-term disability plan.

#### Wisconsin Retirement System

Employees who work at least 600 or 1,200 hours, depending on prior eligibility and participation in the WRS, in a twelve-month period will participate in a retirement plan offered through the Wisconsin Retirement System (WRS). WRS is a defined benefit plan, funded through a combination of City contributions and employee contributions deducted through payroll. Employees are vested after five years of service. Upon retirement, WRS offers seven payment (annuity) options for the employee's lifetime. An employee's benefit depends on age at retirement, average salary and years of credited service.

An employee who ends his or her career in public service and remains out of public employment in Wisconsin for more than thirty days can request a return of his or her contributions with interest or can leave the contributions in the WRS until reaching age fifty-five or later.

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### Deferred Compensation

Deferred compensation is a voluntary program made available by the City for regular full-time and part-time employees. The Section 457 deferred compensation plan allows employees to invest a portion of their earnings for retirement before or after taxes are deducted. Employees can sign up for the City's deferred compensation program or make changes to contribution amounts at any time.

### Careful Selection of Benefits and Notification of Changes

It is important that each employee's personal information and decisions regarding benefit selection be accurate at all times. It is each employee's responsibility to promptly notify the Administration Department, in writing, of any change in personal information including name, address, telephone number, marital status (for benefits and withholding purposes), names, addresses and phone numbers of the employee's spouse and dependents (for benefits purposes) and emergency contact information.

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## CHAPTER 4: EMPLOYEE RESPONSIBILITIES

### Employee Conduct

In accepting City employment, employees become representatives of the City and are responsible for assisting and serving the residents for whom they work. Each employee is part of the greater City team and should work in a manner that supports both the objectives of their work group, as well as the City as a whole. Employees should be mindful that, as public servants, they are generally held to higher standards than the general public with regard to their on-duty and off-duty conduct, professionalism, and ethics.

The following are job requirements for every position at the City of Platteville. All employees are responsible for and expected to:

- Refrain from any acts that bring the employee or City into disrepute, including unlawful acts, both on and off the job;
- Provide excellent service to both internal and external customers;
- Conduct themselves respectfully toward both residents and staff and respond to inquiries and information requests with patience and courtesy;
- Perform assigned duties to the best of their ability at all times;
- Not give special treatment to, or discriminate against, any person in the performance of their duties;
- Report any and all unsafe conditions to a supervisor;
- Maintain good attendance; and
- Act as good stewards of City resources. Resources may be physical (buildings and equipment), financial or human (efficiency and effectiveness).

### Harassment and Respectful Behavior

The City is committed to providing a work environment that is free from harassment, violence, discrimination or other offensive behavior. Maintaining a respectful workplace is a responsibility shared by all employees. The City's Harassment and Respectful Behavior policy identifies types of inappropriate behavior, procedures to be followed in the circumstance of inappropriate behavior and responsibilities of employees, supervisors and officeholders in such circumstance. Please refer to the Harassment Prevention and Respectful Behavior Policy in Appendix D.

### Conflict of Interest

It is expected that all employees exercise good judgment in avoiding outside activities or situations where a conflict of interest with City business exists or could be perceived to exist. The following are some examples of situations where a conflict of interest may occur:

- If an employee's official capacity with the City and with an outside organization enable him or her to influence City business, which allows him or her to directly or indirectly gain something of value;
- If an employee accepts a paid or unpaid position elsewhere and performs an activity that interferes with the employee's duties or job performance at the City;
- If an employee uses information not generally available to the public, in the employee's personal affairs which allows him or her to directly or indirectly gain something of value;
- If an employee's personal relationship has the potential for inappropriate influence on City business decisions.

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## Outside Employment and Business Activity

The City is considered the primary employer for all regular full-time and regular part-time employees. Employment and other business activity outside of the employee's work for the City must not interfere with the employee's City work schedule, work performance, availability for overtime, call back duty or pertinent meetings the employee is expected to attend.

The following types of conduct are prohibited:

- Engaging in outside employment or business activity during work time;
- Using City equipment, resources, or staff in the course of outside employment or business activity;
- Violating City personnel policies as a result of outside employment or business activity;
- Receiving compensation from another individual or employer for services performed during hours for which the employee is also being compensated by the City - work performed for others while on approved vacation or compensatory time is not a violation of policy unless that work creates a conflict of interest or the perception of a conflict;
- Working for another employer or business while using paid sick leave from the City for the same hours.

Departments may establish more specific policies as appropriate, subject to approval of the City Manager. In addition, outside employment or business activity must not present a real or perceived conflict of interest. Employees should talk with their Department Director upon hire with the City, or before obtaining outside employment or engaging in outside business activity, to determine if there is a potential for a conflict of interest.

## Political Activity

City employees have the right to express their views and to pursue legitimate involvement in the political system outside of work time. Employees must remain neutral and cannot engage in political activity while at work or by using City resources.

Any employee who becomes a candidate for federal, state or municipal elective office, or assumes a federal, state or municipal elective office is expected to properly fulfill his or her normal duties during such candidacy and while holding such office.

An employee may not use official authority or influence to compel a person to apply for membership in or become a member of a political organization, or to compel a person to pay or promise to pay a political contribution, or to compel a person to take part in political activity.

## Confidential Information

During the course of employment, employees may learn, see or acquire confidential information about the City of Platteville, other employees, or our citizens. Such information is to be handled in strict confidence and is to be shared only with those employees or officeholders within the City of Platteville who need to know such information. Employees are expected to handle confidential information in a manner which complies with state and federal laws and regulations. Unauthorized use of, or access to, confidential information is prohibited, and confidential information may only be used in the interests of the City. Confidential information may include, but is not limited to, medical records, employee records, other personal information regarding City employees or former employees, records of criminal investigations, and certain business records.

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Employees who are uncertain whether information is confidential or not should consult with their supervisor or Department Director before releasing or using such information.

## Requests for Information or References

The City of Platteville is committed to operating openly and transparently, and to providing requested information whenever possible. If information is confidential, it must not be disclosed (see Confidential Information in this chapter). If information is being requested on behalf of a potential litigant against the City, employees should refer the request to the City Manager.

Requests to provide a reference for a former City employee should be referred to the Department Director. Employees who choose to provide a personal reference for a former City employee are acting in their own capacity and not as an agent, official or employee of the City. In this circumstance, employees should inform the inquiring party that they are not speaking on behalf of or representing the City.

## Media Relations

Except for routine inquiries, questions from the media should be directed to the Communications Specialist, Department Directors or the City Manager. Police and Fire Department employees and volunteers should refer to procedures for their specific department.

Some employees may serve as administrators on the City's web or social media sites. Employees serving in this capacity are responsible for following the City's Social Media Administration Policy (pending).

## Social Media

The City of Platteville respects employee's rights to engage with traditional (letters to the editor) or social (personal websites, blogs, social media pages etc.) media on their own devices during non-work hours. Employees should exercise caution with content that references City personnel, policies, operations or property. Employees may not use a City brand, logo, or other City identifier in their personal content or distribute information that purports to be the position of the City without prior authorization.

City employees are discouraged from identifying themselves as City employees when responding to or commenting on media content with personal opinions or views. If an employee chooses to identify him or herself as a City of Platteville employee and comments on a matter related to City business, a disclaimer similar to the following must be used "These are my own opinions and do not represent those of the City."

There may be times when personal content shared through the media or social media, even if off-duty and using the employee's own devices, may impact work performance and become the basis for employee coaching or corrective action. Employees should be very cautious about sharing content that may adversely impact the public's confidence in the employee's or City's ability to carry out their respective missions.

Examples of situations where this might occur include:

- Cyber-bullying, stalking or harassment;
- Discriminatory or defamatory remarks or the threat of violence;
- Airing of workplace concerns or issues;
- Negative comments about co-workers, leaders or elected officials;
- Release of confidential or private data; or
- Unlawful activities.

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## Training and Development

The City is committed to providing quality service to its citizens and recognizes the need to provide training and conference opportunities for employees to enhance their job-related skills and personal development. The City may also approve memberships for employees in certain trade and professional associations for the purpose of individual and organizational development.

External training, professional/trade memberships or conferences must be requested and approved through the Department Director. Priority will be given to training required for licensures and certifications. Local training opportunities will be given first consideration, followed by state or regional programs.

Employee participation in training and professional association activities will be considered as hours worked for pay purposes, up to the number of hours in the employee's normal work day for exempt employees. Non-exempt employees will be compensated for each hour spent in attendance and for travel time.

Internal training may also be offered on topics such as safety, City policies and conduct, and should be treated as any other work assignment. As a relatively small organization, cross training between individual employees is critical for continuity in the City's operations. Employees are expected to actively participate in cross training by documenting work process and procedures, sharing their knowledge with co-workers and embracing related assignments.

## Expense Reimbursement

The City reimburses employees for certain authorized extra expenses they incur when required by the City to attend conferences, meetings, training sessions or similar events. Reimbursable expenses are those expenses over and above what the employee would have normally incurred had they not been required to attend. Travelers should verify that planned travel is eligible for reimbursement before making travel arrangements. Detailed information can be found in the City of Platteville's Hotel and Meals & Tips policies.

## Gifts

All public officials and City employees are prohibited from directly or indirectly receiving any payment of expense, compensation, gift, reward, favor, service, promise of future employment, loan, advance or other future benefit from any source. This includes free meals and/or beverages, alcohol, outings or tickets to any sporting or special event. City employees may not accept any gratuity from any vendors, contractors, suppliers, companies, agents or consultants and it is expected that when appropriate, employees inform individuals or companies of the City policy regarding gifts.

Limited exceptions include the following:

- Gifts of nominal value (trinkets such as a pen, mug, magnet, etc.);
- A plaque or similar item recognizing service or an award;
- Items given as part of a membership in a group, a majority of whose members are not officials, where all members receive the same gift (e.g., a gift given to all conference attendees, food/treats given to the Police Department from residents, etc.);
- Travel reimbursement for an event where the employee is a guest speaker;
- Donations of money, equipment, etc. to a department or City as a whole;
  - Items of substantial monetary value will be officially accepted by the Common Council at a Council meeting.

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## Dress Code

The City's image is a direct result of our staff both individually and collectively. Quality service, positive attitude, good customer relations and a professional appearance are key factors in creating and maintaining a favorable image. Each employee represents the City in his or her daily contacts with residents, vendors and members of the business community. The City expects employees to use good judgment in choosing their attire and in their grooming and personal hygiene.

Employees who spend the majority of their time in an office environment should wear business attire Monday through Thursday. Unless informed otherwise, jeans are allowed on Friday. Employees should use discretion when participating in external meetings or other situations where jeans may not be appropriate. Clothes should be clean, wrinkle-free and in good condition.

Office employees should avoid:

- Clothes purchased with or clothes containing deformities (e.g. rips and/or fraying);
- Clothing with advertising or logos other than City of Platteville;
- Shirts or pants which reveal undergarments;
- Shorts; and
- Informal footwear including flip flop sandals, such as the type one would wear to a beach.

The ultimate goal is for all City staff members to look professional in order to build a positive impression with our citizens and co-workers. Unless approved by the supervisor due to the nature of the work, clothing that is damaged, heavily stained or torn should not be worn. Employees should not wear shirts, buttons, hats or other clothing with obscene or offensive words, terms, logos, pictures. If you are uncertain about what is acceptable, ask your supervisor.

## City Property

Employees have a responsibility to protect public property and City resources. Unauthorized destruction, defacement or misuse of City property is prohibited. Knowingly stealing or taking property belonging to the City, residents, or employees for personal use, sale, or solicitation is strictly prohibited at all times.

Personal areas such as offices, lockers, work stations and City vehicles are the property of the City. As such, the City has the right to enter or inspect them without employee consent to the extent permitted by law.

Employees have no expectation of privacy when using the aforementioned City property or in any personal property brought on to City premises or used for City business.

## Weapons

Possession or use of dangerous weapons, including handguns and firearms, by City employees and volunteers is prohibited on City property and while performing work or training on behalf of the City, in City vehicles, while driving or while riding as a passenger in a personal vehicle.

Exceptions to this policy are as follows:

- Employees may possess firearms in City-owned parking areas if the employee holds a valid permit (provided one is required) and if the firearm is secured within an attended personal vehicle or concealed from view within a locked, unattended personal vehicle while the employee is working on City property.

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- This policy does not apply to an employee who is showing or transferring the weapon or firearm to law enforcement officers as part of an investigation.
  - This policy does not apply to sworn law enforcement officers, either on or off duty.

