

# Agenda

## Regular Parks and Recreation Board

**DATE: THURSDAY MAY 5, 2022**  
**TIME: 5:15 P.M. – COUNCIL CHAMBERS, CITY HALL**  
**(with the option to attend virtually via video /**  
**teleconferencing)**

**CITY OF WAUPACA MISSION STATEMENT:** *“The city of Waupaca’s mission is to provide services that ensure a safe, vibrant and connected community.”*

### **General Business:**

- A. Roll Call
- B. Approval of Agenda
- C. Annual Review of the Code of Ethics
- D. Approval of Monthly Reports
  - Revenue and Expenditure Reports
- E. Recreation Program Update – Andrew Whitman
- F. Recreation Program Supervisor Position Update
- G. Swan Park Project Update

### ***Any other Business***

### ***Adjournment***

Andrew Whitman  
Parks and Recreation Director

PLEASE NOTIFY THE CLERK’S OFFICE IF YOU ARE UNABLE TO ATTEND.

PLEASE ADVISE THE CITY CLERK’S OFFICE IF YOU REQUIRE SPECIAL ACCOMMODATIONS.  
THE CITY OF WAUPACA PROVIDES EQUAL OPPORTUNITIES FOR PUBLIC MEETINGS.

**This meeting will be held in the Council Chambers, City Hall with the option to attend virtually via video / teleconferencing.**

## ORDINANCE NO. 05-14 (2014)

### ORDINANCE AMENDING THE CODE OF ETHICS FOR THE CITY OF WAUPACA

The Common Council of the City of Waupaca do ordain as follows:

Section 1. Section 2.21 of the Municipal Code of the City of Waupaca is hereby amended to read as follows:

2.21 CODE OF ETHICS. (1) Declaration of Policy. The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a code of ethics for all City of Waupaca officials and employees, whether elected or appointed, paid or unpaid, including members of boards, committees, and commissions of the City as well as any individuals who are candidates for elective office as soon as such individuals file nomination papers with the City. The purpose of this code is to establish guidelines for ethical standards of conduct for all such officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City of Waupaca and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the City. The provisions and purpose of this code and such rules and regulations as may be established are hereby declared to be in the best interest of the City of Waupaca.

(2) Standards of Conduct. There are certain provisions of the Wisconsin Statutes which should, while not set forth herein, be considered an integral part of any Code of Ethics.

Accordingly, the provisions of the following sections of the Wisconsin Statutes are made a part of this Code of Ethics and shall apply to public officials and employees whenever applicable, to-wit:

Section 946.10 – Bribery of Public Officers and Employees  
Section 946.11 – Special privileges from Public Utilities  
Section 946.12 – Misconduct in Public Office  
Section 946.13 – Private Interest in Public Contract Prohibited.

(3) Responsibility of Public Office. Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the constitution of this state and carry out impartially the laws of the nation, state, and municipality and to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their prime concern.

(4) Dedicated Service. All officials and employees of the City of Waupaca should be loyal to the objectives expressed by the electorate and the programs developed to attain these objectives. Appointive officials and employees should adhere to the rules of work and performance established as the standard for their positions by the appropriate authority.

Officials and employees should not exceed their authority or breach the law or ask others to do so, and they should work in full cooperation with other public officials and employees unless prohibited from so doing by law or by officially recognized confidentiality of their work.

(5) Fair and Equal Treatment. (a) Use of Public Property. No official or employee shall request or permit the unauthorized use of city-owned vehicles, equipment, materials or property for personal convenience or profit.

(b) Obligations to Citizens. No official or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

(6) Conflict of Interest. (a) Financial and Personal Interest Prohibited. No official or employee, whether paid or unpaid, shall engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of official duties in the public interest contrary to the provisions of this ordinance or which would tend to impair independence of judgment or action in the performance of official duties.

(b) Definitions. (1) Financial Interest. Any interest which shall yield, directly or indirectly, a monetary or other material benefit to the officer or employee or to any person employing or retaining the services of the officer or employee.

(2) Personal Interest. Any interest arising from blood or marriage relationships or from close business or political associations, whether or not any financial interest is involved.

(3) Person. Any person, corporation, partnership, or joint venture.

(c) Specific Conflicts Enumerated. (1) Incompatible Employment. No official or employee shall engage in or accept private employment or render service, for private interest, when such employment or service is incompatible with the proper discharge of official duties or would tend to impair independence of judgment or action in the performance of official duties, unless otherwise permitted by law and unless disclosure is made as hereinafter provided.

(2) Disclosure of Confidential Information. No official or employee shall, without proper legal authorization, disclose confidential information concerning the property, government, or affairs of the City, nor shall such information be used to advance the financial or other private interest of the official or employee or others.

(3) Gifts and Favors. No official or employee shall accept any gift, whether in the form of service, loan, thing or promise, from any person which may tend to impair his or her independence of judgment or action in the performance of his or her duties or grant in the discharge of his or her duties any improper favor, service or thing of value.

Any official who receives, directly or indirectly, any gift or gifts having an aggregate value of more than \$50 from any person who is known by said official or employee to be interested directly or indirectly in any manner whatsoever in business dealings with the City upon which the official or employee has any influence or input or over which the official or employee has any jurisdiction, discretion or control, shall disclose the nature and value of such gifts to the Ethics Committee within 90 days after receiving such gift or gifts.

No official or employee may solicit or accept, either directly or indirectly, from any person or organization, money or anything of value if it could reasonably be expected to influence the

employee's official actions or judgments or be considered a reward for any action or inaction on the part of the official or employee.

