

Village of
Ashwaubenon



2016 Budget

Village of Ashwaubenon

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2016 Budget

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Village of Ashwaubenon

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2016 Budget Modifications - Details

* This is a list of budget adjustments made by Village President and Village Manager.

REVENUES

Taxes

Property Taxes	
* Eliminated Smith Park crack sealing and Canterbury Park tennis court cleaning and patching.	\$ 5,500
* Parks & Recreation Capital Projects Fund - ASC hardscape repair, 5-tier bleachers and ball diamond fencing projects are removed from budget and will be considered if Oneida Service Agreement money becomes available in 2016.	21,500
* Reduced tax allocation to Street Construction Fund due to transferred available 2015 excess funds.	50,000
* Tax levy increase to balance budget	24,147
Room Taxes - Adjusted to match actual trends	10,000

Intergovernmental Revenue:

State Transportation Aid - Received revised estimates from state	50,994
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Permit Revenue - Increase back to 2015 budget levels.

22,500

Public Charges for Services

False Alarms - Increase slightly to match actual trends	1,500
Park & Recreation Administration - Increase to match prior years' trends	2,500
High School Pool - Increase to match prior years' trends	6,150
Ashwaubomay Lake - Increase to match prior years' trends	2,700
Youth Recreation - Increase Day Camp revenue from department staff (update original budget submission)	4,100
Adult Recreation - Increase revenue from department staff (update original budget submission)	600
Facility Rentals - Increase for anticipated rental revenues in new Community Center	15,000
Labor & Service Reimbursements - Increase to match actual trends	10,000

Other Financing Sources

Transfer In - Oneida Service Agreement Dollars	79,070
Transfer In - Enterprise Fund Tax Equivalent - Adjusted with higher tax rate from referendum	15,000
	<u>321,261</u>

EXPENDITURES

General Government

Department 5111 - Village Board/Administration

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(652)
Account 8100 - Reduce contracted services to 2015 levels since meeting recording is done internally.	(2,400)

Department 5121 - Municipal Court

Account 5111 - Reduce court overtime for public safety officers to match actual trends.	(5,899)
Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(140)

Department 5141 - Village Clerk/Treasurer

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(304)
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Department 5152 - Village Assessor

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(205)
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Department 5155 - Finance

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(491)
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Department 5157 - Information Technology

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(164)
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Department 5241 - Building Inspection

Accounts 5110 & 5210 - Eliminate additional code enforcement officer request	(10,748)
Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(534)

Department 5100 - General Government

Account 8305 & 8309 - Adjust Commerical Property, Auto and Workers' Compensation Insurance Rates	36,238
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Total General Government

14,701

2016 Budget Modifications - Details

* This is a list of budget adjustments made by Village President and Village Manager.

Public Safety

Department 5210 - Police/Fire/Rescue

Personnel Services - Remove additional Lieutenant as part of command staff hierarchy change	(126,153)
Personnel Services - Adjust for officer retirement and delayed replacement	(28,551)
Personnel Services - Removed insurance coverage for part-time CSO position	(10,109)
Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(13,121)
Account 8202 - Eliminate ambulance replacement.	(15,613)
Account 8305 - Remove Property and Liability allocation to Public Safety (included in department 5100)	(5,000)
Account 9120 - Eliminate patrol car liquid propane conversion kit	(11,400)
Account 9121 - Move Turnout Gear purchase to Excess Sales Tax Revenue Fund	(13,770)
Account 9121 - Move Hi-Rise Firefighting Ensemble to TIF #3	(2,250)

Department 5230 - Fire Inspection

Account 5111 - Reduce overtime to match actual trends (includes FICA and WRS impact).	(1,526)
Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(281)

Total Public Safety	(227,774)
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Public Works

Department 5405 - Engineering

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(337)
Account 6213 - Move portion of software upgrade purchase to utilities and TIF	(8,000)

Department 5410 - Garage

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(843)
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Department 5421 - Street Administration

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(407)
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Department 5431 - Street Maintenance

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(1,826)
Account 8202 - Eliminate replacement of Trackless Sidewalk Snow Removal Machine	(10,386)

Department 5441 - Traffic Control

Account 9120 - Remove traffic signal control board and purchase in 2015.	(10,000)
Account 9121 - Move replacement purchase of traffic barricades and cones to Excess Sales Tax Revenue Fund	(5,000)

Department 5710 - Garbage & Refuse Collection

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(843)
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Department 5720 - Recycling

Accounts 5110 & 5210 - Remove grounds crew staffing	(7,993)
Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(281)
Account 9121 - Move purchase of additional recycling bins to Excess Sales Tax Revenue Fund	(10,000)

Total Public Works	(55,916)
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Village of Ashwaubenon

2016 Budget

2016 Budget Modifications - Details

* This is a list of budget adjustments made by Village President and Village Manager.

Parks, Recreation & Forestry

Department 5521 - Parks and Recreation Administration

Accounts 5100 & 5210 - Increase Program Supervisor and Aquatic Supervisor positions \$4,000 each	9,351
Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(1,047)

Department 5523 - Pool

Accounts 5110 & 5210 - Adjusted part-time wages	38
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Department 5524 - Ashwaubomay Lake

Accounts 5110 & 5210 - Adjusted part-time wages	11,131
Account 9121 - Eliminated Tiki Huts	(17,000)

Department 5525 - Adult Recreation

Accounts 5110 & 5210 - Adjusted part-time wages	258
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Department 5530 - Youth Recreation

Accounts 5110 & 5210 - Adjusted part-time wages	264
Accounts 5110 & 5210 - Eliminate 4th neighborhood special event at Waterford Park.	(1,000)

Department 5541 - Park Maintenance

Accounts 5110 & 5210 - Adjusted part-time wages	4,490
Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(486)
Account 8201 - Eliminate \$15,000 lawnmower maintenance. Complete maintenance in 2015.	(15,000)

Department 5551 - Community Center

Accounts 5110 & 5210 - Adjusted part-time wages	335
Account 8100 - Add \$7,500 for cleaning contract for new Community Center	7,500

Department 5610 - Forestry

Accounts 5110 & 5210 - Adjusted part-time wages	(6,063)
Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(205)

Total Parks, Recreation & Forestry

	(7,434)
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Health and Human Services

Department 5810 - Animal Control

Account 8100 - Reduce deer management budget	(12,500)
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Conservation and Development

Department 5651 - Economic Development

Account 5220 - Reduce health insurance premium increase from 6.5% to 5.0%	(205)
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Total Expenditures

	(289,128)
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Net Impact to General Fund Budget

\$	610,389
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Village of Ashwaubenon

2016 Budget

2016 General Fund Budget Modifications

	Original 2016 Budget	Public Works Allocation Changes	President / Village Manager Changes	October 20th Village Board Changes	Revised 2016 Budget
TAXES					
Property Taxes	8,801,601	-	134,479	(33,332)	8,902,748
Room Tax	290,000	-	10,000	-	300,000
Pay in Lieu of Tax-Airprt	1,100	-	-	-	1,100
TOTAL TAXES	<u>9,092,701</u>	<u>-</u>	<u>144,479</u>	<u>(33,332)</u>	<u>9,203,848</u>
INTERGOVERNMENTAL					
State Aids					
Shared Taxes From State	343,338	-	-	-	343,338
Exempt Computer Aids	350,000	-	-	-	350,000
Fire Insurance Tax	80,000	-	-	-	80,000
Municipal Service	6,500	-	-	-	6,500
Transportation Aid	814,815	-	50,994	-	865,809
Recycling Grant	60,261	-	-	-	60,261
Rescue	6,500	-	-	-	6,500
Police Training	5,020	-	-	-	5,020
DOJ Grant	-	-	-	-	-
Local Aids					
School District	200,500	-	-	-	200,500
Other	10,000	-	-	-	10,000
TOTAL INTERGOVERNMENTAL	<u>1,876,934</u>	<u>-</u>	<u>50,994</u>	<u>-</u>	<u>1,927,928</u>
SPECIAL ASSESSMENTS					
Water Assessments	-	-	-	-	-
TOTAL SPECIAL ASSESSMENTS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
LICENSES AND PERMITS					
Licenses					
Liquor & Bev License	45,000	-	-	-	45,000
Operators License	13,500	-	-	-	13,500
Cigarette License	1,800	-	-	-	1,800
Bicycle License	100	-	-	-	100
Dog License	1,500	-	-	-	1,500
Cat License	200	-	-	-	200
Peddlers License	15,900	-	-	-	15,900
Weights & Measure License	28,000	-	-	-	28,000
Other License	550	-	-	-	550
Total Licenses	<u>106,550</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>106,550</u>
Permits					
Rezoning Hearing Permit	1,000	-	-	-	1,000
Building Permit	80,000	-	10,000	-	90,000
Electrical Permit	30,000	-	5,000	-	35,000
Plumbing Permit	30,000	-	5,000	-	35,000
Heating Permit	27,500	-	2,500	-	30,000
Sewer Permit	4,100	-	-	-	4,100
Right of Way Permit	4,500	-	-	-	4,500
Curb Cut Permit	500	-	-	-	500
Alarm Permit	11,500	-	-	-	11,500
Landscape Contractor Fee	2,000	-	-	-	2,000
Total Permits	<u>191,100</u>	<u>-</u>	<u>22,500</u>	<u>-</u>	<u>213,600</u>
TOTAL LICENESE AND PERMITS	<u>297,650</u>	<u>-</u>	<u>22,500</u>	<u>-</u>	<u>320,150</u>
FINES AND FORFEITURES					
Court Penalties & Costs	350,000	-	-	-	350,000
Parking Violations	28,000	-	-	-	28,000
TOTAL FINES AND FORFEITURES	<u>378,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>378,000</u>

Village of Ashwaubenon

2016 Budget

2016 General Fund Budget Modifications

	Original 2016 Budget	Public Works Allocation Changes	President / Village Manager Changes	October 20th Village Board Changes	Revised 2016 Budget
PUBLIC CHARGES FOR SERVICES					
Sale of Materials and Supplies	6,500	-	-	-	6,500
CSM Fees/Site Plan Fees	3,500	-	-	-	3,500
Public Safety					
Rescue Squad Services	390,000	-	-	-	390,000
Fire Inspections	94,000	-	-	-	94,000
Police, Fire and Rescue Services	197,000	-	-	-	197,000
False Alarms	12,500	-	1,500	-	14,000
Misc & Warrent Fees	2,000	-	-	-	2,000
Public Safety Accident Reports	4,000	-	-	-	4,000
Parks, Recreation & Forestry					
Administration	2,000	-	2,500	-	4,500
High School Pool	38,850	-	6,150	-	45,000
Ashwaubomay Lake	112,300	-	2,700	-	115,000
Youth Recreation Programs	72,700	-	4,100	-	76,800
Adult Recreation Programs	66,330	-	600	-	66,930
Co-Sponsored Programs	32,290	-	-	-	32,290
Facility Rentals	15,000	-	15,000	-	30,000
Tree Planting Program	3,000	-	-	-	3,000
Public Works					
Weed Control	6,000	-	-	-	6,000
Snow Removal	1,750	-	-	-	1,750
Rubbish Collection/Garbage Cans	7,000	-	-	-	7,000
Recycling	-	-	-	-	-
Other Charges	1,000	-	-	-	1,000
Labor and Service Reimbursements	540,000	-	10,000	-	550,000
TOTAL PUBLIC CHARGES FOR SERVICES	1,607,720	-	42,550	-	1,650,270
INTEREST INCOME					
Interest on Investments	85,000	-	-	-	85,000
Interest On Deliquent Taxes	2,500	-	-	-	2,500
Interest On Special Assessment	10,000	-	-	-	10,000
TOTAL INTEREST INCOME	97,500	-	-	-	97,500
MISCELLANEOUS					
Cable Tv Franchise Fee	248,000	-	-	-	248,000
Rent	84,606	-	-	-	84,606
Donations	55,000	-	-	-	55,000
Miscellaneous	56,320	-	-	-	56,320
TOTAL MISCELLANEOUS	443,926	-	-	-	443,926
TOTAL REVENUES	\$ 13,794,431	\$ -	\$ 260,523	\$ (33,332)	\$ 14,021,622
OTHER FINANCING SOURCES					
Operating Transfer In	32,000	-	79,070	-	111,070
Transfer In - Enterprise Fund Tax Equivalent	520,000	-	15,000	-	535,000
TOTAL OTHER FINANCING SOURCES	552,000	-	94,070	-	646,070
TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 14,346,431	\$ -	\$ 354,593	\$ (33,332)	\$ 14,667,692

Village of Ashwaubenon

2016 Budget

2016 General Fund Budget Modifications

	Original 2016 Budget	Public Works Allocation Changes	President / Village Manager Changes	October 20th Village Board Changes	Revised 2016 Budget
EXPENDITURES					
General Government					
Village Board/Administration	301,357		(3,052)	-	298,305
Municipal Court	175,552		(6,039)	-	169,513
Village Clerk/Treasurer	211,960	4,400	(304)	-	216,056
Village Assessor	131,750		(205)	-	131,545
Finance	274,804	(5)	(491)	-	274,308
Information Technology	170,712		(164)	-	170,548
Building Inspection	214,252	-	(11,282)	-	202,970
Legal Services	126,000		-	-	126,000
Village Hall Maintenance	184,629	12,000	-	-	196,629
General Government	518,732		36,238	-	554,970
Total General Government	2,309,748	16,395	14,701	-	2,340,844
Public Safety					
Police/Fire/Rescue	7,699,752		(207,635)	(18,332)	7,473,785
Fire Inspection	106,313		(1,807)	-	104,506
Total Public Safety	7,806,065	-	(209,442)	(18,332)	7,578,291
Public Works					
Engineering	152,715	1	(8,337)	-	144,379
Street Administration	160,239		(407)	-	159,832
Garage	483,422	(2,500)	(843)	-	480,079
Street Maintenance	400,050	100,550	(12,212)	-	488,388
Curb & Gutter	33,100	(10,400)	-	-	22,700
Snow & Ice Control	195,700	(24,700)	-	-	171,000
Traffic Control	138,809	(6,200)	(10,000)	(5,000)	117,609
Street Lighting	525,913		-	-	525,913
Sidewalk Maintenance	6,750	850	-	-	7,600
School District Maintenance	3,500	700	-	-	4,200
Labor for Others	14,100	(4,100)	-	-	10,000
Transit System	235,020		-	-	235,020
Total Public Works	2,349,318	54,201	(31,799)	(5,000)	2,366,720
Sanitation					
Garbage & Refuse Collection	376,794	(49,297)	(843)	-	326,654
Recycling	176,703	10,000	(8,274)	(10,000)	168,429
Landfill	186,000		-	-	186,000
Weed Control	20,900	(400)	-	-	20,500
Wood Chipping	73,400	(1,000)	-	-	72,400
Total Sanitation	833,797	(40,697)	(9,117)	(10,000)	773,983
Parks, Recreation & Forestry					
Parks and Recreation Administration	343,249		8,304	-	351,553
High School Pool	55,175		38	-	55,213
Ashwaubomay Lake	130,563		(5,869)	-	124,694
Adult Recreation	57,818		258	-	58,076
Co-Sponsored Recreation	65,855		-	-	65,855
Youth Recreation	122,768		(736)	-	122,032
Park Maintenance	502,945	(14,100)	(10,996)	-	477,849
Community Center	52,483		7,835	-	60,318
Forestry Administration	198,802	(18,200)	(6,268)	-	174,334
Total Parks, Recreation & Forestry	1,529,658	(32,300)	(7,434)	-	1,489,924

Village of Ashwaubenon

2016 Budget

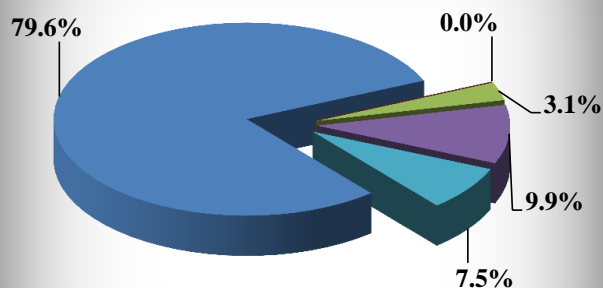
2016 General Fund Budget Modifications

	Original 2016 Budget	Public Works Allocation Changes	President / Village Manager Changes	October 20th Village Board Changes	Revised 2016 Budget
Health & Human Services					
Animal Control	24,400	-	(12,500)	-	11,900
Conservation & Development					
Economic Development	106,235		(205)	-	106,030
Total Conservation & Development	106,235	-	(205)	-	106,030
TOTAL EXPENDITURES	14,959,221	(2,401)	(255,796)	(33,332)	14,667,692
OTHER FINANCING USES					
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES AND OTHER FINANCING USES	\$ 14,959,221	\$ (2,401)	\$ (255,796)	\$ (33,332)	\$ 14,667,692
NET CHANGE IN EQUITY	(612,790)	2,401	610,389	-	-
FUND BALANCE - BEGINNING OF YEAR	\$ 5,350,679				\$ 5,350,679
FUND BALANCE - END OF YEAR	\$ 4,737,889				\$ 5,350,679

Summary of Municipal Tax Levy Distributions and Tax Rate

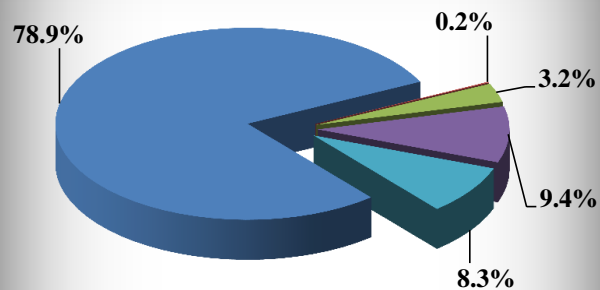
2015 Budget		2016 Budget		
	2014 Levy	2015 Levy	Increase (Decrease)	Percent Change
General Fund	\$ 8,738,306	\$ 8,902,748	\$ 164,442	1.88%
Special Revenue Funds	-	17,827	17,827	0.00%
Capital Projects Funds	335,000	360,000	25,000	7.46%
Debt Service Fund	1,081,992	1,065,406	(16,586)	-1.53%
Referendum Bonding	826,340	936,754	110,414	13.36%
Total Municipality Levy	\$ 10,981,638	\$ 11,282,735	\$ 301,097	2.74%
Municipal Operations Tax Rate	\$ 4.95	\$ 4.98	\$ 0.03	0.61%
Referendum Related Tax Rate	\$ 0.40	\$ 0.45	\$ 0.05	NA
Total Municipal Tax Rate	\$ 5.35	\$ 5.43	\$ 0.08	1.50%

**2014 Municipal Levy
Distribution**



■ General Fund
 ■ Special Revenue Funds
 ■ Capital Projects Funds
 ■ Debt Service Fund
 ■ Referendum Bonding

**2015 Municipal Levy
Distribution**



■ General Fund
 ■ Special Revenue Funds
 ■ Capital Projects Funds
 ■ Debt Service Fund
 ■ Referendum Bonding

Village of Ashwaubenon

2016 Budget

Tax Increment Calculation

Taxing Jurisdiction	Apportioned Levy	Equalized Value (w/o TIF)	Interim Rate	Equalized Value (with TIF)	Amount to be Levied	Tax Increment	Assessed Value	Tax Rate
BROWN COUNTY	9,830,838	2,126,540,300	0.004622926	2,223,348,000	10,278,373	447,535	2,171,520,700	4.7332603
ASHWAUBENON SCHOOLS	19,145,161	1,916,541,434	0.009989432	1,983,184,134	19,810,884	665,723	1,937,411,100	10.2254414
WEST DEPERE SCHOOLS	2,288,515	209,998,866	0.01089775	240,163,866	2,617,246	328,731	234,109,600	11.1795742
VTAE	1,654,473	2,126,540,300	0.000778012	2,223,348,000	1,729,791	75,318	2,171,520,700	0.7965804
VILLAGE OF ASHWAUBENON	11,282,735	2,126,540,300	0.005305677	2,223,348,000	11,796,365	513,630	2,171,520,700	5.4323062
TOTAL FOR TAX INCREMENT					46,232,658	2,030,936		
STATE					377,316			
TOTAL AMOUNT TO BE LEVIED					\$ 46,609,974			

Village of Ashwaubenon

2016 Budget

Comparative Summary of Jurisdictional Levies and Assessed Tax Rates for 2014 and 2015 Levies

Ashwaubenon School District						
Jurisdiction	2014 Levy	2014 Tax Rate	2015 Levy	2015 Tax Rate	Increase/ (Decrease) in Levy	Increase/ (Decrease) in Tax Rate
Village of Ashwaubenon	\$ 10,976,638	\$ 5.34898	\$ 11,282,735	\$ 5.43231	\$ 306,097	\$ 0.08333
Ashwaubenon School District	19,140,444	10.32891	19,145,161	10.22544	4,717	(0.10347)
N.W.T.C. Vocational School	1,654,855	0.80642	1,654,473	0.79658	(382)	(0.00984)
Brown County	9,623,545	4.68961	9,830,838	4.73326	207,293	0.04365
State of Wisconsin	374,592	0.17432	377,316	0.17376	2,723	(0.00056)
Tax Incremental Districts	1,754,374	-	1,702,206	-	(52,168)	-
Subtotal	43,524,448	21.34823	43,992,729	21.36134	468,281	0.01311
State Credit - Schools	(2,906,687)	(1.51289)	(3,380,881)	(1.74505)	(474,194)	(0.23216)
Net Levy and Tax Rate	\$ 40,617,761	\$ 19.83534	\$ 40,611,848	\$ 19.61629	\$ (5,913)	\$ (0.21905)