## Employee Safety

Employee and visitor safety is a priority for the City of Platteville. Creating and maintaining a safe and healthy environment is the responsibility of every employee. Employees are expected to follow established work practices, to take the time to perform jobs safely and to comply with the following safety rules:

- All established safety procedures must be followed.
- All personal protective equipment must be used in any area for which it has been issued. If proper protective equipment is not available, the employee should ask the appropriate supervisor before proceeding.
- Employees may not operate, adjust or repair machines or equipment unless authorized to do so.
- If an employee is unsure how to perform an assigned task or operate a machine, the employee should ask the appropriate supervisor before proceeding.
- Only the proper tool(s) should be used for the job. If the proper equipment is not available, the employee should ask the appropriate supervisor before proceeding.
- Employees should use proper techniques in lifting and ask for assistance in lifting any object that is too bulky, awkward or heavy to be lifted safely by one person.
- Equipment should be kept clean and work areas orderly.

Prompt notification of unsafe conditions will help the City prevent future injuries or illnesses. An employee will not be subjected to retaliation for reporting safety problems or concerns. All employees are encouraged to make suggestions for improvement of workplace conditions and/or related policies.

### Workers' Compensation Insurance

The City provides Workers' Compensation insurance for all of its employees. If an employee or volunteer is injured on the job, he or she must report the accident immediately to his or her supervisor. If the condition is potentially life-threatening, emergency services should be called first. The supervisor will place a phone call to the on-call nurse to provide details of the injury and will receive an injury assessment, treatment recommendation and referral to a treatment facility when needed. If the supervisor is not available, the employee should call the on-call nurse.

The on-call nurse service will complete the insurance reporting requirements and will provide a triage incident report to the Administration Department. A City of Platteville Accident Report Form must be completed by the employee, which will record all of the known details and circumstances pertaining to the injury, as well as the names of all and any witnesses to the accident. The completed form must be forwarded to the Administration Department within 10 days of the accident. The supervisor will notify the City Manager of the accident and will keep the City Manager apprised on a continuing basis.

If the Workers' Compensation claim is accepted and the employee has been disabled for more than three calendar days, the City's Workers' Compensation Provider will pay wage-loss benefits to the employee. The first three days of lost time after an injury are only paid if the employee is disabled for eight or more calendar days. Compensation benefit rates are based on two-thirds of the employee's average gross weekly wage earned at the time of injury. The employee will be eligible to use accrued sick leave up to the limit of the accumulated benefit, and then other available paid leave, if necessary, up to the limit of the accumulated

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benefit to supplement the Workers' Compensation payment. In no event will the total of the Workers' Compensation payment and the supplement from the accrued paid leave exceed the normal gross pay. No deductions will be taken from the Workers' Compensation payments. However, any payments made through accrued paid leave will be treated as regular pay and subject to all required payroll deductions.

Under circumstances where Workers' Compensation payments are initially denied, the employee must use his or her accumulated sick or vacation leave or take time off without pay if no accrued leave time is available. If the decision is reversed and the employee is later deemed eligible to receive Workers' Compensation payments, some or all of the accrued leave time may be credited, depending on how long he or she was away from work.

If the work-related injury or illness also qualifies as a serious medical condition as defined in the Family and Medical Leave Act, any lost time incurred shall also count toward leave available under the Family and Medical Leave Act Policy, as they run concurrently. Additionally, if the employee is eligible for any other leaves as provided for in this handbook, the Workers' Compensation leave and the Family and Medical Leave Act leave will also count toward the leave time available with respect to those policies, as well as run concurrently until eligibility for any of the leaves expire.

#### Vehicle Safety

Where a position requires the driving of a motor vehicle, the employee must have the appropriate valid driver's license and a good driving record. The City of Platteville provides insurance for City vehicles. Employees are expected to drive safely and courteously and abide by all State and City traffic regulations. Costs for traffic citations are the responsibility of the driver. Any accident involving a City vehicle must be reported to the employee's supervisor.

The use of seat belts is required for all occupants of a City-owned vehicle, City equipment where seat belts are provided, and non-City owned vehicles used for City business. Certain exceptions exist under Wisconsin Statutes 347.48 (2m) (dm) and (dr).

Non-emergency use of all cell phones while operating a City vehicle or operating any vehicle while in the service of the City is prohibited. In such occurrences, employees should pull out of traffic to a safe location when using a cell phone. In addition, texting and e-mailing while operating a City vehicle or operating any vehicle while in the service of the City is prohibited.

#### **Criminal Charges**

Employees are expected to report any arrests and/or formal charges for illegal conduct (other than minor class C traffic violations) to his or her Department Director within five business days of the arrest or filing of charges. At that time, the case will be reviewed to determine if the charges are substantially related to the employee's position with the City and if the charges impact the employee's ability to perform their job. The matter may also be independently investigated by the City for the City's own independent determination of whether City policy or expectations of conduct have been violated. The employee may be required to provide regular reports of the disposition of the charges or court case to assist in this determination. Failure to report criminal charges may be grounds for termination of employment.

#### **Controlled Substance-Free Workplace**

It is the policy of the City of Platteville to provide and to make a good faith effort to maintain a controlled substance-free workplace. The City's goal is to establish and maintain a healthy and efficient work force free

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from the effects of controlled substance and alcohol abuse. The policy is in compliance with the requirements of the federal Drug-Free Workplace Act of 1988 and applicable State law.

The City recognizes that controlled substance abuse poses potential health, safety and security problems. The manufacture, distribution, storage, purchase, dispensation, possession, consumption, or use of any illegal drug, controlled substance, or alcohol while at the workplace or in a City vehicle is strictly prohibited. Employees shall not use illegal substances or abuse legal substances in a manner which may impair their ability to perform job duties safely and productively, or that might impair senses, coordination, or judgment. Under no circumstances may an employee perform employment-related duties, whether on or off City premises, while under the influence of alcohol or illegal substances. An employee taking a prescribed drug or medication that may adversely affect such employee's ability to perform work in a safe and productive manner must report such use to his or her supervisor so that a determination can be made on the ability of such employee to commence work.

If alcoholic beverages are served at a City sanctioned function or gathering, all employees are expected to behave responsibly. In no event shall a City employee operate a City vehicle after consuming any amount of alcohol at such a function or gathering.

Employees may be required to undergo random drug testing, depending on the position held in the organization. Typical positions subject to random testing are public safety jobs, Commercial Driver's License (CDL) holders, and other safety sensitive jobs. Employees may be required to undergo mandatory drug testing upon reasonable suspicion that the employee has been consuming drugs or alcohol or is under the influence of drugs or alcohol. Also, employees may be required to undergo mandatory testing upon application for employment, upon promotion, demotion or transfer, after a workplace accident involving City personnel or equipment (including motor vehicles), or during or following a drug/alcohol treatment or rehabilitation program.

Any employee that fails to cooperate with the testing process or who tests positive for any of the prohibited substances shall be deemed unqualified to work and immediately removed from the job when the City is notified of the positive test result or failure to cooperate with the testing process. The City will take disciplinary actions, up to and including discharge, based on noncompliance with this policy by an employee and specifically for actions as follows:

- A positive verified controlled substances test result;
- A positive alcohol test result of .02 or greater;
- A positive drug test result;
- Engaging in prohibited conduct under this policy;
- Refusal to submit to testing, which will result in discharge.

If the employee is retained following a positive test, then the employee will be placed on an unpaid leave of absence and will not be allowed to return to duty until the situation has been investigated and the requirements of a conditional reinstatement agreement (if instituted) have been satisfied, which may include the employee testing negative for prohibited substances.

Employees are required to notify the City Manager within five calendar days following conviction of a criminal drug statute.

Employees needing help in dealing with controlled substance problems are encouraged to make use of the resources available through their health insurance and the employee assistance program.

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## CHAPTER 5: INFORMATION AND COMMUNICATION TECHNOLOGY

This policy is intended to govern the use of City of Platteville information and communication systems and workplace monitoring. The City encourages its employees to use information and communication technology to its fullest potential in order to provide a service of the highest quality to its customers. The guidelines and prohibitions established in this policy are meant to protect the City of Platteville information and communication systems from damage caused by unauthorized users, access by third parties, and improper use of the system.

Information systems are defined as:

- All City owned computer equipment and software, and all data entered, maintained or transmitted on such equipment and software.

Communication Systems are defined as:

- Telephone, voice mail, copy machines and fax devices;
- Electronic mail (email) systems;
- Voice and video recorders and players;
- Radio and paging systems;
- Bulletin boards, in-boxes and other places where documents, paper mail and messages are posted or stored.

### Hardware and Software

The Department Director and IT must approve all hardware and software prior to acquisition to ensure consistency and compatibility in the City's IT network. Employees are prohibited from installing, downloading or acquiring hardware and software, including product demonstrations, without prior approval from IT.

Employees are required to abide by software and documentation copyright laws and licensing agreements. Any questions about the legality of the software and documentation should be directed to the Department Director. At no time should any users make copies of City-owned software and documentation. All City software licensing and documentation is managed by IT or at the department-level.

### Data Management and Protection

#### Storage

All information developed by or introduced to a City technology system by an employee in conjunction with employment with the City is the property of the City. Electronic documents, including e-mails, electronic communication and business-related materials created on an employee's home or personal computer must be stored in the employee's Office 365 account or appropriate Office 365 Sharepoint site, and/or in Laserfiche, in accordance with City records retention policies and WI State Statutes. These documents should not be stored on an employee's home or personal devices. Employees are responsible for deleting outdated files that are no longer needed for compliance with the City Records Retention Schedule; this includes data files and e-mail messages. The City Clerk or his/her designee should be contacted with questions regarding the classification of public and private data.

#### Privacy

Any use of the City of Platteville information or communication systems by an employee constitutes a waiver of any right to privacy concerning such use, including any personal communication using these

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systems. Employees should remember that emails are public records and are subject to the open records law. This includes electronic communications including emails and other messages sent on personal internet accounts regarding official City business. The City reserves the right to review, audit, intercept and disclose all communications on these systems at any time without prior notice to employees. The City further reserves the right to review and disclose all communications related to official City business sent from personal accounts.

### Protection

All users must use and maintain unique City-issued login IDs for computer and network-related access. Login IDs are not to be shared with others, and corresponding passwords must remain confidential.

When setting up and/or using work, portable or personal devices to access City of Platteville data or the City of Platteville network, employees agree to take all reasonable and appropriate precautions to protect and control their devices from unauthorized physical access, tampering, loss or theft. Such reasonable and appropriate precautions include, but are not limited to:

- Securing the device with a password - while such password is enforced via Exchange, users agree to always protect, and not share, the password for their devices;
- Physically securing the device when not in use and never leaving the device unattended in an unsecured place such as an unlocked car, in conference rooms, on an office desktop or in public areas when traveling;
- Not storing confidential information on the device;
- Configuring the device to automatically power-off or “time out” after a period of inactivity;
- Notifying IT Support immediately if the device is stolen or lost - it is important that any data on the device be removed as soon as it is believed to be stolen or lost.

### **Prohibited Use**

Employees are responsible for preserving the integrity of the information and communication systems and are directed not to interfere with or disrupt such systems. Interference or disruption includes but is not limited to the following:

- Copying unauthorized system files or copyright material such as third-party software;
- Attempting to “crash” systems or programs;
- Attempting to secure unauthorized higher-level privileges or access to remote systems;
- Willful or negligent introduction of computer viruses or destructive programs that could damage or adversely affect these systems;
- Sharing password or password information with a person not authorized;
- Deleting, examining, or modifying files or work product belonging to other users without authorization or as part of standard operating procedures;
- Engaging in activities that could cause unnecessary congestion or disruption of the system.

Employees must not engage in any conduct using information systems that is a violation of the City of Platteville’s policies, including but not limited to:

- Communication with abusive or obscene language;
- Harassment, intimidation or threats of violence;
- Images or words of a lewd or sexually suggestive nature, even if the recipient has consented to or requested such material;
- Jokes, comments or other material that are offensive or discriminatory;

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- Disseminating classified, confidential, sensitive, proprietary or private information to unauthorized persons or organizations;
  - Using any systems for personal gain, solicitation, to send junk mail or “for profit” messages;
  - Political activity.

Users may receive inappropriate and unsolicited e-mail messages. Such messages should be deleted immediately and reported to the employee’s supervisor. If the activity continues, the supervisor should notify IT Support.

## Personal Use

The City recognizes that some personal use of City-owned computers and related equipment has and will occur. Personal use should be extremely limited and never preempt or interfere with the employee’s work or the use of technology for City business. Personal use of City-owned computers and equipment is subject to the prohibited uses outlined in this policy. Personal email or social media use should be undertaken from non-work accounts.

## Cell Phones

The City issues City-owned cell phones for those employees whose Department Directors have found an operational need for these devices. Limited personal use (less than thirty minutes during the course of a month) of City-issued cell phones is allowed. Employees are responsible for exercising care in the transport and storage of these phones. Broken, lost or stolen phones must be reported to the employee’s supervisor and IT Support immediately.

