

WABASHA AMBULANCE COMMISSION

Location: Ambulance Garage

July 18, 2023 4:00 PM

MEETING AGENDA

- 1) Call to Order and Roll Call
- 2) Public Comments
- 3) Changes or Additions to Agenda
 - 1) Approval of May 31st, 2023 Ambulance Commission Minutes
- 5) General Business
 - 1) Discussion on difficulty filling the weekend schedule
 - 2) Approval to hire Alyssa Simonson as part-time casual, EMTIII
 - 3) Approval to create a Paid-On Call Paramedic Pay
 - 4) Part-Time Staffing
 - 5) Discuss applying for a Wisconsin Service License
- 6) Old Business
- 7) Other Business
 - 1) Ambulance Director Report
- 8) Adjourn

Ambulance Commission

1)

Meeting Date: 07/18/2023

ITEM TITLE: Approval of May 31st, 2023 Ambulance Commission Minutes

DEPARTMENT: Ambulance

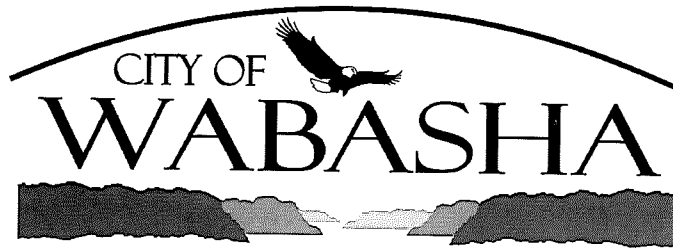
PURPOSE:

Approval: Of May 31st Ambulance Commission Minutes

ITEM SUMMARY:

Attachments

May 31st, Commission Minutes



AMBULANCE COMMISSION

AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

1. Call to Order and Roll Call

Present: Tim Wallerich, Commissioner; Monica Walters, Commissioner; Tyler Hinrichs; Jane Glander

Absent: Cindy Sheeley, Voting Member

Also Present: Ryan Marking, Director
Tina Cook, Asst. Director
Caroline Gregerson, City Administrator

2. Public Comments

3. Changes or Additions to Agenda

4. Approval:

1. Approval of April 18th, 2023 Ambulance Commission Minutes

Moved by Jane Glander, seconded by Commissioner Tim Wallerich AYE: Unanimous. NAY: None. ABSENT: None.
Motion: Adopted

5. General Business

1. Approval for buying a used ambulance

Estimate on fixing 972. Get additional estimates. AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

2. Approval for replacing station Air Conditioning Unit

Moved by Commissioner Tim Wallerich, seconded by Tyler Hinrichs AYE: Unanimous. NAY: None. ABSENT: None.
Motion: Adopted

3. Staffing Issues

6. Other Business

1. Directors Report

7. Adjourn

17:11 AYE: Unanimous. NAY: None. ABSENT: None. Motion: Adopted

Ambulance Commission

5) 1)

Meeting Date: 07/18/2023

ITEM TITLE: Discussion on difficulty filling the weekend schedule

DEPARTMENT: Administration

PURPOSE:

Discussion on difficulty filling the schedule

ITEM SUMMARY:

At the last meeting, staff presented the need for additional overtime hours by full-time staff due to lack of coverage for weekends in evenings, which our current system is designed to have our paid on-call staff cover those hours, due to other full-time employment they have. Summers are problematic. Staff was asked to follow up with additional data on whether or not hours are being met, as recommended in the business analysis and by the Commission.

The business report that was recently completed indicated that there is 11,280 annual hours of on-call coverage needed per year. With where we are currently staffed, this requires each person to annually contribute 600 hours per year of paid on-call time to meet the needs of the service. The minimum we require per paid on-call staff member is approximately 420 hours per year. We currently have 19 active POCs. The business analysis and our own analysis indicates that we should have 24 members, if everyone were to more or less contribute the minimum requirements. For the most part, POCs are meeting the minimum requirements, they are simply not enough POCs to fill all weekend and evening coverage. (Please see attached analysis). The system requires that POCs work more than the minimum, which they are not contractually obligated to do, in order to fill all the weekend and evening needs. Please see attached graph. Another analysis looks at volunteerism in 2023 compared to 2021. The numbers are similar in volunteerism.

To date, we have discussed that being able to establish a weekend schedule sooner, staff could more efficiently schedule to minimize overtime hours. Present policy is weekend shifts are filled by full-time staff due to no weekend coverage 12-48 hours in advance. The risk of requiring POCs to sign up for shifts sooner and offering less flexibility is that overall, less hours may be provided by POCs. The emphasis on flexibility is what has led to the current system.