West DePere School District						
Jurisdiction	2014 Levy	2014 Tax Rate	2015 Levy	2015 Tax Rate	Increase/ (Decrease) in Levy	Increase/ (Decrease) in Tax Rate
Village of Ashwaubenon	\$ 10,976,638	\$ 5.34898	\$ 11,282,735	\$ 5.43231	\$ 306,097	\$ 0.08333
West DePere School District	2,348,955	11.80296	2,288,515	11.17958	(60,440)	(0.62338)
N.W.T.C. Vocational School	1,654,855	0.80642	1,654,473	0.79658	(382)	(0.00984)
Brown County	9,623,545	4.68961	9,830,838	4.73326	207,293	0.04365
State of Wisconsin	374,592	0.17432	377,316	0.17376	2,723	(0.00056)
Tax Incremental Districts	1,387,988	-	1,365,214	-	(22,774)	-
Subtotal	26,366,572	22.82228	26,799,091	22.31548	432,518	(0.50680)
State Credits - Schools	(344,400)	(1.51289)	(408,533)	(1.74505)	(64,133)	(0.23216)
Net Levy and Tax Rate	\$ 26,022,172	\$ 21.30939	\$ 26,390,557	\$ 20.57043	\$ 368,385	\$ (0.73896)

Village of Ashwaubenon

2016 Budget

Comparative Summary of Jurisdictional Levies and Equalized Tax Rates for 2014 and 2015 Levies

Ashwaubenon School District						
Jurisdiction	2014 Levy	2014 Tax Rate	2015 Levy	2015 Tax Rate	Increase/ (Decrease) in Levy	Increase/ (Decrease) in Tax Rate
Village of Ashwaubenon	\$ 10,976,638	\$ 5.20752	\$ 11,282,735	\$ 5.30568	\$ 306,097	\$ 0.09816
Ashwaubenon School District	19,140,444	10.05623	19,145,161	9.98943	4,717	(0.06680)
N.W.T.C. Vocational School	1,654,855	0.78509	1,654,473	0.77801	(382)	(0.00708)
Brown County	9,623,545	4.56559	9,830,838	4.62293	207,293	0.05734
State of Wisconsin	374,592	0.17771	377,316	0.17743	2,723	(0.00028)
Tax Incremental Districts #3 & #4	1,754,374	-	1,702,206	-	(52,168)	-
Subtotal	43,524,448	20.79214	43,992,729	20.87348	468,281	0.08134
State Credit - Schools	(2,935,668)	(1.54238)	(3,415,204)	(1.78196)	(479,536)	(0.23959)
Net Levy and Tax Rate	\$ 40,588,780	\$ 19.24976	\$ 40,577,525	\$ 19.09152	\$ (11,255)	\$ (0.15825)
						-0.82%

West DePere School District						
Jurisdiction	2014 Levy	2014 Tax Rate	2015 Levy	2015 Tax Rate	Increase/ (Decrease) in Levy	Increase/ (Decrease) in Tax Rate
Village of Ashwaubenon	\$ 10,976,638	\$ 5.20752	\$ 11,282,735	\$ 5.30568	\$ 306,097	\$ 0.09816
West DePere School District	2,348,955	11.48623	2,348,955	11.18556	-	(0.30067)
N.W.T.C. Vocational School	1,654,855	0.78509	1,654,473	0.77801	(382)	(0.00708)
Brown County	9,623,545	4.56559	9,830,838	4.62293	207,293	0.05734
State of Wisconsin	374,592	0.17771	377,316	0.17743	2,723	(0.00028)
Tax Incremental Districts #3 & #4	1,387,988	-	1,365,214	-	(22,774)	-
Subtotal	26,366,572	22.22214	26,859,530	22.06960	492,958	(0.15253)
State Credits - Schools	(315,419)	(1.54238)	(374,210)	(1.78196)	(58,791)	(0.23959)
Net Levy and Tax Rate	\$ 26,051,154	\$ 20.67976	\$ 26,485,320	\$ 20.28764	\$ 434,167	\$ (0.39212)
						-1.90%

Village of Ashwaubenon

Directory of Officials

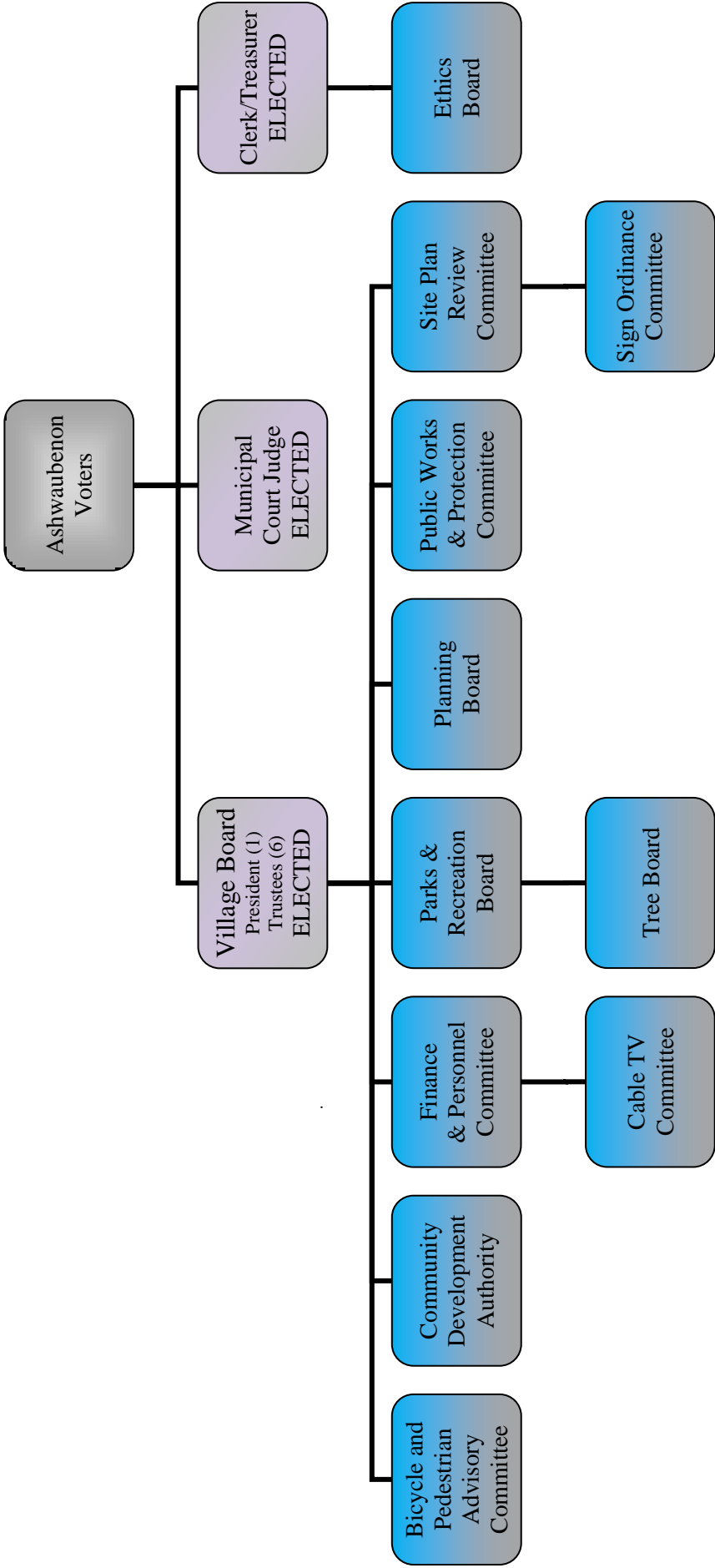
2016 Budget

Elected Officials	
President	Michael Aubinger
Clerk/Treasurer	Patrick W. Moynihan, Jr.
Municipal Court Judge	Gary Wickert
Village Trustee – Wards 1 & 2	Mary Kardoskee
Village Trustee – Wards 3 & 4	Gary Paul
Village Trustee – Wards 5 & 6	Gary Simoens
Village Trustee – Wards 7 & 8	Mark Williams
Village Trustee – Wards 9 & 10	Ken Bukowski
Village Trustee – Wards 11 & 12	Michael Malcheski

Appointed Officials	
Village Manager	Allison Swanson
Finance Director	Greg Wenholz
Public Safety Director	Eric Dunning
Director of Public Works	Doug Martin
Parks, Recreation & Forestry Director	Rex Mehlberg
Building Inspector	Todd Gerbers
Street Operations Supervisor	Lee Van Den Elzen

Consultants		
Legal Counsel	Attorney Dennis Duffy	Green Bay, WI
Assessor	Mike Denor	Green Bay, WI
Certified Public Accountants	Schenck SC	Green Bay, WI
Bond Counsel	Quarles & Brady	Milwaukee, WI
Financial Consultants	Robert W. Baird & Co.	Milwaukee, WI
Labor Counsel	Von Briesen, Purtell & Roper S.C.	Milwaukee, WI

Village of *Ashwaubenon, Wisconsin*
Standing and Advisory Committees

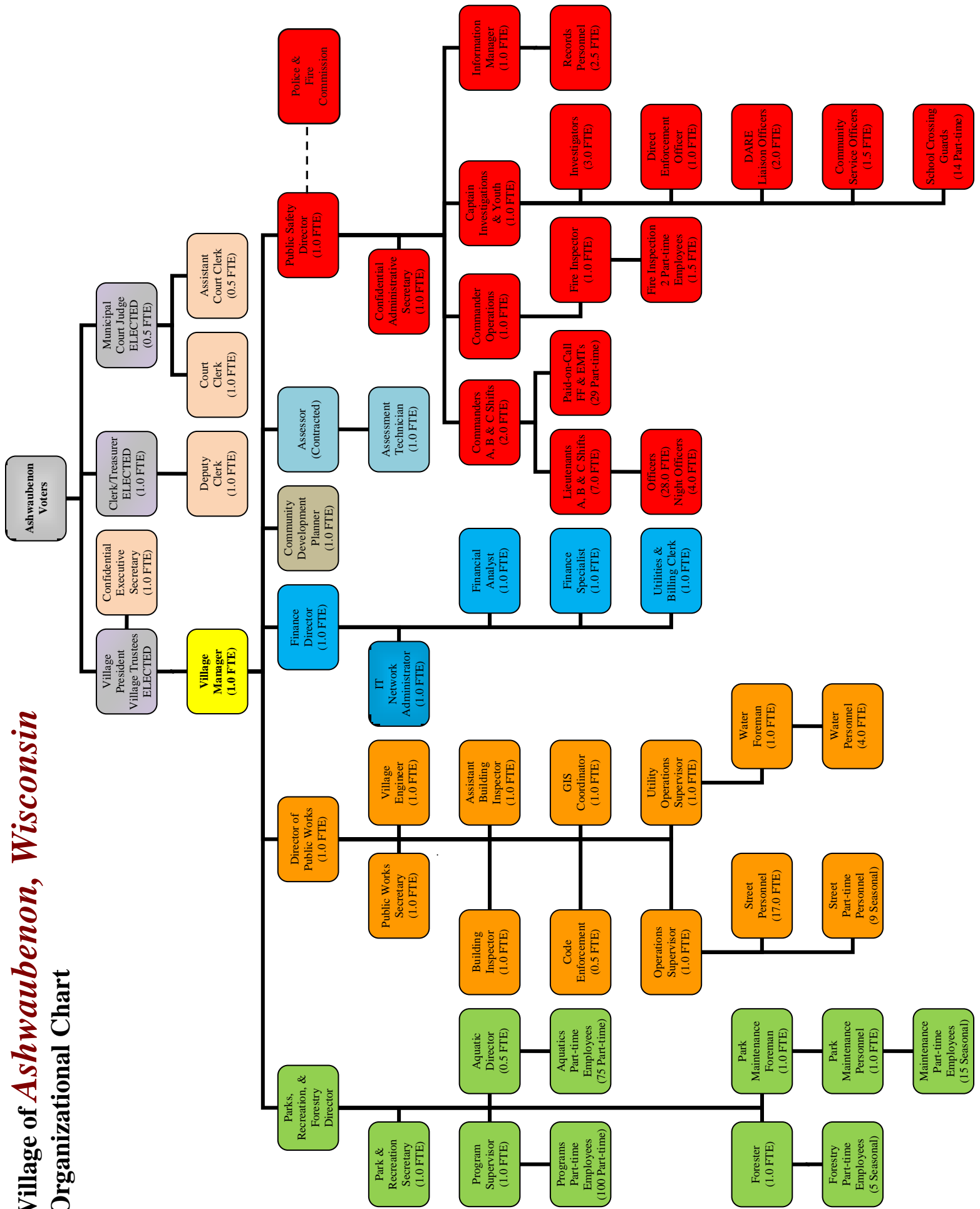


Committees with Appointments by Village President:



Village of Ashwaubenon, Wisconsin

Organizational Chart



Village of Ashwaubenon 2016 Budget

Committee Appointments - May-2015 through April-2016

Elected officials shall serve for the term of their office or until reappointed.

BIKE & PEDESTRIAN COMMITTEE – Fourth Monday of each Month; 3:30 PM	
Jeff Everetts	Ashwaubenon Public Safety
Kyle Gigot	Citizen Member
Randy Johnson	Citizen Member
Rick Lamal	Citizen Member
Rex Mehlberg	Village Director of Parks & Recreation
Melinda Morella	Citizen Member
Tom Selk	Citizen Member
Brad Taylor	Ashwaubenon School District
Leroy Vogt	Citizen Member
Derek Weyers	Wisconsin DOT

BROWN COUNTY PLANNING COMMISSION – First Wednesday of each Month; 7:00 PM	
Michael Malcheski	Citizen Member

BROWN COUNTY SUPERVISORS – Third Wednesday of each Month	
Corrie Campbell	Citizen Member
Patrick Moynihan, Jr.	Citizen Member

CABLE TV COMMITTEE – Meets as Needed	
Mark Williams, Chairman	Village Trustee
Mike Aubinger	Village President
Eric Dunning	Director of Ashwaubenon Public Safety
Brian Hanes	Ashwaubenon School District
Jeremy Moeller	Village Network Administrator
Brad Taylor	Citizen Member

COMMUNITY DEVELOPMENT AUTHORITY – First Friday at 12:00 Noon	
Mike Aubinger, Chairman	Village President
Ken Bukowski	Village Trustee
Jim Christensen, Jr.	Citizen Member
Bruce Enke	Citizen Member
Keith Lucius	Citizen Member
Michael Malcheski	Village Trustee
John Otis	Citizen Member

Village of Ashwaubenon

2016 Budget

Committee Appointments - May-2015 through April-2016

ETHICS BOARD – Meets as Needed	
Roger Bohn	Citizen Member
Marc Hammer	Citizen Member
Theresa Rosik	Citizen Member
Roy Siebert	Citizen Member
Dan Williams	Citizen Member (Alternate)

FINANCE & PERSONNEL COMMITTEE – Third Tuesday at 5:30 PM	
Ken Bukowski, Chairman	Village Trustee
John Dauska	Citizen Member
Tom Selk	Village Trustee
Gary Simoens	Village Trustee
Mark Williams	Village Trustee

GREEN BAY AREA ROOM TAX COMMITTEE – Meets as Needed	
Mike Aubinger	Village President
Ken Bukowski	Village Trustee
Patrick Moynihan	Village Clerk/Treasurer

PARK & RECREATION BOARD – Third Tuesday of the Month; 7:00 PM	
Mark Williams, Chairman	Village Trustee
Mark Castonia	Citizen Member
Dean Hess	Citizen Member
Deborah Lundberg	Citizen Member
Justin Miner	Citizen Member
Beth Pless	Citizen Member
Gary Simoens	Village Trustee

PLANNING BOARD – First Tuesday of the Month; 5:30 PM	
Mike Aubinger, Chairman	Village President
James Allen	Citizen Member
Corrie Campbell	Citizen Member
Mary Kardoskee	Village Trustee
Mike Malcheski	Village Trustee
Gary Paul	Village Trustee
Mike Skiffington	Citizen Member

Village of Ashwaubenon

2016 Budget

Committee Appointments - May-2015 through April-2016

POLICE & FIRE COMMISSION – Meets as Needed	
Tim McNulty, Chairman	Citizen Member
Nancy Armbrust	Citizen Member
Charles Baierl	Citizen Member
Jim Christensen, Sr.	Citizen Member
Craig Kassner	Citizen Member

PUBLIC WORKS & PROTECTION – First Tuesday of the Month; 6:30 PM	
Mary Kardoskee, Chairwoman	Village Trustee
Ken Bukowski	Village Trustee
Joann Euclide	Citizen Member
Michael Malcheski	Village Trustee
Chris Zabel	Citizen Member

SIGN ORDINANCE COMMITTEE – Meets as Needed	
Mike Beurket	Citizen Member
Jim Johnson	Citizen Member
Mary Kardoskee	Village Trustee
Ross Marchand	Citizen Member
Gary Paul	Village Trustee
Rene VandenElzen	Citizen Member
Tom Young	Citizen Member

SITE PLAN REVIEW COMMITTEE – First & Third Monday at 1:00 PM	
Michael Aubinger, Chairman	Village President
Jim Johnson	Citizen Member
Andy Kurowski	Citizen Member
Gary Paul	Village Trustee
Dan Pamperin	Citizen Member
Dale Quinn	Citizen Member
Tom Young	Citizen Member

Village of Ashwaubenon **2016 Budget**

Committee Appointments - May-2015 through April-2016

TREE BOARD – Fourth Thursday, each Odd-Numbered Month at 7:00 PM	
Jim Tubbs, Chairman	Citizen Member
Tom Anderson	Citizen Member
Jim Fameree	Citizen Member
Ralph Klipstine	Citizen Member
Andy Kurowski	Citizen Member
Jim Montgomery	Citizen Member
Doug Santy	Citizen Member

VILLAGE BOARD – Fourth Tuesday of the Month; 6:30 PM
All Village Board Members

ZONING BOARD OF APPEALS – Second Thursday of the Month; 7:00 PM	
Charles Baierl, Chairman	Citizen Member
Mark Castonia	Citizen Member
Harold Duquaine	Citizen Member
Karen Hansen	Citizen Member
Dennis Persick	Citizen Member
Jim Christensen, Jr.	Citizen Member (Alternate I)
Lee Mueller	Citizen Member (Alternate II)