Some employees choose to use their personal cell phones for City purposes, such as accessing City email. The City Clerk’s office will maintain a master list of cell phone numbers for emergency purposes. The personal cell phone numbers of employees will not be given directly to the public. However, it is reasonable to expect that as an employee performs City work on a personal cell phone such as returning customer calls, his or her personal phone number may become accessible to certain members of the public. It is also reasonable to expect that personal numbers may be shared with contractors or vendors.

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## APPENDIX A

### Hours Worked on a Holiday – Public Safety

#### Police Sergeants

Police Sergeants will be compensated at the rate of eight hours off for holidays, plus half an hour of holiday time off for each hour worked on a holiday, in addition to normal straight time pay for time worked on holidays. If a holiday falls on a sergeant's regularly scheduled day off or vacation day, the sergeant will receive eight hours off in lieu of the holiday.

Sergeants may choose to be paid for the holiday hours earned. If a sergeant's compensatory time accrual is at the maximum level (sixty hours), the holiday time will be paid out.

#### Police Telecommunicators

Police Telecommunicators will be compensated at the rate of eight hours off for holidays (six hours for part-time telecommunicators), plus half an hour of holiday time off for each hour worked on a holiday, in addition to normal straight time pay for time worked on holidays. If a holiday falls on a telecommunicator's regularly scheduled day off or vacation day, the telecommunicator will receive eight hours off in lieu of the holiday. Telecommunicators may choose to be paid for the holiday hours earned. If a telecommunicator's compensatory time accrual is at the maximum level (sixty hours), the holiday time will be paid out.

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## APPENDIX B

### Street Division Availability and Overtime Policy

#### Purpose

A fundamental responsibility of the Street Division is to maintain the transportation system and related public works infrastructure. This includes snow removal and responding to emergencies. This policy covers availability and overtime for Street Division employees.

#### Availability

To meet the mission of the Street Division, employees have a duty to perform work outside of scheduled working hours. Street Division employees are assumed to be available for weekend and evening response during snow/ice season, unless the supervisor has pre-approved an employee's request to be unavailable for response. Only a limited number of employees can be unavailable when the Division is expecting to respond to a weather-related event, and there may be situations when an employee's request is denied to ensure adequate staff coverage. Since the Division works as a team and snow/ice response is a critical function of the team, requests to be unavailable for response should be carefully considered and infrequent in nature due to the burden it places on other team members.

Employees are also required to respond in a timely manner to calls and other communications from the City. Employees must provide all phone numbers at which the employee may be reached when on duty and off duty, including cell phones and land lines.

#### Overtime

Due to the Division's important responsibilities affecting public safety and the modifications that occur to employee schedules, the City has a more generous overtime policy for non-exempt (hourly) Street Division employees than required by law. Non-exempt employees are eligible for overtime (time and one-half) for hours worked in excess of 40 hours worked in a work week as required under the FLSA. In addition, the City provides overtime in certain circumstances even though the 40-hours worked threshold has not been exceeded. This overtime is not legally required and is at the discretion of and is subject to change by the City. Overtime may be taken in the form of pay or compensatory time, as outlined in the employee handbook.

The overtime-eligible situations under City policy are outlined below:

- Extended/Modified Shifts with Twelve Hours' Notice: An employee who is given twelve hours or more notice of a shift change and works an extended or modified shift differing from the employee's scheduled shift will be eligible for overtime for those hours worked prior to 5am or after 6pm on that work day.
- Extended/Modified Shifts without Twelve Hours' Notice: An employee who is given less than twelve hours notice of a shift change and works an extended or modified shift differing from the employee's scheduled shift will be eligible for overtime for those hours worked prior to 7am or after 6pm on that work day.
- Reporting for Duty During Off Hours: An employee called in to work outside of the employee's scheduled or extended/modified working hours, as determined by the employee's supervisor or Department Director, will generally receive two hours of pay at the overtime rate as a minimum for work performed by the employee as a result of the call-in if the employee reports for duty. The two-hour minimum pay constitutes pay for up to two hours of work. Employees are required to perform any call-in responsibilities in the most effective and efficient manner possible.

By providing overtime pay not required by law, the City does not intend for the pyramiding of overtime to occur, meaning overtime is not earned on top of overtime. The FLSA permits the City to credit these amounts or not count these amounts when calculating overtime required by the FLSA. As such, the non-FLSA overtime will be used to offset FLSA overtime liability to the extent permitted by law, including 207 U.S.C. § 207(e) and (h).

The failure to prepare accurate time records, the failure to perform work responsibilities in an efficient and resourceful manner, and the failure to receive or respond to calls or provide requested contact information will be treated as a performance issue and may result in discipline up to and including discharge.

Employees should direct any questions regarding this policy or any questions about earnings under this policy to the Street Superintendent or Department Director.

Overtime Examples:

*Example A:* Employee is given at least twelve hours’ notice of a modified shift from 5am to 1pm to salt/plow.

Total Hours Worked	8	Hours worked counted towards 40 hours for FLSA overtime
Straight Time Hours worked	8	5am to 1pm
Overtime Eligible Hours	0	No policy-based overtime or FLSA overtime is earned

*Example B:* Employee is given at least twelve hours’ notice to work a modified shift from 3am to 11am to salt/plow.

Total Hours Worked	8	Hours worked counted towards 40 hours for FLSA overtime
Straight Time Hours worked	6	5am to 11am
Overtime Eligible Hours	2 at overtime	3am to 5am. Two non-FLSA required overtime hours have been earned resulting in the equivalent of three hours pay or comp time.

*Example C:* Employee is given less than twelve hours' notice to work from 3am to 11am to salt/plow snow and to work their eight hour shift.

Total Hours Worked	8	Hours worked counted towards 40 hours for FLSA overtime
Straight Time Hours worked	4	7am to 11am
Overtime Eligible Hours	4 at overtime	3am to 7am. Four non-FLSA required overtime hours have been earned resulting in the equivalent of six hours pay or comp time.

*Example D:* Employee is called in off hours to work at 5pm on a Tuesday after the employee completed the work day and left for the day. The employee works from 5:30pm until 6:30pm.

Total Hours Worked	1	Hours worked counted towards 40 hours for FLSA overtime
Straight Time Hours worked	0	
Overtime Eligible Hours	2 at overtime	5:30pm to 6:30pm. Two non-FLSA required overtime hours have been earned resulting in the equivalent of three hours pay or comp time (as a result of the two hour minimum).

*Example E:* Employee is called in off hours to work from 6am to noon on a Sunday which was not a scheduled work day for that employee.

Total Hours Worked	6	Hours worked counted towards 40 hours for FLSA overtime
Straight Time Hours worked	0	
Overtime Eligible Hours	6 at overtime	6am to 12:00pm. Six non-FLSA required overtime hours have been earned resulting in the equivalent of nine hours pay or comp time.

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*Example F:* Employee works an extended shift from 7am to 8pm on a Wednesday to salt/plow snow after working their typical eight hour day from 7am to 3pm.

Total Hours Worked	13	Hours worked counted towards 40 hours for FLSA overtime
Straight Time Hours	11	7am to 6pm
Overtime Eligible Hours	2 at overtime	6pm to 8pm. Two non-FLSA required overtime hours have been earned resulting in the equivalent of three hours pay or comp time.

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## APPENDIX C

### Family and Medical Leave Act

The City's Family and Medical Leave Act Policy is intended to conform to, and not exceed, the requirements of the federal and, if applicable, the state Family and Medical Leave Act ("FMLA"); however, this policy is intended to comply with applicable laws and does not necessarily incorporate all provisions of such laws directly into the City's personnel policies. This policy does not specifically repeat every provision of FMLA's statutory or regulatory requirements. Posters summarizing the benefits required to be provided under federal and state law can be found with other employment related postings. Family and medical leave taken under this policy may be covered by federal law, by state law, or both.

When leave taken by employees under this policy is governed by both federal and state law, the more generous provision will control in the event of a conflict. However, when leaves are governed by state or federal law, but not both, the applicable law will control under this policy. In this regard, employees should note that certain leave may be covered by both state and federal law for only a portion of the leave. Employees may be required to provide advance notice and certain information as set forth below to be eligible for family or medical leave under this policy. Employees may also be required to submit leave requests in writing when circumstances and applicable law permit. Employees' use of other leave provided by the City for the reasons covered by law, when appropriate, will be treated as use of family and/or medical leave whenever applicable laws allow.

#### Eligibility Requirements

To be eligible for leave under federal law, an employee must have been employed by the City for at least twelve months and have worked at least 1,250 hours during the twelve-month period immediately preceding the commencement of the requested leave.

To be eligible for leave under state law, an employee must have been employed for more than fifty-two consecutive weeks and have been paid for at least 1,000 hours. The kind and amount of leave available to an employee under this policy, as well as an employee's rights during leave, depends on whether the employee meets one or both of these requirements. Exceptions to these requirements will be made only by separate written policy of the City.

#### Types of Leave Available

It is City policy to treat use of family or medical leave under this policy as simultaneous use of state and federal leave entitlements whenever appropriate and permitted by law.

The City provides family and medical leave for eligible employees under the following circumstances.

- Birth of the eligible employee's child and to care for a newborn child;
- Placement with the eligible employee of a child for adoption and, under federal law, foster care;
- Care administered to an eligible employee's spouse, son, daughter, parent, parent-in-law and domestic partner (§103.10(1)(ar), Wis. Stat.), with a serious health condition;
- Inability of the eligible employee to perform the functions of his/her job because of a serious health condition;
- Care for a service member – up to twenty-six workweeks (Form WH-385) (29 CFR 825.127(c));
- Leave because of a qualifying exigency (Form WH-384) (29 CFR 825.126);

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- When receiving continuing treatment (29 CRF 825.115): Employee is treated two or more times within thirty days (of the first day of incapacity) and employee is treated on at least one occasion within seven days (of the onset of the condition) and requires continuing treatment;
  - Leave for bone marrow and organ donation. The Wisconsin Bone Marrow and Organ Donation Leave Act provides qualifying employees with the right to take up to six weeks in a twelve month period of job-protected leave, with continued medical benefits, when they need time off from work for the purpose of serving as a bone marrow or organ donor. To qualify for Bone Marrow and Organ Donation Leave an employee must have worked for the City of Platteville for more than fifty-two consecutive weeks and have worked at least 1,000 hours during the preceding fifty-two week period. If an employee intends to take leave for the purpose of serving as a bone marrow or organ donor, the employee must do the following:
    - Make a reasonable effort to schedule the bone marrow or organ donation procedure so that it does not unduly disrupt the City's operations, subject to the approval of the health care provider of the bone marrow or organ donor.
    - Give the City advance notice of the bone marrow or organ donation.
    - Submit a request for Family Medical Leave.

#### Amount of Leave Available

Under **federal** law, an eligible employee is entitled to a total of twelve weeks of leave during a twelve month period. The twelve month period utilized by the City in applying this policy is defined as the twelve-month period immediately preceding the commencement of the requested leave.

Under **state** law, an eligible employee is generally entitled to:

- In a calendar year, six weeks of family leave for:
  - The birth of the employee's natural child if the leave begins within sixteen weeks of the child's birth;
  - The placement of a child with the employee for adoption or as a precondition to adoption under §48.90(2), Wis. Stat., but not both, if the leave begins within sixteen weeks of the child's placement.
- In a calendar year, two weeks of family leave to care for the employee's child, spouse, domestic partner, or parent, if the child, spouse, domestic partner, or parent has a serious health condition;
- In a calendar year, two weeks of leave to care for the employee's own serious health condition;
- In a calendar year no employee may take more than ten weeks of family leave for any combination of reasons.

#### Manner in Which Leave Can Be Taken

Leave available under this policy may be taken in full, but may also be taken intermittently (e.g., one week at a time) or on a reduced leave schedule (e.g., consecutive hours at a time) under certain circumstances.

#### Compensation During Leave

Generally, leave taken under this policy is unpaid, with the following exceptions:

- For leave governed exclusively by federal law, the City does not provide paid leave for leave taken under this policy in any situation where the City would not normally provide such paid leave. Further, in such cases, the City reserves the right to require an employee to substitute or use accrued paid leave for leave taken under this policy whenever permitted by law. However, for leave exclusively governed by federal law, employees may use the following leaves provided by the employer, if available:
  - Vacation or floating holiday, if available, for any family or medical leave;

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- Accrued paid medical or sick leave, if available, to care for a seriously ill family member, or for the employee's own serious health condition.
  - For leave governed by state law, employees may substitute any accrued paid leave or take unpaid leave for leave taken under this policy. This includes paid vacation, sick leave, or floating holiday provided by separate policy of the City, if available. Generally, though not always, this will include leave time that employees earn and accumulate through the course of their employment with the City but does not include leave which is not progressively earned and banked through continuing service to the City. For those portions of FMLA leave covered by state law, employees may substitute accrued paid leave for unpaid leave e.g., substituting accrued sick leave for the care of a newborn.