Lake City MN has a total of 12 full-time employees, with 10 full-time people covering one truck 24-7-365 (1 Paramedic and 1 EMT). They also have a full-time Director and Full-Time assistant director that help with back up and schedule fill in when needed. They use volunteers to cover a second truck. They never run the risk of going out of service like Wabasha because they have enough full-time staff to have one truck at all times. Zumbrota has 6 full-time people, they have one full-time person on every day (24 hours), and try to fill the second spot with a volunteer. The director only does call-time when needed. They have a set date during the month which POCs would provide availability and the Director puts people on the schedule. (Ours is a flexible system where POCs select their hours).

Here is an analysis of overtime from full-time. So far, we've spent about \$7000 in overtime to cover uncovered weekend shifts, assuming that's a trend, we are looking at about \$14,000 per year. More time is needed when full-time staff want to take paid leave. Ambulance Director has done 140 hours in extra hours (beyond 40 hours per week) so far this year, that would be 280 hours for the year, if current trends remain. Less overtime hours needed in winter months.

ACTION REQUIRED:

1. Discuss report and if any additional data is needed to make decisions?
2. All options have pros and cons. A collaborative process seems helpful to move forward. Should additional POCs be involved in discussions beyond just the representation on the Ambulance Commission? How do we get input on having less flexibility in scheduling for POCs ?
3. In the interim, recommending to hire a part-time person (already approved)

Attachments

Paid on Call (Volunteer) Hours

Relevant Excerpts from Business Analysis

Cannon Falls Research

Summer Hours Only Full-Time Staff

Total Hours Worked by Paid On-Call Staff for 6 month period (January-June 2023)

Member	<u>Weekdays</u>	<u>Weekends</u>	<u>Holiday</u>	<u>Total</u>	(Average/Month)	Comments
#1	115	100	0	215	36	Taking a future leave of absence
#2 EMR	0	93	30	123	31	Took leave of absence
#3	35	217	33	285	48	
#4	286	14	12	312	52	
#5	75	16	0	91	15	Not meeting requirements
#6	84	6	0	90	36	Active since April, not doing weekends.
#7	21	106	18	145	24	Not meeting requirements
#8	195.5	224	42	461.5	77	
#9	307	61	43	411	69	
#10	668	58.5	24	750.5	125	
#11	246	36	6	288	48	
#12 EMR	0	180	0	180	30	
#13	258	35	6	299	50	
#15	314	156	12	482	80	
#16	124	352.5	14	490.5	82	
#17	60	106	42	208	35	
#18	353.5	246.5	58	658	110	
#19	36	252	0	288	48	
#20	<u>167.5</u>	<u>46</u>	<u>12</u>	<u>225.5</u>	38	No longer on the service
TOTALS	3,357.50	2,317.50	358	6,003	1,001	

* Monthly requirements are 24 hours per month for EMR and 36 hours per month for EMT

* With current staffing, we need everyone to do 50+ hours weekends, weekday evenings per month to fill the schedule