Village of Ashwaubenon

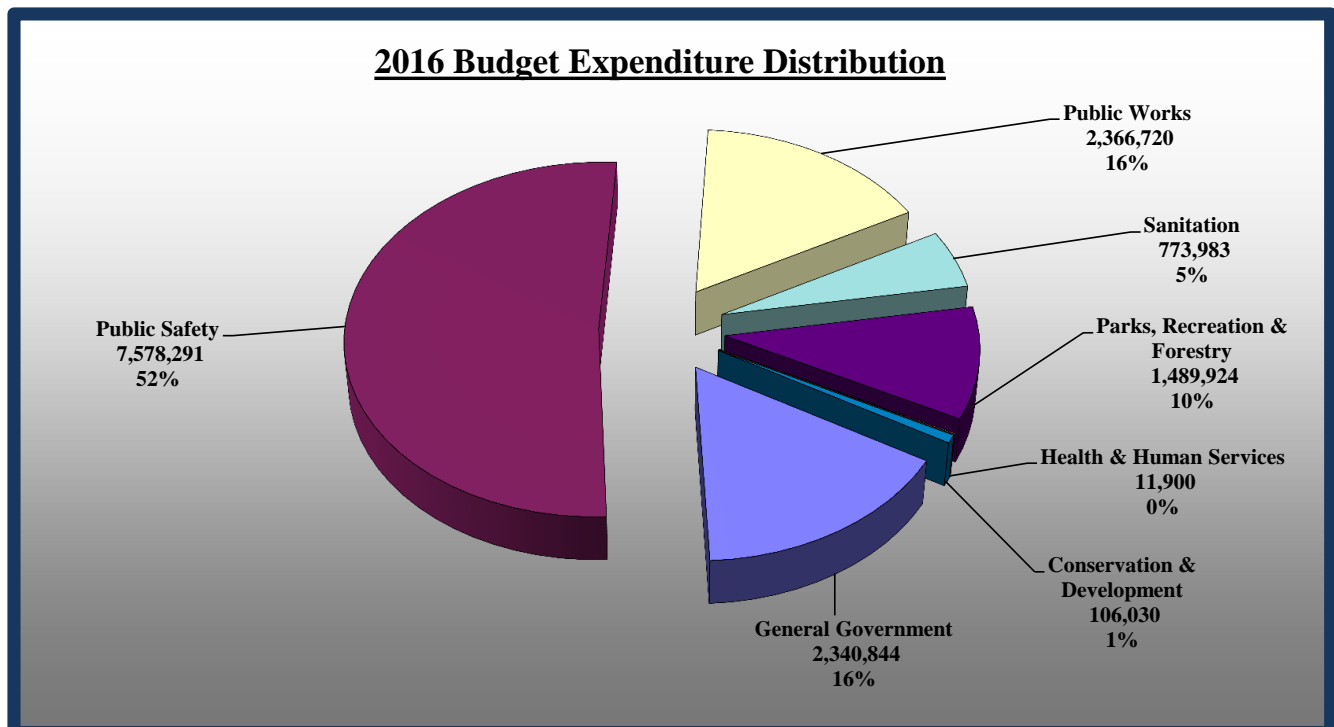
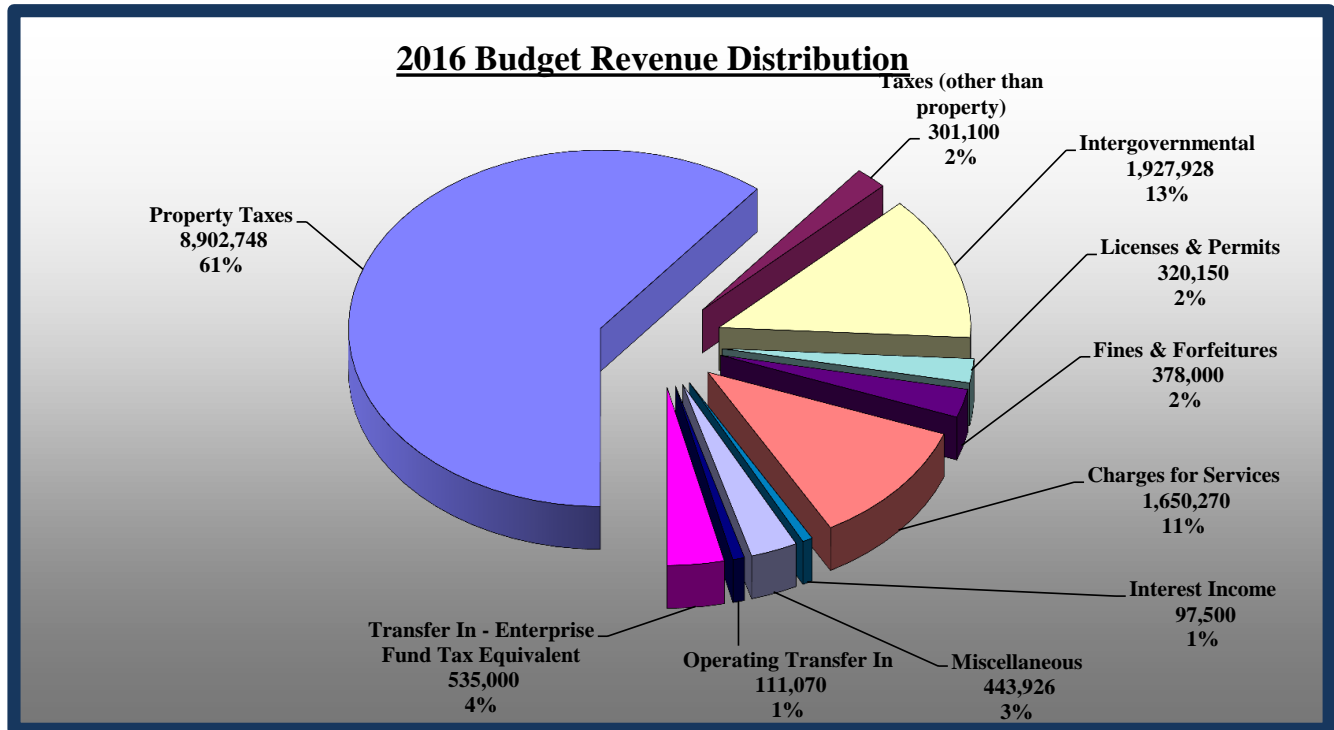
2016 Budget

General Fund Budget Summary

	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget
REVENUES					
Property Taxes	8,777,411	9,000,335	8,738,306	8,738,306	8,902,748
Taxes (other than property)	306,898	296,600	301,100	286,100	301,100
Intergovernmental	2,544,083	2,001,225	1,980,597	1,972,139	1,927,928
Special Assessment	-	-	-	-	-
Licenses & Permits	247,894	365,562	300,822	315,400	320,150
Fines & Forfeitures	323,545	408,905	378,000	368,000	378,000
Charges for Services	1,510,352	1,541,116	1,656,843	1,622,920	1,650,270
Interest Income	66,138	92,071	97,500	97,500	97,500
Miscellaneous	456,045	457,694	441,404	441,404	443,926
TOTAL REVENUE	14,232,366	14,163,508	13,894,572	13,841,769	14,021,622
EXPENDITURES					
General Government	2,117,821	2,202,469	2,096,734	2,102,966	2,340,844
Public Safety	7,925,935	7,737,304	7,501,362	7,599,007	7,578,291
Public Works	2,139,297	2,249,245	2,277,989	2,379,240	2,366,720
Sanitation	784,356	721,127	746,716	749,144	773,983
Parks, Recreation & Forestry	1,255,203	1,299,301	1,410,860	1,415,150	1,489,924
Health & Human Services	7,837	6,817	24,063	24,400	11,900
Conservation & Development	5,484	-	100,752	103,862	106,030
TOTAL EXPENDITURES	14,235,933	14,216,263	14,158,476	14,373,769	14,667,692
REVENUES OVER EXPENDITURES	(3,567)	(52,755)	(263,904)	(532,000)	(646,070)
OTHER FINANCING SOURCES (USES)					
Sale of Capital Assets	412	-	-	-	-
Operating Transfer In	-	32,000	32,000	32,000	111,070
Operating Transfer Out	(1,060,195)	(380,279)	-	-	-
Transfer In - Enterprise Fund Tax Equivalent	504,941	508,360	510,000	500,000	535,000
Proceeds of General Obligations	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(554,842)	160,081	542,000	532,000	646,070
NET CHANGE IN EQUITY	(558,409)	107,326	278,096	-	-
FUND BALANCE - BEGINNING OF YEAR	\$ 5,523,666	\$ 4,965,257	\$ 5,072,583	\$ 5,172,084	\$ 5,350,679
FUND BALANCE - END OF YEAR	\$ 4,965,257	\$ 5,072,583	\$ 5,350,679	\$ 5,172,084	\$ 5,350,679

General Fund Budget

Revenue and Expenditure Distribution



Village of Ashwaubenon

2016 Budget

General Fund Revenue Budget

	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
TAXES							
Property Taxes	8,777,411	9,000,335	8,738,306	8,738,306	8,902,748	164,442	1.88%
Room Tax	305,681	296,600	300,000	285,000	300,000	15,000	5.26%
Pay in Lieu of Tax-Airprt	1,217	-	1,100	1,100	1,100	-	0.00%
TOTAL TAXES	9,084,309	9,296,935	9,039,406	9,024,406	9,203,848	179,442	1.99%
INTERGOVERNMENTAL							
State Aids							
Shared Taxes From State	348,518	333,903	353,000	343,338	343,338	-	0.00%
Exempt Computer Aids	349,879	362,090	349,580	337,580	350,000	12,420	3.68%
Fire Insurance Tax	71,512	82,283	77,557	82,283	80,000	(2,283)	-2.77%
Municipal Service	7,404	7,376	6,541	7,277	6,500	(777)	-10.68%
Transportation Aid	978,721	893,305	853,209	855,296	865,809	10,513	1.23%
Recycling Grant	76,430	76,345	76,330	76,345	60,261	(16,084)	-21.07%
Rescue	5,742	6,595	6,128	6,500	6,500	-	0.00%
Police Training	47,493	9,020	7,680	5,020	5,020	-	0.00%
DOJ Grant	-	19,609	35,000	48,000	-	(48,000)	-100.00%
Local Aids							
Fire Protection	448,524	-	-	-	-	-	N/A
School District	192,846	198,700	204,731	200,500	200,500	-	0.00%
Other	17,014	11,999	10,841	10,000	10,000	-	0.00%
TOTAL INTERGOVERNMENTAL	2,544,083	2,001,225	1,980,597	1,972,139	1,927,928	(44,211)	-2.24%
LICENSES AND PERMITS							
Licenses							
Liquor & Bev License	38,458	40,053	45,000	45,000	45,000	-	0.00%
Operators License	14,620	13,205	13,500	13,500	13,500	-	0.00%
Cigarette License	1,800	1,800	1,800	1,800	1,800	-	0.00%
Bicycle License	102	-	100	100	100	-	0.00%
Dog License	1,445	1,329	1,500	1,500	1,500	-	0.00%
Cat License	235	155	200	200	200	-	0.00%
Peddlers License	1,300	2,760	15,900	15,900	15,900	-	0.00%
Weights & Measure License	29,251	27,718	28,000	28,000	28,000	-	0.00%
Other License	15,778	12,393	550	550	550	-	0.00%
Total Licenses	102,989	99,413	106,550	106,550	106,550	-	0.00%
Permits							
Rezoning Hearing Permit	650	650	1,150	750	1,000	250	33.33%
Building Permit	67,291	113,390	80,000	90,000	90,000	-	0.00%
Electrical Permit	18,632	37,606	30,000	35,000	35,000	-	0.00%
Plumbing Permit	20,373	49,788	30,000	35,000	35,000	-	0.00%
Heating Permit	19,484	40,121	27,500	30,000	30,000	-	0.00%
Sewer Permit	2,870	4,690	4,100	4,100	4,100	-	0.00%
Right of Way Permit	1,850	5,950	4,900	1,000	4,500	3,500	350.00%
Curb Cut Permit	475	710	765	500	500	-	0.00%
Alarm Permit	12,130	12,270	11,500	11,500	11,500	-	0.00%
Other Permits	1,150	974	4,357	1,000	2,000	1,000	100.00%
Total Permits	144,905	266,149	194,272	208,850	213,600	4,750	2.27%
TOTAL LICENSE AND PERMITS	247,894	365,562	300,822	315,400	320,150	4,750	1.51%
FINES AND FORFEITURES							
Court Penalties & Costs	295,250	378,660	350,000	340,000	350,000	10,000	2.94%
Parking Violations	28,295	30,245	28,000	28,000	28,000	-	0.00%
TOTAL FINES AND FORFEITURES	323,545	408,905	378,000	368,000	378,000	10,000	2.72%

Village of Ashwaubenon

2016 Budget

General Fund Revenue Budget

	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
PUBLIC CHARGES FOR SERVICES							
Sale of Materials and Supplies	5,149	6,585	9,774	6,500	6,500	-	0.00%
CSM Fees/Site Plan Fees	3,417	3,254	3,500	3,700	3,500	(200)	-5.41%
Public Safety							
Rescue Squad Services	347,458	363,698	390,000	375,000	390,000	15,000	4.00%
Fire Inspections	90,184	93,524	94,000	94,000	94,000	-	0.00%
Police, Fire and Rescue Services	205,833	171,194	197,000	197,000	197,000	-	0.00%
False Alarms	14,200	14,600	14,000	12,500	14,000	1,500	12.00%
Misc & Warrent Fees	1,726	1,133	2,000	2,000	2,000	-	0.00%
Public Safety Accident Reports	4,340	2,174	4,000	4,000	4,000	-	0.00%
Parks, Recreation & Forestry							
Administration	9,797	7,370	2,000	2,000	4,500	2,500	125.00%
High School Pool	45,644	47,301	46,000	38,850	45,000	6,150	15.83%
Ashwaubomay Lake	104,372	99,323	136,212	112,300	115,000	2,700	2.40%
Youth Recreation Programs	37,997	29,337	87,000	72,700	76,800	4,100	5.64%
Adult Recreation Programs	41,960	55,392	45,000	66,330	66,930	600	0.90%
Co-Sponsored Programs	-	29,972	31,927	32,290	32,290	-	0.00%
Facility Rentals	24,903	23,796	15,073	25,000	30,000	5,000	20.00%
Tree Planting Program	3,697	2,151	3,000	3,000	3,000	-	0.00%
Public Works							
Weed Control	4,923	4,960	6,000	6,000	6,000	-	0.00%
Snow Removal	1,852	1,562	1,750	1,750	1,750	-	0.00%
Rubbish Collection/Garbage Cans	5,310	5,446	7,552	7,000	7,000	-	0.00%
Recycling	18,940	25,598	5,000	20,000	-	(20,000)	-100.00%
Other Charges	1,634	1,891	6,055	1,000	1,000	-	0.00%
Labor and Service Reimbursements	537,016	550,855	550,000	540,000	550,000	10,000	1.85%
TOTAL PUBLIC CHARGES FOR SERVICES	1,510,352	1,541,116	1,656,843	1,622,920	1,650,270	27,350	1.69%
INTEREST INCOME							
Interest on Investments	59,386	86,835	85,000	85,000	85,000	-	0.00%
Interest On Delinquent Taxes	1,426	3,301	2,500	2,500	2,500	-	0.00%
Interest On Special Assessment	5,326	1,935	10,000	10,000	10,000	-	0.00%
TOTAL INTEREST INCOME	66,138	92,071	97,500	97,500	97,500	-	0.00%
MISCELLANEOUS							
Cable Tv Franchise Fee	237,019	237,240	248,000	248,000	248,000	-	0.00%
Rent	77,382	79,731	82,084	82,084	84,606	2,522	3.07%
Donations	51,928	51,723	55,000	55,000	55,000	-	0.00%
Miscellaneous	89,716	89,000	56,320	56,320	56,320	-	0.00%
TOTAL MISCELLANEOUS	456,045	457,694	441,404	441,404	443,926	2,522	0.57%
TOTAL REVENUES	\$ 14,232,366	\$ 14,163,508	\$ 13,894,572	\$ 13,841,769	\$ 14,021,622	\$ 179,853	1.30%
OTHER FINANCING SOURCES							
Sale of Other Capital Assets	412	-	-	-	-	-	N/A
Operating Transfer In	-	32,000	32,000	32,000	111,070	79,070	247.09%
Transfer In - Enterprise Fund Tax Equivalent	504,941	508,360	510,000	500,000	535,000	35,000	7.00%
TOTAL OTHER FINANCING SOURCES	505,353	540,360	542,000	532,000	646,070	114,070	21.44%
TOTAL REVENUES AND OTHER FINANCING SOURCES	\$ 14,737,719	\$ 14,703,868	\$ 14,436,572	\$ 14,373,769	\$ 14,667,692	\$ 293,923	2.04%

Village of Ashwaubenon

2016 Budget

General Fund Expenditure Budget

	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
EXPENDITURES							
General Government							
Village Board/Administration	\$ 364,335	\$ 403,319	\$ 292,293	\$ 292,991	\$ 298,305	\$ 5,314	1.81%
Municipal Court	174,909	171,224	160,310	166,895	169,513	2,618	1.57%
Village Clerk/Treasurer	208,124	218,712	198,173	197,515	216,056	18,541	9.39%
Village Assessor	125,042	125,462	128,264	128,374	131,545	3,171	2.47%
Finance	319,292	404,267	362,647	362,967	274,308	(88,659)	-24.43%
Information Technology	-	-	-	-	170,548	170,548	N/A
Building Inspection	161,915	198,210	194,187	196,173	202,970	6,797	3.46%
Legal Services	160,535	93,905	126,000	126,000	126,000	-	0.00%
Village Hall Maintenance	197,522	209,055	160,804	182,829	196,629	13,800	7.55%
General Government	406,147	378,315	474,056	449,222	554,970	105,748	23.54%
Total General Government	2,117,821	2,202,469	2,096,734	2,102,966	2,340,844	237,878	11.31%
Public Safety							
Police/Fire/Rescue	7,817,148	7,635,610	7,408,754	7,501,714	7,473,785	(27,929)	-0.37%
Fire Inspection	108,787	101,694	92,608	97,293	104,506	7,213	7.41%
Total Public Safety	7,925,935	7,737,304	7,501,362	7,599,007	7,578,291	(20,716)	-0.27%
Public Works							
Engineering	120,372	122,864	133,301	140,284	144,379	4,095	2.92%
Street Administration	150,678	150,282	152,770	155,625	159,832	4,207	2.70%
Garage	420,243	439,001	446,557	489,782	480,079	(9,703)	-1.98%
Street Maintenance	522,121	521,462	473,175	450,657	488,388	37,731	8.37%
Curb & Gutter	24,723	16,631	18,264	33,100	22,700	(10,400)	-31.42%
Snow & Ice Control	219,711	149,167	185,700	195,700	171,000	(24,700)	-12.62%
Traffic Control	94,431	111,077	119,809	128,809	117,609	(11,200)	-8.70%
Street Lighting	481,670	482,604	520,913	525,913	525,913	-	0.00%
Sidewalk Maintenance	3,469	4,966	3,250	6,750	7,600	850	12.59%
School District Maintenance	4,797	7,069	3,500	3,500	4,200	700	20.00%
Labor for Others	7,996	10,637	10,750	14,100	10,000	(4,100)	-29.08%
Transit System	89,086	233,485	210,000	235,020	235,020	-	0.00%
Total Public Works	2,139,297	2,249,245	2,277,989	2,379,240	2,366,720	(12,520)	-0.53%
Sanitation							
Garbage & Refuse Collection	292,678	283,660	303,624	291,015	326,654	35,639	12.25%
Recycling	241,190	182,727	167,892	177,829	168,429	(9,400)	-5.29%
Landfill	164,256	179,107	186,000	186,000	186,000	-	0.00%
Weed Control	13,157	13,844	15,800	20,900	20,500	(400)	-1.91%
Wood Chipping	73,075	61,789	73,400	73,400	72,400	(1,000)	-1.36%
Total Sanitation	784,356	721,127	746,716	749,144	773,983	24,839	3.32%
Parks, Recreation & Forestry							
Parks and Recreation Administration	291,986	299,125	318,735	319,449	351,553	32,104	10.05%
High School Pool	52,525	49,574	54,975	54,975	55,213	238	0.43%
Ashwaubomay Lake	111,770	108,333	111,063	111,063	124,694	13,631	12.27%
Adult Recreation	42,257	52,582	57,318	57,318	58,076	758	1.32%
Co-Sponsored Recreation	32,408	68,330	67,855	67,855	65,855	(2,000)	-2.95%
Youth Recreation	53,830	59,973	105,601	105,601	122,032	16,431	15.56%
Park Maintenance	469,870	453,614	474,960	485,698	477,849	(7,849)	-1.62%
Community Center	21,085	22,025	15,331	15,331	60,318	44,987	293.44%
Forestry Administration	179,472	185,745	205,022	197,860	174,334	(23,526)	-11.89%
Total Parks, Recreation & Forestry	1,255,203	1,299,301	1,410,860	1,415,150	1,489,924	74,774	5.28%
Health & Human Services							
Animal Control	7,837	6,817	24,063	24,400	11,900	(12,500)	-51.23%
Conservation & Development							
Economic Development	5,484	-	100,752	103,862	106,030	2,168	2.09%
Total Conservation & Development	5,484	-	100,752	103,862	106,030		
TOTAL EXPENDITURES	14,235,933	14,216,263	14,158,476	14,373,769	14,667,692	293,923	2.04%
OTHER FINANCING USES							
Transfers Out	1,060,195	380,279	-	-	-	-	0.00%
Total Expenditures & Other Financing Uses	\$ 15,296,128	\$ 14,596,542	\$ 14,158,476	\$ 14,373,769	\$ 14,667,692	\$ 293,923	2.04%