An official or employee is not to accept hospitality if after consideration of the surrounding circumstances it could reasonably be concluded that such hospitality would not be extended were it not for the fact that the guest or a member of the guest's immediate family was a City official or employee. Participation in celebrations, grand openings, open houses, information meetings, and similar events are excluded from this prohibition. This paragraph further shall not be construed to prevent candidates for elective office from accepting hospitality from citizens for the purpose of supporting the candidate's campaign.

Gifts received by an official or employee under unusual circumstances should be referred to the Ethics Committee within 10 days of receipt for recommended disposition.

(4) Representing Private Interests before City Agencies. No officer or employee shall appear on behalf of any private person (other than him or herself, his or her spouse or minor children) before any city agency. However, members of the Common Council may appear before City agencies on behalf of constituents in the course of their duties as representatives of the electorate or in the performance of public or civic obligations.

(5) Conflicts of Interest Prohibited. No official or employee shall take any official action substantially affecting a matter in which the official or employee, a member of his or her immediate family, or an organization with which the official or employee is associated, has a substantial financial interest.

No official or employee shall use his or her office or position in a way that produces or assists in the production of a substantial benefit, direct or indirect, for the official or employee, one or more members of the official or employee's immediate family, either separately or together, or an organization with which the official or employee is associated.

(d) Contracts with the City. No City officer or employee who in his/her capacity as such officer or employee participates in the making of a contract in which he/she has a private pecuniary interest, direct or indirect, or performs in regard to that contract some function requiring the exercise of discretion on his part, shall enter into any contract with the City unless, within the confines of Section 946.13, Wisconsin Statutes:

(1) The contract is awarded through a process of public notice and competitive bidding,  
or

(2) The Common Council waives the requirement of this section after determining that it is in the best interest of the City to do so.

(3) The provisions of the Section shall not apply to the designation of a public depository of public funds.

(e) Disclosure of Interest in Legislation. Any member of the Common Council who has a financial interest or personal interest in any proposed legislation before the Common Council shall disclose on the records of the Common Council, or the Ethics Committee created by this ordinance, the nature and extent of such interest.

Any other official or employee who has a financial interest or personal interest in any proposed legislative action of the Common Council or any board, commission or committee upon which the official or employee has any influence or input or of which the official or employee is a member that is to make a recommendation or decision upon any item which is the subject of the proposed legislative action, shall disclose on the records of the Common Council or the appropriate board, commission or committee the nature and extent of such interest.

(7) Advisory Opinion. Any questions as to the interpretation of any provisions of this Code of ethics shall be referred to the Ethics Committee, which, if it deems it necessary or appropriate, may request an advisory opinion from the City Attorney.

(8) Jurisdiction and Application. The Committee Of The Whole shall have administrative jurisdiction over this Code of Ethics and shall be deemed the Ethics Committee for that purpose.

(a) The Committee may make recommendations with respect to amendments to this Code of Ethics Ordinance.

(b) Upon the sworn complaint of any person alleging facts which, if true, would constitute improper conduct under the provisions of this ordinance, the Committee shall conduct an investigation of the facts of the complaint, if the investigation indicates there may be a reasonable basis for the complaint justifying further investigation, the Committee shall conduct a public hearing in accordance with the common law requirements of the due process including notice, an opportunity to be heard, an opportunity to cross-examine witnesses and to present testimony and other evidence in support of the accused's position and an opportunity to be represented by counsel or other representative at the expense of the accused. The Committee shall make written findings of fact and issue a written decision concerning the propriety of the conduct of the subject official or employee and shall refer the matter to the Common Council for final disposition.

(c) In the event a member of the Ethics Committee is allegedly involved in the ethics code violation, that member shall not take part in any investigation nor act as a member of said Committee in regard to said matter.

(d) In the event an employee, covered under a collective bargaining agreement, is allegedly involved in an ethics code violation, the terms and conditions set forth in the applicable collective bargaining agreement shall prevail in the administration and interpretation of this ethics code.

(9) Sanctions. A determination that an official's or employee's actions constitute improper conduct under the provisions of this ordinance may constitute a cause for suspension, removal from office or employment, or other disciplinary action. Pursuant to Section 19.59, Wisconsin Statutes, other disciplinary action may include a forfeiture in an amount not exceeding \$1,000.00 for each offense.

(10) Distribution of Code of Ethics. The City Clerk shall cause a copy of this Code of Ethics to be distributed to every public official and employee of the City of Waupaca within thirty (30) days after enactment of this Code. Each public official and employee elected, appointed, or engaged thereafter shall be furnished a copy before entering upon his or her duties.

Each public official, the Mayor, the Chairman of each Board, Commission or Committee and, the head of each Department, shall between May 1<sup>st</sup> and May 31<sup>st</sup>, each year, review the provisions of

this Code with his or her fellow Council, Board, Commission, Committee members or subordinates as the case may be, and certify to the City Clerk by June 15<sup>th</sup> that such annual review had been undertaken. A copy of this Code shall be continuously posted on each department bulletin board wherever situated.

Section 2. All ordinance or part of ordinances contravening the terms and provisions of this ordinance are hereby to that extent repealed.

Section 3. This Ordinance shall take effect on and upon passage and publication according to law.