** Not all hours here are weekday evenings.

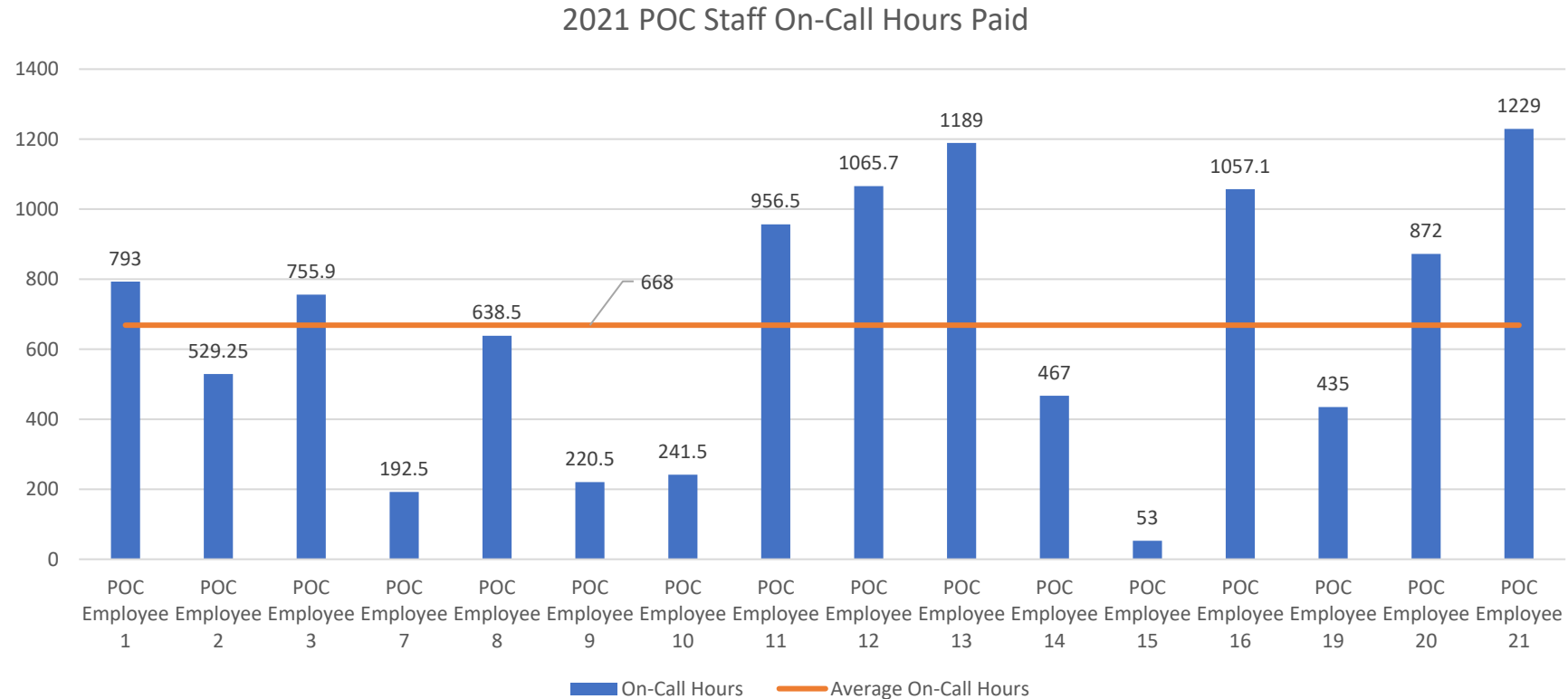
Key Findings

Key sections on staffing from

Business Analysis

Key Information and Considerations

Staff are Committed!



- Volunteers/POC cover over 11,000 hours annually! Presently 16 POC staff.
- Volunteers cover nights and weekends. POC staff are extremely important to the community.

STAFFING

11,280 Annual Hours of On-Call Coverage Needed to Fill Evening and Weekend Hours (minimum 2 people on call)	
Number of Paid-On-Call Staff on Roster	Annually
1 (cannot staff ambulance with 1 person)	NA
2	5640
3	3760
4	2820
5	2256
6	1880
7	1611
8	1410
9	1253
10	1128
11	1025
12	940
13	868
14	806
15	752
16 (Wabasha 2021)	705
17	664
18	627
19	594
20	564
21	537
22	513
23	490
24 (Recommended Level)	470

Staffing Levels Recommendations

- POC staff numbers are lower than recommended. Work to increase number from 16 to 24. **19**
- Consider wage adjustments for EMR POC from \$4.00 to \$6.00 **done**
- Continue to prioritize EMT and EMR recruitment and strongly consider hosting an EMR and/or EMT class in Wabasha in the next year or two. **Proposed, approved**
- Ensure recruitment strategies such as high school career fairs and community events are in place and routinely followed. **Not done yet, challenging**
- Continue and monitor the minimum on-call hours commitment for POC staff. **Underway**
- Set annual goals for the number of POC staff as well as a reasonable commitment to taking call time. **Could be a solution**
- Provide annual staffing report to City Council. **Yes, we should and present this report**

Cannon Falls Ambulance

Call Volume – 1,700 in 2022 Expected 1,400 in 2023 due to closure of Nursing Home

They do Interfacility Transfers (Don't always find back up)

3 Ambulances and Emergency Response Vehicle available.

Staffing

5 Full-Time Staff (Work 24 hour shifts on a rotation)

- 1 Full-Time Director (Paramedic)
- 1 Full-Time Lieutenant (EMT)
- 2 Full-Time Paramedics
- 1 Full-Time Position Open for a Paramedic for approximately 1 year

1 Part-Time Staff (No requirement but most work a 24 hour shift a week)

- 1 Part-Time Paramedic

15 Unscheduled Part-Time Staff (Approx 5 active members) (Hour requirement is 32 hours every month not divide up into weekends or holidays) Director says he a lot of discretion on how to administer this and it really isn't enforced.

- All Unscheduled Part-Time staff are EMT's
- If they hire an EMR they require them to take the EMT Class
- Does have a handful of in town people who do not take any call time but show up regularly for Back up calls or does back up for transfers

They cover the first out ambulance with 1 full-time employee and 1 Unscheduled Part-Time employee)

	<u>2020</u>	June-August 2020		
<u>Member</u>	<u>Weekday</u>	<u>Weekend</u>	<u>Total</u>	
Cook, Tina	431	77	508	
Graner, Ed	405	114	519	
Jones, Sabrina	379	98	477	
Simonson, Alyssa	<u>374</u>	<u>144</u>	<u>518</u>	
Full-Time Hours	1589	433	2022	Avg Weekend Time 108.25/3 = 36.1
Paid On-Call Hours	1220	1175	2395	Avg Weekend Time 73.4/3 = 24.5
*16 Paid On-Call Staff				
	<u>2021</u>	June-August 2021		
<u>Member</u>	<u>Weekday</u>	<u>Weekend</u>	<u>Total</u>	
Cook, Tina	328	54	382	
Eiler, Steve	418	128	546	
Graner, Ed	378	109	487	
Simonson, Alyssa	<u>429</u>	<u>61</u>	<u>490</u>	
Full-Time Hours	1553	352	1905	Avg Weekend Time 88/3 = 29.3
Paid On-Call hours	1429	1210	2639	Avg Weekend Time 75.6/3 = 25.2
*16 Paid On-Call Staff				