Village of Ashwaubenon

2016 Budget

General Fund Expenditure Budget

By G/L Account

	2013		2014		2015		2015		2016		2016 vs 2015 Budget	
	Actual		Actual		Forecast		Budget		Budget		\$ Variance	% Variance
Salary	\$ 4,323,126		\$ 4,443,834		\$ 4,465,268		\$ 4,565,268		\$ 1,905,997		\$ (2,659,271)	-58.25%
Hourly	1,784,341		1,816,005		1,873,467		1,899,789		4,648,413		2,748,624	144.68%
Fitness Pay	50,614		54,881		60,338		65,338		64,988		(350)	-0.54%
FLSA	93,009		87,569		85,000		85,000		85,000		-	0.00%
POC Pay	41,486		43,039		45,000		45,000		45,000		-	0.00%
Overtime	342,041		266,615		309,354		315,654		264,752		(50,902)	-16.13%
Longevity	14,590		12,083		12,588		12,588		10,602		(1,986)	-15.78%
Comptime	238,761		252,704		225,000		225,000		225,000		-	0.00%
Pollworkers	6,086		13,071		8,400		8,400		25,000		16,600	197.62%
Holiday Pay	252,193		273,946		226,996		218,436		225,083		6,647	3.04%
Workers Compensation	-		39,426		35,000		-		-		-	N/A
Total Salaries and Wages	7,146,246		7,303,174		7,346,411		7,440,473		7,499,835		59,362	0.80%
Medicare/FICA	519,019		512,807		616,556		546,124		572,254		26,130	4.78%
Health Insurance	1,350,542		1,421,554		1,417,895		1,439,911		1,549,330		109,419	7.60%
Dental Insurance	88,321		84,732		83,248		85,179		85,021		(158)	-0.19%
Life Insurance	13,372		13,836		12,643		13,980		14,961		981	7.02%
Disability	(540)		-		380		13,604		13,558		(46)	-0.34%
Retirement	1,102,423		813,918		668,009		682,511		578,736		(103,775)	-15.20%
Public Safety Trust Fund	48,745		47,000		47,000		47,000		47,000		-	0.00%
Total Benefits	3,121,881		2,893,847		2,845,731		2,828,309		2,860,860		32,551	1.15%
Total Personnel Services	10,268,127		10,197,021		10,192,142		10,268,782		10,360,695		91,913	0.90%
Office Supplies	30,839		30,726		37,220		42,128		45,088		2,960	7.03%
Operational Supplies	86,953		91,478		90,160		90,610		90,802		192	0.21%
Evidence Supplies	1,646		1,500		2,395		2,395		2,395		-	0.00%
Lifeguard Training Supplies	854		705		500		500		1,200		700	140.00%
Range Supplies	14,400		14,230		15,150		15,150		12,000		(3,150)	-20.79%
Election Supplies	4,952		5,726		5,000		5,000		5,000		-	0.00%
Forms	2,783		5,530		5,650		5,650		5,650		-	0.00%
State Stamps	-		1,511		756		753		825		72	9.56%
Maintenance Supplies	196,671		170,524		178,900		193,400		199,200		5,800	3.00%
Concession Supplies	16,747		19,815		14,850		14,850		17,350		2,500	16.84%
Pool and Lake Supplies	10,987		9,181		11,200		11,200		10,700		(500)	-4.46%
Janitorial Supplies	26,294		26,685		27,875		27,875		30,675		2,800	10.04%
Athletic Field Supplies	31,656		27,401		29,862		29,862		29,862		-	0.00%
Program Supplies	35,556		48,064		49,761		49,761		52,461		2,700	5.43%
Code Books	9,949		5,508		7,990		10,990		3,950		(7,040)	-64.06%
Total Supplies	470,286		458,583		477,269		500,124		507,158		7,034	1.41%
Gas & Oil	307,890		262,518		246,510		334,284		300,888		(33,396)	-9.99%
Landscaping Supplies	7,584		8,679		9,200		9,200		9,200		-	0.00%
Program/Trip Expense	3,082		2,589		3,200		3,200		3,200		-	0.00%
Repairs-Building/Equipment	59,613		75,867		83,800		83,800		83,800		-	0.00%
Voting Machine Maintenance	-		1,953		500		1,000		1,000		-	0.00%
Software Maintenance	33,669		38,718		54,800		53,907		82,299		28,392	52.67%
Fire Alarm/Security Maint	2,928		1,073		3,425		1,250		2,250		1,000	80.00%
Record Checks	3,682		3,227		3,600		3,600		3,600		-	0.00%
Newspaper Publishing	9,306		8,642		9,761		8,800		8,800		-	0.00%
Licenses	-		275		-		600		600		-	0.00%
Postage	27,483		22,130		28,170		30,100		29,200		(900)	-2.99%
Copy Machine	24,726		23,359		26,000		19,800		20,800		1,000	5.05%
Building Furnishings	2,490		1,812		2,500		2,500		2,500		-	0.00%
Credit Card Fees	19,067		19,633		19,000		19,800		19,000		(800)	-4.04%
Uniforms	64,121		45,709		64,896		65,472		65,472		-	0.00%
Shoe Allowance	3,192		3,235		4,200		4,200		4,200		-	0.00%
Tool Allowance	796		1,300		1,200		1,000		1,000		-	0.00%
Grant Expenses	2,495		12,868		4,999		4,999		-		(4,999)	-100.00%
Public Education	3,379		3,149		3,500		3,500		3,500		-	0.00%
Dare/Liaison Program	1,500		1,331		1,500		1,500		-		(1,500)	-100.00%
Motorcycle Patrol	220		200		1,049		1,049		-		(1,049)	-100.00%
ATV Patrol	994		275		1,150		1,150		1,150		-	0.00%
Citizen's Academy	823		97		1,000		1,000		-		(1,000)	-100.00%
Explorer Program	1,250		1,250		1,250		1,250		-		(1,250)	-100.00%
Total Operating	580,288		539,890		575,210		656,961		642,459		(14,502)	-2.21%

Village of Ashwaubenon

2016 Budget

General Fund Expenditure Budget

By G/L Account

	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
Training/Conference	60,372	48,904	59,750	65,850	63,450	(2,400)	-3.64%
Dues & Subscriptions	11,159	19,076	21,690	22,040	22,090	50	0.23%
Mileage Reimbursement	12,985	14,358	14,479	14,340	14,490	150	1.05%
Daat & Fitness	1,179	-	2,000	2,000	2,000	-	0.00%
Tuition Reimbursement	802	1,225	-	1,000	-	(1,000)	-100.00%
Total Travel/Training	86,497	83,563	97,919	105,230	102,030	(3,200)	-3.04%
Contracted Services	439,333	499,865	527,915	553,277	559,207	5,930	1.07%
Computer Consulting	40,861	97,109	50,000	55,000	55,000	-	0.00%
Accounting & Auditing	17,400	18,600	18,900	18,900	18,900	-	0.00%
Rodent Control	-	1,013	1,013	900	900	-	0.00%
Mutual Aid	18,000	18,000	18,000	18,000	18,450	450	2.50%
Humane Society	7,530	5,666	7,500	7,500	7,500	-	0.00%
Cleaning Contract	31,339	34,518	35,800	40,800	40,800	-	0.00%
Weights & Measures	20,550	20,600	21,000	20,600	21,050	450	2.18%
Brown County Landfill	164,256	179,107	186,000	186,000	186,000	-	0.00%
Jail Fees	29,240	31,160	36,400	36,400	38,400	2,000	5.49%
Printing	8,143	10,578	9,500	9,500	9,900	400	4.21%
Tree Planting - Village	9,643	5,298	11,000	11,000	11,000	-	0.00%
Engineering Services	3,117	2,002	8,000	8,000	8,000	-	0.00%
Economic Development	11,563	5,618	5,411	5,411	6,201	790	14.60%
Tree Planting - Residents	1,573	1,964	3,000	3,000	3,000	-	0.00%
Bank Fees	4,748	4,875	6,400	5,040	6,400	1,360	26.98%
Investment Fees	16,234	16,231	16,500	16,500	16,500	-	0.00%
Vehicle Repairs	184,641	166,155	163,447	171,680	186,580	14,900	8.68%
Equipment Use Charge	562,270	501,060	438,273	438,273	426,232	(12,041)	-2.75%
Radio Maintenance	1,223	1,694	3,500	3,500	3,500	-	0.00%
Equipment Rental	6,962	6,656	6,400	6,400	7,680	1,280	20.00%
Total Purchased Services	1,578,625	1,627,769	1,573,959	1,615,681	1,631,200	15,519	0.96%
Physical/Psych Exams	6,278	2,570	9,210	10,000	13,600	3,600	36.00%
Property & Liability Insurance	79,740	70,835	95,300	95,300	81,147	(14,153)	-14.85%
Employee Assistance Program	3,493	3,364	3,432	3,432	3,432	-	0.00%
Unemployment	8,715	11,329	15,000	21,000	15,000	(6,000)	-28.57%
Workers Comp Insurance	197,517	174,062	251,324	177,450	300,391	122,941	69.28%
Total Insurance	295,742	262,160	374,266	307,182	413,570	106,388	34.63%
Gas & Electric	651,571	677,511	708,736	731,736	731,736	-	0.00%
Water/Sewer/Storm Water	65,356	59,094	66,273	67,073	67,673	600	0.89%
Telephone/Pagers	31,099	43,999	28,500	28,500	28,500	-	0.00%
Cell Phone	36,733	39,324	49,862	38,160	40,560	2,400	6.29%
Teletype	4,104	4,188	4,440	4,440	4,440	-	0.00%
Total Utilities	788,863	824,116	857,811	869,909	872,909	3,000	0.34%
Wage Reserve	-	-	-	40,000	40,000	-	0.00%
Total Reserves And Conting	-	-	-	40,000	40,000	-	0.00%
Furniture & Fixtures < \$5000	-	944	-	-	-	-	N/A
Equipment > \$5000	98,457	166,725	-	-	9,000	9,000	N/A
Equipment < \$5000	61,877	55,226	9,900	9,900	88,671	78,771	795.67%
Total Capital Outlay	160,334	222,895	9,900	9,900	97,671	87,771	886.58%
Operating Transfer Out	1,060,195	380,279	-	-	-	-	N/A
Lease Expense	266	266	-	-	-	-	N/A
Other Operating - Taxes	6,904	-	-	-	-	-	N/A
Total Other Financing Uses	1,067,365	380,545	-	-	-	-	N/A
Total Expenditures & Other Financing Uses	\$ 15,296,128	\$ 14,596,542	\$ 14,158,476	\$ 14,373,769	\$ 14,667,692	\$ 293,923	2.04%

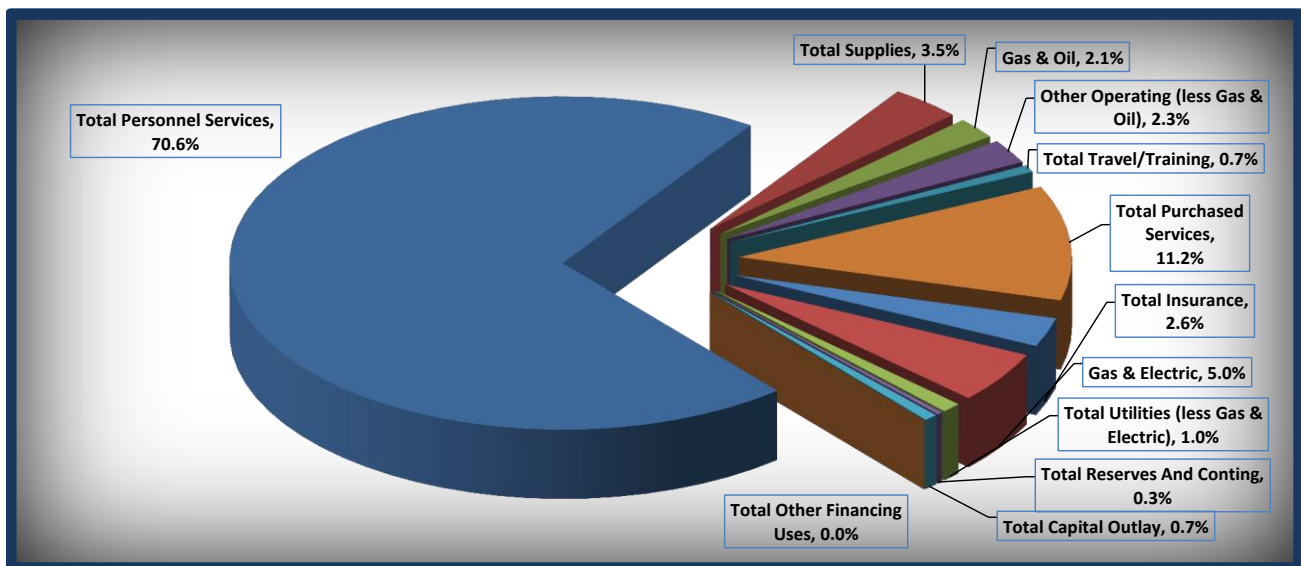
General Fund Expenditure Budget

G/L Account Summary

	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget
Total Salaries and Wages	\$ 7,146,246	\$ 7,303,174	\$ 7,346,411	\$ 7,440,473	\$ 7,499,835
Total Benefits	3,121,881	2,893,847	2,845,731	2,828,309	2,860,860
Total Personnel Services	\$ 10,268,127	\$ 10,197,021	\$ 10,192,142	\$ 10,268,782	\$ 10,360,695
Total Supplies	470,286	458,583	477,269	500,124	507,158
Gas & Oil	307,890	262,518	246,510	334,284	300,888
Other Operating (less Gas & Oil)	272,399	277,372	328,700	322,677	341,571
Total Travel/Training	86,497	83,563	97,919	105,230	102,030
Total Purchased Services	1,578,625	1,627,769	1,573,959	1,615,681	1,631,200
Total Insurance	295,742	262,160	374,266	307,182	413,570
Gas & Electric	651,571	677,511	708,736	731,736	731,736
Total Utilities (less Gas & Electric)	137,293	146,605	149,075	138,173	141,173
Total Reserves And Conting	-	-	-	40,000	40,000
Total Capital Outlay	160,334	222,895	9,900	9,900	97,671
Total Other Financing Uses	1,067,365	380,545	-	-	-
TOTAL EXPENDITURES	\$ 15,296,128	\$ 14,596,542	\$ 14,158,476	\$ 14,373,769	\$ 14,667,692

G/L Account Percent of Total Budget

	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget
Total Salaries and Wages	46.7%	50.0%	51.9%	51.8%	51.1%
Total Benefits	20.4%	19.8%	20.1%	19.7%	19.5%
Total Personnel Services	67.1%	69.9%	72.0%	71.4%	70.6%
Total Supplies	3.1%	3.1%	3.4%	3.5%	3.5%
Gas & Oil	2.0%	1.8%	1.7%	2.3%	2.1%
Other Operating (less Gas & Oil)	1.8%	1.9%	2.3%	2.2%	2.3%
Total Travel/Training	0.6%	0.6%	0.7%	0.7%	0.7%
Total Purchased Services	10.3%	11.2%	11.1%	11.2%	11.1%
Total Insurance	1.9%	1.8%	2.6%	2.1%	2.8%
Gas & Electric	4.3%	4.6%	5.0%	5.1%	5.0%
Total Utilities (less Gas & Electric)	0.9%	1.0%	1.1%	1.0%	1.0%
Total Reserves And Conting	0.0%	0.0%	0.0%	0.3%	0.3%
Total Capital Outlay	1.0%	1.5%	0.1%	0.1%	0.7%
Total Other Financing Uses	7.0%	2.6%	0.0%	0.0%	0.0%
TOTAL EXPENDITURES	100.0%	100.0%	100.0%	100.0%	100.0%



DEPARTMENT DESCRIPTION:

The Village is governed by a Village Board consisting of a Village President elected at large and six Trustees elected by Wards. An appointed Village Manager serves at will and carries out the policies, directives and ordinances enacted by the Village Board, providing direction, guidance and supervision to Village Department Heads and staff. The Village of Ashwaubenon utilizes contracted services for legal and various consultants to augment Village Staff in addressing Village needs in their respective areas of expertise.

SERVICES:

- Human Resources: personnel hiring and discipline, labor negotiations.
- Insurance: liability, worker's compensation, health, and dental.
- Economic Development: land sales, business recruitment, tax incremental financing, greenfield development and redevelopment.
- Overall Administration: day-to-day and long-term management of Village services.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Village President	1.00	1.00	29,000
Village Trustees	6.00	6.00	45,000
Village Manager	1.00	1.00	107,707
Confidential Executive Secretary	1.00	1.00	44,031
Total FTE's and Salaries	9.00	9.00	\$ 225,738

Note: 15% of each position is allocated to the Water, Sewer and Storm Water Utility Funds.

2015 ACCOMPLISHMENTS:

- Established an optional high deductible health savings plan for employees.
- Established an onsite employer health clinic used jointly by the Village and Ashwaubenon School District employees. After just six months of implementation more than 2/3 of the available time is utilized and estimated savings over this short period would be over \$20,000 to the health plan.
- Completed the Truck Equipment Development and Green Bay Packaging Expansion. Began acquisitions of the William Charles Court redevelopment.
- Completed bidding and design of community center, auditorium and community pools.

2016 OBJECTIVES:

- Begin construction of the William Charles Court redevelopment.
- Complete construction of community center, auditorium and community pools.
- Complete remediation of Klipstine Park.

BUDGET SUMMARY:

- Worker's compensation injuries have been significant over the last two years, increasing our work comp rate from a low of 0.69 to 1.1. While we integrate light duty as quickly as an employee is able, our number of unpreventable injuries has been considerable.

Village of Ashwaubenon

2016 Budget

Department: Village Board/Administration

Fund: 100

Dept #: 5111

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	210,504	222,110	154,157	154,157	156,838	2,681	1.74%	
5110	Hourly	32,059	32,769	37,431	37,431	38,172	741	1.98%	
5111	Overtime	233	30	1,275	1,275	1,275	-	0.00%	
5120	Longevity	572	509	510	510	510	-	0.00%	
5130	Comp Time	1,142	1,426	-	-	-	-	N/A	
5150	Holiday Pay	1,291	1,315	-	-	-	-	N/A	
5170	Sick	783	1,006	-	-	-	-	N/A	
5180	Vacation	3,998	3,980	-	-	-	-	N/A	
	Total Salaries And Wages	250,582	263,145	193,373	193,373	196,795	3,422	1.77%	
5210	Medicare/Fica	17,820	18,448	14,795	14,795	15,057	262	1.77%	
5220	Health Insurance	43,699	58,978	43,707	43,707	45,900	2,193	5.02%	
5221	Dental Insurance	2,986	3,787	2,646	2,646	2,643	(3)	-0.11%	
5222	Life Insurance	615	706	605	605	763	158	26.12%	
5230	Disability	-	-	-	318	323	5	1.57%	
5240	Retirement	13,666	15,685	10,767	10,767	10,464	(303)	-2.81%	
	Total Benefits	78,787	97,604	72,520	72,838	75,150	2,312	3.17%	
	Total Personnel Services	329,369	360,750	265,893	266,211	271,945	5,734	2.15%	
6100	Office Supplies	2,663	3,830	3,600	3,600	3,600	-	0.00%	
	Total Supplies	2,663	3,830	3,600	3,600	3,600	-	0.00%	
7100	Training/Conference	6,197	8,126	4,800	4,800	4,800	-	0.00%	
7120	Dues & Subscriptions	2,052	8,167	8,000	8,000	8,000	-	0.00%	
7130	Mileage Reimbursement	5,344	5,449	4,800	4,800	4,800	-	0.00%	
	Total Travel/Training	13,593	21,742	17,600	17,600	17,600	-	0.00%	
8100	Contracted Services	8,627	8,154	3,600	3,600	3,600	-	0.00%	
8116	Economic Development	1,198	5,618	-	-	-	-	N/A	
	Total Purchased Services	9,825	13,773	3,600	3,600	3,600	-	0.00%	
8403	Cell Phone	1,682	2,281	1,600	1,980	1,560	(420)	-21.21%	**
	Total Utilities	1,682	2,281	1,600	1,980	1,560	(420)	-21.21%	
	Total Capital Outlay	-	944	-	-	-	-	N/A	
	Total Expenditures	\$ 364,335	\$ 403,319	\$ 292,293	\$ 292,991	\$ 298,305	\$ 5,314	1.81%	

Footnotes:

Acct - 8403: Reduced to match actual trends and revised rates.

DEPARTMENT DESCRIPTION:

The Ashwaubenon Municipal Court holds court every Wednesday evening at 6:00 p.m. This court adjudicates both traffic and non-traffic citations issued by the Ashwaubenon Public Safety Department along with citations issued by Ashwaubenon Public Works. Our primary duty is to administer justice in a fair and unbiased manner.

SERVICES:

- Treat every person involved with the judicial system with respect and dignity.
- Advise defendants of all options available to them without giving legal advice.
- Administer justice in a fair and unbiased manner.
- Make a positive impression of municipal court proceedings.
- Process all citations issued through this court in a timely fashion.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Village Judge	1.00	1.00	18,527
Court Clerk	1.00	1.00	46,301
Assistant Court Clerk	0.60	0.60	22,569
Total FTE's and Salaries	2.60	2.60	\$ 87,397

2015 ACCOMPLISHMENTS:

- Training the new Deputy Clerk of Courts.
- Improvements to the municipal court website (for citizens) including; court procedures, updating writs of commitment/warrants webpage and advising convenient ways to make fine payments.

2016 OBJECTIVES:

- To continue to improve court office procedures through the use of more/updated technology.
- To efficiently handle all office procedures, court records, court proceedings and funds.
- To resolve citizen concerns and questions in a timely manner.

Village of Ashwaubenon

2016 Budget

Department: Municipal Court

Fund: 100

Dept #: 5121

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	18,599	18,599	18,527	18,527	20,144	1,617	8.73%	
5110	Hourly	63,348	51,749	67,123	67,123	71,360	4,237	6.31%	
5111	Overtime	3,855	1,993	4,000	9,000	4,000	(5,000)	-55.56%	
5120	Longevity	635	365	-	-	-	-	N/A	
5140	Poll Workers	-	13,071	-	-	-	-	N/A	
5150	Holiday Pay	2,858	2,460	-	-	-	-	N/A	
5170	Sick	3,304	1,131	-	-	-	-	N/A	
5180	Vacation	6,169	8,425	-	-	-	-	N/A	
	Total Salaries And Wages	98,991	97,792	89,650	94,650	95,504	854	0.90%	
5210	Medicare/Fica	6,917	6,936	7,241	7,241	7,306	65	0.90%	
5220	Health Insurance	21,271	17,821	9,169	9,169	9,623	454	4.95%	
5221	Dental Insurance	1,458	1,008	343	343	346	3	0.87%	
5222	Life Insurance	209	242	105	105	111	6	5.71%	
5230	Disability	-	-	-	113	120	7	6.19%	
5240	Retirement	5,885	5,062	4,112	4,112	3,495	(617)	-15.00%	
	Total Benefits	35,740	31,068	20,970	21,083	21,001	(82)	-0.39%	
	Total Personnel Services	134,731	128,861	110,620	115,733	116,505	772	0.67%	
6100	Office Supplies	738	909	1,000	1,500	1,500	-	0.00%	
6109	Forms	1,057	1,747	1,500	1,500	1,500	-	0.00%	
6120	Code Books	331	-	240	240	200	(40)	-16.67%	
	Total Supplies	2,126	2,656	2,740	3,240	3,200	(40)	-1.23%	
6213	Software Maintenance	5,744	5,960	6,020	6,020	5,856	(164)	-2.72%	
	Total Operating	5,744	5,974	6,020	6,020	5,856	(164)	-2.72%	
7100	Training/Conference	1,231	935	2,000	3,000	3,000	-	0.00%	
7120	Dues & Subscriptions	805	825	880	830	880	50	6.02%	
7130	Mileage Reimbursement	803	603	800	800	800	-	0.00%	
	Total Travel/Training	2,839	2,363	3,680	4,630	4,680	50	1.08%	
8100	Contracted Services	225	209	850	872	872	-	0.00%	
8112	Jail Fees	29,240	31,160	36,400	36,400	38,400	2,000	5.49%	
	Total Purchased Services	29,465	31,369	37,250	37,272	39,272	2,000	5.37%	
8403	Cell Phone	5	2	-	-	-	-	N/A	
	Total Utilities	5	2	-	-	-	-	N/A	
	Total Expenditures	\$ 174,909	\$ 171,224	\$ 160,310	\$ 166,895	\$ 169,513	\$ 2,618	1.57%	

DEPARTMENT DESCRIPTION:

The primary objective in the Village Clerk's office is to provide outstanding customer service to the citizens of the Village of Ashwaubenon and the general public by personally assisting interested parties with all inquiries, request and guidance in a timely fashion. As the legal custodian of village records and the liaison between the citizenry, village administration and the Village Board of Trustees, the Office of the Clerk-Treasurer also ensures Wisconsin State Statutes and municipal ordinance compliance is achieved. The primary objective in the Village Treasurer's office is to ensure Village cash and investments follow safety, liquidity and yield policies.