Approved: July 15, 2014

/s/ Brian Smith  
Brian Smith, Mayor

Adopted: July 15, 2014

Published: July 24, 2014

ATTEST:

/s/ Henry Veleker  
Henry Veleker, Clerk

## **Parks and Recreation Director – April Report**

### **Administrative:**

- The application period has closed for the Recreation Program Supervisor position that is currently open. We only received four applications but have some quality applicants. The hiring committee has been formed and we plan to do interviews on May 6<sup>th</sup> for all applicants.
- The majority of my current time is being spend focusing on recreation activities. Baseball and softball will be starting in May so there has been a lot of work on schedules, umpires, employees and the concession stand. I met with employees out at Swan Park this past weekend and got everything ready to go.
- Through some emails with the WI DNR I am expecting to receive the final contract for our LWCF grant for the Playground/Splash Pad project soon. Everything seems to be going through well and I look forward to signing that official contract.
- The Riverside Park project is almost complete. Final ground work and grass planting has been happening at the end of April. On May 3<sup>rd</sup> DNR officials and myself will be meeting with the kids from the CEC school to teach them what was done on this project and have them help with some further planting of seeds and trees.

### **Community Events:**

- **Parks Officially Open** – May 1<sup>st</sup>, 2022
- **Park and Watch Movie at the Airport** – June 10<sup>th</sup>, 2022

### **Parks:**

- Parks staff found some damage to the fishing pier near Lower South Park that needed to be fixed. We assume that the ice/wind caused that damage.
  - Staff has also been busy turning on water in the parks and getting them ready to go for spring and rental season. Any leaks were fixed and things are ready for May 1<sup>st</sup> when parks officially open. Part of the opening process also includes pressure washing all shelters and bathrooms.
  - At Swan Park staff was able to get all the batting cages and shade structure back up now that the threat of snow has hopefully declined. Field maintenance work was also performed to make sure all fields are ready to go for the upcoming seasons.
  - Both the Park Superintendent and Parks and Cemetery Crewperson also work on preparing all winter equipment for storage to make sure it is ready to go again when needed.
  - They both also attended a very good tree trimming class with street department staff. From what I hear it was one of the better training they have had and will help keep trees looking good around the city for years to come.
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- Staff also got the irrigation systems up and running to make sure any leaks or issues can be fixed before the systems are needed.

Andrew Whitman, CPRP  
Parks and Recreation Director

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Deposit Date	(All)
Money Type	(All)

Year to date summary	YTD-Sum of Amount	Sum of Amount
		0.00%
Park Shelter Houses	\$ 60.00	0.09%
501 Youth Programs	\$ 32,316.14	46.18%
502 Swimming	\$ 3,065.22	4.38%
504 Youth Center Fees	\$ 780.38	1.12%
507 Concessions Rec Center	\$ 1,456.27	2.08%
508 Rent Rec Center	\$ 7,499.20	10.72%
511 Park Shelter Houses	\$ 6,433.72	9.19%
513 Beer Permits	\$ 444.55	0.64%
514 Shelter Deposit	\$ 6,759.35	9.66%
521 Adult Baseball	\$ 475.00	0.68%
523 Adult Volleyball	\$ 5,695.32	8.14%
524 Adult Kickball/Tennis	\$ 101.94	0.15%
530 Donations-P&R Events (R )	\$ 2,186.22	3.12%
530 Donations-Swan Park	\$ 1,000.00	1.43%
702 Senior Programs	\$ 49.84	0.07%
703 Senior Membership	\$ 1,657.19	2.37%
(blank)		0.00%
<b>Grand Total</b>	<b>\$ 69,980.34</b>	<b>100.00%</b>

4/27/2022

Month to date summary	Sum of Amount
501 Youth Programs	\$17,005.30
504 Youth Center Fees	\$238.12
507 Concessions Rec Center	\$342.83
508 Rent Rec Center	\$1,732.37
511 Park Shelter Houses	\$878.16
513 Beer Permits	\$57.08
514 Shelter Deposit	\$1,289.23
702 Senior Programs	-\$0.42
703 Senior Membership	\$227.39
502 Swimming	\$1,092.16
521 Adult Baseball	\$475.00
530 Donations-P&R Events (R )	\$2,186.22
530 Donations-Swan Park	\$1,000.00
Park Shelter Houses	\$60.00

<b>Grand Total</b>	<b>\$26,583.44</b>
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# WAUPACA SENIOR CENTER

Monthly Report: April 2022

Andrea Wanty, Senior Center Supervisor

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## MEMBERSHIP

**WE CURRENTLY HAVE 457 MEMBERS SIGNED UP FOR 2022. THERE WERE 1055 ENTRIES FOR THE MONTH (THROUGH APRIL 27<sup>th</sup>) WITH 211 UNIQUE USERS.**

## ADVISORY BOARD

The Advisory Board met for the quarterly meeting on April 26<sup>th</sup>. The next meeting is scheduled for July 26<sup>th</sup> at 8AM.

## PROGRAM UPDATES

### MEN'S POOL LEAGUE

The League completed their session on April 18<sup>th</sup>. They had a pizza party to socialize and celebrate the completion. They will be holding tournaments the last Monday of the month until the next session begins in the fall.

### HULA HOOPING CLASS

Basic waist hooping class is back by demand. Class will be held every Friday at 10AM from April 22-May 27.

### CARDIO DRUMMING & LINE DANCING

Both programs are coordinating a routine to perform during the 4<sup>th</sup> of July parade.

## SENIOR GARDENING

The Senior Garden at Swan Park will be ready and available to participating members on May 9<sup>th</sup>. All plots have been reserved and all information has been given to those members.