	<u>2022</u>	June 2022-August 2022		
<u>Member</u>	<u>Weekday</u>	<u>Weekend</u>	<u>Total</u>	
Cook, Tina	521	75	596	
Eiler, Steve	375	107	482	
Marking, Ryan	34	37.5	71.5	
Mueller, Samantha	35	28	63	
Scherbring, Kase	484	59.5	543.5	
Full-Time Hours	1449	307	1756	Avg Weekend Time 61.4/3 = 12.28
Paid On-Call Hours	1433	1275	2714	Avg Weekend Time 91.1/3 = 30.4
*14 Paid On-Call Staff				
	<u>2023</u>	June-July 17, 2023		
<u>Member</u>	<u>Weekday</u>	<u>Weekend</u>	<u>Total</u>	
Burt, Austyn	250.5	88.5	339	
Cook, Tina	141	17	158	
Marking, Ryan	85	17	102	
Patraw, Anthony	215.5	12	227.5	
Simonson, Alyssa	6	41	47	
Full-Time Hours	698	180.5	873.5	Avg Weekend Time 36.1/2 = 18.05
Paid On-Call Hours	872	562.5	1415.5	Avg Weekend Time 33.1/2 = 16.55
*17 Paid On-Call Staff				

Ambulance Commission

5) 2)

Meeting Date: 07/18/2023

ITEM TITLE: Approval to hire Alyssa Simonson as part-time casual, EMTIII

DEPARTMENT: Administration

PURPOSE:

Approval to hire Alyssa Simonson as part-time casual, EMTIII

ITEM SUMMARY:

Alyssa Simonson has worked with us before and left for a promotion in Kenosha and pursue paramedic school. She is interested in doing one weekend per month for 36 hours at our current rate for an EMTIII. Alyssa has over 7 years of EMS experience with almost 2 years of that being with Wabasha Ambulance as a full-time employee. Alyssa will be done with Paramedic School in December. Administrator Gregerson found she met the requirements based on experience for EMTIII. Director Marking indicates that this will fill a need. The position was already approved, the action is to approve hiring the candidate.

Ambulance Commission

5) 3)

Meeting Date: 07/18/2023

ITEM TITLE: Approval to create a Paid-On Call Paramedic Pay

DEPARTMENT: Ambulance

PURPOSE:

Approval to create a Paid-on Call Paramedic Pay

ITEM SUMMARY:

Approve the creation of a Paid-on Call Paramedic Pay. It would be the same hourly on call wage as EMT's and EMR's of \$6/hr normal and \$8/hr on a holiday. On duty wage would be \$20/hr normal and \$23/hr on a holiday.

STAFF RECOMMENDATION:

Approve the creation of a paid-on call Paramedic wage.

Ambulance Commission

5) 4)

Meeting Date: 07/18/2023

ITEM TITLE: Part-Time Staffing

DEPARTMENT: Ambulance

PURPOSE:

Discussion on Additional Part-Time Staff

ITEM SUMMARY:

Discussion on Additional Part-Time Staff. We currently have limited room for additional Part-Time Staff but would like to discuss looking at budgeting for additional Part-Time Paramedics for 2024.

ACTION REQUIRED:

Discussion

Attachments

Other Ambulance Staffing

Lake City

Call Volume – 1,632 in 2022

Interfacility Transfers equals 44% of their call volume.

143 Transfer Request from St. Elizabeth's in 2022.

3 Ambulances and Emergency Response Vehicle available.

Staffing

12 Full-Time Staff (Works a 24 hour shift and a 16 hour shift per week)

- 1 Full-Time Director (Paramedic)
- 1 Full-Time Assistant Director (Paramedic)
- 5 Full-Time Paramedics (currently 1 of the 5 has been open since January)
- 5 Full-Time EMT's

11 Part-Time Staff (Required to work 24 hours a month)

- 6 Part-Time Paramedics
- 5 Part-Time EMT's

4 Volunteer Staff

- 3 Volunteer EMT's
- 1 Volunteer EMR (Only drives on transfers)

They cover the 1st out Ambulance solely with Full-time staff. Part-time staff is scheduled as a 3rd and the alternate calls with the full-time staff of their certification level.

Zumbrota

Call Volume – 1,300 in 2022

No Interfacility Transfers but all 911 calls have an extended call time due to distance to nearest hospital.