SERVICES:

- Clerk Services
 - Elections and voter registration
 - Licensing and permits
 - Maintain Village municipal code of ordinances
 - Maintain Clerk-Treasurer web page with appropriate forms and informational links
 - Publishing all legal notices
 - Public record requests
- Treasurer Services
 - Brown County room tax collections and reporting
 - Manage cash and investments in accordance with Village of Ashwaubenon investment policy.
 - Responsible for all State of Wisconsin financial reporting to various agencies.
 - Responsible for daily and monthly village account reconciliations.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Village Clerk/Treasurer ⁽¹⁾	1.00	1.00	60,000
Deputy Clerk	1.00	1.00	42,432
Poll Workers ⁽²⁾	Part-Time	Part-Time	8,400
Total FTE's and Salaries	2.00	2.00	\$ 110,832
Notes:			
1. 20% of Clerk/Treasurer position is allocated to the Water, Sewer and Storm Water Utility Funds.			
2. Poll Worker pay varies depending on number of elections.			

2015 ACCOMPLISHMENTS:

- The newly appointed Clerk (later duly elected Clerk-Treasurer) and newly hired Deputy Clerk both received and accepted training and on-going responsibilities as both transitioned into their respective roles.
- The Village terminated its contract with its municipal ordinance codification vendor to maintain the Village's municipal code of ordinance, saving thousands of tax dollars annually.
- Realized near-perfect on-time and accurate room tax submissions by Village lodging entities.

2016 OBJECTIVES:

- Provide election-day training for all election inspectors and staff related to election day processes and reestablished photo ID law requirements.
- Review all Village treasury policies.
- Review Village investment portfolio to ensure safety, liquidity and yield principles are followed.
- Continued training for Village Clerk-Treasurer and Deputy Clerk.

Village of Ashwaubenon

2016 Budget

Department: Village Clerk/Treasurer

Fund: 100

Dept #: 5141

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	62,823	58,491	50,523	50,523	48,471	(2,052)	-4.06%	
5110	Hourly	37,175	59,070	43,619	43,619	47,608	3,989	9.15%	
5111	Overtime	84	3,175	700	700	700	-	0.00%	
5120	Longevity	381	219	-	-	-	-	N/A	
5140	Poll Workers	6,086	-	8,400	8,400	25,000	16,600	197.62%	
5150	Holiday Pay	1,098	1,358	-	-	-	-	N/A	
5170	Sick	231	427	-	-	-	-	N/A	
5180	Vacation	4,350	2,291	-	-	-	-	N/A	
	Total Salaries And Wages	112,228	125,031	103,242	103,242	121,779	18,537	17.95%	
5200	Fringe Benefits	-	-	800	800	-	(800)	-100.00%	
5210	Medicare/Fica	7,023	7,558	7,103	7,103	7,404	301	4.24%	
5220	Health Insurance	26,899	24,152	20,392	20,392	22,776	2,384	11.69%	
5221	Dental Insurance	2,142	1,602	1,173	1,173	1,269	96	8.18%	
5222	Life Insurance	511	391	235	235	241	6	2.55%	
5230	Disability	-	-	-	230	244	14	6.09%	
5240	Retirement	6,414	7,171	6,700	6,700	6,387	(313)	-4.67%	
	Total Benefits	42,989	40,873	36,403	36,633	38,321	1,688	4.61%	
	Total Personnel Services	155,216	165,904	139,645	139,875	160,100	20,225	14.46%	
6100	Office Supplies	1,192	1,045	2,500	1,380	1,380	-	0.00%	
6108	Election Supplies	4,952	5,726	5,000	5,000	5,000	-	0.00%	
6120	Code Books	9,618	5,446	7,500	10,000	3,000	(7,000)	-70.00%	**
	Total Supplies	15,762	12,216	15,000	16,380	9,380	(7,000)	-42.74%	
6212	Voting Machine Maintenance	-	1,953	500	1,000	1,000	-	0.00%	
6213	Software Maintenance	699	449	3,343	450	5,636	5,186	1152.44%	**
6301	Record Checks	3,682	3,213	3,600	3,600	3,600	-	0.00%	
6302	Newspaper Publishing	6,861	7,314	7,800	7,800	7,800	-	0.00%	
6304	Postage	-	32	3,170	3,100	3,200	100	3.23%	**
	Total Operating	11,242	12,961	18,413	15,950	21,236	5,286	33.14%	
7100	Training/Conference	476	1,544	2,000	2,000	2,000	-	0.00%	
7120	Dues & Subscriptions	530	405	550	550	550	-	0.00%	
7130	Mileage Reimbursement	301	1,153	440	440	440	-	0.00%	
	Total Travel/Training	1,307	3,102	2,990	2,990	2,990	-	0.00%	
8100	Contracted Services	3,298	3,644	1,000	1,000	1,000	-	0.00%	
8107	Weights & Measures	20,550	20,600	21,000	20,600	21,050	450	2.18%	**
	Total Purchased Services	23,848	24,244	22,000	21,600	22,050	450	2.08%	
8403	Cell Phone	749	285	125	720	300	(420)	-58.33%	
	Total Utilities	749	285	125	720	300	(420)	-58.33%	
	Total Expenditures	\$ 208,124	\$ 218,712	\$ 198,173	\$ 197,515	\$ 216,056	\$ 18,541	9.39%	

Footnotes:

Acct - 6120: Code is done electronically.

Acct - 6213: MinuteTrac monthly maintenance fees added to this budget starting in 2015.

Acct - 6304: Tax bill mailing from Brown County.

Acct - 8107: Daily contracted rate up \$1.00 per day. 50 days of contracted services.

DEPARTMENT DESCRIPTION:

It is the Assessor's responsibility to maintain uniformity within various classifications of property within the Village. The Assessor is governed by Wisconsin State Statute Chapter 70. The Village Assessor is a contracted position with a full-time Assessment Technician who is employed by the Village.

SERVICES:

- All assessment data is subject to open records and is readily available at <http://assessordata.org>.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Assessor Technician	1.00	1.00	43,407
Note: Village Assessor is a contracted position.			

2015 ACCOMPLISHMENTS:

- Board of Review was held on May 28, 2015.
- Mandated reports including; Exempt Computer Report, Municipal Assessment Report, Tax Incremental District Assessment Report and Assessor's Annual Report were submitted in a timely manner to the Department of Revenue.

2016 OBJECTIVES:

- Continue to monitor market trends and their effect on the overall value and equalized ratio of the Village.
- Comply with the ever changing regulations set forth by the Department of Revenue.
- Work with Village staff on new and ongoing developments.

Village of Ashwaubenon

2016 Budget

Department: Village Assessor

Fund: 100

Dept #: 5152

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	34,838	36,550	43,400	43,400	44,285	885	2.04%	
5111	Overtime	32	33	300	300	300	-	0.00%	
5120	Longevity	381	339	360	360	360	-	0.00%	
5130	Comp Time	675	1,080	-	-	-	-	N/A	
5150	Holiday Pay	1,419	1,440	-	-	-	-	N/A	
5170	Sick	481	327	-	-	-	-	N/A	
5180	Vacation	4,478	4,369	-	-	-	-	N/A	
	Total Salaries And Wages	42,304	44,138	44,060	44,060	44,945	885	2.01%	
5210	Medicare/Fica	2,913	3,039	3,371	3,371	3,438	67	1.99%	
5220	Health Insurance	13,629	13,928	14,029	14,029	14,731	702	5.00%	
5221	Dental Insurance	1,127	1,031	1,038	1,038	1,037	(1)	-0.10%	
5222	Life Insurance	161	161	160	160	305	145	90.63%	
5230	Disability	-	-	-	110	113	3	2.73%	
5240	Retirement	2,735	3,108	2,996	2,996	2,966	(30)	-1.00%	
	Total Benefits	20,565	21,267	21,594	21,704	22,590	886	4.08%	
	Total Personnel Services	62,868	65,405	65,654	65,764	67,535	1,771	2.69%	
6100	Office Supplies	2,985	1,074	1,700	1,700	1,700	-	0.00%	
	Total Supplies	2,985	1,074	1,700	1,700	1,700	-	0.00%	
6213	Software Maintenance	-	2,457	3,700	3,700	4,200	500	13.51%	**
	Total Operating	-	2,457	3,700	3,700	4,200	500	13.51%	
7100	Training/Conference	-	560	600	600	500	(100)	-16.67%	
7120	Dues & Subscriptions	100	3,033	3,610	3,610	3,610	-	0.00%	
	Total Travel/Training	100	3,593	4,210	4,210	4,110	(100)	-2.38%	
8100	Contracted Services	59,088	52,933	53,000	53,000	54,000	1,000	1.89%	**
	Total Purchased Services	59,088	52,933	53,000	53,000	54,000	1,000	1.89%	
	Total Expenditures	\$ 125,042	\$ 125,462	\$ 128,264	\$ 128,374	\$ 131,545	\$ 3,171	2.47%	

Footnotes:

Acct - 6213: Added \$500 for anticipated cost increase.

Acct - 8100: Increase due to the contractual agreement between the Village and Assessor.

DEPARTMENT DESCRIPTION:

The Finance Department is responsible for the accounting and financial reporting of all Village operations and is entrusted with collecting, depositing and investing all Village funds. This includes the maintenance of all Village financial records, billing and collections, accounts payable, payroll, investment and cash management, and oversight of annual audits. The Finance Department coordinates the annual operating and capital budget process for all Village operations. Long-term department goals include; continued improvement of efficiency of services to other Village departments and the public, and improving timeliness, quality and usefulness of financial information provided to Village officials and citizens.

SERVICES:

- Cash management and investment of Village funds to maximize returns within adopted investment policies.
- Preparation of monthly and annual financial statements and coordination of the annual audit.
- Preparation of required State of Wisconsin financial reports and forms.
- Coordination of the annual Village budget for submission to the Finance & Personnel Committee and Village Board for final adoption.
- Receipting of all monies paid to the Village.
- Disbursement of monies to vendors.
- Monitor Village's purchasing policies.
- Payroll processing, reconciliation and proper filing with state and federal agencies.
- Billing and collection for services provided; including fire protection fees, false alarms and other services.
- Provide training of Village personnel in the use of necessary software.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Finance Director ⁽¹⁾	1.00	1.00	\$ 86,436
Finance Specialist ⁽²⁾	1.00	1.00	49,522
Financial Analyst ⁽³⁾	1.00	1.00	43,911
Billing Clerk ⁽⁴⁾	0.05	0.05	2,088
Total FTE's and Salaries	3.05	3.05	\$ 95,521
Notes:			
1. 25% of Finance Director is allocated to the Water, Sewer and Storm Water Utility Funds.			
2. 45% of Finance Specialist is allocated to the Water, Sewer and Storm Water Utility Funds.			
3. 45% of Finance Analyst is allocated to the Water, Sewer and Storm Water Utility Funds.			
4. Billing Clerk is primarily a Utility role, with 5% allocated to the Finance Department.			

2015 ACCOMPLISHMENTS:

- Designed and implemented new Budgeting software and process.
- Centralized village supply ordering and storage.
- Assisted Village Clerk/Treasurer with treasurer duties; including performing monthly bank reconciliation, investments management, daily cash collection and reconciliation, dog and cat licensing, weights and measures and alarm permits.
- Upgraded village vehicle repair maintenance log, providing greater efficiency for garage personnel and finance staff in tracking and reporting vehicle maintenance records.
- Upgraded ADP payroll system to latest version.
- Created and published first PAFR (Public Annual Financial Report)
- Provided Microsoft Excel training to all village employees.
- Received GFOA “Certificate of Achievement for Excellence in Financial Reporting” award for 29th consecutive year.

2016 OBJECTIVES:

- Refine and expand existing inspection software.
- Expand internal online reporting for all departments, including integration of Navision and ADP reporting to village intranet page.
- Continue to cross train all department staff to be interchangeable in an effort to provide an autonomous level of customer service to both internal and external customers.
- Review use of GFOA Financial Management assessment model to determine feasibility.

BUDGET SUMMARY:

- Move IT Network Administrator and programming/computer consulting expenditures to revised Information Technology department. This is a \$101,538 cost shift within the budget.

Village of Ashwaubenon

2016 Budget

Department: Finance

Fund: 100

Dept #: 5155

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	136,218	148,453	150,854	150,854	66,123	(84,731)	-56.17%	
5110	Hourly	2,941	2,938	2,088	2,088	52,924	50,836	2434.67%	
5111	Overtime	1	46	-	-	-	-	N/A	
5120	Longevity	13	11	12	12	12	-	0.00%	
5150	Holiday Pay	176	70	-	-	-	-	N/A	
5170	Sick	38	38	-	-	-	-	N/A	
5180	Vacation	283	175	-	-	-	-	N/A	
	Total Salaries And Wages	139,669	151,730	152,954	152,954	119,059	(33,895)	-22.16%	
5210	Medicare/Fica	9,510	10,269	11,702	11,702	9,108	(2,594)	-22.17%	
5220	Health Insurance	39,112	44,135	44,177	44,177	34,609	(9,568)	-21.66%	
5221	Dental Insurance	2,807	2,801	2,802	2,802	1,970	(832)	-29.69%	
5222	Life Insurance	285	347	417	417	400	(17)	-4.08%	
5230	Disability	-	-	380	380	290	(90)	-23.68%	
5240	Retirement	8,976	10,489	10,400	10,400	7,857	(2,543)	-24.45%	
	Total Benefits	60,690	68,041	69,878	69,878	54,234	(15,644)	-22.39%	
	Total Personnel Services	200,358	219,771	222,832	222,832	173,293	(49,539)	-22.23%	
6100	Office Supplies	4,389	4,473	4,000	4,000	4,000	-	0.00%	
	Total Supplies	4,389	4,473	4,000	4,000	4,000	-	0.00%	
6213	Software Maintenance	15,344	15,886	16,000	16,000	17,000	1,000	6.25%	**
	Total Operating	16,012	15,886	16,000	16,000	17,000	1,000	6.25%	
7100	Training/Conference	969	3,009	3,750	3,750	3,750	-	0.00%	**
7120	Dues & Subscriptions	755	695	695	695	695	-	0.00%	
7130	Mileage Reimbursement	454	225	750	750	750	-	0.00%	
7150	Tuition Reimbursement	-	1,225	-	-	-	-	N/A	
	Total Travel/Training	2,177	5,153	5,195	5,195	5,195	-	0.00%	
8100	Contracted Services	37,231	42,609	45,000	40,320	45,000	4,680	11.61%	**
8101	Computer Consulting	40,861	97,109	50,000	55,000	10,200	(44,800)	-81.45%	**
8102	Accounting & Auditing	17,400	18,600	18,900	18,900	18,900	-	0.00%	
	Total Purchased Services	95,492	158,318	113,900	114,220	74,100	(40,120)	-35.13%	
8403	Cell Phone	863	666	720	720	720	-	0.00%	
	Total Utilities	863	666	720	720	720	-	0.00%	
	Total Expenditures	\$ 319,292	\$ 404,267	\$ 362,647	\$ 362,967	\$ 274,308	\$ (88,659)	-24.43%	

Footnotes:

Acct - 6213: Additioanl licenses

Acct - 7100: Ehlers, WGFOA, & League Conferences

Acct - 8100: ADP annual cost increases plus additional services.

Acct - 8101: Move Harbor Technologies contracted services to Information Technology Fund.

DEPARTMENT DESCRIPTION:

The Information Technology Department is responsible for technology used throughout Village Hall and other Village facilities. The IT Department supports and maintains organization-wide telecommunications systems including the wide area network, local area networks, telephone and voice mail systems. Services include data center management and network security, help desk support and ongoing support and maintenance for office automation equipment including desktop, laptop & tablet PC's. The IT Department takes the lead responsibility for planning and managing the installation of new organization-wide systems and applications, support for applications including specialized department functions. Department is staffed by a Network Administrator.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Network Administrator	1.00	1.00	\$ 47,000
20% of Network Administrator is allocated to the Water, Sewer and Storm Water Utility Funds.			

2015 ACCOMPLISHMENTS:

- Replaced one physical host server.
- Replaced older pc and laptop hardware according to replacement schedule and department needs.
- Assisted in design and implementation of Fiber connections to new Community Center and Fire Station 2.

2016 OBJECTIVES:

- Upgrade Village Hall wireless access points.
- Replace one physical host server which will be out of warranty in 2016.
- Annual replacement of older pc and laptop hardware.
- Replace two aging switches.
- Finalize fiber connection to Fire Station 2, Community Center and Aquatic Center.
- Finalize information technology setup at new Community Center and new Aquatic Center.

BUDGET SUMMARY:

- Moved IT computer hardware and software costs from Fund 460. Also moved IT Network Administrator and programming/computer consulting expenditures from Department 5155 to this new Department 5157 (total \$103,689 cost shift within the budget).

Village of Ashwaubenon

2016 Budget

Department: InformationTechnology

Fund: 100

Dept #: 5157

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	-	-	-	-	40,229	40,229	N/A	
	Total Salaries And Wages	-	-	-	-	40,229	40,229	N/A	
5210	Medicare/Fica	-	-	-	-	3,078	3,078	N/A	
5220	Health Insurance	-	-	-	-	11,785	11,785	N/A	
5221	Dental Insurance	-	-	-	-	829	829	N/A	
5222	Life Insurance	-	-	-	-	47	47	N/A	
5230	Disability	-	-	-	-	102	102	N/A	
5240	Retirement	-	-	-	-	2,655	2,655	N/A	
	Total Benefits	-	-	-	-	18,496	18,496	N/A	
	Total Personnel Services	-	-	-	-	58,725	58,725	N/A	
6100	Office Supplies	-	-	-	-	3,000	3,000	N/A	
	Total Supplies	-	-	-	-	3,000	3,000	N/A	
6213	Software Maintenance	-	-	-	-	13,770	13,770	N/A	
	Total Operating	-	-	-	-	13,770	13,770	N/A	
8101	Computer Consulting	-	-	-	-	44,800	44,800	N/A	
	Total Purchased Services	-	-	-	-	44,800	44,800	N/A	
9120	Equipment > \$5000	-	-	-	-	9,000	9,000	N/A	
9121	Equipment < \$5000	-	-	-	-	41,253	41,253	N/A	
	Total Capital Outlay	-	-	-	-	50,253	50,253	N/A	
	Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 170,548	\$ 170,548	N/A	

Village of Ashwaubenon

2016 Budget

Total Information Technology Costs

	2016 Budget
Department 5157 - Information Technology	\$ 170,548
Technology Costs in Other Departments	
Software Maintenance	
Municipal Court	5,856
Village Clerk/Treasurer	5,636
Village Assessor	4,200
Finance	17,000
Police/Fire/Rescue	9,000
Fire Inspection	4,087
Building Inspection	300
Engineering	8,800
Street Administration	550
Parks And Recreation Administration	11,750
Forestry Administration	1,350
Total Software Maintenance	68,529
Computer Consulting	
Finance	10,200
Total Computer Consulting	10,200
Total Information Technology Costs	\$ 249,277

DEPARTMENT DESCRIPTION:

The primary objective for the Village of Ashwaubenon Building Inspection Department is to protect the safety, health, and welfare of the residents, transients, and general public through the issuance of building permits and inspections while maintaining neighborhood aesthetics and property values. The Building Inspection Department also encompasses the Code Enforcement Division and works closely with other Village Departments, the Village Board, Plan Board, Site Plan Review Committee, Zoning Board of Appeals, and other various village committees.

SERVICES:

- Issuance of building permits.
- Property zoning (classification / permitted uses).
- Guidance for site and property development (Site Plan Review Committee).
- Enforcement of national, state and local codes and ordinances.
- Property maintenance inspection program for residential and commercial properties.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Director of Inspection Services	1.00	1.00	69,636
Building Inspector ⁽¹⁾	1.00	1.00	52,020
Customer Service Rep/Secretary ⁽²⁾	0.30	0.30	12,531
Code Enforcement Official	0.40	0.40	14,194
Total FTE's and Salaries	2.70	2.70	\$ 148,381

Notes:

1. 40% of Building Inspector is allocated to the Water, Sewer and Storm Water Utility Funds.
2. Secretary position is allocated among multiple departments; 30% to Building Inspection.