## UPCOMING PROGRAMS AND EVENTS

### MINDWORKS- FOX VALLEY MEMORY PROJECT

Mindworks is a facilitated program designed for people with early symptoms of dementia or memory loss. The curriculum provides opportunities for enhanced social connections while promoting brain health and overall wellness. This program also provides respite care for care partners while participants are engaged in the Mindworks class. Classes will start June 2<sup>nd</sup> and will run every Tuesday and Thursday from 11AM-1PM

### COMPUTER CLASSES

We will be holding individualized class opportunities to members starting in May. Our plan is to start with a sign up for individual class times to meet with our instructor. The classes will be held two days a week for two weeks a month from 9AM-11AM. The designated time will allow members to bring in their own devices with questions and/or utilize our computer lab and work with the instructor on specific requests. Depending on wants and needs, the class can be flexible.

### BOOK AND BAKE SALE

Book and Bake sale will be held on May 12<sup>th</sup> 8AM-3:30PM and May 13<sup>th</sup> 8AM-2PM. We are looking for baked goods and book donations for the event. Books can be dropped off at the Senior Center Starting May 9<sup>th</sup> and baked goods on May 11<sup>th</sup> and 12<sup>th</sup>.

**CITY OF WAUPACA**  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 100 - GENERAL FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	<u>PUBLIC CHARGES FOR SERVICE</u>					
100-46540-100-000	FEES: CEMETERY BURIALS	600.00	3,950.00	15,000.00	( 11,050.00)	26.33
100-46715-000-000	FEES: PARK BEER PERMITS	47.08	334.55	500.00	( 165.45)	66.91
100-46720-000-000	FEES: PARK SHELTER HOUSES	419.91	4,480.92	8,000.00	( 3,519.08)	56.01
100-46725-000-000	FEES: CONCESSIONS SWAN PARK	.00	.00	30,000.00	( 30,000.00)	.00
100-46745-000-000	FEES: CONCESSIONS REC CENTER	333.94	1,552.84	3,000.00	( 1,447.16)	51.76
100-46750-100-000	FEES: SENIOR MEMBERSHIP	582.95	4,754.20	8,000.00	( 3,245.80)	59.43
100-46750-110-000	FEES: SENIOR TRAVEL	( 52.94)	215.13	5,000.00	( 4,784.87)	4.30
100-46750-120-000	FEES: SENIOR PROGRAMS	100.08	344.81	250.00	94.81	137.92
100-46750-150-000	FEES: HISTORICAL CONSERV COMM	.00	30.00	.00	30.00	.00
	<b>TOTAL PUBLIC CHARGES FOR SERVICE</b>	<b>2,031.02</b>	<b>15,662.45</b>	<b>69,750.00</b>	<b>( 54,087.55)</b>	<b>22.46</b>
	<b>TOTAL FUND REVENUE</b>	<b>2,031.02</b>	<b>15,662.45</b>	<b>69,750.00</b>	<b>( 54,087.55)</b>	<b>22.46</b>
	<u>PARK &amp; REC-SENIOR PROGRAMS</u>					
100-55131-102-000	SR CITIZENS: WAGES	2,538.46	2,538.46	41,011.00	38,472.54	6.19
100-55131-104-000	SR CITIZENS: PT WAGES	3,187.06	9,798.96	28,026.00	18,227.04	34.96
100-55131-118-000	SR CITIZENS: SOCIAL SECURITY	469.89	994.63	5,664.00	4,669.37	17.56
100-55131-119-000	SR CITIZENS: RETIREMENT (R)	252.15	340.39	2,991.00	2,650.61	11.38
100-55131-121-000	SR CITIZENS: GRP HLTH INS	416.68	416.68	5,000.00	4,583.32	8.33
100-55131-122-000	SR CITIZENS: LIFE INS	6.48	6.48	78.00	71.52	8.31
100-55131-123-000	SR CITIZENS: INC PROTECT	.00	.00	240.00	240.00	.00
100-55131-202-000	SR CITIZENS: TRAINING	.00	119.00	1,300.00	1,181.00	9.15
100-55131-216-000	SR CITIZENS: POSTAGE	.00	265.00	2,000.00	1,735.00	13.25
100-55131-217-000	SR CITIZENS: MEMBERSHIP & DUES	.00	.00	150.00	150.00	.00
100-55131-230-000	SR CITIZENS: AWARDS	.00	.00	200.00	200.00	.00
100-55131-231-000	SR CITIZENS: EQUIP	.00	89.13	1,500.00	1,410.87	5.94
100-55131-253-000	SENIOR: PROMOTIONAL MATERIA	.00	.00	1,100.00	1,100.00	.00
100-55131-254-000	SENIOR: TRIPS	.00	.00	8,000.00	8,000.00	.00
100-55131-301-000	SR CITIZENS: SUPPLIES	.00	1,134.61	5,500.00	4,365.39	20.63
	<b>TOTAL PARK &amp; REC-SENIOR PROGRAMS</b>	<b>6,870.72</b>	<b>15,703.34</b>	<b>102,760.00</b>	<b>87,056.66</b>	<b>15.28</b>

