

MEETING NOTICE

Whitewater University Technology Park Board Meeting
8:00 am on Thursday September 25, 2014
Whitewater University Technology Park Innovation Center
1221 Innovation Drive, Whitewater, WI 53190

AGENDA

1. Call to Order [Telfer]
2. Approval of Minutes of August 28, 2014 Meeting [Telfer] ATTACHED
3. Review/Acceptance of August 2014 Financial Reports [Clapper] ATTACHED
4. Innovation Center Facility Updates/Issues [Johnson]
5. Whitewater Incubation Program (WhIP) Updates [Johnson]
6. Operational Review and Strategic Plan [Johnson]
7. Strategic Priorities and Development and Plan Updates [Johnson]
 - A. Marketing Plan/Strategy Update - Technology Park, Business Park, and Innovation Center [Johnson, Gayhart, and Cannon]
 - B. Report on WUTP Development Costs [Saubert, Clapper]
8. Future Presentation to City Council [Telfer]
9. Development of Workforce Development Funding/Partnership [Knight]
10. Memorandum of Understanding [Cannon]
11. WUTP Restrictive Covenant and City Ordinance Plan Review Language [Cannon]
12. PILOT Payments [Cannon]
13. Sinking Fund Development [Clapper]
14. Future Agenda Items [All]
15. Adjourn to Closed Session per Wisconsin Statute §19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." Items to be discussed:
 - A. Update on Prospective Clients/Tenants [Cannon, Gayhart, and Johnson]
 - B. Accelerator Update [Cannon, Gayhart, and Johnson]

Remain in Closed Session per Wisconsin Statute §19.85(1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Items to be discussed:

C. Permanent Innovation Center Associate Search [Johnson]

D. Permanent WUTP Director Search [Telfer]

Return to Open Session with the Intent/Option to Take Action

16. Future Meeting Dates: The fall/winter 2014 meetings will occur October 30, November 19, and December 18.

17. Adjournment [Telfer]

WEBEX ACCESS INSTRUCTIONS

Topic: WUTP Board Meeting

Date: Thursday, September 25, 2014

Time: 8:00 am, Central Daylight Time (Chicago, GMT-05:00)

Meeting Number: 286 518 885

Meeting Password: (This meeting does not require a password.)

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1. Go to <https://uww.webex.com/uww/mc>
2. On the left navigation bar, click "Support".

To add this meeting to your calendar program (for example Microsoft Outlook), click this link:

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MINUTES

**Whitewater University Technology Park Board Meeting 8:00 am on
Thursday August 28, 2014**

**Whitewater University Technology Park Innovation Center
1221 Innovation Drive, Whitewater, WI 53190**

PRESENT: Richard Telfer, Richard Moyse, Sarah Bregant, Nate Parrish, Jeff Knight, Cameron Clapper, Kevin Brunner, Jessica Menke-Bonjour, John Chenoweth, and Crystal Singer

GUESTS: Beverly Kopper, Doug Saubert, Pat Cannon, Mark Johnson, Paul Marren, Dave Andrea, Steve Nichols, and Roger Gerndt