2015 ACCOMPLISHMENTS:

- Completed a substantial rewrite and restructure of the majority of Chapter 17, Planning and Zoning of the Municipal Code with the assistance of the Community Planner/Developer and Plan Commission.
- Completed a revised Site Plan Application and Checklist for developers through oversight of the Site Plan Review Committee.
- Continue to assist Water Department with compliance of WDNR requirements for cross connection control by conducting initial and follow-up inspections in commercial, industrial, and residential structures.
- Working with tenants and landlords on improving living conditions and property maintenance of existing rental and dwelling units.

2016 OBJECTIVES:

- Work closely with IT Department modifying and enhancing existing permit and inspection computer program adding efficiencies and expanded capabilities.
- Continue working with landlords to address interior and exterior property maintenance concerns with increase of staff hours.
- Provide amendments and modifications to multiple Municipal Codes.

Village of Ashwaubenon

2016 Budget

Department: Building Inspection

Fund: 100

Dept #: 5241

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	86,974	102,400	102,684	102,684	102,865	181	0.18%	
5110	Hourly	24,587	26,720	24,242	24,242	27,631	3,389	13.98%	
5111	Overtime	-	60	180	180	180	-	0.00%	
5120	Longevity	80	71	108	108	-	(108)	-100.00%	
5150	Holiday Pay	430	437	-	-	-	-	N/A	
5170	Sick	514	228	-	-	-	-	N/A	
5180	Vacation	1,059	1,078	-	-	-	-	N/A	
	Total Salaries And Wages	113,644	130,994	127,214	127,214	130,676	3,462	2.72%	
5210	Medicare/Fica	7,573	8,482	9,732	9,732	9,997	265	2.72%	
5220	Health Insurance	22,453	36,078	34,121	34,121	37,305	3,184	9.33%	
5221	Dental Insurance	1,482	2,083	1,972	1,972	1,970	(2)	-0.10%	
5222	Life Insurance	119	152	226	226	231	5	2.21%	
5230	Disability	-	-	-	278	275	(3)	-1.08%	
5240	Retirement	6,449	8,056	7,854	7,854	7,688	(166)	-2.11%	
	Total Benefits	38,075	54,851	53,905	54,183	57,466	3,283	6.06%	
	Total Personnel Services	151,720	185,845	181,119	181,397	188,142	6,745	3.72%	
6100	Office Supplies	1,126	826	1,250	1,500	1,500	-	0.00%	
6109	Forms	-	66	150	150	150	-	0.00%	
6111	State Stamps	-	1,511	756	753	825	72	9.56%	
6120	Code Books	-	62	250	750	750	-	0.00%	
	Total Supplies	1,126	2,465	2,406	3,153	3,225	72	2.28%	
6122	Gas & Oil	2,760	2,921	2,226	3,048	2,748	(300)	-9.84%	
6213	Software Maintenance	300	300	300	300	300	-	0.00%	
6302	Newspaper Publishing	-	-	461	-	-	-	N/A	
6303	Licenses	-	-	-	600	600	-	0.00%	
	Total Operating	3,060	3,266	2,987	3,948	3,648	(300)	-7.60%	
7100	Training/Conference	1,396	1,342	2,500	2,500	2,500	-	0.00%	
7120	Dues & Subscriptions	90	208	375	375	375	-	0.00%	
	Total Travel/Training	1,537	1,592	2,875	2,875	2,875	-	0.00%	
8201	Vehicle Repairs	322	20	1,000	1,000	1,500	500	50.00%	
8202	Equipment Use Charge	1,888	1,888	1,700	1,700	1,660	(40)	-2.35%	**
	Total Purchased Services	2,300	1,908	2,700	2,700	3,160	460	17.04%	
8403	Cell Phone	2,172	2,267	2,100	2,100	1,920	(180)	-8.57%	
	Total Utilities	2,172	2,267	2,100	2,100	1,920	(180)	-8.57%	
9121	Equipment < \$5000	-	867	-	-	-	-	N/A	
	Total Capital Outlay	-	867	-	-	-	-	N/A	
	Total Expenditures	\$ 161,915	\$ 198,210	\$ 194,187	\$ 196,173	\$ 202,970	\$ 6,797	3.46%	

Footnotes:

Acct - 8202: Calculation of current year depreciation for all existing vehicles.

DEPARTMENT DESCRIPTION:

The Village Legal Services department contracts a Village Attorney who assists the Village Board, Village Committees and Village Staff with legal counsel, opinions and reviews, and prosecution of municipal citations. The Legal Services Department also contracts outside legal sources as needed to assist with unplanned litigation, labor and employment issues, and other legal questions in specialty areas as the need may arise.

SERVICES:

- Advise the Village Board and staff on legal matters
- Draft legal documents as needed for purchase and sale of real estate
- Review and draft contracts as needed for Village construction and other services
- Prosecute municipal court citations
- Oversight of litigation

STAFFING:

The Village of Ashwaubenon contracts its legal services.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
8100	Contracted Services	160,535	93,905	126,000	126,000	126,000	-	0.00%	
	Total Expenditures	\$160,535	\$ 93,905	\$126,000	\$126,000	\$ 126,000	\$ -	0.00%	

DEPARTMENT DESCRIPTION:

The Village Hall Maintenance Department provides the background support services for the Village Hall building. The common support services include the supply and maintenance of the heating systems, cooling systems, lighting systems and plumbing systems along with the janitorial services for the Village Hall building itself.

SERVICES:

- Heating and Cooling of Village Hall.
- Lighting of the Village Hall and Parking Lots.
- Janitorial services for the Village Hall.

STAFFING:

Village Hall Maintenance needs are staffed primarily by the Public Works Maintenance/Custodian Supervisor. However, other Public Works employees may also contribute portions of their time to projects. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

2015 ACCOMPLISHMENTS:

- Construction of a canopy system over the south employee entrance in order to eliminate roof shoves of ice and snow onto people entering Village Hall.
- Completed trending of Village Hall heating and cooling systems to maximize temperature and humidity control.
- Flooring analysis completed to determine future budget date for carpet replacement (2018 or later).

2016 OBJECTIVES:

- Completion of light bulb upgrade program whereby most energy efficient bulbs are installed for existing ballast systems.
- Review computer control system for Village Hall heating and cooling systems and implement any new trending data as necessary.

BUDGET SUMMARY:

- The Village Hall Maintenance Budget is seeing minor increases in the utilities portion of the budget to correspond with the appropriate rate increases and minor increases in the maintenance and janitorial supplies budget to accommodate minimal price increases.

Village of Ashwaubenon

2016 Budget

Department: Village Hall Maintenance

Fund: 100

Dept #: 5171

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	28,669	29,450	15,000	25,000	33,000	8,000	32.00%	
	Total Salaries And Wages	44,641	44,070	15,000	25,000	33,000	8,000	32.00%	
5200	Fringe Benefits	-	-	5,000	10,200	-	(10,200)	-100.00%	
5210	Medicare/Fica	3,060	2,998	-	-	2,525	2,525	N/A	
5220	Health Insurance	12,448	12,771	-	-	8,714	8,714	N/A	
5221	Dental Insurance	773	709	-	-	621	621	N/A	
5222	Life Insurance	156	157	-	-	78	78	N/A	
5230	Disability	-	-	-	-	84	84	N/A	
5240	Retirement	2,873	3,090	-	-	2,178	2,178	N/A	
	Total Benefits	19,310	19,726	5,000	10,200	14,200	4,000	39.22%	
	Total Personnel Services	63,952	63,796	20,000	35,200	47,200	12,000	34.09%	
6101	Operational Supplies	2,248	2,494	2,700	2,700	2,700	-	0.00%	
6113	Maintenance Supplies	814	1,021	1,200	1,200	1,800	600	50.00%	**
6116	Janitorial Supplies	7,119	7,443	7,800	7,800	8,400	600	7.69%	**
	Total Supplies	10,181	10,958	11,700	11,700	12,900	1,200	10.26%	
6211	Repairs-Building/Equipment	17,848	17,007	19,200	19,200	19,200	-	0.00%	
6214	Fire Alarm/Security Maint	2,928	1,073	3,425	1,250	1,250	-	0.00%	
6307	Credit Card Fees	1,111	-	-	-	-	-	N/A	
	Total Operating	21,887	18,080	22,625	20,450	20,450	-	0.00%	
8106	Cleaning Contract	31,339	34,518	35,800	40,800	40,800	-	0.00%	
	Total Purchased Services	33,543	34,518	35,800	40,800	40,800	-	0.00%	
8400	Gas & Electric	58,559	73,456	61,679	65,679	65,679	-	0.00%	
8401	Water/Sewer/Storm Water	8,034	8,248	9,000	9,000	9,600	600	6.67%	**
8402	Telephone/Pagers	1,365	-	-	-	-	-	N/A	
	Total Utilities	67,958	81,703	70,679	74,679	75,279	600	0.80%	
	Total Expenditures	\$ 197,522	\$ 209,055	\$ 160,804	\$ 182,829	\$ 196,629	\$ 13,800	7.55%	

Footnotes:

Acct - 6113: Slight Increase Due to Bulb/Filter Costs.

Acct - 6116: Slight Increase Due to Supply Cost Increase.

Acct - 8401: Increase Due to Projected 11% Increase in GBMSD Rate.

DEPARTMENT DESCRIPTION:

The General Government department accounts for general, nonoperational costs covering all employees or multiple departments or services within the Village, such as property insurance, copy machines and postage.

SERVICES:

- General office supply costs such as paper, postage, copy machines and telephone services.
- Fees for credit card, banking and investment services.
- General property & liability and workers' compensation insurance.
- Unemployment claims.
- Wage reserve to cover unsettled union wages and other unplanned personnel services changes.

STAFFING:

No staffing needs are required for the General Government budget.

BUDGET SUMMARY:

- Due to higher workers' compensation claims in recent history, 2015 workers' compensation insurance rate were significantly increased. The 2016 budget is increased to cover continued higher rates as workers' compensation claims continued to be higher in 2015.

Village of Ashwaubenon

2016 Budget

Department: General Government

Fund: 100

Dept #: 5100

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
6100	Office Supplies	3,091	6,184	6,500	8,100	6,500	(1,600)	-19.75%	**
6304	Postage	27,504	22,099	25,000	27,000	26,000	(1,000)	-3.70%	
6305	Copy Machine	19,511	18,293	20,800	19,800	20,800	1,000	5.05%	
6307	Credit Card Fees	17,934	19,633	19,000	19,800	19,000	(800)	-4.04%	
	Total Operating	64,949	60,025	64,800	66,600	65,800	(800)	-1.20%	
7150	Tuition Reimbursement	802	-	-	1,000	-	(1,000)	-100.00%	
8100	Contracted Services	-	4,559	-	-	-	-	N/A	
8116	Economic Development	10,365	-	-	-	-	-	N/A	
8118	Bank Fees	4,748	4,875	6,400	5,040	6,400	1,360	26.98%	**
8119	Investment Fees	16,234	16,231	16,500	16,500	16,500	-	0.00%	
	Total Purchased Services	31,346	25,666	22,900	21,540	22,900	1,360	6.31%	
8305	Property & Liability Insurance	75,758	61,908	86,100	86,100	76,947	(9,153)	-10.63%	**
8306	Employee Assistance Program	3,493	3,364	3,432	3,432	3,432	-	0.00%	
8307	Unemployment	8,715	11,329	15,000	21,000	15,000	(6,000)	-28.57%	**
8309	Workers Comp Insurance	191,217	174,062	251,324	177,450	300,391	122,941	69.28%	**
8310	Assessment Corrections	-	-	-	-	-	-	N/A	
	Total Insurance	279,183	250,662	355,856	287,982	395,770	107,788	37.43%	
8402	Telephone/Pagers	25,937	35,753	24,000	24,000	24,000	-	0.00%	
	Total Utilities	26,111	35,778	24,000	24,000	24,000	-	0.00%	
8500	Wage Reserve	-	-	-	40,000	40,000	-	0.00%	
9200	Operating Transfer Out	1,060,195	380,279	-	-	-	-	N/A	
	Total Expenditures	\$ 1,466,342	\$ 758,594	\$ 474,056	\$ 449,222	\$ 554,970	\$ 105,748	23.54%	

Footnotes:

Acct - 6100: Better match actual trends. Used for general office supplies and paper.

Acct - 8118: Fees increased with addition of more security features on bank accounts and payable processes.

Acct - 8305: Reflects 5% increase in property and 3% increase in auto rates.

Acct - 8307: Decreased to better match actual trends.

Acct - 8309: Increased insurance costs due to higher claims history.

DEPARTMENT DESCRIPTION:

The Ashwaubenon Department of Public Safety offers police, fire and rescue services along with a variety of prevention and community support functions. The Village of Ashwaubenon has a population of approximately 18,000 people and a daytime working population of 50,000 people. Ashwaubenon Department of Public Safety has “PRIDE” in serving the community. Each day Public Safety strives to do it’s very best to serve the community; to go the extra mile to meet individual needs.

SERVICES:

Ashwaubenon Public Safety is committed to providing high quality Police, Fire and Emergency Medical Services in partnership with the community through dedicated efforts and innovative programs. This mission is performed with dedication and professionalism while being fair and impartial, safeguarding the rights of all.

STAFFING:

Position	FTE			Salary	
	Actual 2015	Budget 2015	Budget 2016	Actual 2015	Budget 2015
Public Safety Director	1.00	1.00	1.00	98,548	97,826
Commanders	3.00	4.00	3.00	271,460	366,716
Captain of Investigations	1.00	0.00	1.00	82,810	-
Lieutenants	7.00	7.00	7.00	634,478	570,653
Officers	38.00	38.00	38.00	2,615,324	2,629,867
Community Service Officers	1.50	1.50	1.50	55,772	55,772
Support Services	3.80	3.80	3.80	181,084	180,536
Confidential	1.00	1.00	1.00	42,471	42,465
Crossing Guard	Part-time	Part-time	Part-time	58,700	58,700
Fire/Rescue - Paid on Call	Part-time	Part-time	Part-time	45,000	45,000
Total FTE's and Salaries	56.30	56.30	56.30	\$ 4,085,647	\$ 4,047,535

Note: Crossing Guards and Paid on Call are budgeted costs; actuals vary as services are needed.

2015 ACCOMPLISHMENTS:

- In-service Pierce Quint Fire Truck
- 2015 Citizens Academy Class
- K-9 seizures
- State Firearms Course Department Certification
- Ambulance Zoll-Monitors now connected to local hospitals

2016 OBJECTIVES:

- Introduce alternative fuels to patrol vehicles.
- Implementation of the new computer aided dispatch (CAD) to Public Safety operations.
- Plan and coordinate Public Safety expectations and needs in the new “Titledown” development area.
- Expand the Distracted Driving Program in the Village.
- Address nuisance properties.
- Plan and coordinate the 2016 Presidential Election visits.

2016 CAPITAL REQUESTS:

▪ Ballistic Vest Replacement	\$11,200
▪ In-Car Video Cameras	\$ 8,300
▪ Laser Speed Reader Replacements	\$ 5,010
▪ Fire Hose Replacement	\$ 3,100
▪ PBT Intoxicator Unit Replacements	\$ 3,015
▪ SCBA Mask Replacements	\$ 3,003
▪ AED Replacements	\$ 2,850
▪ Fire Pager Replacements	\$ 2,790
▪ Firefighting Helmet Replacements	\$ 1,650
▪ Squad Car GPS Unit Replacements	\$ 1,600

Village of Ashwaubenon

2016 Budget

Department: Police/Fire/Rescue

Fund: 100

Dept #: 5210

Account & Project Code	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	3,522,721	3,602,139	3,621,396	3,721,396	1,083,636	(2,637,760)	-70.88%	
5101	Fitness Pay	50,614	54,881	60,338	65,338	64,988	(350)	-0.54%	
5102	FLSA	93,009	87,569	85,000	85,000	85,000	-	0.00%	
5103	Paid-on-Call Fire/Rescue	41,486	43,039	45,000	45,000	45,000	-	0.00%	
	Hourly								
5110	Office	245,347	260,755	166,667	166,667	2,819,613	2,652,946	1591.76%	
5110 3360	Crossing Guards	49,065	49,046	58,700	58,700	58,700	-	0.00%	
5110 3361	Community Service Officer:	-	-	55,772	55,772	56,898	1,126	2.02%	
	Overtime								
5111 3311	County Court	8,720	7,899	9,000	9,000	5,000	(4,000)	-44.44%	
5111 3312	Municipal Court	7,768	4,132	4,400	4,400	4,400	-	0.00%	
5111 3313	Emergency Call-in	26,305	19,654	30,000	30,000	25,000	(5,000)	-16.67%	
5111 3314	Regular	72,770	49,783	60,000	60,000	46,800	(13,200)	-22.00%	
5111 3315	Meetings	15,411	16,925	15,000	15,000	15,000	-	0.00%	
5111 3316	Special Occurances	47,362	25,726	28,550	28,550	28,550	-	0.00%	
5111 3317	Packer Games	32,588	35,610	33,517	33,517	33,517	-	0.00%	
5111 3318	Arena Inspection	4,170	3,008	4,500	4,500	3,000	(1,500)	-33.33%	
5111 3319	Court Officer	1,519	3,801	1,600	1,600	3,500	1,900	118.75%	
5111 3330	Drug Task Force	12,273	9,065	-	-	-	-	N/A	
5111 3351	Police Inservice	19,147	11,577	25,000	25,000	25,000	-	0.00%	
5111 3352	Fire Inservice	3,901	5,448	4,000	4,000	4,000	-	0.00%	
5111 3353	Rescue Inservice	16,614	17,368	20,000	20,000	20,000	-	0.00%	
5111 3370	Honor Guard	173	662	-	-	-	-	N/A	
5111 3371	Public Fire Education	644	1,286	-	-	-	-	N/A	
5111 5500	BOTS Grant-Alcohol	18,380	21,598	35,001	35,001	-	(35,001)	-100.00%	
5111 5501	BOTS Grant-Speed	7,593	-	5,001	5,001	-	(5,001)	-100.00%	
5111 5507	Grant-Seat Belt	6,292	-	-	-	-	-	N/A	
5120	Longevity	7,287	5,906	6,480	6,480	6,000	(480)	-7.41%	
5130	Comp Time	192,073	195,157	225,000	225,000	225,000	-	0.00%	
5150	Holiday Pay	209,788	231,239	226,996	218,436	225,083	6,647	3.04%	
5185	Worker's Compensation	-	39,426	35,000	-	-	-	N/A	
	Total Salaries and Wages	4,713,020	4,802,699	4,861,918	4,923,358	4,883,685	(39,673)	-0.81%	
5210	Medicare/FICA	346,227	340,419	366,639	376,639	373,607	(3,032)	-0.81%	
5220	Health Insurance	824,616	835,855	853,404	844,404	917,813	73,409	8.69%	
5221	Dental Insurance	51,137	48,060	49,249	48,499	49,606	1,107	2.28%	
5222	Life Insurance	8,345	8,415	7,719	7,719	8,502	783	10.14%	
5230	Disability	(540)	-	-	8,545	8,580	35	0.41%	
5240	Retirement	967,273	667,660	537,567	537,567	441,630	(95,937)	-17.85%	
5300	Public Safety Trust Fund	48,745	47,000	47,000	47,000	47,000	-	0.00%	
	Total Benefits	2,245,803	1,947,409	1,861,578	1,870,373	1,846,738	(23,635)	-1.26%	
	Total Personnel Services	6,958,823	6,750,108	6,723,496	6,793,731	6,730,423	(63,308)	-0.93%	
6100	Office Supplies	7,145	5,483	8,000	8,000	8,000	-	0.00%	
	Operational Supplies								
6101	General Office	5,538	5,472	4,992	4,992	4,992	-	0.00%	
6101 3301	Police	4,232	5,440	6,370	6,370	6,562	192	3.01% **	
6101 3302	Fire	12,591	16,818	15,868	15,868	15,868	-	0.00%	
6101 3303	Rescue	20,876	31,552	25,000	25,000	25,000	-	0.00%	
6101 3304	Communications	-	115	1,500	1,500	1,500	-	0.00%	
6101 3305	Investigations	869	2,917	4,000	4,000	4,000	-	0.00%	
6101 3307	Police Blood Draws	743	306	1,000	1,000	1,000	-	0.00%	
6101 3309	Electronics	13,842	20,880	16,000	16,000	16,000	-	0.00%	
6101 3360	Crossing Guards	181	198	500	500	500	-	0.00%	
6101 5308	EMS Grant	507	278	6,980	6,980	6,980	-	0.00%	
6101 5500	BOTS Grant-Alcohol	5,170	-	-	-	-	-	N/A	
6101 5501	BOTS Grant-Speed	5,084	-	-	-	-	-	N/A	
6101 5507	Grant-Seat Belt	69	-	-	-	-	-	N/A	
6102	Evidence Supplies	1,646	1,500	2,395	2,395	2,395	-	0.00%	
6105	Range Supplies - General	14,400	14,230	12,000	12,000	12,000	-	0.00%	
6105 3301	Range Supplies - Police	-	-	3,150	3,150	-	(3,150)	-100.00% **	
6109	Forms	1,726	3,717	4,000	4,000	4,000	-	0.00%	
6116	Janitorial Supplies	7,563	7,673	7,300	7,300	7,300	-	0.00%	
	Total Supplies	102,182	116,579	119,055	119,055	116,097	(2,958)	-2.48%	