3 Ambulances and Emergency Response Vehicle available.

Staffing

6 Full-Time Staff (Work 24 hour shifts on a rotation)

- 1 Full-Time Director (EMT)
- 4 Full-Time Paramedics
- 1 Full-Time EMT

20 Paid on Call Staff (No Hour requirements)

- 10 Paid on Call Paramedics
- 10 Paid on Call EMT's

They cover the first out ambulance with 1 full-time employee and 1 volunteer employee)

Dodge Center Ambulance

Call Volume – 1,100 in 2022

No Interfacility Transfers but all 911 calls have an extended call time due to distance to nearest hospital.

2 Ambulances and Emergency Response Vehicle available.

Staffing

4 Full-Time Staff (Work 24 hour shifts on a rotation)

- 1 Full-Time Director (Paramedic)
- 1 Full-Time Assistant Director (Paramedic)
- 1 Full-Time Paramedic
- 1 Full-Time EMT

3 Part-Time Staff (No requirement but most work a 24 hour shift a week)

- 1 Part-Time Paramedic
- 2 Part-Time EMT's

40 Volunteer Staff (Approx 25 active members) (Hour requirement is 60 hours every 2 months not divide up into weekends or holidays)

- 5 Paramedics
- 30 Volunteer EMT's (They have a lot of College Students)
- 5 EMR's
-

They cover the first out ambulance with 1 full-time employee and 1 volunteer employee)

Ambulance Commission

5) 5)

Meeting Date: 07/18/2023

ITEM TITLE: Discuss applying for a Wisconsin Service License

DEPARTMENT: Ambulance

PURPOSE:

Discuss applying for a Wisconsin Service License.

ITEM SUMMARY:

Discuss applying for a Wisconsin Service License. Per the Business Analysis (Page 61) that was conducted, it was recommended to explore potential licensure in the State of Wisconsin. With the transition to Part-Time ALS as well as additional staffing challenges for Pepin it would be beneficial to have the service and it's members become licensed in Wisconsin. A number of our current staff is already licensed in the State of Wisconsin.

Ambulance Commission

7) 1)

Meeting Date: 07/18/2023

ITEM TITLE: Ambulance Director Report

DEPARTMENT: Administration

PURPOSE:

Ambulance Director Report

ITEM SUMMARY:

Attachments

Directors Report

May 2023

<u>Location</u>	<u>Number of calls</u>
City of Wabasha	25
St. Elizabeth's	13
Greenfield Twp	5
Pepin, Wisconsin (MA)	4
MCHS-LC (MA)	3
Glasgow Twp	2
City of Lake City (MA)	2
Minneiska Twp	1
Winona Health (MA)	1
<u>West Albany Twp (MA)</u>	<u>1</u>
Total Calls	57
<u>Calls of Note</u>	
Turndowns	9
Transfers Taken	8
Non-Billable Calls	22
Resident Contacts	22
Residents Billed	17
Non-Resident Contacts	21
Non-Resident Billed	18
Back Up Calls	1
3rd Calls	0
<u>Overall Patient Contacts</u>	
City of Wabasha	22
Wisconsin	8
Non-Resident	5
Greenfield Twp	5
Glasgow Twp	1
Mazeppa Twp	1
Plainview Twp	1
<u>Transfer Residents</u>	
Wisconsin	6
Wabasha	2

YTD May 2023

<u>Location</u>	<u>Number of calls</u>			
City of Wabasha	105			
St. Elizabeth's	46			
Greenfield Twp	16			
Pepin Twp	9			
Minneiska Twp	8			
MCHS-LC (MA)	7			
Pepin, Wisconsin (MA)	7			
City of Kellogg	5			
Winona Health (MA)	5			
Glasgow Twp	5			
City of Lake City (MA)	2			
Watopa Twp	1			
West Albany Twp (MA)	1			
MCHS - Red Wing (MA)	1			
MCHS-LaCrosse (MA)	1			
<u>City of Cannon Falls (MA)</u>	<u>1</u>			
Total Calls	220			
<u>Calls of Note</u>				
Turndowns	29			
Transfers Taken	31	53.5% of Overall Transfer Reque		
Non-Billable Calls	81			
Resident Contacts	87			
Residents Billed	71			
Non-Resident Contacts	93			
Non-Resident Billed	75			
Back Up Calls	10			
3rd Calls	2			

<u>Overall Patient Contacts</u>				
City of Wabasha	83			
Non-Resident	41			
Wisconsin	15			
Greenfield Twp	14			
Pepin Twp	10			
City of Kellogg	7			
Minneiska Twp	5			
Watopa Twp	1			
Glasgow Twp	2			
Mazeppa Twp	1			
Plainview Twp	1			
<u>Transfer Residents</u>				
Wisconsin	13			
City of Wabasha	7			
Pepin Twp	5			
Lake City	2			
City of Kellogg	1			
Winona County	1			
Olmsted County	1			
Hennepin County	1			