1. **Call to Order:** Telfer called the meeting to order at 8:00 am.
2. **Biochar Options Announcement:** Johnson introduced Paul Marren, Dave Andrea, and Steve Nichols from Biochar Options, the final tenant in the co-lab suite. Biochar Options gave an extensive presentation of what biochar is, how they plan to use it, and the future plans of Biochar Options. Samples were distributed.
3. **Approval of Minutes of July 24, 2014 Meeting:** Bregant/Moyse moved to approve the July meeting minutes. The motion was approved by a unanimous vote.
4. **Review/Acceptance of July 2014 Financial Reports:** Brunner/Parrish moved to approve the July 2014 Financial Reports. The motion was approved by a unanimous vote.
5. **Innovation Center Facility Updates/Issues:** Johnson stated that he and his staff were continuing to work with NAMI, Control Works to fine tune HVAC system. The exterior lighting is in the process of being put back into working order. Many of the cleaning issues identified in previous months have been taken care of, with no new complaints from tenants. CESA plans to build out suite 214 for more office work space.
6. **Whitewater Incubation Program (WhIP) Updates:** Johnson updated the Board concerning the pros and cons of the *Elements for Success* speaker series. He is also reviewing Innovation Center tenant MRAs to be able to provide consistency in the future. Informed the Board about Dr. Choton Basu's roundtable meetings around sensor technology. Johnson is working with Aaron Kadoch from UW-Stevens Point on business incubator research. Telfer stated that Mike Flaherty is writing a white paper on University involvement in business startups.
7. **Operational Review and Strategic Plan:** Johnson is in the process of developing a strategic plan for the WUTP and the Innovation Center. They have developed a Business Canvas and are reviewing the following: Mission, goals and plans, SWOT analysis for WhIP, Elements for Success, WUTP, Innovation Center, metrics (financial, attendance, survey results), and roles and responsibilities. Telfer stated that it looks good, and would like Johnson to bring completed part to the September meeting for board involvement.
8. **Strategic Priorities and Development and Plan Updates:**
 - A. **Marketing Plan/Strategy Update - Technology Park, Business Park, and Innovation Center:**
Johnson and Cannon informed the Board that they had met with John Henderson and Vytas Barcas from MLG Commercial Realty and Tincher Realty regarding listing WUTP property. Property currently listed free on four sites, including WEDC site. Also working with Bud Gayhart and Steve Pfeifer at WISC to conduct research on listing the property.
 - B. **Report on WUTP Development Costs:**
Saubert and Clapper gave handout which included overviews of the WUTP and improvements done over time, including costs related to development. Saubert to bring updated report at a future meeting.
9. **Future Presentation to City Council:** Telfer to present at November 4th Whitewater City Council meeting.
10. **Development of Workforce Development Funding/Partnership:** Knight gave update to Board with Blackthorne's progress with Workforce Development.

11. **Memorandum of Understanding:** Telfer suggested bringing #11, 12, 13, 14 topics together. Cannon found irregularities that need clarification/adjustments to MOU/PILOT. MOU mentions PILOT, but it doesn't mention how, when, how much, COLA escalation, and debt service repayment. Cannon drafted a Red-line version Partnership between City, UWW, CDA. \$92,500 going forward until TIF is paid off, then drop to what the city services cost. Knight stated that no escalator should be needed. In regards to the Sinking Fund, Cannon stated that there is no financial ceiling, and there is a need to define the role of sinking fund. Knight stated that the building should fund itself. Telfer stated that the Tech Park is on its own, but not necessary Innovation Center. Brunner, who wrote original MOU, said originally wrote generic because unsure of how venture would take off, and should be revisited/revised. Cannon informed Board that the Innovation Center should gross \$9,000+ in 2014, \$20,000+ in 2015, and in 2016 another \$20,000+. Budgeted amount in those years to be placed into repair/sinking fund, but to look at useful life, and plan to fund replacements. Brunner stated that the Innovation Center may be a loss leader, with the benefits to community being the buildings that follow, with jobs. Knight stated that money to fund the sinking fund would have to come at expense of money that would go to business development. He stated that a percentage was supposed to come back to WUTP Board of property sales. Telfer suggested that the CDA, UW-Whitewater, and City subcommittee to meet to reach consensus. Knight proposed to try and consolidate, make seamless to industry to make one-stop shopping for purchasing property. Cannon stated that currently the architectural review board meets to review site plans, but not issues under the planning commission. If new business wants to come in, doesn't want to have to gain approval from 2-3 boards. Cannon asked to bring draft to a future meeting.

12. **WUTP Restrictive Covenant and City Ordinance Plan Review Language:** Included in line #11.

