

Office of City Attorney
William Chapman • Mark X. Herro - Assistant

Handwritten:
J. Herro
Office copy
Put in
resolution file
when done

September 27, 1990

MEMORANDUM

TO: Municipal Court for Western Waukesha
County Administrative Committee

FROM: Attorney William Chapman

SUBJECT: 1991 Budget

Dear Representative:

Enclosed herewith please find a proposed resolution approving the 1991 Municipal Court Budget. Please present this to your Clerk for submittal to the governing body for adoption as soon as possible.

Return a signed copy after adoption.

Thank you.

Sincerely,

Handwritten signature: William Chapman

William Chapman, Attorney
CITY OF OCONOMOWOC
WC/kam
Enclosure

RESOLUTION APPROVING MUNICIPAL
COURT BUDGET

WHEREAS the intermunicipal agreement for the operation of the municipal court requires formation of an annual budget by the first day of September, and approval of said budget by governing bodies of member municipalities by the first day of November of each year, and

WHEREAS the court administrative committee and the municipal judge have formulated a budget for 1991 which has an estimated income of \$92,776.00 and anticipated expenses of \$91,920.00, a copy of which is attached hereto as Exhibit "A", and

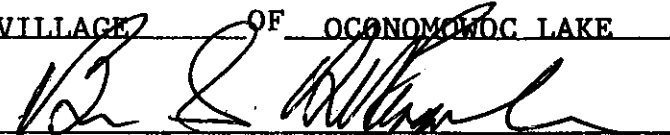
WHEREAS \$6,500.00 of the anticipated expenses represents an appropriation for capital expense-purchase of a cash register and an additional computer terminal, said expense to be billed 1/9th to each member municipality, and

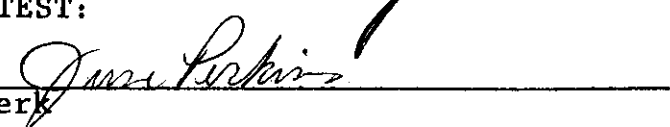
WHEREAS if projections of filed cases anticipated are correct, the receipts from the court costs alone should be sufficient to fund anticipated operating expenses.

NOW THEREFORE BE IT HEREBY RESOLVED that the attached municipal court budget for 1991 be approved.

Dated this 15th day of October, 1990.

VILLAGE OF OCONOMOC LAKE

BY: 

ATTEST: 

Clerk

CITY OF OCONOMOWOC
MUNICIPAL COURT
FUND 810

This is an agency fund which is comprised of nine difference communities: City of Oconomowoc, Town of Oconomowoc, Town of Summit, Town of Merton, Village of Hartland, Villages of Oconomowoc Lake, Village of Chenequa, Village of Lac La Belle and Village of Nashotah. It is support by the court fees and budget deficits are covered by the nine municipalities.

EXPENDITURES:

A/C 810-591-1200

- 111 Regular Salaries - Clerk of courts salary.
- 113 Part-Time Wages W/Benefits - Data Entry Clerk/Assistant 1,560 hours.
- 125 Part-Time Salaries - Municipal judge salary.
- 151 Employer share of social security at 7.65%.
- 152 Wisconsin Retirement - Employer/employee share at 12.3% for the Clerk and Part-time data entry clerk.
- 154 Health and STD Insurance - Clerk and Part-time Clerk.
- 153 Life Insurance - Clerk and Part-time Clerk.
- 210 Professional Service - Outside auditing firm.
- 214 Data Processing
- 225 Telephone
- 240 Repair and Maintenance Contracts - Typewriter, computer software and hardware.
- 310 Office Supplies - Receipts, file folders, pens, pads of paper, etc.
- 311 Postage
- 313 Printing - Printing of dockets, judgement rolls, letterhead, envelopes, invoices, etc.
- 320 Memberships - Municipal Judges Association
- 330 Training and Travel - Judge and Clerk training.
- 340 Operating Supplies and Expenses - Cassette tapes, state statute books, computer paper, ribbons, etc.
- 510 Insurance Bond - Personnel
- 530 Rent - Paid to City of Oconomowoc in the amount of \$1,000 per month.
- 810 Capital Equipment - Computer Equipment and Cash Register