**CITY OF WAUPACA**  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 100 - GENERAL FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
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PARK & REC-ADMINISTRATION						
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100-55211-102-000	REC ADMIN: WAGES	7,648.00	45,607.25	69,917.00	24,309.75	65.23
100-55211-118-000	REC ADMIN: SOCIAL SECURITY	649.78	4,068.07	5,922.00	1,853.93	68.69
100-55211-119-000	REC ADMIN: RETIREMENT (R)	567.55	3,518.31	5,032.00	1,513.69	69.92
100-55211-121-000	REC ADMIN: GRP HLTH INS	833.36	4,270.97	7,500.00	3,229.03	56.95
100-55211-122-000	REC ADMIN: LIFE INS	46.06	199.42	300.00	100.58	66.47
100-55211-123-000	REC ADMIN: INC PROTECT	41.40	230.34	457.00	226.66	50.40
100-55211-202-000	REC ADMIN: TRAINING	.00	348.00	2,000.00	1,652.00	17.40
100-55211-206-000	REC ADMIN: TELEPHONE	.00	388.58	900.00	511.42	43.18
100-55211-215-000	REC ADMIN: ADVERTISING	.00	112.48	1,850.00	1,737.52	6.08
100-55211-217-000	REC ADMIN: MEMBERSHIP & DUES	.00	.00	500.00	500.00	.00
100-55211-228-000	REC ADMIN: RECRUITE PERSONNEL	.00	1,313.75	450.00	( 863.75)	291.94
100-55211-268-000	REC ADMIN: CAR /CELL PHONE	250.00	1,300.00	1,950.00	650.00	66.67
100-55211-301-000	REC ADMIN: SUPPLIES	.00	1,125.07	1,650.00	524.93	68.19
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	TOTAL PARK & REC-ADMINISTRATION	10,036.15	62,482.24	98,428.00	35,945.76	63.48
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PARK & REC-RECREATION BLDG						
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100-55216-104-000	REC BLDG :PARTTIME	3,610.83	14,623.76	22,500.00	7,876.24	64.99
100-55216-112-000	REC BLDG: UNIFORMS	.00	50.66	.00	( 50.66)	.00
100-55216-116-000	REC BLDG : PT RETIRE	9.81	15.33	.00	( 15.33)	.00
100-55216-118-000	REC BLDG : SOCIAL SECURITY	123.24	485.10	1,721.00	1,235.90	28.19
100-55216-122-000	REC BLDG: LIFE INS	2.46	2.46	.00	( 2.46)	.00
100-55216-203-000	REC BLDG: HEAT	.00	11,731.09	17,000.00	5,268.91	69.01
100-55216-204-000	REC BLDG: ELECTRICITY	.00	7,246.94	20,000.00	12,753.06	36.23
100-55216-205-000	REC BLDG: WATER SEWER	556.41	1,657.57	7,000.00	5,342.43	23.68
100-55216-206-000	REC BLDGCENTER: TELEPHONE	97.31	356.76	1,500.00	1,143.24	23.78
100-55216-207-000	REC BLDG: MAINT OF EQUIP	.00	4,083.47	4,000.00	( 83.47)	102.09
100-55216-208-000	REC BLDG: MAINT OF FACILITIES	125.00	1,945.25	9,610.00	7,664.75	20.24
100-55216-211-000	REC BLDG: CONTRACT SERVICES	.00	.00	1,400.00	1,400.00	.00
100-55216-231-000	REC BLDG: EQUIP	.00	.00	2,000.00	2,000.00	.00
100-55216-244-000	REC BLDG: ELEVATOR	.00	2,400.00	2,000.00	( 400.00)	120.00
100-55216-245-000	REC BLDG: FIRE ALARM	.00	.00	750.00	750.00	.00
100-55216-246-000	REC BLDG: AUTOMATIC DOORS	193.50	193.50	.00	( 193.50)	.00
100-55216-247-000	REC BLDG: SPRINKLER SYSTEM	.00	.00	250.00	250.00	.00
100-55216-248-000	REC BLDG: AIR SYSTEM HVAC	.00	3,247.96	7,000.00	3,752.04	46.40
100-55216-253-000	REC BLDG: CONCESSIONS	391.45	1,353.57	1,500.00	146.43	90.24
100-55216-301-000	REC BLDG: SUPPLIES	.00	1,326.05	4,550.00	3,223.95	29.14
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	TOTAL PARK & REC-RECREATION BLDG	5,110.01	50,719.47	102,781.00	52,061.53	49.35
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**CITY OF WAUPACA**  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 100 - GENERAL FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
	<u>PARK &amp; REC-BEACHES</u>					
100-55221-104-000	BEACHES: PT WAGES	152.50	152.50	44,250.00	44,097.50	.34
100-55221-118-000	BEACHES: SOCIAL SECURITY	11.67	11.67	3,385.00	3,373.33	.34
100-55221-205-000	BEACHES: WATER SEWER	85.29	255.87	1,500.00	1,244.13	17.06
100-55221-206-000	BEACHES: TELEPHONE	36.00	108.00	585.00	477.00	18.46
100-55221-208-000	BEACHES: MAINT OF FACILITIES	.00	.00	500.00	500.00	.00
100-55221-301-000	BEACHES: SUPPLIES	.00	1,294.43	2,225.00	930.57	58.18
	<b>TOTAL PARK &amp; REC-BEACHES</b>	<b>285.46</b>	<b>1,822.47</b>	<b>52,445.00</b>	<b>50,622.53</b>	<b>3.48</b>
	<u>PARK &amp; REC-PARKS</u>					
100-55411-102-000	PARKS: WAGES	4,376.00	17,856.71	56,880.00	39,023.29	31.39
100-55411-103-000	PARKS: OVERTIME	.00	.00	1,100.00	1,100.00	.00
100-55411-104-000	PARKS: PT WAGES	.00	.00	7,400.00	7,400.00	.00
100-55411-112-000	PARKS: UNIFORMS	.00	346.64	700.00	353.36	49.52
100-55411-118-000	PARKS: SOCIAL SECURITY	304.62	1,188.91	5,002.00	3,813.09	23.77
100-55411-119-000	PARKS: RETIREMENT (R)	284.44	1,223.43	3,769.00	2,545.57	32.46
100-55411-121-000	PARKS: GRP HLTH INS	1,439.86	5,382.44	17,278.00	11,895.56	31.15
100-55411-122-000	PARKS: LIFE INS	9.86	36.87	117.00	80.13	31.51
100-55411-123-000	PARKS: INC PROTECT	25.44	95.11	305.00	209.89	31.18
100-55411-202-000	PARKS: TRAINING	125.00	344.14	500.00	155.86	68.83
100-55411-203-000	PARKS: HEAT	.00	953.61	1,000.00	46.39	95.36
100-55411-204-000	PARKS: ELECTRICITY	.00	6,568.69	17,000.00	10,431.31	38.64
100-55411-205-000	PARKS: WATER SEWER	676.01	2,028.03	15,000.00	12,971.97	13.52
100-55411-206-000	PARKS: TELEPHONE	108.00	648.67	2,500.00	1,851.33	25.95
100-55411-207-000	PARKS: MAINT OF EQUIP	.00	170.66	2,000.00	1,829.34	8.53
100-55411-208-000	PARKS: MAINT OF FACILITIES	112.50	20,439.85	17,100.00	( 3,339.85)	119.53
100-55411-211-000	PARKS: CONTRACT SERVICES	.00	.00	4,500.00	4,500.00	.00
100-55411-231-000	PARKS: MOWING EQUIP	.00	.00	7,000.00	7,000.00	.00
100-55411-272-000	PARKS: MAINT OF VEHICLES	.00	2,428.63	4,200.00	1,771.37	57.82
100-55411-301-000	PARKS: SUPPLIES	.00	2,573.40	16,970.00	14,396.60	15.16
100-55411-312-000	PARKS: GASOLINE	575.76	1,587.51	7,000.00	5,412.49	22.68
100-55411-313-000	PARKS: DIESEL FUEL	60.79	223.86	2,000.00	1,776.14	11.19
	<b>TOTAL PARK &amp; REC-PARKS</b>	<b>8,098.28</b>	<b>64,097.16</b>	<b>189,321.00</b>	<b>125,223.84</b>	<b>33.86</b>