June 2023

[illegible]

<u>Overall Patient Contacts</u>	
City of Wabasha	22
Non-Resident	10
Wisconsin	8
Greenfield Twp	6
Minneiska Twp	3
City of Kellogg	2
Unknown	2
Plainview Twp	1
<u>Transfer Residents</u>	
Wisconsin	2
Wabasha	2
Minneiska Twp	1
Greenfield Twp	1

YTD June 2023

<u>Location</u>	<u>Number of calls</u>
City of Wabasha	134
St. Elizabeth's	66
Greenfield Twp	23
Pepin Twp	10
Minneiska Twp	10
MCHS-LC (MA)	10
Pepin, Wisconsin (MA)	10
City of Kellogg	7
Glasgow Twp	6
Winona Health (MA)	5
City of Lake City (MA)	5
West Albany Twp (MA)	5
Watopa Twp	1
MCHS - Red Wing (MA)	1
MCHS-LaCrosse (MA)	1
<u>City of Cannon Falls (MA)</u>	<u>1</u>
Total Calls	295
<u>Calls of Note</u>	
Turndowns	46
Transfers Taken	37
Non-Billable Calls	117
Resident Contacts	112
Residents Billed	91
Non-Resident Contacts	122
Non-Resident Billed	97
Back Up Calls	15
3rd Calls	2

<u>Overall Patient Contacts</u>	
City of Wabasha	105
Non-Resident	51
Wisconsin	23
Greenfield Twp	20
Pepin Twp	10
City of Kellogg	9
Minneiska Twp	8
Glasgow Twp	2
Plainview Twp	2
Unknown	2
Watopa Twp	1
Mazeppa Twp	1
<u>Transfer Residents</u>	
Wisconsin	15
City of Wabasha	9
Pepin Twp	5
Lake City	2
City of Kellogg	1
Minneiska Twp	1
Greenfield Twp	1
Winona County	1
Olmsted County	1
Hennepin County	1

Council Monthly Expense Summary

Current Period: June 2023

Account Descr	MTD Expense	2023 YTD Amt	2023 Budget	2023 % of Budget
E 100-410-42500-311 Contractor Fees	\$0.00	-\$417.00	\$0.00	0.00%
E 100-420-42500-101 Full-time Employees-	\$19,404.47	\$108,056.70	\$202,808.00	53.28%
E 100-420-42500-103 Part-time Employees	\$8,008.25	\$41,163.05	\$83,000.00	49.59%
E 100-420-42500-121 PERA Contributions	\$1,382.62	\$7,844.58	\$14,836.00	52.88%
E 100-420-42500-122 FICA Contributions	\$1,642.39	\$8,725.80	\$17,410.00	50.12%
E 100-420-42500-124 Medicare Contributio	\$384.12	\$2,040.72	\$4,072.00	50.12%
E 100-420-42500-131 Health Insurance	\$2,496.53	\$29,805.70	\$49,093.00	60.71%
E 100-420-42500-133 Dental Insurance	\$128.59	\$925.22	\$2,004.00	46.17%
E 100-420-42500-134 Life Insurance	\$70.72	\$506.18	\$1,180.00	42.90%
E 100-420-42500-140 UNEMPLOYEMENT T	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-151 WC Ins. Premium	\$0.00	\$16,770.74	\$16,000.00	104.82%
E 100-420-42500-200 Office Supplies	\$0.00	\$351.34	\$500.00	70.27%
E 100-420-42500-206 Training Center Expe	\$245.89	\$1,279.93	\$2,000.00	64.00%
E 100-420-42500-212 Motor Fuels	\$703.12	\$2,898.33	\$3,500.00	82.81%
E 100-420-42500-215 Oxygen-Supplies	\$0.00	\$1,017.14	\$1,000.00	101.71%
E 100-420-42500-217 Medical Supplies	\$4,385.09	\$8,310.53	\$10,000.00	83.11%
E 100-420-42500-219 General Supplies	\$133.88	\$398.64	\$1,500.00	26.58%
E 100-420-42500-221 Equipment Maintena	\$227.72	\$227.72	\$4,000.00	5.69%
E 100-420-42500-223 Building Maint/Repai	\$194.59	\$475.54	\$1,000.00	47.55%
E 100-420-42500-308 Continuing Ed	\$293.23	\$1,393.23	\$5,000.00	27.86%
E 100-420-42500-310 First Respondors	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-311 Contractor Fees	\$1,859.00	\$11,320.80	\$18,000.00	62.89%
E 100-420-42500-312 Computer Support	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-321 Telephone	\$119.76	\$871.01	\$2,500.00	34.84%
E 100-420-42500-322 Postage	\$59.85	\$175.00	\$50.00	350.00%
E 100-420-42500-331 Travel Expense	\$0.00	\$2,262.86	\$1,000.00	226.29%
E 100-420-42500-350 Printing and Binding	\$50.68	\$242.89	\$500.00	48.58%
E 100-420-42500-361 General Liability/Prop	\$0.00	\$4,390.00	\$5,000.00	87.80%
E 100-420-42500-365 AMB/FIRE DISABILIT	\$0.00	\$0.00	\$3,000.00	0.00%
E 100-420-42500-381 Electric/Gas Utility	\$201.22	\$1,281.53	\$2,500.00	51.26%
E 100-420-42500-388 Lodging	\$0.00	\$0.00	\$0.00	0.00%