Village of Ashwaubenon

2016 Budget

Department: Police/Fire/Rescue

Fund: 100

Dept #: 5210

Account & Project Code	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
6122	Gas & Oil	112,634	112,814	95,000	125,568	113,016	(12,552)	-10.00%	
6211	Repairs - Building/Equipment	6,700	16,334	10,000	10,000	10,000	-	0.00%	
6213	Software Maintenance	-	750	7,000	9,000	9,000	-	0.00%	
6302	Newspaper Publishing	-	77	-	-	-	-	N/A	
6305	Copy Machine	5,215	5,066	5,200	-	-	-	N/A	
6306	Building Furnishings	2,490	1,812	2,500	2,500	2,500	-	0.00%	
	Uniforms								
6401	General	55,614	43,448	60,500	60,500	60,500	-	0.00%	
6401 3370	Honor Guard	2,186	594	1,805	1,805	1,805	-	0.00%	
6401 5507	Grant-Seat Belt	4,945	-	-	-	-	-	N/A	
	Grant Expenses								
6500 5308	EMS Grant	2,495	6,015	-	-	-	-	N/A	
6500 5309	EMT Basic Refresher	-	1,645	-	-	-	-	N/A	
6500 5500	BOTS Grant-Alcohol	-	5,208	4,999	4,999	-	(4,999)	-100.00%	
6502	Public Education	3,379	3,149	3,500	3,500	3,500	-	0.00%	
6503 3301	DARE/Liaison Program - Police	1,257	1,331	1,000	1,000	-	(1,000)	-100.00%	**
6503 3302	DARE/Liaison Program - Fire	243	-	500	500	-	(500)	-100.00%	**
6504	Motorcycle Program	220	200	1,049	1,049	-	(1,049)	-100.00%	
6505	ATV Patrol	994	275	1,150	1,150	1,150	-	0.00%	
6506	Citizen's Academy	823	97	1,000	1,000	-	(1,000)	-100.00%	**
6507	Explorer Program	1,250	1,250	1,250	1,250	-	(1,250)	-100.00%	**
	Total Operating	200,445	200,065	196,453	223,821	201,471	(22,350)	-9.99%	
7100	Training/Conference	42,572	25,543	33,500	33,500	33,500	-	0.00%	
7120	Dues & Subscriptions	4,583	2,809	4,200	4,200	4,200	-	0.00%	
7130	Mileage Reimbursement	168	101	-	-	-	-	N/A	
7140	DAAT & Fitness	1,179	-	2,000	2,000	2,000	-	0.00%	
	Total Travel/Training	48,502	28,453	39,700	39,700	39,700	-	0.00%	
8100	Contracted Services	13,990	-	-	-	-	-	N/A	
8104	Mutual Aid	18,000	18,000	18,000	18,000	18,450	450	2.50%	
8201	Vehicle Repairs	65,727	77,256	75,000	83,000	85,500	2,500	3.01%	
8202	Equipment Use Charge	217,059	196,340	176,567	176,567	186,586	10,019	5.67%	**
8203	Radio Maintenance	1,223	1,694	3,500	3,500	3,500	-	0.00%	
	Total Purchased Services	315,999	293,290	273,067	281,067	294,036	12,969	4.61%	
8300	Physical/Psych Exams	5,037	1,907	8,688	10,000	13,600	3,600	36.00%	
8305	Property & Liability Insurance	-	5,000	5,000	5,000	-	(5,000)	-100.00%	
8309	Workers Compensation Insurance	6,300	-	-	-	-	-	N/A	
	Total Insurance	11,337	6,907	13,688	15,000	13,600	(1,400)	-9.33%	
8401	Water/Sewer/Storm Water	438	-	-	-	-	-	N/A	
8402	Telephone/Pagers	3,797	8,246	4,500	4,500	4,500	-	0.00%	
8403	Cell Phone	18,492	22,589	34,355	20,400	27,000	6,600	32.35%	**
8404	Teletype	4,104	4,188	4,440	4,440	4,440	-	0.00%	
	Total Utilities	26,831	35,023	43,295	29,340	35,940	6,600	22.49%	
9120	Equipment > \$5,000	98,457	155,338	-	-	-	-	N/A	
9121	Equipment < \$5,000	54,572	49,847	-	-	42,518	42,518	N/A	
	Total Capital Outlay	153,029	205,185	-	-	42,518	42,518	N/A	
Total Expenditures		\$ 7,817,148	\$ 7,635,610	\$ 7,408,754	\$ 7,501,714	\$ 7,473,785	\$ (27,929)	-0.37%	

Footnotes:

Acct - 6101: 3% Increase for police supplies/repairs
 Acct - 6105: Taser has discontinued the current model. Would like to defer this year's request to purchase larger quantity of the new model in 2017.
 Acct - 6503: Moved to Special Revenue Fund
 Acct - 6503: Moved to Special Revenue Fund
 Acct - 6504: No longer utilize motorcycle patrol
 Acct - 6506: Moved to Special Revenue Fund
 Acct - 6507: Moved to Special Revenue Fund
 Acct - 8104: Increase due to contracted item with Consumer Price Index (CPI)
 Acct - 8201: 3% increase for fleet repairs
 Acct - 8202: Calculation of current year depreciation for all existing and requested fixed assets.
 Acct - 8300: 27 Scheduled dept. physicals and new hire exams
 Acct - 8403: New cell modems in vehicles allow for greater network access.

DEPARTMENT DESCRIPTION:

The Fire Inspection Department conducts inspections of commercial buildings within the Village of Ashwaubenon. Commercial buildings in the Village consist of every building with the exception of 1 or 2 family dwellings. The State of Wisconsin mandated the number of inspections that must be completed in a calendar year.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Fire Inspector	1.00	1.00	43,430
Part-Time Inspectors	0.58	0.58	15,078
Total FTE's and Salaries	1.58	1.58	\$ 58,508
Note: Part-time Inspectors are budgeted at 600 hours each; actuals vary as services are needed.			

2015 ACCOMPLISHMENTS:

- Delivered all state required inspections on time
- 3,440 fire inspections completed
- Maintain 15 residential knox boxes to village residents

2016 OBJECTIVES:

- Work with the developers of the Titledown District
- Maintain and update keyholder lists for the businesses in the Village
- Enforce State and local fire codes
- Work with the Building Inspections Department on nuisance properties

Village of Ashwaubenon

2016 Budget

Department: Fire Inspection

Fund: 100

Dept #: 5230

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	54,550	56,595	51,919	51,919	59,382	7,463	14.37%	
5111	Overtime	105	115	1,000	2,300	1,000	(1,300)	-56.52%	
5150	Holiday Pay	1,420	1,441	-	-	-	-	N/A	
5170	Sick	2,158	2,514	-	-	-	-	N/A	
5180	Vacation	4,500	4,323	-	-	-	-	N/A	
	Total Salaries And Wages	62,732	65,065	52,919	54,219	60,382	6,163	11.37%	
5210	Medicare/Fica	4,431	4,541	4,147	4,147	4,620	473	11.41%	
5220	Health Insurance	18,158	18,168	18,695	18,695	19,634	939	5.02%	
5221	Dental Insurance	1,127	1,038	1,038	1,038	1,037	(1)	-0.10%	
5222	Life Insurance	-	-	-	102	164	62	60.78%	
5230	Disability	-	-	-	110	113	3	2.73%	
5240	Retirement	6,683	4,728	4,747	4,747	4,417	(330)	-6.95%	
	Total Benefits	30,399	28,475	28,627	28,839	29,985	1,146	3.97%	
	Total Personnel Services	93,131	93,540	81,546	83,058	90,367	7,309	8.80%	
6100	Office Supplies	766	320	500	1,028	1,028	-	0.00%	
	Total Supplies	766	320	500	1,028	1,028	-	0.00%	
6122	Gas & Oil	2,776	2,458	2,050	2,820	2,544	(276)	-9.79%	
6213	Software Maintenance	750	750	4,087	4,087	4,087	-	0.00%	
6401	Uniforms	-	469	700	1,400	1,400	-	0.00%	
	Total Operating	3,526	3,677	6,837	8,307	8,031	(276)	-3.32%	
7100	Training/Conference	-	285	500	1,300	1,300	-	0.00%	
7120	Dues & Subscriptions	1,166	1,576	1,500	1,500	1,500	-	0.00%	
	Total Travel/Training	1,166	1,861	2,000	2,800	2,800	-	0.00%	
8201	Vehicle Repairs	3,473	671	1,125	1,500	1,500	-	0.00%	
8202	Equipment Use Charge	6,137	974	-	-	-	-	N/A	
	Total Purchased Services	9,610	1,645	1,125	1,500	1,500	-	0.00%	
8403	Cell Phone	588	652	600	600	780	180	30.00%	**
	Total Utilities	588	652	600	600	780	180	30.00%	
	Total Expenditures	\$ 108,787	\$ 101,694	\$ 92,608	\$ 97,293	\$ 104,506	\$ 7,213	7.41%	

Footnotes:

Acct - 8403: Match actual trend.

DEPARTMENT DESCRIPTION:

The Engineering Department is responsible for administering all municipal construction projects, maintaining a current geographic information system (GIS), administering all right-of-way permits and providing engineering services to all other departments as necessary.

SERVICES:

- Construction Engineering and Administration of all Village projects.
- GIS Database and Data Maps for all Village Planning and Development Projects.
- Engineering Review of all Site Plan Review submittals.
- Right-of-Way Permit Administration.
- Interdepartmental engineering services.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Village Engineer ⁽¹⁾	1.00	1.00	73,544
GIS Coordinator ⁽²⁾	1.00	1.00	52,826
Customer Service Rep/Secretary ⁽³⁾	0.25	0.25	10,442
Part-time ⁽⁴⁾	0.30	0.30	2,160
Total FTE's and Salaries	2.55	2.55	\$ 138,972
Notes:			
1. 75% of Engineer position is allocated to the Water, Sewer and Storm Water Utility Funds.			
2. 30% of GIS Coordinator position is allocated to Water, Sewer and Storm Water Utility Funds.			
3. Secretary position is allocated among multiple departments; 25% to Engineering.			
4. Part-time position is allocated among multiple departments; 40% to Engineering.			

2015 ACCOMPLISHMENTS:

- Coordinated all Village liaison engineering work between the Village of Ashwaubenon and the WDOT in regards to the USH 41 corridor construction.
- Completed the Sand Acres Drive (Main Avenue to Grant Street) Reconstruction Project.
- Completed the Pilgrim Way (Oneida Street to Ridge Road) Reconstruction Project.
- Completed the 2nd Phase of Woods Edge Subdivision construction administration.
- Coordinated the 2015 Mill/Pave Program.
- Continued cross-training the Engineering, Public Works and Utility department supervisors.

2016 OBJECTIVES:

- Complete coordination of USH 41 corridor construction activities within the Village of Ashwaubenon.
- Construction administration of the Pilgrim Way Reconstruction Project (Ashland Avenue to Holmgren Way) between the WDOT and Brown County.
- Construction administration of the Village Referendum Projects.
- Coordinate the 2016 Mill/Pave Program.
- Continue engineering assistance to all other Village departments.

BUDGET SUMMARY:

- The Village of Ashwaubenon Engineering Budget is projected to remain relatively constant for 2016.
- Requesting a one-time \$9,000 increase to Account 6213 (Software Maintenance) for an upgrade to the Village's existing ArcServer Software program. The majority of the cost (\$8k) will be allocated to utilities and TIF. This will improve the efficiency of the Access Ashwaubenon database making it more effective for those departments using the software. The Village has used its current software program to operate the Access Ashwaubenon GIS portal and has delayed upgrading to the Arc Server Enterprise program, the next version, until usage of the portal warranted. With the daily use now closing in and the current program's limits, the upgrade is warranted to increase the efficiency of use and ability for portal additions.

Village of Ashwaubenon

2016 Budget

Department: Engineering

Fund: 100

Dept #: 5405

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	17,545	17,995	18,296	18,296	18,754	458	2.50%	
5110	Hourly	43,398	39,295	49,400	49,400	51,073	1,673	3.39%	
5111	Overtime	-	60	150	150	150	-	0.00%	
5120	Longevity	80	71	90	90	-	(90)	-100.00%	
5150	Holiday Pay	1,624	1,658	-	-	-	-	N/A	
5160	Pto	27	-	-	-	-	-	N/A	
5170	Sick	730	3,680	-	-	-	-	N/A	
5180	Vacation	3,967	4,991	-	-	-	-	N/A	
	Total Salaries And Wages	67,371	67,750	67,936	67,936	69,977	2,041	3.00%	
5210	Medicare/Fica	4,614	4,582	5,197	5,197	5,353	156	3.00%	
5220	Health Insurance	21,536	22,024	21,267	21,267	23,562	2,295	10.79%	
5221	Dental Insurance	1,144	1,043	985	985	985	-	0.00%	
5222	Life Insurance	93	96	103	103	105	2	1.94%	
5230	Disability	-	-	-	168	173	5	2.98%	
5240	Retirement	4,241	4,689	4,472	4,472	4,476	4	0.09%	
	Total Benefits	31,627	32,435	32,024	32,192	34,654	2,462	7.65%	
	Total Personnel Services	98,998	100,184	99,960	100,128	104,631	4,503	4.50%	
6100	Office Supplies	1,360	1,813	1,550	3,100	3,100	-	0.00%	
6122	Gas & Oil	3,452	3,381	2,540	3,516	3,168	(348)	-9.90%	
6211	Repairs-Building/Equipment	695	-	1,500	1,500	1,500	-	0.00%	
6213	Software Maintenance	5,390	5,742	7,800	7,800	8,800	1,000	12.82%	**
	Total Operating	9,538	9,122	11,840	12,816	13,468	652	5.09%	
7100	Training/Conference	755	1,272	2,400	2,400	1,400	(1,000)	-41.67%	**
7120	Dues & Subscriptions	199	164	350	500	500	-	0.00%	
7130	Mileage Reimbursement	121	-	139	-	-	-	N/A	
	Total Travel/Training	1,075	1,436	2,889	2,900	1,900	(1,000)	-34.48%	
8100	Contracted Services	5,300	7,176	7,500	12,000	12,000	-	0.00%	
8115	Engineering Services	3,117	2,002	8,000	8,000	8,000	-	0.00%	
8201	Vehicle Repairs	22	74	500	500	500	-	0.00%	
	Total Purchased Services	8,439	9,252	16,000	20,500	20,500	-	0.00%	
8403	Cell Phone	963	1,056	1,062	840	780	(60)	-7.14%	**
	Total Expenditures	\$ 120,372	\$ 122,864	\$ 133,301	\$ 140,284	\$ 144,379	\$ 4,095	2.92%	

Footnotes:

Acct - 6213: Replacement of Arc Server Software.

Acct - 7100: Decrease due to GIS Technician's ARCGIS Conference completed in 2015.

Acct - 8403: Adjusted to match actual trend.

DEPARTMENT DESCRIPTION:

The Village of Ashwaubenon Public Works Department is responsible for all operational and maintenance activities to provide safe and efficient roadways for all modes of travel, to provide garbage, recycling and large rubbish pick-up, to provide snow clearing and removal and to provide timely repairs to all Village roadway infrastructure. The Public Works Department also assists with construction of numerous Parks and Recreation project, assists in the maintenance of the Village Hall and other Village Facilities and also assists the Public Safety Department on all major events with traffic control operations. The Public Works Department provides assistance in all facets of Village overall operation.

SERVICES:

- Weekly Refuse Collection
- Biweekly Recycling Collection
- Monthly Large Rubbish Collection (First Full Week of Each Month)
- Snow Clearing and Removal for all Village Roadways and School Parking Facilities
- Curbside brush pick-up (Continual Basis)
- Curbside leaf pick-up (Spring and Fall)
- Roadway maintenance: Curb, Sidewalk, Roadway, Signal and Signage

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Public Works Director ⁽¹⁾	1.00	1.00	87,763
Street Operations Supervisor ⁽²⁾	1.00	1.00	71,407
Customer Service Rep/Secretary ⁽³⁾	0.30	0.30	12,531
Total FTE's and Salaries	2.30	2.30	\$ 171,701
Notes:			
1. 60% of Public Works Director is allocated to the Water, Sewer and Storm Water Utility Funds.			
2. 25% of Street Operations Supervisor is allocated to Water, Sewer and Storm Water Utility Funds.			
3. Secretary position is allocated among multiple departments; 30% to Street Administration.			

BUDGET SUMMARY:

The Street Administration budget will see minor modifications from 2015 reflected mainly in the area of personnel expense.

2015 ACCOMPLISHMENTS:

- Completed the Milling and Resurfacing operations on Village streets according to Village's 5-Year CIP
- Completed numerous Parks and Recreation projects including the construction of a new shelter at Waterford Park.
- Completed demolition operations at Village purchased parcels – Sky-Lit Motel and Truck Equipment
- Worked with Public Safety and the Green Bay Packers to develop master game day traffic control plans.
- Completed the expansion of the Village Compost Site to accommodate a year of yard and leaf disposal in order to minimize future disposal costs.
- Continued implementing safety updates for all employees to bring safety training knowledge up to required levels.

2016 OBJECTIVES:

- In addition to all of the services currently provided, the Public Works Department has the following objectives in 2016:
- Investigation of the numerous salt-minimizing technologies and determining which technology will best suit the Village expectations and operations.
- Continue completing storm sewer maintenance and rehabilitation projects in order to minimize flooding scenarios.
- Demolition of the William Charles Court properties purchased in 2015.
- Continue to work with other communities to work cooperatively in future bulk purchasing agreements and joint construction projects in order to maximize cost savings.
- Continue the cross-training of department personnel in all relevant fields in order to provide cost effective project assistance.

Village of Ashwaubenon

2016 Budget

Department: Street Administration

Fund: 100

Dept #: 5421

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	84,498	87,062	88,489	88,489	90,433	1,944	2.20%	
5110	Hourly	10,869	11,378	12,531	12,531	13,437	906	7.23%	
5111	Overtime	-	60	180	180	180	-	0.00%	
5120	Longevity	81	72	108	108	-	(108)	-100.00%	
5150	Holiday Pay	437	444	-	-	-	-	N/A	
5170	Sick	522	232	-	-	-	-	N/A	
5180	Vacation	1,076	1,096	-	-	-	-	N/A	
	Total Salaries And Wages	97,483	100,344	101,308	101,308	104,050	2,742	2.71%	
5210	Medicare/Fica	6,684	6,805	7,750	7,750	7,960	210	2.71%	
5220	Health Insurance	25,230	25,823	25,708	25,708	28,470	2,762	10.74%	
5221	Dental Insurance	1,656	1,514	1,504	1,504	1,504	-	0.00%	
5222	Life Insurance	223	260	280	280	288	8	2.86%	
5230	Disability	-	-	-	255	263	8	3.14%	
5240	Retirement	6,310	7,004	6,890	6,890	6,867	(23)	-0.33%	
	Total Benefits	40,103	41,406	42,132	42,387	45,352	2,965	7.00%	
	Total Personnel Services	137,586	141,750	143,440	143,695	149,402	5,707	3.97%	
6100	Office Supplies	696	130	780	780	780	-	0.00%	
	Total Supplies	696	130	780	780	780	-	0.00%	
6213	Software Maintenance	300	497	550	550	550	-	0.00%	
6302	Newspaper Publishing	490	1,134	500	-	-	-	N/A	
	Total Operating	965	1,631	1,050	550	550	-	0.00%	
7100	Training/Conference	2,808	1,400	1,500	3,100	3,100	-	0.00%	
	Total Travel/Training	2,808	1,400	1,500	3,100	3,100	-	0.00%	
8100	Contracted Services	1,500	-	1,500	1,500	1,500	-	0.00%	
	Total Purchased Services	1,500	-	1,500	1,500	1,500	-	0.00%	
8403	Cell Phone	7,124	5,371	4,500	6,000	4,500	(1,500)	-25.00%	**
	Total Utilities	7,124	5,371	4,500	6,000	4,500	(1,500)	-25.00%	
	Total Expenditures	\$ 150,678	\$ 150,282	\$ 152,770	\$ 155,625	\$ 159,832	\$ 4,207	2.70%	

Footnotes:

Acct - 8403: Reduced number of department phones.

DEPARTMENT: Garage

DEPARTMENT HEAD: Director of Public Works

DEPARTMENT DESCRIPTION:

The Public Works Department Garage is responsible for all of the maintenance and repairs of the entire Village of Ashwaubenon government fleet of vehicles and equipment. The Garage also maintains an inventory of parts and products used every day in the Public Works, Utilities, Public Safety and Parks and Recreation Departments in terms of vehicle and field operation needs.

SERVICES:

- Full Mechanic Service
- Small Engine Repair
- Full Welding and Fabrication Services

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Mechanic	2.00	2.00	108,846
Inventory Control Specialist	1.00	1.00	54,059
Total FTE's and Salaries	3.00	3.00	\$ 162,905

BUDGET SUMMARY:

- The Garage budget will see minor modifications from 2015 reflected mainly in the area of personnel expense.

