

RESOLUTION NO. 168

RESOLUTION APPROVING MUNICIPAL COURT BUDGET

WHEREAS, the Intermunicipal Agreement for the operation of the Lake Country Municipal Court requires formation of an annual budget no later than the 1st day of September and approval of said budget by governing bodies of member municipalities; and

WHEREAS, the Court Administrative Committee, Court personnel and the Municipal Court Judge have formulated a budget for 2020 which has estimated revenues of \$363,401.00 and anticipated expenditures of \$357,717.00.

NOW THEREFORE, BE IT HEREBY RESOLVED that the attached Municipal Court budget for 2020 be approved.

DATED: 12/16/2019

VILLAGE OF OCONOMOWOC LAKE

By: 
President

ATTEST:


Clerk



LAKE COUNTRY MUNICIPAL COURT

174 E. Wisconsin Avenue
Oconomowoc, WI 53066
262-569-0920 - T
www.lcmunict.com

Clerk Pamela Strunk
clerk@lcmunict.com

Deputy Clerk Theresa Berlin
deputyclerk@lcmunict.com

Honorable Timothy T. Kay

December 6, 2019

TO: City, Village and Town Clerks

RE: Lake Country Municipal Court
2020 Budget Approval

Dear Clerks:

I enclose herewith a proposed Municipal Court budget for 2020. Note the projected surplus for 2020 is \$5,684.00. This is only a "budget." If you have any questions, feel free to contact me.

Also enclosed is a resolution approving the budget. It would be appreciated if you would take this resolution to your governing body and have it approved, returning a signed copy to the Municipal Court.

Thank you for your cooperation.

Sincerely,

G. William Chapman, Chairman
Administrative Committee
LAKE COUNTRY MUNICIPAL COURT
GWC/sp
Enclosures

cc: Municipal Court Representatives (letter only)
Municipal Court Clerk
Judge Timothy Kay

Lake Country Municipal Court

2020 Budget

11/21/19

Percent
+/-
Budget
Increase

Acct #:	Account Description:	2018 Actual	2019 YTD Ten Months	2019 Budget	2019 Estimated Year End	2020 Budget	Percent +/- Budget Increase
Revenues:							
1	4000 Court Fees	377,697	315,635	365,000	359,101	365,000	0.00%
2	4900 Interest Income	2,237	513	1,200	3,050	1,200	0.00%
3	4300 Court Assessment	2,215	3,098	2,000	800	2,000	
4	Transfer from Designated Fund	0		0		300,000	
	Transfer from Fund Balance					16,874	
5	4800 Miscellaneous	733	6,632	750	450	600	
6	Insurance Recoveries						
7	Total Revenues	382,882	325,877	368,950	363,401	685,674	85.84%
9	Total Assets	638,670	700,079	704,686	0	0	
11	Total Liabilities	122,766	155,905	173,498	0	0	
13	Deferred Inflow of Resources (Stark)	4,952	0	0	0	0	
15	Total Fund Balance	510,952	544,174	531,187	0	0	
Expenditures:							
19	Wages & Benefits	267,491	223,735	278,496	277,284	285,807	2.63%
20	Purchased Services	38,281	35,670	41,311	38,001	43,036	4.18%
21	Operating Supplies & Expenses	11,869	5,832	13,620	12,048	13,200	-3.08%
22	Fixed Charges	28,719	25,742	29,394	29,884	43,631	48.43%
23	Capital Outlay	4,944	422	0	500	300,000	
24	Restitution	0	0	0	0	0	
25	Bad Debt	9,041	0	0	0	0	
26	Total Expenditures:	360,345	291,402	362,821	357,717	685,674	88.98%
28	Total Surplus/Deficit	22,537	34,475	6,129	5,684	0	