→ \$2,134.00 will be Moved out
 & Refunded as an Invoice was
 Paid Twice. Was supposed
 to come out of the
 Donation account.

Council Monthly Expense Summary

Current Period: June 2023

Account Desc	MTD Expense	2023 YTD Amt	2023 Budget	2023 % of Budget
E 100-420-42500-401 Building Contract Mai	\$0.00	\$0.00	\$500.00	0.00%
E 100-420-42500-409 Maintenance Agreem	\$0.00	\$294.62	\$750.00	39.28%
E 100-420-42500-414 Vehicle Maintenance	\$1,378.98	\$3,050.46	\$3,000.00	101.68%
E 100-420-42500-430 Miscellaneous	\$983.70	\$2,432.89	\$2,000.00	121.64%
E 100-420-42500-433 Dues and Subscriptio	\$0.00	\$455.34	\$1,200.00	37.95%
E 100-420-42500-436 Insurance Deductible	\$0.00	\$1,353.14	\$500.00	270.63%
E 100-420-42500-437 Misc Licenses and Pe	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-570 Office Equipment &	\$0.00	\$311.99	\$500.00	62.40%
E 100-420-42500-581 Uniforms	\$0.00	\$2,723.86	\$2,000.00	136.19%
E 100-420-42500-582 Radio Equipment	\$0.00	\$119.85	\$0.00	0.00%
PROG 42500 Ambulance	\$44,354.40	\$263,060.33	\$461,903.00	