#### Continuation and Accrual of Benefits

Employees will remain eligible for health insurance benefits under the City's group health plan during leave taken under this policy under the same conditions as coverage would have been provided if the employee had been continuously employed during the entire leave.

During leave taken under this policy, the City will pay any portion of the premiums for coverage that it was responsible for paying immediately prior to the leave. The employee must continue to pay his/her share of health coverage as provided in the City health plan. If paid leave is not substituted for unpaid leave, the employee must pay his/her share of premiums to the Administration Department by the same time payment would have been made for such premiums through payroll deduction. If paid leave is substituted for unpaid leave, the employee's share of the premiums will be paid by the same method used during paid leaves of absence, i.e., by payroll deduction. Employees should check with the Administration Department concerning arrangements for making employee payments for health insurance during leaves.

The City reserves the right to require employees to place up to eight weeks of premiums in escrow prior to leave, pursuant to state law, or to discontinue coverage if premiums are received from employees more than thirty days late, pursuant to federal law, to the extent permitted by law.

Employees will not accrue any employment benefit during leave taken under this policy, except that such benefits will accrue if employees elect to use other leaves provided by the City and if such benefits would normally accrue during that leave. For employees hired before 9/1/2017, vacation banks will be adjusted for vacation which did not accrue due to the leave.

#### Required Advance Notice

Employees must provide the City with notice in a reasonable and practicable manner before leave taken under this policy is to begin if the need for leave is foreseeable, e.g., an expected birth, placement or adoption or foster care, or planned medical treatment for a serious health condition of the employee or of a family member. When requesting partial or intermittent leave in connection with child birth or adoption, the employee must provide at least as much notice as the City requires for making other non-emergency or non-medical leave, as well as a definite schedule for the leave. When advance notice is not practicable due to uncertainty as to when leave will be required to begin, a change in circumstances, or medical emergency, notice must be given as soon as practicable. Employees are encouraged to provide a written request for leave, the reasons for the requested leave, and the anticipated beginning date and duration of the leave.

When planning medical treatment, the employee should consult with the City and make a reasonable effort to schedule the leave so as not to disrupt unduly the City's operations, subject to the approval of the employee's health care provider. Employees are ordinarily expected to consult with the City in order to work out a treatment schedule which best suits the needs of both the City and the employee.

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When an employee is absent for three consecutive days or more, the Administration Department must be notified so that the employee can be placed on Family Medical Leave.

#### Medical Information Required

The City requires that an employee's request for leave to care for the employee's seriously ill spouse, domestic partner, son, daughter, or parent, or due to the employee's own serious health condition that makes the employee unable to perform the functions of the employee's positions, be supported by certification issued by the health care provider of the employee or the employee's ill family member. The City reserves the right to require certification consistent with the Department of Labor form related to certification of leave and definition of a serious health condition (Certification of Physician Form). That form is available from the Administration Department.

An employee's failure to make a timely and responsive certification may result in denial of the leave requested until such certification is provided. Further, failure to provide such certification may be the basis for denial of continued leave or qualification of the leave as FMLA leave. The City will be entitled to receive re-certification to the extent permitted by law. An employee on family or medical leave will report, orally or in writing, to the Administration Department every thirty days concerning his/her status and intention to return to work.

#### Light Duty

Time spent performing light duty is not FMLA leave.

#### Employer Notice Requirements

**General Notice.** Must be accessible to applicants and employees, and distribution to employee must be via handbook or each new hire (can be electronic).

**Eligibility and Rights and Responsibilities Notice.** Must be given within five business days of an employee request for leave for an FMLA qualifying reason. The appropriate certification form should be sent with the notice.

**Designation Notice.** The designation must indicate that the leave is FMLA qualifying or does not qualify and specify the reasons for not qualifying and must also specify the amount of leave that will be FMLA and must state whether a fitness for duty certification will be required.

**Medical Certification Forms.** Leave can be denied if certification is not submitted within fifteen days (39 CFR 825.305). If it is incomplete, the employee has seven days to cure the deficiencies (39 CFR 825.305(c)).

#### Certification of the Need for Leave

The City may contact the employee's health care provider for verification or clarification purposes, using a health care professional, Administration or Department Director, but not the employee's direct supervisor. Permission is not required by the employee to contact the provider for verification purposes. Employee permission must be obtained for clarification of individually identifiable health information.

Leave may be denied to an employee who refuses to release information for a second or third opinion. The City has five days to provide the employee with a copy of the second/third opinion. If the City requires the employee to obtain either a second or third opinion the City must reimburse the employee or family member for any reasonable "out of pocket" travel expenses incurred to obtain the second and third medical opinions. The City may not require the employee or family member to travel outside normal commuting distance for purposes of obtaining the second or third medical opinions except in very unusual circumstances.

Recertification may be requested every six months. The City may seek recertification at any time: if an extension of leave is requested, circumstances described in the last certification have changed, and if

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information is obtained that casts doubt on the employee's stated reason for an absence or the continuing validity of the last certification. Employers may request the same information on recertification as is permitted during the initial certification.

#### Fitness for Duty Certification

Employees must be notified by the City in the designation notice whether a fitness-for-duty certification will be required in order to return to work and whether it must address the ability to perform the essential job functions. The certification does not have to be provided after each intermittent leave absence, but it may be requested every thirty days (if intermittent leave was used during that period) and reasonable safety concerns exist regarding the employee's ability to perform his/her duties.

The City may contact the employee's health care provider for purposes of clarifying and authenticating the fitness-for-duty certification. Clarification may be requested only for the serious health condition for which FMLA leave was taken. The City may delay restoration to employment until the employee submits a required fitness-for-duty certification unless the City has failed to provide the required notice. So long as the City provided the required notice, an employee who does not provide a fitness-for-duty certification or request additional FMLA leave is no longer entitled to reinstatement under FMLA.

#### Definitions Used in the FMLA Policy

**Absence plus treatment** means a period of incapacity of more than three consecutive calendar days (including any subsequent treatment or period of incapacity relating to the same condition), that also involves:

- Treatment two or more times by a health care provider, by a nurse or physician's assistant under direct supervision of a health care provider, or by a provider of health care services (e.g., physical therapist) under orders of, or on referral by, a health care provider; or
- Treatment by a health care provider on at least one occasion which results in a regimen of continuing treatment under the supervision of the health care provider.

**Authorized to practice in the State** means that the provider must be authorized to diagnose and treat physical or mental health conditions under applicable state law.

**Chronic conditions requiring treatments** means chronic condition which:

- Requires periodic visits for treatment by a health care provider, or by a nurse or physician's assistant under direct supervision of a health care provider;
- Continues over an extended period of time (including recurring episodes of a single underlying condition); and
- May cause episodic rather than a continuing period of incapacity (e.g., asthma, diabetes, epilepsy, etc.).

**Continuing treatment** means continuing treatment by a health care provider that involves any of the following:

- A period of incapacity of more than three consecutive, full calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves:
  - Treatment two or more times, within thirty days of the first day of incapacity, unless extenuating circumstances exist, by a health care provider, by a nurse under direct supervision of a health care provider, or by a provider of health care services (e.g., physical therapist) under orders of, or on referral by, a health care provider; or
  - Treatment by a health care provider on at least one occasion, which results in a regimen of continuing treatment under the supervision of the health care provider;

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- \* The requirement in paragraphs one and two is an in-person visit to a health care provider. The first in-person treatment visit must take place within seven days of the first day of incapacity.
  - Pregnancy or prenatal care;
  - Chronic conditions;
  - Permanent or long-term conditions;
  - Conditions requiring multiple treatments.

**Extenuating circumstances** means circumstances beyond the employee's control that prevent the follow-up visit from occurring as planned by the health care provider.

**Health care provider** means a doctor of medicine or osteopathy who is authorized to practice medicine or surgery (as appropriate) by the State in which the doctor practices; any other person determined by the Secretary of the US Department of Labor to be capable of providing health care services.

**Inpatient care** means an overnight stay in a hospital, hospice, or residential medical care facility, including any period of incapacity or subsequent treatment in connection with or consequent to such inpatient care.

**Multiple treatments (non-chronic conditions)** means any period of absence to receive multiple treatments (including any period of recovery wherefrom) by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment, such as cancer (chemotherapy, radiation, etc.), severe arthritis (physical therapy), kidney disease (dialysis).

**Others “capable of providing health care services”** include only:

- Podiatrists, dentists, clinical psychologists, optometrists, and chiropractors (limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by X ray to exist) authorized to practice in the State and performing within the scope of their practice as defined under State law;
- Nurse practitioners, nurse midwives, clinical social workers and physician assistants who are authorized to practice under State law and who are performing within the scope of their practice as defined under State law;
- Christian Science Practitioners listed with the First Church of Christ, Scientist in Boston, Massachusetts. Where an employee or family member is receiving treatment from a Christian Science practitioner, an employee may not object to any requirement from an employer that the employee or family member submit to examination (though not treatment) to obtain a second or third certification from a health care provider other than a Christian Science practitioner except as otherwise provided under applicable State or local law or collective bargaining agreement;
- Any health care provider from whom an employer or the employer’s group health plan’s benefits manager will accept certification of the existence of a serious health condition to substantiate a claim for benefits; and
- Any health care provider listed above who practices in a country other than the United States, who is authorized to practice in accordance with the law of that country, and who is performing within the scope of his or her practice as defined under such law.

**Permanent/long-term conditions requiring supervision** means a period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective. The employee or family member must

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be under the continuing supervision of, but need not be receiving active treatment by, a health care provider (e.g., Alzheimer's, a severe stroke, or the terminal stages of a disease).

**Pregnancy** means any period of incapacity due to pregnancy, or for prenatal care.

**Qualifying exigency** means leave due to a qualifying exigency may be taken on an intermittent or reduced leave schedule basis.

**Serious health condition** means an illness, injury, impairment or physical or mental condition that involves inpatient care (defined as an overnight stay in a hospital, hospice or residential medical care facility; any overnight admission to such facilities is an automatic trigger for FMLA eligibility) or continuing treatment by a health care provider.

**Regimen of Continuing Treatment** includes, for example, a course of prescription medication (e.g. antibiotic) or therapy requiring special equipment to resolve or alleviate the health condition. A regimen of treatment does not include the taking of over-the-counter medications such as aspirin, antihistamines, or salves; or bed rest, drinking fluids, exercise, and other similar activities that can be initiated without a visit to a health care provider.

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## APPENDIX D

### Harassment Prevention and Respectful Behavior Policy

The City is committed to providing a work environment that is free from harassment, violence, discrimination or other offensive behavior. Maintaining a respectful workplace is a responsibility shared by all employees.

Inappropriate behavior can be categorized as:

*Discrimination:* Inappropriate remarks, conduct or employment decisions that are made based on a person's protected status including race, color, creed, religion, sex (including pregnancy), national origin, ancestry, marital status, sexual orientation (including by definition, gender identity and transgender status), disability, age, genetic information or history, participation in the military reserve and veteran status, arrest and conviction record, use of lawful products off the employer's premises during nonworking hours, or declining to attend a meeting or to participate in any communication about religious or political matters, or any other category protected by law.

*Harassment:* Verbal or physical conduct that is threatening or hostile toward an individual because of a person's protected status.

*Sexual Harassment:* Unwelcome sexual advances, requests for sexual favors and other verbal, visual or physical conduct of a sexual nature when:

- Submission to such conduct by an employee is made, either explicitly or implicitly, a term or condition of employment;
- Submission to or rejection of such conduct by an employee is used as the basis for employment decisions affecting such employee; or
- Such conduct has the purpose or effect of unreasonably interfering with an employee's work performance or creating an intimidating, hostile or offensive working environment.

Sexual harassment may include a range of subtle and not so subtle behaviors and may involve individuals of the same or different genders. Examples of sexual harassment include, but are not limited to:

- Unwelcome sexual advances, flirtations or propositions;
- Subtle pressure or requests for sexual favors;
- Sexually explicit or offensive jokes or innuendo;
- Verbal abuse of a sexual nature;
- Commentary about an individual's body, sexual prowess or sexual deficiencies;
- Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects, pictures, cartoons or posters, suggestive or obscene letters, notes or invitations;
- The use of the internet, cell phones or e-mail system to transmit, communicate or receive sexually suggestive, pornographic or sexually explicit pictures, messages or material.

It is important to understand that stories, cartoons, gifts, nicknames and comments of a sexual nature may be offensive to others and will not be tolerated.