**CITY OF WAUPACA**  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 100 - GENERAL FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
	<u>CEMETERY</u>					
100-57711-102-000	CEM: WAGES	3,851.20	16,359.46	50,070.00	33,710.54	32.67
100-57711-103-000	CEM: OVERTIME	81.24	81.24	.00	( 81.24)	.00
100-57711-112-000	CEM: UNIFORMS	.00	.00	150.00	150.00	.00
100-57711-118-000	CEM: SOCIAL SECURITY	327.42	1,466.14	5,190.00	3,723.86	28.25
100-57711-119-000	CEM: RETIREMENT (R)	285.30	1,273.30	4,410.00	3,136.70	28.87
100-57711-121-000	CEM: GRP HLTH INS	416.68	1,562.55	17,278.00	15,715.45	9.04
100-57711-122-000	CEM: LIFE INS	6.74	26.16	.00	( 26.16)	.00
100-57711-123-000	CEM: INC PROTECT	19.94	77.42	240.00	162.58	32.26
100-57711-202-000	CEM: TRAINING	.00	.00	250.00	250.00	.00
100-57711-203-000	CEM: HEAT	.00	.00	600.00	600.00	.00
100-57711-204-000	CEM: ELECTRICITY	.00	160.30	425.00	264.70	37.72
100-57711-205-000	CEM: WATER SEWER	53.29	159.87	675.00	515.13	23.68
100-57711-207-000	CEM: MAINT OF EQUIP	.00	2,342.58	3,000.00	657.42	78.09
100-57711-268-000	CEM: CAR/CELL PHONE	40.00	160.00	480.00	320.00	33.33
100-57711-272-000	CEM: MAINT OF VEHICLES	.00	654.83	1,000.00	345.17	65.48
100-57711-301-000	CEM: SUPPLIES	.00	86.20	750.00	663.80	11.49
	<b>TOTAL CEMETERY</b>	<b>5,081.81</b>	<b>24,410.05</b>	<b>84,518.00</b>	<b>60,107.95</b>	<b>28.88</b>
	<b>TOTAL FUND EXPENDITURES</b>	<b>35,482.43</b>	<b>219,234.73</b>	<b>630,253.00</b>	<b>411,018.27</b>	<b>34.79</b>
	<b>NET REVENUES OVER EXPENDITURES</b>	<b>( 33,451.41)</b>	<b>( 203,572.28)</b>	<b>( 560,503.00)</b>	<b>356,930.72</b>	<b>( 57.03)</b>