13. **PILOT Payments:** Included in line #11.

14. **Sinking Fund Development:** Included in line #11.

15. **Future Agenda Items:** Johnson to update Board with Strategic Plan at September meeting.

Brunner, Knight moved to convene in closed session. Telfer called for a roll call vote.

Richard Moyse: Aye, Sarah Bregant: Aye, Nate Parrish: Aye, Jeff Knight: Aye, Cameron Clapper: Aye, Kevin Brunner: Aye, Jessica Menke-Bonjour: Aye, John Chenoweth: Aye, and Crystal Singer: Aye.

16. **Adjourn to Closed Session** per Wisconsin Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Items to be discussed:

A. **Update on Prospective Clients/Tenants:**

Cannon and Johnson updated the Board on prospective Innovation Center tenants.

B. **Accelerator Update:**

Cannon, Knight, and Johnson updated the Board on new Accelerator developments and issues.

C. **Permanent Innovation Center Associate Search:**

Johnson updated the Board concerning the Innovation Center Associate position.

D. **Permanent WUTP Director Search:**

Telfer formed sub-committee to conduct search for WUTP Director.

Knight/Bregant moved to return to open session with the intent/option to take action. Telfer called for a roll call vote.

Richard Moyse: Aye, Sarah Bregant: Aye, Nate Parrish: Aye, Jeff Knight: Aye, Cameron Clapper: Aye, Kevin Brunner: Aye, Jessica Menke-Bonjour: Aye, John Chenoweth: Aye, and Crystal Singer: Aye.

17. **Future Meeting Dates:** The fall/winter 2014 meetings will occur September 25, October 30, November 19, and December 18.

18. **Adjournment:** The meeting was adjourned by consensus at 9:50 am.

**CITY OF WHITEWATER
BALANCE SHEET
AUGUST 31, 2014**

INNOVATION CTR-OPERATIONS

		BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
	<u>ASSETS</u>				
920-11100	CASH	86,623.07	9,180.06 (25,927.76)	60,695.31
920-11300	INVESTMENTS	7,130.00	.00	.00	7,130.00
920-15207	DUE FROM FUND 910	.00 (2,385.25)	.00	.00
	TOTAL ASSETS	93,753.07	6,794.81 (25,927.76)	67,825.31
	<u>LIABILITIES AND EQUITY</u>				
	<u>LIABILITIES</u>				
920-21100	VOUCHERS PAYABLE	3,774.29	.00 (3,774.29)	.00
920-25401	DUE TO TID #4	64,000.00	6,562.50	2,250.00	66,250.00
	TOTAL LIABILITIES	67,774.29	6,562.50 (1,524.29)	66,250.00
	<u>FUND EQUITY</u>				
920-34300	FUND BALANCE	25,978.78	.00	.00	25,978.78
	UNAPPROPRIATED FUND BALANCE:				
	REVENUE OVER EXPENDITURES - YTD	.00	232.31 (24,403.47)	(24,403.47)
	BALANCE - CURRENT DATE	.00	232.31 (24,403.47)	(24,403.47)
	TOTAL FUND EQUITY	25,978.78	232.31 (24,403.47)	1,575.31
	TOTAL LIABILITIES AND EQUITY	93,753.07	6,794.81 (25,927.76)	67,825.31