Harassment can happen regardless of the individuals' gender, including gender identity or sexual orientation, and can, for example, occur between same-sex individuals as well as between opposite-sex individuals, and does not require that the harassing conduct be motivated by sexual desire. Likewise, these same principles

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hold true for harassment based on other protected statuses where the offending party possesses the same or similar protected status as the victim.

The excuses of the offending party, while important, are not necessarily forgiving or tolerable. For example, “I was joking” or “I didn’t mean it that way” are not defenses to allegations of harassment or inappropriate behavior. Nor is being under the influence of alcohol or other substances an excuse for violating this policy.

*Retaliation:* Harassment, discrimination, or a tangible employment action against any person who complains, reports or participates in an investigation of discrimination, harassment or other misconduct.

*Offensive Behavior:* Unwelcome work-related actions such as angry outbursts, inappropriate joking, name-calling, bullying or using disrespectful language.

*Violent Behavior:* The use of authority, physical force, threats of force or intimidation to cause fear or harm.

This policy applies to conduct at work and at work-related social events, office parties, off-site work-related activities, and other matters where the work environment is affected by such behavior. Employees and elected and appointed officeholders are expected to be particularly careful about what they say and do in these circumstances and when interacting with one another.

#### Responsibilities of All Employees and Officeholders

Each employee and officeholder is responsible for assisting in the prevention of unlawful harassment, discrimination and retaliation by the following acts:

- Refraining from conduct prohibited by this policy as defined above, including the participation in or encouragement of actions that could be perceived as harassment, discrimination or retaliation based on a protected status;
- Behaving courteously and professionally toward others;
- Reading this policy and fully understanding and complying with its requirements;
- Immediately and thoroughly reporting acts of harassment, discrimination or retaliation or other prohibited conduct through the reporting procedure identified in this policy;
- Encouraging any person who confides that he or she is being harassed, retaliated or discriminated against to report these acts; and
- reporting these acts if they are observed or not reported.

Employees and officeholders are expected to cooperate fully in any investigation, whether or not they are directly involved in the incident. They shall not take any action that would discourage another person from reporting prohibited conduct or cooperating in an investigation of alleged prohibited conduct.

#### Responsibilities of Supervisors

Each supervisor shall be responsible for preventing prohibited activities as defined above by complying with the above-referenced responsibilities and by:

- Monitoring the work environment for signs of harassment, discrimination, retaliation and other prohibited conduct;
- Informing employees of the types of prohibited behavior, and the procedures for reporting and resolving complaints of harassment, discrimination and retaliation;
- Stopping any observed behavior that may be prohibited conduct and taking appropriate steps to intervene and report behavior, whether or not the involved employees are within his or her line of supervision; and

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- Taking immediate action to prevent retaliation toward the complaining party or witnesses and to eliminate a hostile work environment where there has been a complaint of harassment, discrimination or retaliation pending the investigation.

Each supervisor has the responsibility to assist any employee who comes to that supervisor with a complaint of harassment, discrimination or retaliation by documenting and filing a complaint in accordance with this policy. Failure to carry out these responsibilities may be grounds for discipline.

#### Procedures

Any employee experiencing or observing harassment, discrimination or retaliation is encouraged, but not required, to inform the person that his or her actions are unwelcome and offensive, and that the person should stop such behavior. This initial contact can be either verbal or in writing. The employee should document all incidents in order to provide the fullest basis for investigation if needed.

Any employee who believes that he or she is being harassed, discriminated or retaliated against or who witnesses such conduct is expected to report the incident as soon as possible to any of the following persons so that preventative measures may be considered and taken to end any prohibited harassment, discrimination or retaliation, and so that appropriate investigative and corrective actions may be initiated:

- City Manager;
- Common Council President, Chief of Police, or City Attorney, if such conduct is engaged in by the City Manager;
- Common Council President or City Manager, if such conduct is engaged in by a Council member.

A supervisor who receives this information from a subordinate must report the information to the appropriate individual designated above.

The City will determine the appropriate course of action to promptly address the complaint, including any immediate remediation of the behavior. The City may initiate its investigation or have the victim and the accused engage in conciliatory efforts to resolve the matter if acceptable to the victim. The conciliation process is not appropriate for all situations and will not resolve all issues. The conciliation process may be initiated before or after the employee has filed an internal complaint. The conciliation process is voluntary and seeks to resolve problems by allowing the affected parties to present their issues and then assisting them in arriving at effective, reasonable solutions agreeable to all. When solutions have been identified, management will follow up to ensure that the implementation has been carried out and is effective.

Through adoption of this Policy, the Common Council has authorized the Common Council President in conjunction with the City Manager, or the City Manager with the approval of the Common Council President, to initiate an investigation and designate an investigator for any matter involving allegations against Common Council members or any other appointed officeholder who is not also an employee. If the allegations are against the Common Council President, the Common Council reserves its right to address such allegations in the manner it deems necessary. If the allegations are against the City Manager, then the Common Council may initiate an investigation and designate an investigation with regard to such allegations. The City Manager may initiate an investigation and designate an investigator in other circumstances.

If an investigation is conducted, then the investigator will meet with the victim and other persons having information and document the facts surrounding the incident complained of, including the specific conduct complained of, the persons performing or participating in the conduct, any witnesses to the incident, the dates on which the incidents occurred, and other factual information. The investigator will immediately notify the

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City Manager or Common Council President, whomever is applicable, if the complaint contains allegations that may rise to the level of criminal activity, such as battery, rape or threats. The investigator will maintain appropriate records of the investigation. Upon completion of the investigation, the investigator will inform the complainant of the outcome of the investigation and will present a reporting of the investigation and its results to the body or person that initiated the investigation. The confidentiality of the investigation will be maintained throughout the investigatory process to the extent practical and appropriate under the circumstances.

The City will take prompt and effective remedial action designed to end the prohibited behavior, which may include appropriate responsive and disciplinary action, up to and including termination or removal. Responsive action may include, for example, training, referral to counseling, or reassignment. Disciplinary action may include, but is not limited to warning, reassignment, suspension, termination or removal. If the City does not employ the subject involved in the harassing or inappropriate conduct, then that individual will be informed of the City's policy and appropriate remedial action will be taken.

Further, the City will correct any adverse employment action an employee experienced due to conduct prohibited by this policy. In all cases, the City will make follow-up inquiries to make sure the harassment, discrimination or retaliation has stopped. If an employee is not satisfied with the results, or if further harassment or other unacceptable conduct occurs, then the employee should promptly follow the reporting process identified above.

The complainant or employees accused of harassment may file an appeal with the City Manager if they disagree with the investigation or disposition. If the allegations are against the City Manager, the complainant or City Manager may file an appeal with the Common Council President if they disagree with the investigation or disposition.

#### Retaliation

Retaliation against any employee for filing a harassment, discrimination or retaliation complaint, or for assisting, testifying or participating in the investigation of such a complaint, is prohibited by the City and may be prohibited by state and federal law.

Retaliation is a form of misconduct. Any evidence of retaliation shall be considered a separate violation of this policy and shall be handled by the same complaint procedures established for harassment and discrimination complaints. Employees who are found to have retaliated against a complainant or witness will subject themselves to severe discipline which shall be separate from, and in addition to, any discipline determined to be appropriate as a result of the City's findings on the initial complaint. Because of the City's commitment to prohibiting retaliatory behavior, employees and officeholders should expect that consequences for retaliation will be severe and will likely result in discipline up to and including discharge or pursuit of removal.

This policy does not protect employees from being disciplined for filing frivolous or fraudulent complaints, or for untruthfulness, misleading behavior or lack of candor, nor does it protect them from personal sanctions stemming from defamation suits.

#### Training

The City will provide periodic and refresher training concerning the nature of harassment, discrimination and retaliation in the workplace and prohibitions on such actions defined in this policy. Any employee who has any questions or concerns about this policy should talk with his or her supervisor or the City Manager.

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### Outside Agencies

Employees also have the ability to promptly report any violations of law, including assault, rape, battery or other harm to appropriate criminal law enforcement authorities. Employees may also report their harassment, discrimination or retaliation claims to both State and Federal Agencies. Those contacts are as follows: The Equal Rights Division, Department of Workforce Development, 201 East Washington Avenue, P.O. Box 8928, Madison, WI 53708, Telephone: (608)266-6860; and the U.S. Equal Employment Opportunity Commission, 310 West Wisconsin Avenue, Suite 800, Milwaukee, WI 53203, Telephone: (414)297-1111.

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## APPENDIX E

### FLSA Salary-Exempt Safe Harbor Policy

The City has created this Safe Harbor Policy for employees who are classified as exempt under the FLSA. This Policy's purpose is to:

- Announce the City's "good faith" commitment to comply with the regulations and commitment to reimburse employees for any improper deductions;
- Clearly state and inform employees of the procedures and exceptions surrounding permissible salary deductions;
- Define "actual practice" in relation to improper salary deductions; and
- Inform employees of a complaint mechanism if the employee believes that pay has been improperly deducted.

#### Good Faith Commitment

The City is committed to complying with the pay practices governed by the Fair Labor Standards Act. Questions about this policy or the regulations defining this policy should be directed to the Administration Department. The City will work with employees to help them understand the regulations and their impact on employees.

#### Permissible Salary Deductions

Being an exempt employee means not being entitled to receive overtime pay regardless of how many hours are worked each week. Exempt status also means being guaranteed a salary of a "predetermined amount", which amount cannot be reduced because of variations in the quality or quantity of work that is performed.

There are certain instances when the City is allowed to deduct wages from an exempt employee's salary. These permissible deductions are as follows:

- When an employee is absent from work for one or more full days for personal reasons, other than sickness or disability and the employee has no vacation or personal time off remaining for the year;
- When an employee is absent from work for one or more full days due to sickness or disability if the deductions are made under a bona fide plan, policy, or practice of providing wage replacement benefits for these types of absences, such as Long-Term Disability, and the employee has no vacation or personal time off remaining for the year;
- Proportionate part of an employee's full salary may be paid for time actually worked in the first and last weeks of employment;
- To offset any amounts received as payment for jury fees, witness fees, or military pay;
- Penalties imposed in good faith for violating safety rules of "major significance";
- Unpaid disciplinary suspension of one or more full days imposed in good faith for violations of workplace conduct rules such as insubordination, sexual harassment, workplace violence, or other violations as stated in this Handbook;
- Unpaid leave taken under the Family and Medical Leave Act, including partial day deductions when intermittent leave is used;
- Pursuant to principles of public accountability, under which the employee accrues paid time off and which require the employee pay to be reduced, or such employee to be placed on leave without pay, for absences for personal reasons, illness or injury of less than one work-day when accrued leave is not used by an employee because:
  - permission for its use has not been sought or has been sought and denied;
  - accrued leave has been exhausted; or

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- the employee chooses to use leave without pay;
  - Deductions from the pay of an employee of a public agency for absences due to a budget-required furlough;
  - As otherwise permitted by law.

#### Actual Practice of Improper Deductions

Isolated or inadvertent improper deductions will not result in the loss of an employee's exempt status if the employer reimburses the employee. However, an "actual practice" of making improper deductions from salary will result in the loss of the exemption:

- During the time period in which improper deductions were made;
- For employees in the same job classifications working for the same managers responsible for the actual improper deductions.

Factors that may suggest an actual practice of improper salary deductions include:

- The number of improper deductions, particularly as compared to the number of employee infractions warranting discipline;
- The time period during which the employer made improper deductions;
- The number and geographic location of both the employees whose salaries were improperly reduced and the managers responsible; or
- Whether the employer has a clearly communicated policy permitting or prohibiting improper deductions.

#### Filing a Complaint

Improper deductions are a serious violation of this Policy. An exempt employee who feels improper deductions have been made from their paycheck should contact the Administration Department immediately. Once notified, the City will work with the employee to resolve the issue and reimburse them if an improper deduction had in fact been made.

Employees who feel the resolution offered by the City is unsatisfactory or unlawful, may file a complaint with the U.S. Department of Labor, Wage and Hour Division either by mail or in person.

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## EMPLOYEE ACKNOWLEDGEMENT

I have received a copy of the Employee Handbook. I have read and I understand its contents. I acknowledge that it is my responsibility to ask questions about anything I do not understand.

I understand that it is my responsibility to comply with all City policies, rules and expectations as set forth in this Handbook, as well as policies, rules and expectations that the City may otherwise establish or change from time to time. I further understand and acknowledge that this Handbook provides guidelines and information, but this Handbook is not, nor is it intended to constitute, an employment contract of any kind. I understand that any contract or employment agreement must be in writing, intended to be a contract, and authorized and approved by the Common Council at a duly-noticed meeting. I acknowledge that I have not entered into any such individual agreement or contract by acknowledging receipt of this Handbook or by following any of the provisions of this Handbook. I understand that the contents of this Handbook and my compensation and benefits may be changed by the City at any time, with or without notice to the extent permitted by law.