**CITY OF WAUPACA**  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 252 - ADULT RECREATION PROGRAM FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	<u>PUBLIC CHARGES FOR SERVICES</u>					
252-44621-000-000	REC DEPT: BASKETBAL	.00	( 14.00)	2,000.00	( 2,014.00)	( .70)
252-44622-000-000	REC DEPT: BASEBALL	450.24	450.24	4,000.00	( 3,549.76)	11.26
252-44623-000-000	REC DEPT: VOLLEYBAL	.00	4,628.75	10,000.00	( 5,371.25)	46.29
252-44624-000-000	REC DEPT: KICKBALL/OTHER	.00	96.62	2,000.00	( 1,903.38)	4.83
	TOTAL PUBLIC CHARGES FOR SERVICES	450.24	5,161.61	18,000.00	( 12,838.39)	28.68
	TOTAL FUND REVENUE	450.24	5,161.61	18,000.00	( 12,838.39)	28.68
	<u>ADULT VOLLEYBALL</u>					
252-55217-231-000	ADULT VOLLEYBALL: EQUIP	.00	30.00	500.00	470.00	6.00
252-55217-232-000	ADULT VOLLEYBAL: REFEREES, ETC	900.00	1,530.00	4,300.00	2,770.00	35.58
	TOTAL ADULT VOLLEYBALL	900.00	1,560.00	4,800.00	3,240.00	32.50
	<u>ADULT BASKETBALL</u>					
252-55218-104-000	ADULT BASKETBALL: PT WAGES	98.05	836.88	1,000.00	163.12	83.69
252-55218-118-000	ADULT BASKETBALL: SOC SEC	7.51	66.43	77.00	10.57	86.27
252-55218-231-000	ADULT BASKETBALL: EQUIPMENT	.00	27.77	400.00	372.23	6.94
252-55218-232-000	ADULT BASKETBAL: REFEREES, ETC	990.00	2,430.00	2,000.00	( 430.00)	121.50
	TOTAL ADULT BASKETBALL	1,095.56	3,361.08	3,477.00	115.92	96.67
	<u>ADULT SOFTBALL</u>					
252-55219-231-000	ADULT SOFTBALL: EQUIP	.00	.00	1,500.00	1,500.00	.00
252-55219-232-000	ADULT SOFTBALL: UMPS, ETC	.00	.00	5,000.00	5,000.00	.00
	TOTAL ADULT SOFTBALL	.00	.00	6,500.00	6,500.00	.00
	<u>ADULT KICKBALL</u>					
252-55220-231-000	ADULT KICKBALL: EQUIP	.00	.00	200.00	200.00	.00
252-55220-232-000	ADULT KICKB: REFEREE, UMPS, ETC	.00	.00	500.00	500.00	.00
	TOTAL ADULT KICKBALL	.00	.00	700.00	700.00	.00
	TOTAL FUND EXPENDITURES	1,995.56	4,921.08	15,477.00	10,555.92	31.80
	NET REVENUES OVER EXPENDITURES	( 1,545.32)	240.53	2,523.00	( 2,282.47)	10.54



**CITY OF WAUPACA**  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 254 - YOUTH PROGRAMS FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PUBLIC CHARGES FOR SERVICE</u>						
254-46730-000-000	FEES: REC DEPT: MEMBERSHIP	230.16	934.19	2,000.00	( 1,065.81)	46.71
254-46735-000-000	FEES: REC DEPT: SWIMMING	647.27	2,500.33	6,000.00	( 3,499.67)	41.67
254-46740-000-000	FEES: REC DEPT: YOUTH PROGRAMS	17,096.45	32,072.43	21,400.00	10,672.43	149.87
	<b>TOTAL PUBLIC CHARGES FOR SERVICE</b>	<b>17,973.88</b>	<b>35,506.95</b>	<b>29,400.00</b>	<b>6,106.95</b>	<b>120.77</b>
<u>INTERGOVT CHARGES FOR SERVICE</u>						
254-47350-100-000	TOWNSHIPS: CONTRIBUTION DAYTON	.00	11,456.75	46,517.00	( 35,060.25)	24.63
254-47350-105-000	TOWNSHIPS: CONTRIBUTION FARM	.00	15,241.50	64,995.00	( 49,753.50)	23.45
254-47350-110-000	TOWNSHIPS: CONTRIBUTION WAUP	.00	5,064.00	20,637.00	( 15,573.00)	24.54
254-47350-200-000	INTERGOVT CHR: SCHOOL SWIM	.00	.00	5,000.00	( 5,000.00)	.00
	<b>TOTAL INTERGOVT CHARGES FOR SERVIC</b>	<b>.00</b>	<b>31,762.25</b>	<b>137,149.00</b>	<b>( 105,386.75)</b>	<b>23.16</b>
<u>OTHER FINANCING SOURCES</u>						
254-49210-000-000	TRANSFER FROM GENERAL FUND	.00	.00	102,323.00	( 102,323.00)	.00
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>.00</b>	<b>.00</b>	<b>102,323.00</b>	<b>( 102,323.00)</b>	<b>.00</b>
	<b>TOTAL FUND REVENUE</b>	<b>17,973.88</b>	<b>67,269.20</b>	<b>268,872.00</b>	<b>( 201,602.80)</b>	<b>25.02</b>
<u>PARK &amp; REC-ADMINISTRATION</u>						
254-55211-102-000	REC ADMIN: WAGES	.00	.00	67,218.00	67,218.00	.00
254-55211-118-000	REC ADMIN: SOCIAL SECURITY	.00	.00	5,141.00	5,141.00	.00
254-55211-119-000	REC ADMIN: RETIREMENT (R)	.00	.00	4,537.00	4,537.00	.00
254-55211-121-000	REC ADMIN: GRP HLTH INS	.00	.00	8,462.00	8,462.00	.00
254-55211-122-000	REC ADMIN: LIFE INS	.00	.00	283.00	283.00	.00
254-55211-123-000	REC ADMIN: INC PROTECT	.00	.00	299.00	299.00	.00
254-55211-124-000	REC ADMIN: WORK COMP	.00	.00	2,857.00	2,857.00	.00
254-55211-206-000	REC ADMIN: TELEPHONE	.00	.00	400.00	400.00	.00
254-55211-207-000	REC ADMIN: MAINT OF EQUIP	.00	.00	150.00	150.00	.00
254-55211-217-000	REC ADMIN: MEMBERSHIP & DUES	.00	.00	150.00	150.00	.00
254-55211-268-000	REC ADMIN: CAR /CELL PHONE	.00	.00	800.00	800.00	.00
254-55211-301-000	REC ADMIN: SUPPLIES	.00	.00	350.00	350.00	.00
	<b>TOTAL PARK &amp; REC-ADMINISTRATION</b>	<b>.00</b>	<b>.00</b>	<b>90,647.00</b>	<b>90,647.00</b>	<b>.00</b>