Municipal Court

ACCOUNT TITLE	A/C CODE	ACTUAL 1989	BUDGET 1990	6 MONTHS 1990	PROPOSED 1991
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WAGES AND BENEFITS

Regular Salaries	111	\$21,261	\$19,240	\$14,871	\$22,923
Part-time w/Benefits	113		\$7,500		\$12,480
Overtime Wages-Union	122				
Part Time Wages	125	\$8,000	\$13,000	\$7,743	\$13,000
Longevity	133				
Employer FICA	151	\$2,197	\$2,469	\$1,731	\$3,703
Retirement EE-ER	152	\$2,596	\$2,367	\$1,593	\$4,355
Health/STD Insurance	154	\$3,680	\$4,572	\$2,522	\$7,572
Life Insurance	155	\$137	\$140	\$52	\$212

PURCHASED SERVICES

Professional Services	210	\$200	\$200	\$400	\$400
Data Processing	214	\$7,371			
Electric and Water	222				
Natural Gas-Heating	224				
Telephone	225	\$1,614	\$2,000	\$786	\$1,200
Rpr/Maint. Contracts (Other Fac)	230				
Repair/Maint. Contracts Equip.	240	\$49	\$1,100		\$2,200
Refuse Collection	297				

OPERATING SUPPLIES AND EXPENSE

Office Supplies	310	\$452	\$700	\$734	\$1,100
Postage	311	\$1,353	\$1,600	\$750	\$1,600
Printing	313	\$1,091	\$1,000	\$833	\$1,100
Memberships	320	\$450	\$75		\$75
Periodicals & Serials	322				
Training and Travel	330	\$327	\$800	\$73	\$800
Car Allowance	332				
Operating Supplies and Expense	340	\$1,854	\$200	\$403	\$500
Repairs and Maintenance	350				
Gas/Oil Vehicles	351				
Tires Vehicles	352				

FIXED CHARGES

Insurance Bond	510		\$200		\$200
Leases	530	\$2,400	\$8,800	\$4,800	\$12,000

CAPITAL OUTLAY

Capital Improvements	820				\$6,500
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TOTALS		\$55,032	\$65,963	\$37,270	\$91,920
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TITLE Municipal Court ACCOUNT # 810-591-1200

CITY OF OCONOMOWOC

MUNICIPAL COURT
FUND 810

REVENUES:

A/C 810-405-5111 Court Fees - Based on number of cases filed by each municipality times \$10 court fee for the period of June 1989 to June 1990..

<u>Municipality</u>	<u>Cases</u>	<u>Fines</u>	<u>Less 5% Dismissed</u>
City of Oconomowoc	4,119	\$41,190	(\$2,059)
Town of Oconomowoc	1,734	17,340	(867)
Town of Summit	843	8,430	(422)
Town of Merton	531	5,310	(265)
Village of Hartland	762	7,620	(381)
Village of Ocono. Lake	643	6,430	(322)
Village of Chenequa	174	1,740	(87)
Village of LacLaBelle	94	940	(47)
Village of Nashotah	108	1,080	(54)

A/C 810-406-6219 Court Service Fees - The amount each municipality may pay towards the operation of the court when it has a deficit balance or for needed equipment such as printer, computer, etc.

A/C 810-408-8110 Interest Income - Interest earned on operating cash invested at the State Investment Pool.

MUNICIPAL COURT - REVENUES

ACCOUNT TITLE	A/C CODE	ACTUAL 1989	BUDGET 1990	1/2 YEAR 1990	PROPOSED 1991
Court Fees					
Acct.# 810-405-5111	000	\$58,915	\$77,290	\$24,650	\$85,578
Court Service Fees					
Acct.# 810-406-8219	000	\$8,004			\$8,500
Interest Income					
Acct.# 810-408-8110	000	\$692	\$400	\$318	\$700
Total		\$65,611	\$77,690	\$24,968	\$92,778