I understand that, unless I am otherwise subject to an individual employment contract, collective bargaining agreement or statutory provision providing a specific process for discipline or removal, I am an at-will employee and my employment can be terminated at the option of either the City or me, at any time for no reason or any lawful reason.

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

***After you have read and signed this page, please detach the page from the Handbook and return to the City Manager office for placement in your personnel file.***

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

**COUNCIL SECTION:  
INFORMATION &  
DISCUSSION  
ITEM NUMBER:  
VIII.B.**

**TITLE: Resolution Adopting Administrative Policy II-16  
Harassment Prevention and Respectful Behavior Policy**

**DATE:  
February 12, 2019  
VOTE REQUIRED:  
Majority**

**PREPARED BY: Nicola Maurer, Administration Director**

**Description:**

As part of the process of revising the employee handbook, legal counsel recommended an updated Harassment Prevention and Respectful Behavior Policy. The updated policy includes elected and appointed officeholders as well as employees.

Because the policy includes elected and appointed officeholders, it should be adopted by resolution as a City administrative policy along with inclusion in the revised employee handbook.

**Budget/Fiscal Impact:**

There are no direct budget impacts.

**Recommendation:**

Staff recommends approval of the Harassment Prevention and Respectful Behavior Policy.

**Sample Affirmative Motion:**

*"Motion to approve the Harassment Prevention and Respectful Behavior Policy."*

**Attachments:**

- Resolution 19-xx
- II-16 Harassment Prevention and Respectful Behavior Policy

**RESOLUTION NO. 19-XX**

**CITY OF PLATTEVILLE HARASSMENT PREVENTION AND RESPECTFUL  
BEHAVIOR POLICY**

WHEREAS, the City of Platteville is committed to providing a work environment that is free from harassment, violence, discrimination or other offensive behavior; and

WHEREAS, the Harassment Prevention and Respectful Behavior policy provides clarity as to behavior expectations, employee, supervisor and officeholder responsibilities and procedures relating to harassment or discrimination;

NOW, THEREFORE BE IT RESOLVED that the Common Council of the City of Platteville hereby approves the attached Harassment Prevention and Respectful Behavior policy.

PASSED BY THE COMMON COUNCIL on the 26th day, of February, 2019.

THE CITY OF PLATTEVILLE,

\_\_\_\_\_  
Eileen Nickels, Council President

Attest:

\_\_\_\_\_  
Candace Koch, City Clerk

### Overview

To establish behavior expectations for providing a work environment that is free from harassment, violence, discrimination or other offensive behavior.

### Policy

The City is committed to providing a work environment that is free from harassment, violence, discrimination or other offensive behavior. Maintaining a respectful workplace is a responsibility shared by all employees.

Inappropriate behavior can be categorized as:

*Discrimination:* Inappropriate remarks, conduct or employment decisions that are made based on a person's protected status including race, color, creed, religion, sex (including pregnancy), national origin, ancestry, marital status, sexual orientation (including by definition, gender identity and transgender status), disability, age, genetic information or history, participation in the military reserve and veteran status, arrest and conviction record, use of lawful products off the employer's premises during nonworking hours, or declining to attend a meeting or to participate in any communication about religious or political matters, or any other category protected by law.

*Harassment:* Verbal or physical conduct that is threatening or hostile toward an individual because of a person's protected status.

*Sexual Harassment:* Unwelcome sexual advances, requests for sexual favors and other verbal, visual or physical conduct of a sexual nature when:

- Submission to such conduct by an employee is made, either explicitly or implicitly, a term or condition of employment;
- Submission to or rejection of such conduct by an employee is used as the basis for employment decisions affecting such employee; or
- Such conduct has the purpose or effect of unreasonably interfering with an employee's work performance or creating an intimidating, hostile or offensive working environment.

Sexual harassment may include a range of subtle and not so subtle behaviors and may involve individuals of the same or different genders. Examples of sexual harassment include, but are not limited to:

- Unwelcome sexual advances, flirtations or propositions;
- Subtle pressure or requests for sexual favors;
- Sexually explicit or offensive jokes or innuendo;
- Verbal abuse of a sexual nature;
- Commentary about an individual's body, sexual prowess or sexual deficiencies;
- Visual conduct such as leering, making sexual gestures, displaying sexually suggestive objects, pictures, cartoons or posters, suggestive or obscene letters, notes or invitations;
- The use of the internet, cell phones or e-mail system to transmit, communicate or receive sexually suggestive, pornographic or sexually explicit pictures, messages or material.

It is important to understand that stories, cartoons, gifts, nicknames and comments of a sexual nature may be offensive to others and will not be tolerated.

Harassment can happen regardless of the individuals' gender, including gender identity or sexual orientation, and can, for example, occur between same-sex individuals as well as between opposite-sex individuals, and does not require that the harassing conduct be motivated by sexual desire. Likewise, these same principles hold true for harassment based on other protected statuses where the offending party possesses the same or similar protected status as the victim.

The excuses of the offending party, while important, are not necessarily forgiving or tolerable. For example, "I was joking" or "I didn't mean it that way" are not defenses to allegations of harassment or inappropriate behavior. Nor is being under the influence of alcohol or other substances an excuse for violating this policy.

*Retaliation:* Harassment, discrimination, or a tangible employment action against any person who complains, reports or participates in an investigation of discrimination, harassment or other misconduct.

*Offensive Behavior:* Unwelcome work-related actions such as angry outbursts, inappropriate joking, name-calling, bullying or using disrespectful language.

*Violent Behavior:* The use of authority, physical force, threats of force or intimidation to cause fear or harm.

This policy applies to conduct at work and at work-related social events, office parties, off-site work-related activities, and other matters where the work environment is affected by such behavior. Employees and elected and appointed officeholders are expected to be particularly careful about what they say and do in these circumstances and when interacting with one another.

#### Responsibilities of All Employees and Officeholders

Each employee and officeholder is responsible for assisting in the prevention of unlawful harassment, discrimination and retaliation by the following acts:

- Refraining from conduct prohibited by this policy as defined above, including the participation in or encouragement of actions that could be perceived as harassment, discrimination or retaliation based on a protected status;
- Behaving courteously and professionally toward others;
- Reading this policy and fully understanding and complying with its requirements;
- Immediately and thoroughly reporting acts of harassment, discrimination or retaliation or other prohibited conduct through the reporting procedure identified in this policy;
- Encouraging any person who confides that he or she is being harassed, retaliated or discriminated against to report these acts; and
- reporting these acts if they are observed or not reported.

Employees and officeholders are expected to cooperate fully in any investigation, whether or not they are directly involved in the incident. They shall not take any action that would discourage another person from reporting prohibited conduct or cooperating in an investigation of alleged prohibited conduct.

#### Responsibilities of Supervisors

Each supervisor shall be responsible for preventing prohibited activities as defined above by complying with the above-referenced responsibilities and by:

- Monitoring the work environment for signs of harassment, discrimination, retaliation and other prohibited conduct;
- Informing employees of the types of prohibited behavior, and the procedures for reporting and resolving complaints of harassment, discrimination and retaliation;

- Stopping any observed behavior that may be prohibited conduct and taking appropriate steps to intervene and report behavior, whether or not the involved employees are within his or her line of supervision; and
- Taking immediate action to prevent retaliation toward the complaining party or witnesses and to eliminate a hostile work environment where there has been a complaint of harassment, discrimination or retaliation pending the investigation.

Each supervisor has the responsibility to assist any employee who comes to that supervisor with a complaint of harassment, discrimination or retaliation by documenting and filing a complaint in accordance with this policy. Failure to carry out these responsibilities may be grounds for discipline.

### Procedures

Any employee experiencing or observing harassment, discrimination or retaliation is encouraged, but not required, to inform the person that his or her actions are unwelcome and offensive, and that the person should stop such behavior. This initial contact can be either verbal or in writing. The employee should document all incidents in order to provide the fullest basis for investigation if needed.

Any employee who believes that he or she is being harassed, discriminated or retaliated against or who witnesses such conduct is expected to report the incident as soon as possible to any of the following persons so that preventative measures may be considered and taken to end any prohibited harassment, discrimination or retaliation, and so that appropriate investigative and corrective actions may be initiated:

- City Manager;
- Common Council President, Chief of Police, or City Attorney, if such conduct is engaged in by the City Manager;
- Common Council President or City Manager, if such conduct is engaged in by a Council member.

A supervisor who receives this information from a subordinate must report the information to the appropriate individual designated above.

The City will determine the appropriate course of action to promptly address the complaint, including any immediate remediation of the behavior. The City may initiate its investigation or have the victim and the accused engage in conciliatory efforts to resolve the matter if acceptable to the victim. The conciliation process is not appropriate for all situations and will not resolve all issues. The conciliation process may be initiated before or after the employee has filed an internal complaint. The conciliation process is voluntary and seeks to resolve problems by allowing the affected parties to present their issues and then assisting them in arriving at effective, reasonable solutions agreeable to all. When solutions have been identified, management will follow up to ensure that the implementation has been carried out and is effective.

Through adoption of this Policy, the Common Council has authorized the Common Council President in conjunction with the City Manager, or the City Manager with the approval of the Common Council President, to initiate an investigation and designate an investigator for any matter involving allegations against Common Council members or any other appointed officeholder who is not also an employee. If the allegations are against the Common Council President, the Common Council reserves its right to address such allegations in the manner it deems necessary. If the allegations are against the City Manager, then the Common Council may initiate an investigation and designate an investigation with regard to such allegations. The City Manager may initiate an investigation and designate an investigator in other circumstances.

If an investigation is conducted, then the investigator will meet with the victim and other persons having information and document the facts surrounding the incident complained of, including the specific conduct complained of, the persons performing or participating in the conduct, any witnesses to the incident, the dates on

which the incidents occurred, and other factual information. The investigator will immediately notify the City Manager or Common Council President, whomever is applicable, if the complaint contains allegations that may rise to the level of criminal activity, such as battery, rape or threats. The investigator will maintain appropriate records of the investigation. Upon completion of the investigation, the investigator will inform the complainant of the outcome of the investigation and will present a reporting of the investigation and its results to the body or person that initiated the investigation. The confidentiality of the investigation will be maintained throughout the investigatory process to the extent practical and appropriate under the circumstances.

The City will take prompt and effective remedial action designed to end the prohibited behavior, which may include appropriate responsive and disciplinary action, up to and including termination or removal. Responsive action may include, for example, training, referral to counseling, or reassignment. Disciplinary action may include, but is not limited to warning, reassignment, suspension, termination or removal. If the City does not employ the subject involved in the harassing or inappropriate conduct, then that individual will be informed of the City's policy and appropriate remedial action will be taken.

Further, the City will correct any adverse employment action an employee experienced due to conduct prohibited by this policy. In all cases, the City will make follow-up inquiries to make sure the harassment, discrimination or retaliation has stopped. If an employee is not satisfied with the results, or if further harassment or other unacceptable conduct occurs, then the employee should promptly follow the reporting process identified above.

The complainant or employees accused of harassment may file an appeal with the City Manager if they disagree with the investigation or disposition. If the allegations are against the City Manager, the complainant or City Manager may file an appeal with the Common Council President if they disagree with the investigation or disposition.

### Retaliation

Retaliation against any employee for filing a harassment, discrimination or retaliation complaint, or for assisting, testifying or participating in the investigation of such a complaint, is prohibited by the City and may be prohibited by state and federal law.

Retaliation is a form of misconduct. Any evidence of retaliation shall be considered a separate violation of this policy and shall be handled by the same complaint procedures established for harassment and discrimination complaints. Employees who are found to have retaliated against a complainant or witness will subject themselves to severe discipline which shall be separate from, and in addition to, any discipline determined to be appropriate as a result of the City's findings on the initial complaint. Because of the City's commitment to prohibiting retaliatory behavior, employees and officeholders should expect that consequences for retaliation will be severe and will likely result in discipline up to and including discharge or pursuit of removal.

This policy does not protect employees from being disciplined for filing frivolous or fraudulent complaints, or for untruthfulness, misleading behavior or lack of candor, nor does it protect them from personal sanctions stemming from defamation suits.

### Training

The City will provide periodic and refresher training concerning the nature of harassment, discrimination and retaliation in the workplace and prohibitions on such actions defined in this policy. Any employee who has any questions or concerns about this policy should talk with his or her supervisor or the City Manager.

### Outside Agencies

Employees also have the ability to promptly report any violations of law, including assault, rape, battery or other harm to appropriate criminal law enforcement authorities. Employees may also report their harassment, discrimination or retaliation claims to both State and Federal Agencies. Those contacts are as follows: The Equal Rights Division, Department of Workforce Development, 201 East Washington Avenue, P.O. Box 8928, Madison, WI 53708, Telephone: (608)266-6860; and the U.S. Equal Employment Opportunity Commission, 310 West Wisconsin Avenue, Suite 800, Milwaukee, WI 53203, Telephone: (414)297-1111.