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

INNOVATION CTR-OPERATIONS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
920-48430-56 INSURANCE-REIMBURSEMENT	.00	12,549.60	.00 (12,549.60)	.0
920-48610-56 MEDIA-SHARING-SUITES	100.00	200.00	1,000.00	800.00	20.0
920-48620-56 FACILITY RENTAL REVENUE	.00	1,045.32	1,000.00 (45.32)	104.5
920-48631-56 RENT-CESA #2	7,631.00	54,631.00	80,500.00	25,869.00	67.9
920-48632-56 RENT-JEDI	.00	6,141.00	10,510.00	4,369.00	58.4
920-48633-56 RENT-BLACKTHORNE CAPITAL LLC	4,312.00	34,496.00	52,344.00	17,848.00	65.9
920-48635-56 RENT-THERMODATA-#118/120	.00	4,600.00	.00 (4,600.00)	.0
920-48636-56 RENT-I-BUTTON	2,385.25	7,155.75	20,312.00	13,156.25	35.2
TOTAL MISCELLANEOUS REVENUE	14,428.25	120,818.67	165,666.00	44,847.33	72.9
<u>OTHER FINANCING SOURCES</u>					
920-49200-56 IN-KIND-REV-CITY-INSURANCE	.00	5,691.57	5,100.00 (591.57)	111.6
920-49202-56 IN-KIND-CITY-FINANCE/ADMIN	667.00	5,336.00	8,004.00	2,668.00	66.7
920-49205-56 IN-KIND-CITY-GROUNDS-DPW	.00	4,669.00	8,004.00	3,335.00	58.3
920-49215-56 IN-KIND-CITY-BUILDING MAINT.	1,334.00	6,003.00	8,004.00	2,001.00	75.0
920-49300-56 FUND BALANCE APPLIED	.00	.00	42,984.00	42,984.00	.0
920-49410-56 I-K-REV-UNIV-MANAGER SUPPORT	60,951.79	421,309.41	540,574.00	119,264.59	77.9
920-49415-56 I-K-REV-UNIV-TECH SUPPORT	.00	.00	26,000.00	26,000.00	.0
TOTAL OTHER FINANCING SOURCES	62,952.79	443,008.98	638,670.00	195,661.02	69.4
TOTAL FUND REVENUE	77,381.04	563,827.65	804,336.00	240,508.35	70.1

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2014

INNOVATION CTR-OPERATIONS

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INNOVATION CENTER</u>					
920-56500-215 PROFESSIONAL SERVICES	10.00	410.00	2,200.00	1,790.00	18.6
920-56500-221 UTILITIES-CITY-H2O/SEWER/STORM	410.26	3,182.00	4,100.00	918.00	77.6
920-56500-222 ELECTRIC UTILITIES	4,699.94	41,725.39	54,000.00	12,274.61	77.3
920-56500-225 COMMUNICATIONS-LINES-MOBILE	494.42	2,691.54	3,000.00	308.46	89.7
920-56500-226 MEDIA-MONTHLY	122.98	853.87	1,350.00	496.13	63.3
920-56500-243 CONTRACT-PREVENTIVE MAINT	.00	2,694.00	4,200.00	1,506.00	64.1
920-56500-245 BUILDING MAINTENANCE	474.92	15,557.60	4,000.00	(11,557.60)	388.9
920-56500-246 JANITORIAL SERVICES	750.00	4,500.00	9,000.00	4,500.00	50.0
920-56500-250 BLDG MAINT SUPPLIES	670.92	7,253.74	7,500.00	246.26	96.7
920-56500-294 GROUNDS MAINTENANCE/SNOW/ICE	.00	3,660.00	7,000.00	3,340.00	52.3
920-56500-323 MARKETING EXPENSES	.00	6,500.00	14,000.00	7,500.00	46.4
920-56500-341 MISC EXPENSE	.00	.00	500.00	500.00	.0
920-56500-500 IN-KIND-INSURANCE EXPENSE-BLDG	.00	5,691.57	10,400.00	4,708.43	54.7
920-56500-502 IN-KIND-CITY-FINANCE/ADMIN	667.00	5,336.00	8,004.00	2,668.00	66.7
920-56500-505 IN-KIND EXP-CITY-GROUNDS-DPW	667.00	5,336.00	8,004.00	2,668.00	66.7
920-56500-515 IN-KIND-EXP-CITY-BLDING MAINT	667.00	5,336.00	8,004.00	2,668.00	66.7
920-56500-520 IN-KIND-UNIV MANAGE SERVICES	60,951.79	421,309.41	540,574.00	119,264.59	77.9
920-56500-530 IN-KIND-UNIV TECH SUPPORT	.00	.00	26,000.00	26,000.00	.0
920-56500-650 TRANSFER-PILOT-TID#4	6,562.50	42,250.00	92,500.00	50,250.00	45.7
920-56500-820 CAPITAL OUTLAY/REPAIR	.00	13,944.00	.00	(13,944.00)	.0
TOTAL INNOVATION CENTER	77,148.73	588,231.12	804,336.00	216,104.88	73.1
TOTAL FUND EXPENDITURES	77,148.73	588,231.12	804,336.00	216,104.88	73.1
NET REVENUE OVER EXPENDITURES	232.31	(24,403.47)	.00	24,403.47	.0

