

Budget Worksheet Report

Account Number	Description	2016 Department Request	2016 Proposed Continuation Budget	2016 Approved Budget
Fund	100	General Fund		
Expenses				
Department	125	Human Resources		
<u>Special Services</u>				
80005	Special Services	\$63,000.00	\$18,000.00	\$18,000.00
Comment: Level		Comment		
Department Request		Increase due to: Christmas Party \$17,000 (increase in cost) Picnic \$10,000 (Increase in cost) Incentives: budgeted \$5,000 current year and ran short on incentive purchases. Recommending \$10,000 (under budgeted last year due to trial basis as it was a new program). Gym wellness program \$26,000.		
<u>Total: Special Services</u>		\$63,000.00	\$18,000.00	\$18,000.00
Department Total: Human Resources		\$63,000.00	\$18,000.00	\$18,000.00
Expense Totals		\$63,000.00	\$18,000.00	\$18,000.00
Fund Total: General Fund		(\$63,000.00)	(\$18,000.00)	(\$18,000.00)
Revenue Grand Totals:		\$0.00	\$0.00	\$0.00
Expense Grand Totals:		\$63,000.00	\$18,000.00	\$18,000.00
Net Grand Totals:		(\$63,000.00)	(\$18,000.00)	(\$18,000.00)



Budget Performance Report

Fiscal Year to Date 10/01/15
Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 100 - General Fund										
EXPENSE										
Department 125 - Human Resources										
50000	Salaries	152,030.00	91,150.00	243,180.00	.00	.00	36,700.10	206,479.90	15	131,698.25
50005	Part-Time/Hourly	.00	.00	.00	.00	.00	.00	.00	+++	2,796.27
50006	Taxable Travel	.00	.00	.00	.00	.00	85.00	(85.00)	+++	198.00
50010	Overtime	1,000.00	30.00	1,030.00	.00	.00	969.75	60.25	94	3,451.86
50015	Salary Adjustment	117,060.00	(117,060.00)	.00	.00	.00	.00	.00	+++	.00
50110	Vision	490.00	120.00	610.00	.00	.00	122.22	487.78	20	355.04
50115	Medfica	2,220.00	1,320.00	3,540.00	.00	.00	547.44	2,992.56	15	2,003.08
50120	Fica	9,490.00	5,650.00	15,140.00	.00	.00	2,340.82	12,799.18	15	8,564.93
50125	Medical Insurance	38,600.00	6,500.00	45,100.00	.00	.00	8,745.00	36,355.00	19	28,932.77
50130	State Retirement	17,560.00	10,460.00	28,020.00	.00	.00	4,303.50	23,716.50	15	15,538.51
50135	State Unemployment	920.00	550.00	1,470.00	.00	.00	220.57	1,249.43	15	792.05
50140	Life Insurance	1,280.00	660.00	1,940.00	.00	.00	323.13	1,616.87	17	1,051.05
50145	Worker's Compensation	370.00	220.00	590.00	.00	.00	88.27	501.73	15	612.82
50155	Dental	1,410.00	400.00	1,810.00	.00	.00	339.12	1,470.88	19	872.69
60000	Office Supplies	2,700.00	.00	2,700.00	.00	1,814.89	340.56	544.55	80	3,022.74
60005	Other Supplies	1,250.00	.00	1,250.00	.00	.00	109.20	1,140.80	9	1,501.05
60006	External Printing	700.00	.00	700.00	.00	.00	.00	700.00	0	256.70
60020	Dues/Subscriptions	1,200.00	.00	1,200.00	.00	.00	380.00	820.00	32	794.53
60025	Uniforms/Other	600.00	.00	600.00	133.00	.00	133.00	467.00	22	535.74
60030	Postage	500.00	.00	500.00	.00	.00	44.85	455.15	9	493.00
60035	Minor Tools/Equipment Supplies	5,800.00	.00	5,800.00	86.18	.00	617.48	5,182.52	11	4,995.75
70000	Vehicle Maintenance	1,500.00	.00	1,500.00	.00	200.00	.00	1,300.00	13	596.36
70005	Gas/Oil	800.00	.00	800.00	.00	.00	166.18	633.82	21	262.50
70025	Maintenance/Other	350.00	.00	350.00	.00	.00	5.00	345.00	1	32.67
70040	Software Support	3,890.00	.00	3,890.00	.00	.00	3,782.82	107.18	97	3,672.82
80000	Contractual Services	8,000.00	.00	8,000.00	.00	35.00	961.00	7,004.00	12	9,256.17
80001	Professional Services	.00	.00	.00	.00	.00	.00	.00	+++	2,625.00
80003	Legal Services	2,300.00	.00	2,300.00	.00	.00	.00	2,300.00	0	238.00
80005	Special Services	18,000.00	.00	18,000.00	.00	112.81	3,675.16	14,212.03	21	45,031.77
80009	Promotional Items	8,000.00	.00	8,000.00	.00	.00	.00	8,000.00	0	659.77
80025	Travel and Per Diem	3,000.00	.00	3,000.00	.00	.00	431.00	2,569.00	14	1,726.60
80027	Conferences / Registration Fees	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	3,205.13
80028	Interview Expenses	400.00	.00	400.00	.00	.00	.00	400.00	0	.00
80035	Tuition Reimbursements	15,000.00	.00	15,000.00	.00	1,200.00	2,702.40	11,097.60	26	6,997.75
80036	Non - degree seeking / Certifications	4,500.00	.00	4,500.00	.00	.00	.00	4,500.00	0	1,260.00
80045	Land Lines	1,100.00	.00	1,100.00	.00	.00	157.61	942.39	14	1,022.32
80046	Cell Phones & Others Devices	3,500.00	.00	3,500.00	.00	.00	80.02	3,419.98	2	520.13
80050	Utilities Electricity	4,480.00	.00	4,480.00	.00	.00	.00	4,480.00	0	3,008.29



Budget Performance Report

Fiscal Year to Date 10/01/15

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd	Prior Year Total
Fund 100 - General Fund										
	EXPENSE									
	Department 125 - Human Resources Totals	\$436,000.00	\$0.00	\$436,000.00	\$219.18	\$3,362.70	\$68,371.20	\$364,266.10	16%	\$288,582.11
	EXPENSE TOTALS	\$436,000.00	\$0.00	\$436,000.00	\$219.18	\$3,362.70	\$68,371.20	\$364,266.10	16%	\$288,582.11
Fund 100 - General Fund Totals										
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
	EXPENSE TOTALS	436,000.00	.00	436,000.00	219.18	3,362.70	68,371.20	364,266.10	16	288,582.11
Fund 100 - General Fund Totals		(\$436,000.00)	\$0.00	(\$436,000.00)	(\$219.18)	(\$3,362.70)	(\$68,371.20)	(\$364,266.10)		(\$288,582.11)
	Grand Totals									
	REVENUE TOTALS	.00	.00	.00	.00	.00	.00	.00	+++	.00
	EXPENSE TOTALS	436,000.00	.00	436,000.00	219.18	3,362.70	68,371.20	364,266.10	16	288,582.11
	Grand Totals	(\$436,000.00)	\$0.00	(\$436,000.00)	(\$219.18)	(\$3,362.70)	(\$68,371.20)	(\$364,266.10)		(\$288,582.11)