CITY OF WABASHA
***Revenue Guideline©**

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Current Period: June 2023

			2023 YTD Budget	2023 YTD Amt	June MTD Amt	2023 YTD Balance	% of YTD Budget
Active	R 100-34160	Vehicle Impound Fees	\$0.00	\$160.00	\$0.00	-\$160.00	0.00%
Active	R 100-34161	Towing Charge	\$250.00	\$920.00	\$0.00	-\$670.00	368.00%
Active	R 100-34201	Police - Misc Revenue	\$0.00	\$1,451.50	\$5.00	-\$1,451.50	0.00%
Active	R 100-34204	Fire Revenue	\$60,000.00	\$30,485.41	\$29,335.41	\$29,514.59	50.81%
Active	R 100-34206	Fire - Misc Revenue	\$0.00	\$680.00	\$0.00	-\$680.00	0.00%
Active	R 100-34207	Ambulance Services	\$240,000.00	\$126,748.46	\$1,461.74	\$113,251.54	52.81%
Active	R 100-34210	Ambulance Township R	\$0.00	\$12,240.90	\$0.00	-\$12,240.90	0.00%
Active	R 100-34211	Police Safe & Sober Pro	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-34212	Ambulance Training Cen	\$500.00	\$1,220.00	\$0.00	-\$720.00	244.00%
Active	R 100-34213	Ambulance Misc. Reven	\$0.00	\$503.26	\$0.00	-\$503.26	0.00%
Active	R 100-34302	Street- rental equipment	\$0.00	\$300.00	\$0.00	-\$300.00	0.00%
Active	R 100-34305	Street-Twp Road Maint	\$10,578.00	\$10,578.06	\$0.00	-\$0.06	100.00%
Active	R 100-34307	Sales of Inventory	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-34720	Pool- Fees	\$35,000.00	\$30,682.23	\$29,299.78	\$4,317.77	87.66%
Active	R 100-34721	Pool -Concession	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-34729	Pool - pool/reimb/trainin	\$0.00	\$605.00	\$0.00	-\$605.00	0.00%
Active	R 100-34780	Park -Misc. Revenue	\$400.00	\$1,069.54	\$517.26	-\$669.54	267.39%
Active	R 100-34781	Park-Campsite Lease	\$144,000.00	\$141,635.00	\$0.00	\$2,365.00	98.36%
Active	R 100-34782	Park-Campsite Fees	\$2,000.00	\$792.78	\$149.50	\$1,207.22	39.64%
Active	R 100-34786	Park -Campers-winter st	\$2,000.00	\$2,600.00	\$0.00	-\$600.00	130.00%
Active	R 100-34787	Park-slip leases	\$20,000.00	\$45,700.00	\$8,700.00	-\$25,700.00	228.50%
Active	R 100-34790	Park - Boat Slip Daily Fe	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 100-34791	Park- Reservation Fees	\$1,500.00	\$1,089.41	\$409.54	\$410.59	72.63%
Active	R 100-35101	Police-Court Fines	\$16,000.00	\$7,981.52	\$0.00	\$8,018.48	49.88%
Active	R 100-35102	Police-Parking Fines	\$0.00	\$1,116.00	\$0.00	-\$1,116.00	0.00%
Active	R 100-36110	Bldg.Permit State Surch	\$1,000.00	\$755.30	\$138.05	\$244.70	75.53%
Active	R 100-36200	Miscellaneous Revenues	\$2,000.00	\$7,636.04	\$1,584.96	-\$5,636.04	381.80%
Active	R 100-36210	Interest Earnings	\$0.00	\$3,373.90	\$0.00	-\$3,373.90	0.00%
Active	R 100-36221	Cable franchise fee	\$56,000.00	\$26,336.73	\$1,121.68	\$29,663.27	47.03%
Active	R 100-36230	General Fund-Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-36245	Ambulance - Grants/Don	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-36247	Pool - Donations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-36253	Grants	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-36254	COPS GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-36290	Harbor Lease Agreemen	\$27,061.00	\$13,941.50	\$13,941.50	\$13,119.50	51.52%
Active	R 100-36317	INSURANCE REFUNDS	\$0.00	\$14,306.00	\$0.00	-\$14,306.00	0.00%
Active	R 100-36323	WORKMAN S COMP DI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-36327	PROPERTY/CASUALTY	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	R 100-36334	KELLOGG-POLICE PR	\$46,798.00	\$22,943.04	\$0.00	\$23,854.96	49.03%
Active	R 100-36335	POLICE W-K SCHOOL	\$43,000.00	\$0.00	\$0.00	\$43,000.00	0.00%
Active	R 100-37270	UT Enterprise Fund Staff	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	R 100-37272	WPA - Salary Fund	\$15,000.00	\$7,500.00	\$7,500.00	\$7,500.00	50.00%
Active	R 100-39101	Sales of General Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 100-39200	Interfund Operating Tran	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total General Fund			\$3,334,305.00	\$1,911,073.32	\$1,411,125.01	\$1,423,231.68	57.32%
Port Authority							
Active	R 200-31000	General Property Taxes	\$0.00	\$55,837.92	\$55,837.92	-\$55,837.92	0.00%
Active	R 200-31060	Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 200-32223	Subdivision Permit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 200-33000	Intergovernmental Reve	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 200-33100	Other Federal Grants	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 200-33400	State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Financial Summary Report

Wabasha Ambulance Service
CY 2023

Transaction Category	January	February	March	April	May	June	July	August	September	October	November	December
Beginning A/R	\$ 184,063.35	\$ 155,043.44	\$ 142,870.15	\$ 141,248.52	\$ 141,371.21	\$ 171,050.05	\$ 176,307.84	\$ 176,307.84	\$ 176,307.84	\$ 176,307.84	\$ 176,307.84	\$ 176,307.84
Gross Charges	\$ 74,974.70	\$ 55,724.80	\$ 50,843.70	\$ 59,618.40	\$ 70,870.95	\$ 91,129.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Adjustments	\$ 40,016.25	\$ 30,638.89	\$ 31,770.75	\$ 26,860.89	\$ 26,844.20	\$ 46,227.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Charges	\$ 34,958.45	\$ 25,085.91	\$ 19,072.95	\$ 32,757.51	\$ 44,026.75	\$ 44,902.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Write-Offs	\$ 44,843.05	\$ 669.94	\$ 462.63	\$ 3,889.66	\$ -	\$ 2,584.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Period Payments Posted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Monthly Deposits	\$ 21,102.20	\$ 32,726.18	\$ 24,095.03	\$ 28,745.16	\$ 16,366.66	\$ 35,168.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Net Payments	\$ 21,102.20	\$ 32,726.18	\$ 24,095.03	\$ 28,745.16	\$ 16,366.66	\$ 35,168.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending A/R	\$ 153,076.55	\$ 146,733.23	\$ 137,385.44	\$ 141,371.21	\$ 169,031.30	\$ 178,199.49	\$ 176,307.84	\$ 176,307.84	\$ 176,307.84	\$ 176,307.84	\$ 176,307.84	\$ 176,307.84
Charge Adjustment	\$ 1,966.89	\$ -	\$ -	\$ -	\$ 2,018.75	\$ (1,891.65)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transaction Adjustments	\$ -	\$ 3,863.08	\$ (3,863.08)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Billed 2023

\$403,162.35

Collected 2023

\$157,204.13

+ \$30,745.35 From 2022

Avg. Monthly Collection

\$26,200.69

Budgeted Revenue

\$240,000