Report Criteria:

Actual Amounts
 Accounts With Balances Or Activity
 Summarize Payroll Detail
 Print Period Totals
 Print Grand Totals
 Include FUNDS: 920
 Page and Total by FUND
 Include ACCOUNTs: None
 All Segments Tested for Total Breaks

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
INSURANCE-REIMBURSEMENT							
			07/31/2014 (07/14) Balance	920-48430-56			12,549.60-
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	12,549.60-
YTD Encumbrance		.00 YTD Actual	-12,549.60 Total	-12,549.60 YTD Budget	.00 Unearned	(12,549.60)	
MEDIA-SHARING-SUITES							
			07/31/2014 (07/14) Balance	920-48610-56			100.00-
08/06/2014	CR	1068519	AUGUST 2014 RENT - BIOCHAR OPTIONS LLC			100.00-	
			08/31/2014 (08/14) Period Totals and Balance		.00 *	100.00- *	200.00-
YTD Encumbrance		.00 YTD Actual	-200.00 Total	-200.00 YTD Budget	-1,000.00 Unearned	800.00	
FACILITY RENTAL REVENUE							
			07/31/2014 (07/14) Balance	920-48620-56			1,045.32-
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	1,045.32-
YTD Encumbrance		.00 YTD Actual	-1,045.32 Total	-1,045.32 YTD Budget	-1,000.00 Unearned	(45.32)	
RENT-CESA #2							
			07/31/2014 (07/14) Balance	920-48631-56			47,000.00-
08/06/2014	CR	1068531	AUGUST 2014 - CESA II			6,750.00-	
08/22/2014	CR	1068935	SEPT 2014 RENT - CESA II			881.00-	
			08/31/2014 (08/14) Period Totals and Balance		.00 *	7,631.00- *	54,631.00-
YTD Encumbrance		.00 YTD Actual	-54,631.00 Total	-54,631.00 YTD Budget	-80,500.00 Unearned	25,869.00	
RENT-JEDI							
			07/31/2014 (07/14) Balance	920-48632-56			6,141.00-
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	6,141.00-
YTD Encumbrance		.00 YTD Actual	-6,141.00 Total	-6,141.00 YTD Budget	-10,510.00 Unearned	4,369.00	
RENT-BLACKTHORNE CAPITAL LLC							
			07/31/2014 (07/14) Balance	920-48633-56			30,184.00-
08/04/2014	CR	4005195	BLACKTHORNE - BLACKTHORNE			577.00-	
08/04/2014	CR	4005196	BLACKTHORNE - BLACKTHORNE			3,735.00-	
			08/31/2014 (08/14) Period Totals and Balance		.00 *	4,312.00- *	34,496.00-
YTD Encumbrance		.00 YTD Actual	-34,496.00 Total	-34,496.00 YTD Budget	-52,344.00 Unearned	17,848.00	
RENT-THERMODATA-#118/120							
			07/31/2014 (07/14) Balance	920-48635-56			4,600.00-
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	4,600.00-
YTD Encumbrance		.00 YTD Actual	-4,600.00 Total	-4,600.00 YTD Budget	.00 Unearned	(4,600.00)	
RENT-I-BUTTON							
			07/31/2014 (07/14) Balance	920-48636-56			4,770.50-
08/27/2014	CR	1069024	SEPT 2014 RENT IBUTTONLINK - IBUTTONLINK			2,385.25-	
			08/31/2014 (08/14) Period Totals and Balance		.00 *	2,385.25- *	7,155.75-
YTD Encumbrance		.00 YTD Actual	-7,155.75 Total	-7,155.75 YTD Budget	-20,312.00 Unearned	13,156.25	