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: INFORMATION &amp; DISCUSSION ITEM NUMBER: VIII.C.</b>	<b>TITLE: Ordinance Adopting Records Retention Schedules</b>	<b>DATE: February 12, 2019</b>
		<b>VOTE REQUIRED: Majority</b>
<b>PREPARED BY: City Clerk Candace Koch</b>		

**Description:**

The Wisconsin Historical Society, along with approval from the Public Records Board, recently updated the Wisconsin Municipal Records Schedule on August 27, 2018. The updated record schedule provides guidance to city staff with the proper amount of retention time, as well as how to dispose of the records once the retention time has expired.

All current record retention schedules were reviewed by the City Clerk's Office, and it was determined that schedules will need to be updated. The first step in the process was to identify which record schedules applied to the City of Platteville. Then fill out the required forms and submit them for approval to the Wisconsin Historical Society. The Wisconsin Historical Society reviewed our request for approval for each of the schedules, and the State Archivist signed the forms. The forms were then sent to the Public Records Board for approval and signed by the PRB Executive Secretary. The Wisconsin Historical Society sent a copy of the forms that were approved back to the City Clerk. The City Clerk had applied for and received approval the following ten schedules as they all pertain to different types of records that are kept within the City;

1. Wisconsin Municipal Records Schedule approved by the State of Wisconsin Public Records Board on August 27, 2018.
2. Administrative and Related Records Schedule approved by the State of Wisconsin Public Records Board on August 23, 2010.
3. Budget and Related Records Schedule approved by the State of Wisconsin Public Records Board on May 14, 2012.
4. Facilities Management and Related Records Schedule approved by the State of Wisconsin Public Records Board on February 22, 2010.
5. Fleet and Aircraft Management Records Schedule approved by the State of Wisconsin Public Records Board on May 12, 2014.
6. Human Resources and Related Records Schedule approved by the State of Wisconsin Public Records Board on November 15, 2010.
7. Payroll and Related Records Schedule approved by the State of Wisconsin Public Records Board on August 22, 2011.
8. Purchasing and Procurement Records Schedule approved by the State of Wisconsin Public Records Board on November 11, 2013.
9. Risk Management and Related Records Schedule approved by the State of Wisconsin Public Records Board on February 25, 2013.
10. Wisconsin Public Libraries and Public Library Systems and Related Records Schedule approved by the State of Wisconsin Public Records Board on June 12, 2017.

Using these schedules, city staff would like to apply the retention times to our record management and organization. This would allow all departments to have consistency, organization, and proper maintenance of documents that have reached their retention times.

**Budget/Fiscal Impact:**

None

**Recommendation:**

Staff recommends approval of Ordinance No. 19-XX, An Ordinance Adopting Records Retention Schedules to the City of Platteville.

**Sample Affirmative Motion:**

*"I approve Ordinance No. 19-XX, Adopting Records Retention Schedules."*

**Attachments:**

- Ordinance No. 19-XX, An Ordinance Adopting Records Retention Schedules

**ORDINANCE NO. 19-\_\_**

**AN ORDINANCE ADOPTING RECORDS RETENTION SCHEDULES**

**WHEREAS**, the Common Council finds it to be in the public interest to ensure city records are retained in accordance with legal standards.

**NOW, THEREFORE**, the Common Council of the City of Platteville, Grant County, Wisconsin, do ordain as follows:

**SECTION 1.** The City of Platteville hereby adopts, by reference, the following record retention schedules:

1. Wisconsin Municipal Records Schedule approved by the State of Wisconsin Public Records Board on August 27, 2018.
2. Administrative and Related Records Schedule approved by the State of Wisconsin Public Records Board on August 23, 2010.
3. Budget and Related Records Schedule approved by the State of Wisconsin Public Records Board on May 14, 2012.
4. Facilities Management and Related Records Schedule approved by the State of Wisconsin Public Records Board on February 22, 2010.
5. Fleet and Aircraft Management Records Schedule approved by the State of Wisconsin Public Records Board on May 12, 2014.
6. Human Resources and Related Records Schedule approved by the State of Wisconsin Public Records Board on November 15, 2010.
7. Payroll and Related Records Schedule approved by the State of Wisconsin Public Records Board on August 22, 2011.
8. Purchasing and Procurement Records Schedule approved by the State of Wisconsin Public Records Board on November 11, 2013.
9. Risk Management and Related Records Schedule approved by the State of Wisconsin Public Records Board on February 25, 2013.
10. Wisconsin Public Libraries and Public Library Systems and Related Records Schedule approved by the State of Wisconsin Public Records Board on June 12, 2017.

**SECTION 2.** A copy of the records retention schedules listed in section 1 of this ordinance shall be kept on file in the City of Platteville Clerk's office located at 75 North Bonson Street, Platteville, WI and made available for public viewing during normal office hours.

**SECTION 3.** Subsection 3.33(i)3 of the Code of Ordinances is hereby amended to delete the listed records retention schedules and state the schedules listed in section 1 of this ordinance.

**SECTION 4.** All ordinances, or portions thereof, and resolutions, or portions thereof, in conflict with any portion of the records retention schedules listed in section 1 of this ordinance are hereby repealed. Any approved City of Platteville retention schedule, or portion thereof, for

any record not contemplated by the records retention schedules listed in section 1 of this ordinance shall remain in full force and effect.

**SECTION 5.** This ordinance shall take effect upon passage and publication as provided by law.

Approved and adopted by the Common Council of the City of Platteville on a vote of \_\_ to \_\_ this \_\_ day of \_\_\_\_\_, 2019.

CITY OF PLATTEVILLE

\_\_\_\_\_  
By: Eileen Nickels, Council President

Attest:

\_\_\_\_\_  
Candace Koch, City Clerk

Published:

Requested By: Candace Koch, City Clerk – 1/15/19  
Drafted By: William S. Cole, City Attorney – 1/24/19  
Approved As To Form By: William S. Cole, City Attorney – 1/24/19

**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: INFORMATION &amp; DISCUSSION ITEM NUMBER: VIII.D.</b>	<b>TITLE: Conditional Use Permit – 345 Bayley Avenue</b>	<b>DATE: February 12, 2019</b>  <b>VOTE REQUIRED: Majority</b>
<b>PREPARED BY: Joe Carroll, Community Development Director</b>		

**Description:**

The property at 345 Bayley avenue is the residence of the applicant. The applicant wants approval to operate a breeding and boarding kennel on this property. This operation would include breeding dogs and selling the puppies and boarding dogs for other people. Proposed facilities include a series of 30 square foot kennel enclosures set back a minimum of 50 feet from any adjoining residence, a fence around the back yard, and a 406 square foot indoor dog friendly room. There are no set hours of operation for the kennel and the residents of the property are the only employees. The location has off-street parking available in the driveway of the residence to accommodate people coming to the property.

Since the kennel involves the sale of puppies and includes regular visits from clients, the use requires approval as an intensive home occupation, which is classified as a Conditional Use.

**Budget/Fiscal Impact:**

There are no direct budget impacts.

**Recommendation:**

Staff recommends denial of the Conditional Use Permit for a boarding and breeding kennel at 345 Bayley Avenue. If the request is approved, Staff would recommend including a condition that the Conditional Use Permit expires after one year, which would provide an opportunity to determine the impacts of the kennel on the neighborhood before granting any long-term approval.

The Plan Commission considered this request at their February 4<sup>th</sup> meeting and recommended denial.

**Sample Affirmative Motion:**

*“Motion to approve placing the R-LO Limited Occupancy Residential Overlay District designation on the property at 545 W. Adams Street.”*

**Attachments:**

- Staff Report, Location Map

# STAFF REPORT

## CITY OF PLATTEVILLE

Community Planning & Development Department



**Meeting Dates:** Plan Commission – February 4, 2019  
Common Council – February 12, 2019 (Information)  
February 26, 2019 (Action)

**Re:** Conditional Use Permit

**Case #:** PC19-CU01-02

**Applicant:** Daniel Winch

**Location:** 345 Bayley Avenue

### Surrounding Uses and Zoning:

Direction	Land Use	Zoning	Comprehensive Plan
Property in Question	Residential	R-2	Medium Density Residential
North	Residential	R-2	Medium Density Residential
South	Residential	R-2	Medium Density Residential
East	Residential	R-2	Medium Density Residential
West	Residential	R-2	Medium Density Residential

### I. BACKGROUND

1. The applicant has received a kennel license for this property, which allows him to have more than 4 (but less than 10) dogs on the property. The applicant would also like to breed and sell dogs on the property, and board dogs for other people, which requires zoning approval as an intensive home occupation.

### II. PROJECT DESCRIPTION

2. The property at 345 Bayley avenue is the residence of the applicant. The applicant wants approval to operate a breeding and boarding kennel on this property. This operation would include breeding dogs and selling the puppies and boarding dogs for other people. Proposed facilities include a series of 30 square foot kennel enclosures set back a minimum of 50 feet from any adjoining residence, a fence around the back yard, and a 406 square foot indoor dog friendly room. There are no set hours of operation for the kennel and the residents of the property are the only employees. The location has off-street parking available in the driveway of the residence to accommodate people coming to the property.

### **III. STAFF ANALYSIS**

3. Since the kennel involves the sale of puppies and includes regular visits from clients, the use requires approval as an intensive home occupation, which is classified as a Conditional Use.
4. When considering a Conditional Use permit, consideration must be given to the standards listed in Section 22.13. Specifically, this section allows for the issuance of a Conditional Use Permit when it is shown that the “uses and structures are in accordance with the purpose and intent of this ordinance and are found not to be hazardous, harmful, offensive, or otherwise adverse to the environment or the value of the neighborhood or the community.”
5. For home occupations, the ordinance includes a standard that “No use shall create smoke, odor, glare, noise, dust, vibration, fire hazard, electrical interference, excess trash, or any nuisance not normally associated with the usual residential use in the district.”
6. The proposed kennel does have the potential to create some adverse conditions that would be bothersome for the residents of that neighborhood. Barking dogs could create a noise issue that could impact the entire neighborhood. Odors could be an issue for the adjacent properties if the yard is not adequately maintained.

### **IV. STAFF RECOMMENDATION**

7. Staff has some concerns with this request. A boarding and breeding kennel has the potential to negatively impact the surrounding neighborhood and would be more appropriate for a non-residential location.
8. Staff recommends denial of the Conditional Use Permit for a boarding and breeding kennel at 345 Bayley Avenue. If the request is approved, Staff would recommend including a condition that the Conditional Use Permit expires after one year, which would provide an opportunity to determine the impacts of the kennel on the neighborhood before granting any long-term approval.

### **ATTACHMENTS:**

1. Location Map

# City of Platteville

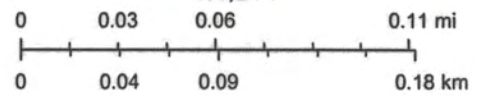


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 Platteville Boundary

Landmark Names

1:4,514

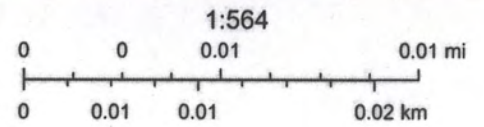


# City of Platteville



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 Platteville Boundary



**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: INFORMATION &amp; DISCUSSION ITEM NUMBER: VIII.E.</b>	<b>TITLE: Zoning Amendment – 545 W. Adams Street</b>	<b>DATE: February 12, 2019</b>  <b>VOTE REQUIRED: Majority</b>
<b>PREPARED BY: Joe Carroll, Community Development Director</b>		

**Description:**

The Council approved a Planned Unit Development for this property, with the General Development Plan (GDP) approval taking place on September 25<sup>th</sup>, and the Specific Implementation Plan (SIP) approval taking place on January 22<sup>nd</sup>. Both approvals were contingent upon the R-LO Limited Occupancy Residential Overlay designation being applied to this property.

The R-LO Limited Occupancy Residential Overlay District designation placed on the property, which would allow a maximum of 2 unrelated individuals to live in each unit.

**Budget/Fiscal Impact:**

There are no direct budget impacts. The project will increase the value of the property, and the resulting property tax payments.

**Recommendation:**

Staff recommends approval of the request.