Percent
+/-
Budget
Increase

Acct #:	Account Description:	2018 Actual	2019 YTD Ten Months	2019 Budget	2019 Estimated Year End	2020 Budget	Percent +/- Budget Increase
35	5000 Full Time Salaries	116,650	99,455	120,833	120,833	123,252	2.00%
36	Clerk of Courts						
37	Deputy Clerk of Courts						
38	5010 Assistant Clerks	24,108	22,049	29,401	29,401	29,704	1.03%
39	Clerk Salaries - Overtime						
40	5015 Part Time Judge	43,835	35,941	43,667	43,667	44,667	2.29%
41	Bailiff/Deputy Services	9,063	8,111	12,000	10,750	12,000	0.00%
42	5030 Employer FICA	13,084	11,111	14,812	14,800	15,118	2.07%
43	5040 Retirement EE-ER	10,824	9,112	10,775	10,775	11,335	5.20%
44	5050 Health	49,444	37,517	46,533	46,533	49,206	5.74%
45	5060 Long Term Disability Ins.	0	0	0	0	0	
46	5070 Life Insurance	483	439	475	525	525	10.53%
47	Unemployment Benefits	0	0	0	0	0	
48	Substitute Judge	0	0	0	0	0	
49	TOTAL:	267,491	223,735	278,496	277,284	285,807	2.63%

Acct #: Account Description:		2018 Actual	2019 YTD Ten Months	2019 Budget	2019 Estimated Year End	2020 Budget	Percent +/- Budget Increase
56	PURCHASED SERVICES:						
57	5400 Professional/Outside Services	914	565	2,000	300	2,000	0.00%
58	5405 Accounting	8,445	7,480	8,760	8,760	9,180	4.79%
59	5410 Auditor	7,800	8,200	8,000	8,200	8,400	5.00%
60	5415 Professional Services	0	0	0	0	0	
61	5415 Legal Services	1,823	624	2,000	800	2,500	
62	5420 Computer Consultant	0	3,050	3,000	3,000	3,000	0.00%
63	5425 Court Software Support	14,358	11,851	11,851	11,851	12,206	3.00%
64	5550 Telephone	3,091	2,192	3,300	2,940	3,300	0.00%
65	Internet/Web	0	0	300	300	300	0.00%
66	5500 Repair/Maint. Contracts Equip.	1,850	1,709	1,800	1,850	1,850	2.78%
67	5540 Substitute Judge	0	0	300	0	300	0.00%
68	Total:	38,281	35,670	41,311	38,001	43,036	4.18%
69	OPERATING SUPPLIES & EQUIPMENT						
70	5250 Office Supplies/Printing	5,945	4,274	6,000	5,500	6,000	0.00%
71	5300 Postage	4,501	0	5,000	5,000	5,000	0.00%
72	5350 Newspaper Publishing	0	267	100	0	100	0.00%
73	5200 Memberships	890	890	1,000	890	900	-10.00%
74	5160 Books & Publications	0	0	150	90	0	-100.00%
75	Shredding	0	0	170	150	0	-100.00%
76	Printing	0	0	0	0	0	
77	Miscellaneous	0	0	200	0	200	0.00%
78	5600 Training & Travel	533	401	1,000	418	1,000	0.00%
79	Total:	11,869	5,832	13,620	12,048	13,200	-3.08%
	FIXED CHARGES						
80	5100 Insurance and Bonds						
81	5105 Workman's Comp	0	0	0	0	0	
82	5120 Public Officials Ins.	0	0	0	0	0	
83	Property Insurance Coverage	0	0	0	0	0	
84	5125 Facility Expenses (utilities, plowing)	0	0	0	0	6,000	
85	5130 G Liability Ins./ Hired & non-owned MV	4,305	4,966	4,301	4,966	4,503	4.70%
86	5140 Bonds	0	0	0	0	0	
87	5150 Bank Charges	251	178	375	200	300	-20.00%
88	Erroneous Interest Charged	0	0	0	0	0	
89	5475 Equipment Lease	0	0	0	0	0	
90	5450 Rent	24,163	20,598	24,718	24,718	32,828	32.81%
91	Total:	28,719	25,742	29,394	29,884	43,631	48.43%
	CAPITAL OUTLAY						
92	8000 Capital Equipment	4,944	422	0	500	300,000	#DIV/0!
93	Total:	4,944	422	0	500	300,000	#DIV/0!