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
IN-KIND-REV-CITY-INSURANCE			07/31/2014 (07/14) Balance	920-49200-56			5,691.57-
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	5,691.57-
YTD Encumbrance	.00	YTD Actual	-5,691.57 Total	-5,691.57 YTD Budget	-5,100.00 Unearned	(591.57)	
IN-KIND-CITY-FINANCE/ADMIN			07/31/2014 (07/14) Balance	920-49202-56			4,669.00-
08/31/2014	JE	338	AUGUST-2014-IN-KIND-CITY-ADMIN			667.00-	
			08/31/2014 (08/14) Period Totals and Balance		.00 *	667.00- *	5,336.00-
YTD Encumbrance	.00	YTD Actual	-5,336.00 Total	-5,336.00 YTD Budget	-8,004.00 Unearned	2,668.00	
IN-KIND-CITY-GROUNDS-DPW			07/31/2014 (07/14) Balance	920-49205-56			4,669.00-
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	4,669.00-
YTD Encumbrance	.00	YTD Actual	-4,669.00 Total	-4,669.00 YTD Budget	-8,004.00 Unearned	3,335.00	
IN-KIND-CITY-BUILDING MAINT.			07/31/2014 (07/14) Balance	920-49215-56			4,669.00-
08/31/2014	JE	340	AUGUST-2014-IN-KIND-CITY-GROUNDS			667.00-	
08/31/2014	JE	342	AUGUST-2014-IN-KIND-CITY-BUILDING RELATE			667.00-	
			08/31/2014 (08/14) Period Totals and Balance		.00 *	1,334.00- *	6,003.00-
YTD Encumbrance	.00	YTD Actual	-6,003.00 Total	-6,003.00 YTD Budget	-8,004.00 Unearned	2,001.00	
I-K-REV-UNIV-MANAGER SUPPORT			07/31/2014 (07/14) Balance	920-49410-56			360,357.62-
08/31/2014	JE	336	AUGUST-2014-IN-KIND-UNIVERSITY			60,951.79-	
			08/31/2014 (08/14) Period Totals and Balance		.00 *	60,951.79- *	421,309.41-
YTD Encumbrance	.00	YTD Actual	-421,309.41 Total	-421,309.41 YTD Budget	-540,574.00 Unearned	119,264.59	
PROFESSIONAL SERVICES			07/31/2014 (07/14) Balance	920-56500-215			400.00
08/28/2014	AP	402	WI DEPT OF FINANCIAL INSTITUTIONS		10.00		
			08/31/2014 (08/14) Period Totals and Balance		10.00 *	.00 *	410.00
YTD Encumbrance	.00	YTD Actual	410.00 Total	410.00 YTD Budget	2,200.00 Unexpended	1,790.00	
UTILITIES-CITY-H2O/SEWER/STORM			07/31/2014 (07/14) Balance	920-56500-221			2,771.74
08/20/2014	AP	153	DEPT OF UTILITIES		410.26		
			08/31/2014 (08/14) Period Totals and Balance		410.26 *	.00 *	3,182.00
YTD Encumbrance	.00	YTD Actual	3,182.00 Total	3,182.00 YTD Budget	4,100.00 Unexpended	918.00	
ELECTRIC UTILITIES			07/31/2014 (07/14) Balance	920-56500-222			37,025.45
08/28/2014	AP	368	WE ENERGIES		4,699.94		
			08/31/2014 (08/14) Period Totals and Balance		4,699.94 *	.00 *	41,725.39
YTD Encumbrance	.00	YTD Actual	41,725.39 Total	41,725.39 YTD Budget	54,000.00 Unexpended	12,274.61	
COMMUNICATIONS-LINES-MOBILE			07/31/2014 (07/14) Balance	920-56500-225			2,197.12
08/07/2014	AP	130	AT&T		494.42		
			08/31/2014 (08/14) Period Totals and Balance		494.42 *	.00 *	2,691.54
YTD Encumbrance	.00	YTD Actual	2,691.54 Total	2,691.54 YTD Budget	3,000.00 Unexpended	308.46	
MEDIA-MONTHLY			07/31/2014 (07/14) Balance	920-56500-226			730.89
08/29/2014	AP	472	JP MORGAN CHASE BANK NA		122.98		
			08/31/2014 (08/14) Period Totals and Balance		122.98 *	.00 *	853.87
YTD Encumbrance	.00	YTD Actual	853.87 Total	853.87 YTD Budget	1,350.00 Unexpended	496.13	