**Sample Affirmative Motion:**

*“Motion to approve placing the R-LO Limited Occupancy Residential Overlay District designation on the property at 545 W. Adams Street.”*

**Attachments:**

- Staff Report, Location Map

## STAFF REPORT

# CITY OF PLATTEVILLE

Community Planning & Development Department



**Meeting Dates:** Plan Commission – February 4, 2019  
Common Council – February 12, 2019 (Information)  
Common Council – February 26, 2019 (Action)

**Re:** Zoning Overlay Designation

**Case #:** PC19-RZ01-04

**Applicant:** City/Dan Wedig

**Location:** 545 W. Adams Street

### Surrounding Uses and Zoning:

Direction	Land Use	Zoning	Comprehensive Plan
<b>Property in Question</b>	Vacant	PUD	Medium Density Residential
<b>North</b>	Residential	R-2	Medium Density Residential
<b>South</b>	Residential	R-2	Medium Density Residential
<b>East</b>	Residential	R-2	Medium Density Residential
<b>West</b>	Residential/Miners Field	R-2/C-1	Medium Density Residential /Conservancy

### BACKGROUND

1. The Council approved a Planned Unit Development for this property, with the General Development Plan (GDP) approval taking place on September 25<sup>th</sup>, and the Specific Implementation Plan (SIP) approval taking place on January 22<sup>nd</sup>. Both approvals were contingent upon the R-LO Limited Occupancy Residential Overlay designation being applied to this property.

### PROJECT DESCRIPTION

2. The project site is located at the far west end of Adams Street, and the property also has a small amount of frontage on Hickory Street. The approved project would involve the construction of a 3-unit residential apartment building. Each unit will be 1,261 sq. ft. in area, with one floor and no basement. The units will each include 2-BR's, 2 bathrooms, a covered patio and front porch, and an attached 2-car garage.
3. Due to some concerns expressed during the PUD approval meetings from the neighbors regarding the number of tenants that could be living on the property, the Council

conditioned the approval upon the property having the R-LO Limited Occupancy Residential Overlay District designation. This designation places a limit of a maximum of two unrelated individuals, or one family that can live in each unit, as described below:

In the R-LO Limited Occupancy Residential Overlay District, the definition of "family" as set forth in Platteville Municipal Ordinance Section 22.15, shall be modified within the overlay district boundary. This definition is used to determine the allowable number of persons that can legally reside in a dwelling unit. The definition to be used within the district is set forth below.

"Family" shall mean one of the following groups of individuals, but not more than one group at a time:

- (1) Any number of persons, all of whom are related to each other by blood, adoption, marriage, domestic partnership formed under Wis. Stats. 770, or legal guardianship, along with up to one (1) roomer or boarder not so related, living together in one dwelling unit as a single housekeeping entity; or
- (2) Not more than two (2) persons who are not related by blood, adoption, or marriage, living together in one dwelling unit as a single housekeeping entity; or
- (3) Two (2) unrelated individuals and any children of either or both of them living as a single-housekeeping unit.

For purposes of the definition of family, the term "related" shall mean a spouse, parent, child, stepchild, child of a parent in a domestic partnership, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, great-grandparent, and great-grandchild, or a child, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, great-grandparent, or great-grandchild of a person in a domestic partnership. The term "related" does not include other, more distant relationships such as cousins.

The definition of family includes up to two (2) guests if the guests live and cook together with the family in a single dwelling unit and do not pay rent or give other consideration for the privilege of staying with the family. The definition of "guest" under this section is defined as a person who stays with a family for a period of less than thirty days within any rolling one-year period and does not utilize the dwelling as a legal address for any purpose.

#### **STAFF ANALYSIS**

4. Placing the R-LO designation on this property would comply with the requirements of the prior PUD approval.

#### **STAFF RECOMMENDATION**

5. Staff recommends applying the R-LO Limited Occupancy Residential designation on the property at 545 W. Adams Street.

**ATTACHMENTS:** Location Maps



**THE CITY OF PLATTEVILLE, WISCONSIN  
COUNCIL SUMMARY SHEET**

<b>COUNCIL SECTION: INFORMATION &amp; DISCUSSION ITEM NUMBER: VIII.F.</b>	<b>TITLE: Contract 7-19 Street Maintenance</b>	<b>DATE: February 12, 2019</b>
<b>PREPARED BY: Howard B. Crofoot, P.E., Public Works Director</b>		<b>VOTE REQUIRED: Majority</b>

**Description:**

This is our annual street maintenance contract to place a thin overlay (3/4") of asphalt on selected streets to extend the life of these streets. The Wheel Tax of \$120,000 is designated for this project. We solicited bids for this project and had one bidder – Iverson Construction. They are the only contractor locally that does this work.

The plan is to get these streets done by the end of June in conjunction with the 2018 thin overlay streets. The thin overlays for 2018 were delayed to 2019 due to weather constraints at the end of the year.

**Budget/Fiscal Impact:**

Staff had a number of streets listed on this bid in case asphalt prices were low. They are slightly higher than last year. The price per ton in 2018 was \$78.93 and the price for 2019 is \$79.53 – or just under a 1% increase. Based on budget, Staff is recommending cancelling Pioneer Road, Millennium Drive, Oak Street from Pine to Mineral, and the Oak Street parking lot. Staff will still do repairs of the southeast corner of the Oak Street parking lot as a maintenance item, but we will not be able to do a full overlay of the lot afterwards. Eliminating these streets and the parking lot will reduce the contract amount to \$122,670.05. Staff will absorb the difference in the CIP Street Reconstruction budget.

**Recommendation:**

Staff recommends award of Contract 7-19 Street Maintenance for the reduced amount as described above.

**Sample Affirmative Motion:**

*"I move to award Contract 7-19 Street Maintenance to Iverson Construction, for the price of \$122,670.05 with the amount over the budget to be absorbed in the CIP Street Reconstruction budget."*

**Attachments:**

- Bid Tabulation – 2019
- Thin Overlay Street List – 2018
- Thin Overlay Street List – 2019
- Thin Overlay Map 2018 and 2019

**CITY OF PLATTEVILLE**  
**CONTRACT 7-19 Street Maintenance**  
**BID OPENING: Tuesday, February 5, 2019 – 10:00 A.M. – City Hall Council Chambers**

	<b>Iverson Construction</b>			
<b>Base Bid Total</b>	<b>\$ 79.53/Ton</b> <b>\$ 169,343.23</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

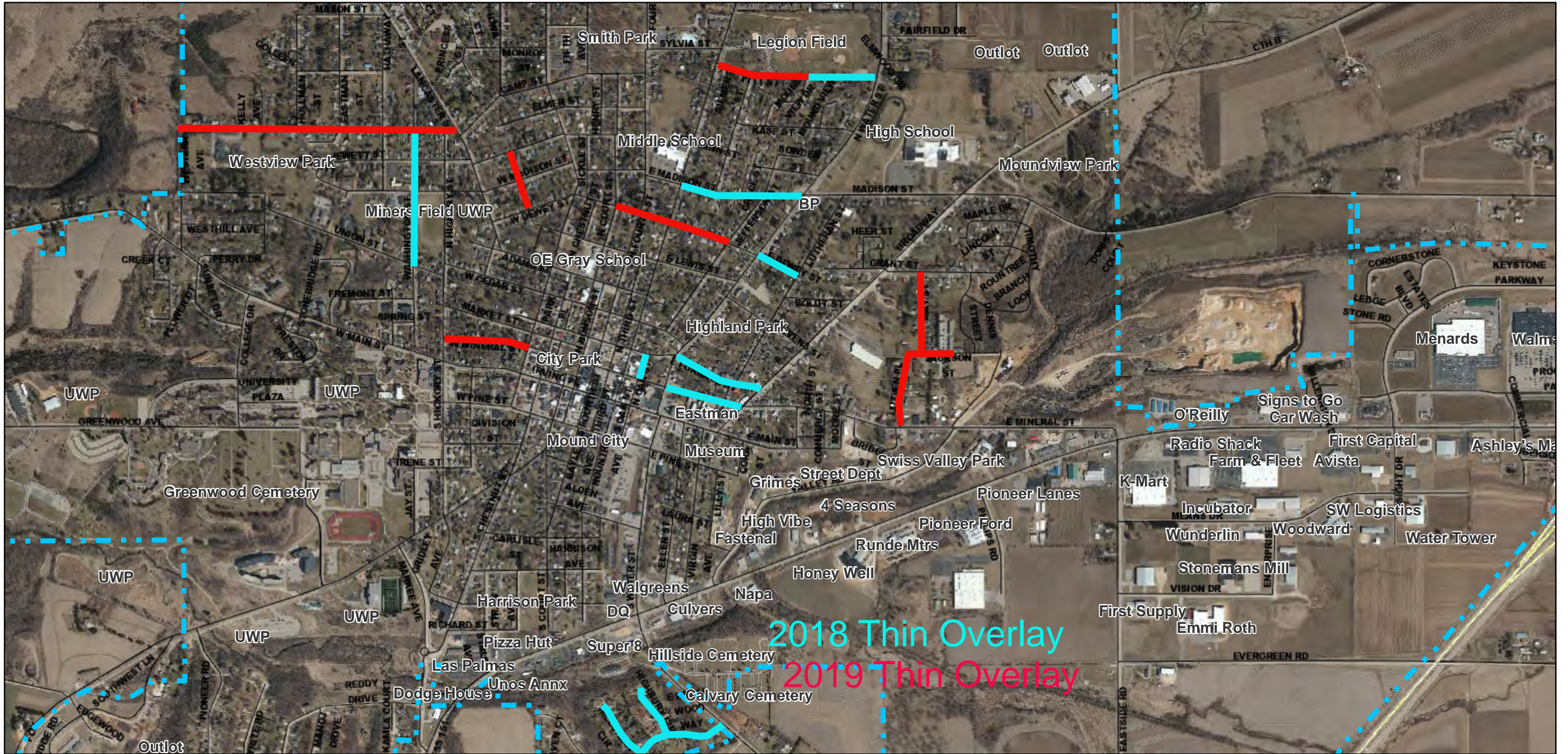
Thin Overlay Street List - 2018

Street	From	To	Width (ft)	Length (ft)	Area (SY)	Tons
Washington St.	Camp St.	Union	35	1585	6163.89	288.93
E. Mineral St.	Broadway	Water	27	950	2850.00	133.59
Furnace	Broadway	Water	24	902	2405.33	112.75
Pitt	Water	Moundview Dr	40	792	3520.00	165.00
Madison St	Water	Second	35	1202	4674.44	219.11
Oak St	Mineral	Furnace	36	317	1268.00	59.44
Dewey St	Lutheran	Water	30	528	1760.00	82.50
Highbury Cir	Knollwood	end	36	634	2536.00	118.88
Hillcrest Cir	Knollwood	end	36	739	2956.00	138.56
Knollwood	Highbury	Water/STH 80	30	1320	4400.00	206.25
<del>Union St</del>	<del>Hickory</del>	<del>Perry</del>	<del>35</del>	<del>2165</del>	<del>8419.44</del>	<del>394.66</del>
			Total		32533.67	1525.02

Thin Overlay Street List - 2019

Street	From	To	Width (ft)	Length (ft)	Area (SY)	Tons	Estimated		Cumulative Cost
							\$/Ton	Cost	
Pitt St.	Second	Moundview Dr	40	1056	4693.33	220.00	79.53	\$17,496.60	\$17,496.60
Dewey St	Jefferson	Second	23	350	894.44	41.93	79.53	\$3,334.46	\$20,831.06
Dewey St	Second	Fourth	23	370	945.56	44.32	79.53	\$3,525.00	\$24,356.06
Dewey St	Fourth	Court	33	264	968.00	45.38	79.53	\$3,608.67	\$27,964.74
Camp St	Western	Lancaster	35	3115	12113.89	567.84	79.53	\$45,160.20	\$73,124.94
Seventh St	Dewey	Jewett	35	687	2671.67	125.23	79.53	\$9,959.89	\$83,084.83
Mineral St	Elm	Hickory	24	1003	2674.67	125.38	79.53	\$9,971.07	\$93,055.90
Lutjen	Mineral	Jackson	30	845	2816.67	132.03	79.53	\$10,500.45	\$103,556.34
Jackson	Lutjen	end of pvmt	35	600	2333.33	109.38	79.53	\$8,698.59	\$112,254.94
May	Jackson	Grant	28	898	2793.78	130.96	79.53	\$10,415.12	\$122,670.05
Pioneer	Southwest	Vinegar Hill	35	1900	7388.89	0.00	79.53	\$0.00	\$122,670.05
Oak St park lot			65	120	866.67	0.00	79.53	\$0.00	\$122,670.05
Millenium	B-151	north end	39	264	1144.00	0.00	79.53	\$0.00	\$122,670.05
Oak St	Pine	Mineral	38	739	3120.22	0.00	79.53	\$0.00	\$122,670.05
Total					45425.11	1542.44	79.53	\$122,670.05	

# Thin Overlay 2018 and 2019



2018 Thin Overlay

2019 Thin Overlay

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Platteville Boundary

Landmark Names

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