**CITY OF WAUPACA**  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 254 - YOUTH PROGRAMS FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
	PARK & REC-YOUTH PROGRAMS					
254-55212-104-000	YOUTH PROGS: PT WAGES	25.18	1,485.95	12,607.00	11,121.05	11.79
254-55212-118-000	YOUTH PROGS: SOCIAL SECURITY	1.93	121.75	964.00	842.25	12.63
254-55212-124-000	YOUTH PROGS: WORK COMP	.00	.00	537.00	537.00	.00
254-55212-209-000	YOUTH PROGS: INS & BONDING	.00	.00	133.00	133.00	.00
254-55212-215-000	YOUTH PROGS: ADVERTISING	.00	378.00	.00	( 378.00)	.00
254-55212-217-000	YOUTH PROGS: MEMBERSHIP & DUES	.00	260.00	1,915.00	1,655.00	13.58
254-55212-232-000	YOUTH PROGS: REFEREE,UMPS, ETC	.00	50.00	18,531.00	18,481.00	.27
254-55212-301-000	YOUTH PROGS: SUPPLIES	.00	3,224.82	14,728.00	11,503.18	21.90
	TOTAL PARK & REC-YOUTH PROGRAMS	27.11	5,520.52	49,415.00	43,894.48	11.17
	PARK & REC-YOUTH CENTER					
254-55215-104-000	YOUTH CTR: PT WAGES	2,682.15	11,245.40	42,438.00	31,192.60	26.50
254-55215-116-000	YOUTH CTR: PT RETIRE	124.91	580.98	1,517.00	936.02	38.30
254-55215-118-000	YOUTH CTR: SOCIAL SECURIT	205.17	889.66	3,246.00	2,356.34	27.41
254-55215-122-000	YOUTH CTR: LIFE INS	30.10	120.40	310.00	189.60	38.84
254-55215-124-000	YOUTH CTR: WORK COMP	.00	.00	1,804.00	1,804.00	.00
254-55215-301-000	YOUTH CTR: SUPPLIES	.00	378.40	1,500.00	1,121.60	25.23
	TOTAL PARK & REC-YOUTH CENTER	3,042.33	13,214.84	50,815.00	37,600.16	26.01
	PARK & REC-RECREATION BLDG					
254-55216-104-000	REC BLDG :PARTTIME	.00	.00	3,090.00	3,090.00	.00
254-55216-116-000	REC BLDG : PT RETIRE	.00	.00	209.00	209.00	.00
254-55216-118-000	REC BLDG : SOCIAL SECURITY	.00	.00	236.00	236.00	.00
254-55216-124-000	REC BLDG: WORK COMP	.00	.00	131.00	131.00	.00
254-55216-203-000	REC BLDG: UTILITIES	.00	.00	5,750.00	5,750.00	.00
254-55216-208-000	REC BLDG: MAINT OF FACILITIES	.00	.00	3,390.00	3,390.00	.00
254-55216-301-000	REC BLDG: SUPPLIES	.00	.00	450.00	450.00	.00
	TOTAL PARK & REC-RECREATION BLDG	.00	.00	13,256.00	13,256.00	.00
	PARK & REC-BEACHES					
254-55221-104-000	BEACHES: PT WAGES	.00	.00	17,000.00	17,000.00	.00
254-55221-118-000	BEACHES: SOCIAL SECURITY	.00	.00	1,301.00	1,301.00	.00
254-55221-124-000	BEACHES: WORK COMP	.00	.00	723.00	723.00	.00
254-55221-301-000	BEACHES: SUPPLIES	.00	.00	875.00	875.00	.00
	TOTAL PARK & REC-BEACHES	.00	.00	19,899.00	19,899.00	.00

**CITY OF WAUPACA**  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 254 - YOUTH PROGRAMS FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
<u>PARK &amp; REC-PARKS</u>					
254-55411-104-000 PARKS: PT WAGES	.00	.00	30,600.00	30,600.00	.00
254-55411-118-000 PARKS: SOCIAL SECURITY	.00	.00	2,341.00	2,341.00	.00
254-55411-124-000 PARKS: WORK COMP	.00	.00	1,300.00	1,300.00	.00
254-55411-203-000 PARKS: UTILITIES	.00	.00	4,300.00	4,300.00	.00
254-55411-207-000 PARKS: MAINT OF EQUIP	.00	.00	500.00	500.00	.00
254-55411-208-000 PARKS: MAINT OF FACILITIES	.00	.00	800.00	800.00	.00
254-55411-211-000 PARKS: CONTRACT SERVICES	.00	.00	200.00	200.00	.00
254-55411-231-000 PARKS: MOWING EQUIP	.00	.00	1,900.00	1,900.00	.00
254-55411-272-000 PARKS: MAINT OF VEHICLES	.00	.00	1,300.00	1,300.00	.00
254-55411-301-000 PARKS: SUPPLIES	.00	54.50	1,600.00	1,545.50	3.41
TOTAL PARK & REC-PARKS	.00	54.50	44,841.00	44,786.50	.12
TOTAL FUND EXPENDITURES	3,069.44	18,789.86	268,873.00	250,083.14	6.99
NET REVENUES OVER EXPENDITURES	14,904.44	48,479.34	( 1.00)	48,480.34	100.00