Period: 08/14 - 08/14

Sep 19, 2014 10:30AM

Date	Journal	Reference Number	Payee or Description	Account Number	Debit Amount	Credit Amount	Balance
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CONTRACT-PREVENTIVE MAINT			07/31/2014 (07/14) Balance	920-56500-243			2,694.00
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	2,694.00
YTD Encumbrance	.00	YTD Actual	2,694.00 Total	2,694.00 YTD Budget	4,200.00 Unexpended	1,506.00	
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BUILDING MAINTENANCE			07/31/2014 (07/14) Balance	920-56500-245			15,082.68
08/20/2014	AP	277	GUETZKE & ASSOCIATES INC, JOHN		474.92		
			08/31/2014 (08/14) Period Totals and Balance		474.92 *	.00 *	15,557.60
YTD Encumbrance	.00	YTD Actual	15,557.60 Total	15,557.60 YTD Budget	4,000.00 Unexpended	(11,557.60)	
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JANITORIAL SERVICES			07/31/2014 (07/14) Balance	920-56500-246			3,750.00
08/20/2014	AP	279	K.A.S. CUSTOM CLEANING		750.00		
			08/31/2014 (08/14) Period Totals and Balance		750.00 *	.00 *	4,500.00
YTD Encumbrance	.00	YTD Actual	4,500.00 Total	4,500.00 YTD Budget	9,000.00 Unexpended	4,500.00	
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BLDG MAINT SUPPLIES			07/31/2014 (07/14) Balance	920-56500-250			6,582.82
08/20/2014	AP	217	BALL, RICHARD		262.65		
08/29/2014	AP	649	JP MORGAN CHASE BANK NA		408.27		
			08/31/2014 (08/14) Period Totals and Balance		670.92 *	.00 *	7,253.74
YTD Encumbrance	.00	YTD Actual	7,253.74 Total	7,253.74 YTD Budget	7,500.00 Unexpended	246.26	
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GROUPS MAINTENANCE/SNOW/ICE			07/31/2014 (07/14) Balance	920-56500-294			3,660.00
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	3,660.00
YTD Encumbrance	.00	YTD Actual	3,660.00 Total	3,660.00 YTD Budget	7,000.00 Unexpended	3,340.00	
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MARKETING EXPENSES			07/31/2014 (07/14) Balance	920-56500-323			6,500.00
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	6,500.00
YTD Encumbrance	.00	YTD Actual	6,500.00 Total	6,500.00 YTD Budget	14,000.00 Unexpended	7,500.00	
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IN-KIND-INSURANCE EXPENSE-BLDG			07/31/2014 (07/14) Balance	920-56500-500			5,691.57
			08/31/2014 (08/14) Period Totals and Balance		.00 *	.00 *	5,691.57
YTD Encumbrance	.00	YTD Actual	5,691.57 Total	5,691.57 YTD Budget	10,400.00 Unexpended	4,708.43	
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IN-KIND-CITY-FINANCE/ADMIN			07/31/2014 (07/14) Balance	920-56500-502			4,669.00
08/31/2014	JE	337	AUGUST-2014-IN-KIND-CITY-ADMIN		667.00		
			08/31/2014 (08/14) Period Totals and Balance		667.00 *	.00 *	5,336.00
YTD Encumbrance	.00	YTD Actual	5,336.00 Total	5,336.00 YTD Budget	8,004.00 Unexpended	2,668.00	
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IN-KIND EXP-CITY-GROUNDS-DPW			07/31/2014 (07/14) Balance	920-56500-505			4,669.00
08/31/2014	JE	339	AUGUST-2014-IN-KIND-CITY-GROUNDS		667.00		
			08/31/2014 (08/14) Period Totals and Balance		667.00 *	.00 *	5,336.00
YTD Encumbrance	.00	YTD Actual	5,336.00 Total	5,336.00 YTD Budget	8,004.00 Unexpended	2,668.00	
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IN-KIND-EXP-CITY-BLDING MAINT			07/31/2014 (07/14) Balance	920-56500-515			4,669.00
08/31/2014	JE	341	AUGUST-2014-IN-KIND-CITY-BUILDING RELATE		667.00		
			08/31/2014 (08/14) Period Totals and Balance		667.00 *	.00 *	5,336.00
YTD Encumbrance	.00	YTD Actual	5,336.00 Total	5,336.00 YTD Budget	8,004.00 Unexpended	2,668.00	

Period: 08/14 - 08/14

Sep 19, 2014 10:30AM

Date	Journal	Reference Number	Payee or Description				Account Number	Debit Amount		Credit Amount		Balance	
IN-KIND-UNIV MANAGE SERVICES			07/31/2014 (07/14) Balance				920-56500-520					360,357.62	
08/31/2014	JE	335	AUGUST-2014-IN-KIND-UNIVERSITY						60,951.79				
			08/31/2014 (08/14) Period Totals and Balance						60,951.79		*	.00 *	421,309.41
YTD Encumbrance		.00	YTD Actual	421,309.41	Total	421,309.41	YTD Budget	540,574.00	Unexpended	119,264.59			
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TRANSFER-PILOT-TID#4			07/31/2014 (07/14) Balance				920-56500-650					35,687.50	
08/31/2014	JE	343	AUGUST-2014-PILOT-ALLOCATION						6,562.50				
			08/31/2014 (08/14) Period Totals and Balance						6,562.50		*	.00 *	42,250.00
YTD Encumbrance		.00	YTD Actual	42,250.00	Total	42,250.00	YTD Budget	92,500.00	Unexpended	50,250.00			
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CAPITAL OUTLAY/REPAIR			07/31/2014 (07/14) Balance				920-56500-820					13,944.00	
			08/31/2014 (08/14) Period Totals and Balance						.00		*	.00 *	13,944.00
YTD Encumbrance		.00	YTD Actual	13,944.00	Total	13,944.00	YTD Budget	.00	Unexpended	(13,944.00)			

Number of Transactions: 24 Number of Accounts: 31

Debit

Credit

Proof

Total INNOVATION CTR-OPERATIONS:

77,148.73

77,381.04-

232.31-

Number of Transactions: 24 Number of Accounts: 31

Debit

Credit

Proof

Grand Totals:

77,148.73

77,381.04-

232.31-

Report Criteria:

Actual Amounts

Accounts With Balances Or Activity

Summarize Payroll Detail

Print Period Totals

Print Grand Totals

Include FUNDS: 920

Page and Total by FUND

Include ACCOUNTs: None

All Segments Tested for Total Breaks