Village of Ashwaubenon

2016 Budget

Department: Garage

Fund: 100

Dept #: 5410

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	139,965	134,494	167,481	167,481	168,758	1,277	0.76%	
5111	Overtime	428	402	500	500	500	-	0.00%	
5112	Double Time	1,044	314	-	-	-	-	N/A	
5120	Longevity	1,016	904	960	960	360	(600)	-62.50%	
5130	Comp Time	1,876	5,182	-	-	-	-	N/A	
5150	Holiday Pay	5,299	5,223	-	-	-	-	N/A	
5170	Sick	4,366	5,586	-	-	-	-	N/A	
5180	Vacation	13,930	16,584	-	-	-	-	N/A	
	Total Salaries And Wages	167,922	168,688	168,941	168,941	169,618	677	0.40%	
5200	Fringe Benefits	-	-	-	2,000	-	(2,000)	-100.00%	
5210	Medicare/Fica	11,699	11,455	12,541	12,541	12,632	91	0.73%	
5220	Health Insurance	34,499	52,270	56,085	56,085	58,902	2,817	5.02%	
5221	Dental Insurance	3,532	3,079	3,114	3,114	3,111	(3)	-0.10%	
5222	Life Insurance	489	506	455	455	397	(58)	-12.75%	
5230	Disability	-	-	-	411	415	4	0.97%	
5240	Retirement	10,789	11,691	11,149	11,149	10,898	(251)	-2.25%	
	Total Benefits	61,008	79,000	83,344	85,755	86,355	600	0.70%	
	Total Personnel Services	228,931	247,688	252,285	254,696	255,973	1,277	0.50%	
6100	Office Supplies	858	1,966	2,500	3,600	3,600	-	0.00%	
6101	Operational Supplies	3,278	-	-	-	-	-	N/A	
6113	Maintenance Supplies	6,743	15,766	15,500	10,200	13,200	3,000	29.41%	**
6116	Janitorial Supplies	8,012	8,441	9,000	9,000	9,000	-	0.00%	
	Total Supplies	18,891	26,174	27,000	22,800	25,800	3,000	13.16%	
6122	Gas & Oil	124,533	98,873	100,000	139,836	125,856	(13,980)	-10.00%	
6211	Repairs-Building/Equipment	6,269	11,817	19,000	19,000	19,000	-	0.00%	
6401	Uniforms	250	(86)	750	750	750	-	0.00%	
6402	Shoe Allowance	2,814	3,060	3,500	3,500	3,500	-	0.00%	
6403	Tool Allowance	796	1,300	1,200	1,000	1,000	-	0.00%	
	Total Operating	134,662	115,131	124,450	164,086	150,106	(13,980)	-8.52%	
7100	Training/Conference	-	800	-	-	-	-	N/A	
	Total Travel/Training	-	800	-	-	-	-	N/A	
8201	Vehicle Repairs	5,081	-	-	-	-	-	N/A	
	Total Purchased Services	5,081	-	-	-	-	-	N/A	
8300	Physical/Psych Exams	1,141	564	422	-	-	-	N/A	
	Total Insurance	1,141	564	422	-	-	-	N/A	
8400	Gas & Electric	25,582	31,608	36,400	41,400	41,400	-	0.00%	
8401	Water/Sewer/Storm Water	5,956	5,650	6,000	6,800	6,800	-	0.00%	
	Total Utilities	31,538	37,258	42,400	48,200	48,200	-	0.00%	
	Total Capital Outlay	-	11,387	-	-	-	-	N/A	
	Total Expenditures	\$ 420,243	\$ 439,001	\$ 446,557	\$ 489,782	\$ 480,079	\$ (9,703)	-1.98%	

Footnotes:

Acct - 6113: Budget increased due to increase in repair part costs.

DEPARTMENT DESCRIPTION:

The Street Maintenance Division of the Public Works Department is responsible for all operational and maintenance activities related to the Village's roadway system.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Public Works Field Operator I	3.00	3.00	159,870
Public Works Field Operator II	4.00	4.00	216,236
Maintenance/Custodian Supervisor	1.00	1.00	58,323
Summer Help			23,750
Part-Time Help			9,513
Total FTE's and Salaries	8.00	8.00	\$ 467,692

Notes:

1. Personnel costs are allocated throughout Public Works' Departments based on historical trends and projected projects.
2. Summer and Part-time help is shown as budgeted; actual costs vary depending on use.

BUDGET SUMMARY:

- The Street Maintenance budget will see a variation in personnel expense as the amount labor charged to this budget item is based on a 3-year rolling average. An increase in vehicle repairs for 2016 is also part of this budget in order to replace aging hydraulic lines in some of the trucks and equipment.

Village of Ashwaubenon

2016 Budget

Department: Street Maintenance

Fund: 100

Dept #: 5431

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$	%	
5110	Hourly	148,525	121,558	168,714	168,714	181,538	12,824	7.60%	
5111	Overtime	2,051	1,226	20,000	20,000	17,500	(2,500)	-12.50%	
5112	Double Time	682	692	-	-	-	-	N/A	
5120	Longevity	3,175	2,825	3,120	3,120	3,000	(120)	-3.85%	
5130	Comp Time	21,890	24,360	-	-	-	-	N/A	
5150	Holiday Pay	14,095	14,499	-	-	-	-	N/A	
5170	Sick	7,681	18,329	-	-	-	-	N/A	
5180	Vacation	41,075	40,417	-	-	-	-	N/A	
	Total Salaries And Wages	239,332	223,907	191,834	191,834	202,038	10,204	5.32%	
5200	Fringe Benefits	-	-	-	(146,300)	-	146,300	-100.00%	
5210	Medicare/Fica	16,233	15,376	15,110	42,081	16,984	(25,097)	-59.64%	
5220	Health Insurance	55,973	52,386	62,264	125,842	60,051	(65,791)	-52.28%	
5221	Dental Insurance	3,539	3,430	3,798	8,647	2,499	(6,148)	-71.10%	
5222	Life Insurance	692	660	696	2,030	1,247	(783)	-38.57%	
5230	Disability	-	-	-	1,260	435	(825)	-65.48%	
5240	Retirement	14,926	15,448	15,380	35,370	12,679	(22,691)	-64.15%	
	Total Benefits	91,363	87,299	97,248	68,930	93,895	24,965	36.22%	
	Total Personnel Services	330,695	311,206	289,082	260,764	295,933	35,169	13.49%	
6101	Operational Supplies	3,434	-	-	-	-	-	N/A	
6113	Maintenance Supplies	18,952	31,997	32,000	37,800	37,800	-	0.00%	
	Total Supplies	22,386	31,996	32,000	37,800	37,800	-	0.00%	
8201	Vehicle Repairs	48,003	50,760	37,800	37,800	43,200	5,400	14.29%	**
8202	Equipment Use Charge	121,036	127,484	114,293	114,293	111,455	(2,838)	-2.48%	**
8204	Street Maintenance	-	-	-	-	-	-	N/A	
	Total Purchased Services	169,039	178,244	152,093	152,093	154,655	2,562	1.68%	
8403	Cell Phone	-	10	-	-	-	-	N/A	
	Total Utilities	-	10	-	-	-	-	N/A	
	Total Expenditures	\$ 522,121	\$ 521,462	\$ 473,175	\$ 450,657	\$ 488,388	\$ 37,731	8.37%	

Footnotes:

Acct - 8201: Increase in budget to replace aging hydraulic lines in trucks.

Acct - 8202: Calculation of current year depreciation for all existing and requested fixed assets.

Village of Ashwaubenon

2016 Budget

Department: Curb & Gutter

Fund: 100

Dept #: 5433

DEPARTMENT DESCRIPTION:

The Curb and Gutter Division of the Public Works Department is responsible for all maintenance and repair of Village roadway curb and gutter. This can range from replacement of again curb to repair of damage from the plowing season to responding to resident concerns.

STAFFING:

Curb and Gutter needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	6,682	5,152	4,678	15,000	7,500	(7,500)	-50.00%	
5180	Vacation	-	-	-	-	-	-	N/A	
	Total Salaries And Wages	6,682	5,152	4,678	15,000	7,500	(7,500)	-50.00%	
5200	Fringe Benefits	-	-	-	6,100	-	(6,100)	-100.00%	
5210	Medicare/Fica	445	349	326	-	574	574	N/A	
5220	Health Insurance	2,369	1,380	874	-	1,953	1,953	N/A	
5221	Dental Insurance	147	94	50	-	141	141	N/A	
5222	Life Insurance	23	15	18	-	18	18	N/A	
5230	Disability	-	-	-	-	19	19	N/A	
5240	Retirement	444	361	318	-	495	495	N/A	
	Total Benefits	3,429	2,200	1,586	6,100	3,200	(2,900)	-47.54%	
	Total Personnel Services	10,111	7,352	6,264	21,100	10,700	(10,400)	-49.29%	
6113	Maintenance Supplies	14,612	9,279	12,000	12,000	12,000	-	0.00%	
	Total Supplies	14,612	9,279	12,000	12,000	12,000	-	0.00%	
	Total Expenditures	\$ 24,723	\$ 16,631	\$ 18,264	\$ 33,100	\$ 22,700	\$ (10,400)	-31.42%	

Village of Ashwaubenon

2016 Budget

Department: Snow & Ice Control

Fund: 100

Dept #: 5435

DEPARTMENT DESCRIPTION:

The Snow and Ice Control Division of the Public Works Department is responsible for all snow clearing and salting operations of all Village roadways and Ashwaubenon School parking facilities

STAFFING:

Snow and Ice Control needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	41,211	26,003	75,000	75,000	38,000	(37,000)	-49.33%	
5111	Overtime	23,983	15,337	-	-	20,000	20,000	N/A	
5112	Double Time	4,840	5,320	-	-	-	-	N/A	
5130	Comp Time	1,673	1,302	-	-	-	-	N/A	
5170	Sick	-	100	-	-	-	-	N/A	
5180	Vacation	199	285	-	-	-	-	N/A	
	Total Salaries And Wages	71,907	48,346	75,000	75,000	58,000	(17,000)	-22.67%	
5200	Fringe Benefits	-	-	30,700	30,700	-	(30,700)	-100.00%	
5210	Medicare/Fica	5,018	3,313	-	-	4,437	4,437	N/A	
5220	Health Insurance	11,376	12,124	-	-	13,360	13,360	N/A	
5221	Dental Insurance	766	752	-	-	1,091	1,091	N/A	
5222	Life Insurance	179	134	-	-	137	137	N/A	
5230	Disability	-	-	-	-	147	147	N/A	
5240	Retirement	4,476	3,687	-	-	3,828	3,828	N/A	
	Total Benefits	21,815	20,009	30,700	30,700	23,000	(7,700)	-25.08%	
	Total Personnel Services	93,721	68,355	105,700	105,700	81,000	(24,700)	-23.37%	
6113	Maintenance Supplies	122,073	80,812	80,000	90,000	90,000	-	0.00%	
	Total Supplies	122,073	80,812	80,000	90,000	90,000	-	0.00%	
	Total Expenditures	\$ 219,711	\$ 149,167	\$ 185,700	\$ 195,700	\$ 171,000	\$ (24,700)	-12.62%	

Village of Ashwaubenon

2016 Budget

Department: Traffic Control

Fund: 100

Dept #: 5441

DEPARTMENT DESCRIPTION:

The Traffic Control Division of the Public Works Department is responsible for coordinating the operation and maintenance of Village street signage and traffic signals. The Village completes all of its own street signage maintenance but works jointly with the Brown County Highway Department in maintaining all of its traffic signals.

STAFFING:

Traffic Control needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	17,198	24,527	27,500	27,500	23,000	(4,500)	-16.36%	
5111	Overtime	574	999	-	-	1,000	1,000	N/A	
5112	Double Time	1,078	910	-	-	-	-	N/A	
5130	Comp Time	50	76	-	-	-	-	N/A	
5180	Vacation	281	192	-	-	-	-	N/A	
	Total Salaries And Wages	19,660	26,704	27,500	27,500	24,000	(3,500)	-12.73%	
5200	Fringe Benefits	-	-	11,200	11,200	-	(11,200)	-100.00%	
5210	Medicare/Fica	1,392	1,849	-	-	1,836	1,836	N/A	
5220	Health Insurance	1,766	4,486	-	-	4,511	4,511	N/A	
5221	Dental Insurance	134	463	-	-	451	451	N/A	
5222	Life Insurance	56	105	-	-	57	57	N/A	
5230	Disability	-	-	-	-	61	61	N/A	
5240	Retirement	1,298	1,821	-	-	1,584	1,584	N/A	
	Total Benefits	4,646	8,723	11,200	11,200	8,500	(2,700)	-24.11%	
	Total Personnel Services	24,306	35,427	38,700	38,700	32,500	(6,200)	-16.02%	
6113	Maintenance Supplies	24,665	24,390	28,000	28,000	28,000	-	0.00%	
	Total Supplies	24,665	24,390	28,000	28,000	28,000	-	0.00%	
8400	Gas & Electric	45,460	46,748	48,109	57,109	57,109	-	0.00%	
	Total Utilities	45,460	46,748	48,109	57,109	57,109	-	0.00%	
9121	Equipment < \$5000	-	4,513	5,000	5,000	-	(5,000)	-100.00%	
	Total Capital Outlay	-	4,513	5,000	5,000	5,000	-	0.00%	
	Total Expenditures	\$ 94,431	\$ 111,077	\$ 119,809	\$ 128,809	\$ 117,609	\$ (11,200)	-8.70%	

Village of Ashwaubenon**2016 Budget****Department: Street Lighting****Fund: 100****Dept #: 5442****DEPARTMENT DESCRIPTION:**

The Street Lighting Division of the Public Works Department funds the entire street lighting network within the Village. Wisconsin Public Service maintains the street lighting system for the Village while the Village pays a monthly rental charge based upon the style and wattage of street light.

STAFFING:

No staffing needs are required for the Street Lighting budget.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
8400	Gas & Electric	481,670	482,080	520,913	525,913	525,913	-	0.00%	
	Total Utilities	481,670	482,080	520,913	525,913	525,913	-	0.00%	
	Total Expenditures	\$ 481,670	\$ 482,604	\$ 520,913	\$ 525,913	\$ 525,913	\$ -	0.00%	

Village of Ashwaubenon

2016 Budget

Department: Sidewalk Maintenance

Fund: 100

Dept #: 5444

DEPARTMENT DESCRIPTION:

The Sidewalk Maintenance Division of the Public Works Department is responsible for the maintenance of all Village sidewalk along Village right-of-way. All Village sidewalks are inspected yearly with a maintenance program completed in the fall of each year.

STAFFING:

Sidewalk Maintenance needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	1,395	2,690	1,250	1,250	1,800	550	44.00%	
	Total Salaries And Wages	1,395	2,800	1,250	1,250	1,800	550	44.00%	
5200	Fringe Benefits	-	-	500	500	-	(500)	-100.00%	
5210	Medicare/Fica	92	191	-	-	138	138	N/A	
5220	Health Insurance	520	631	-	-	500	500	N/A	
5221	Dental Insurance	32	45	-	-	34	34	N/A	
5222	Life Insurance	4	7	-	-	4	4	N/A	
5230	Disability	-	-	-	-	5	5	N/A	
5240	Retirement	93	196	-	-	119	119	N/A	
	Total Benefits	741	1,071	500	500	800	300	60.00%	
	Total Personnel Services	2,136	3,871	1,750	1,750	2,600	850	48.57%	
6113	Maintenance Supplies	1,333	1,095	1,500	5,000	5,000	-	0.00%	
	Total Supplies	1,333	1,095	1,500	5,000	5,000	-	0.00%	
	Total Expenditures	\$ 3,469	\$ 4,966	\$ 3,250	\$ 6,750	\$ 7,600	\$ 850	12.59%	

Village of Ashwaubenon

2016 Budget

Department: School District Maintenance

Fund: 100

Dept #: 5447

DEPARTMENT DESCRIPTION:

The School District Maintenance Division of the Public Works Department assists the Ashwaubenon School District on an as-needed basis. Typical requests from the Ashwaubenon School District range from line striping assistance to storm sewer repairs to roadway/parking lot repair assistance.

STAFFING:

School District Maintenance needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	3,479	5,160	2,500	2,500	3,200	700	28.00%	
5111	Overtime	-	247	-	-	-	-	N/A	
	Total Salaries And Wages	3,479	5,407	2,500	2,500	3,200	700	28.00%	
5200	Fringe Benefits	-	-	1,000	1,000	-	(1,000)	-100.00%	
5210	Medicare/Fica	245	387	-	-	245	245	N/A	
5220	Health Insurance	836	964	-	-	468	468	N/A	
5221	Dental Insurance	57	56	-	-	60	60	N/A	
5222	Life Insurance	5	11	-	-	8	8	N/A	
5230	Disability	-	-	-	-	8	8	N/A	
5240	Retirement	175	244	-	-	211	211	N/A	
	Total Benefits	1,318	1,662	1,000	1,000	1,000	-	0.00%	
	Total Personnel Services	4,797	7,069	3,500	3,500	4,200	700	20.00%	
	Total Expenditures	\$ 4,797	\$ 7,069	\$ 3,500	\$ 3,500	\$ 4,200	\$ 700	20.00%	

Village of Ashwaubenon

2016 Budget

Department: Labor For Others

Fund: 100

Dept #: 5449

DEPARTMENT DESCRIPTION:

The Labor for Others Division of the Public Works Department is used on an as-needed basis. Some examples from this division include special events that require one-time traffic control assistance, projects that are out of the daily scope of activities and may be done on an investigatory basis and other one-time occurrences.

STAFFING:

Labor for Others needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	4,928	7,424	7,500	10,000	7,500	(2,500)	-25.00%	
5111	Overtime	371	258	-	-	-	-	N/A	
5112	Double Time	162	242	-	-	-	-	N/A	
5130	Comp Time	809	-	-	-	-	-	N/A	
	Total Salaries And Wages	6,269	8,033	7,500	10,000	7,500	(2,500)	-25.00%	
5200	Fringe Benefits	-	-	3,250	4,100	-	(4,100)	-100.00%	
5210	Medicare/Fica	438	555	-	-	574	574	N/A	
5220	Health Insurance	830	1,397	-	-	1,253	1,253	N/A	
5221	Dental Insurance	46	72	-	-	141	141	N/A	
5222	Life Insurance	17	27	-	-	18	18	N/A	
5230	Disability	-	-	-	-	19	19	N/A	
5240	Retirement	397	554	-	-	495	495	N/A	
	Total Benefits	1,727	2,604	3,250	4,100	2,500	(1,600)	-39.02%	
	Total Personnel Services	7,996	10,637	10,750	14,100	10,000	(4,100)	-29.08%	
	Total Expenditures	\$ 7,996	\$ 10,637	\$ 10,750	\$ 14,100	\$ 10,000	\$ (4,100)	-29.08%	

Village of Ashwaubenon**2016 Budget****Department: Transit System****Fund: 100****Dept #: 5455****DEPARTMENT DESCRIPTION:**

The Transit System Division of the Public Works Department funds the entire public transportation program offered by Green Bay Metro within the Village of Ashwaubenon. The Village pays for these services via a yearly service agreement.

STAFFING:

No staffing needs are required for the Transit System budget.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
8100	Contracted Services	89,086	233,485	210,000	235,020	235,020	-	0.00%	
	Total Purchased Services	89,086	233,485	210,000	235,020	235,020	-	0.00%	
	Total Expenditures	\$ 89,086	\$ 233,485	\$ 210,000	\$ 235,020	\$ 235,020	\$ -	0.00%	

Village of Ashwaubenon

2016 Budget

Department: Garbage & Refuse Collection

Fund: 100

Dept #: 5710

DEPARTMENT DESCRIPTION:

The Ashwaubenon Public Works Department Garbage and Refuse Collection Program picks up curbside garbage in Village-provided containers on a weekly basis. Automated trucks pick-up and deliver it to the Brown County Solid Waste Transfer Station located on West Mason Street in Oneida, WI. Large rubbish is also collected during the first full week of each month via this division of the Public Works Department.

SERVICES:

- Weekly Refuse Collection.
- Monthly Large Rubbish Collection (first full week of each month)

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Public Works Field Operator I	3.00	3.00	151,882

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	122,053	123,051	141,590	141,590	162,206	20,616	14.56%	
5111	Overtime	242	188	2,500	2,500	1,200	(1,300)	-52.00%	
5120	Longevity	-	-	240	240	-	(240)	-100.00%	
5130	Comp Time	6,551	8,032	-	-	-	-	N/A	
5150	Holiday Pay	3,722	3,559	-	-	-	-	N/A	
5170	Sick	2,277	5,059	-	-	-	-	N/A	
5180	Vacation	4,829	6,586	-	-	-	-	N/A	
	Total Salaries And Wages	139,963	146,476	144,330	144,330	163,406	19,076	13.22%	
5200	Fringe Benefits	-	-	-	14,300	-	(14,300)	-100.00%	
5210	Medicare/Fica	9,704	10,058	10,990	8,363	12,500	4,137	49.47%	
5220	Health Insurance	36,221	38,477	57,808	37,390	60,270	22,880	61.19%	
5221	Dental Insurance	2,759	2,680	3,304	2,076	3,205	1,129	54.38%	
5222	Life Insurance	188	214	225	179	309	130	72.63%	
5230	Disability	-	-	-	270	412	142	52.59%	
5240	Retirement	8,829	10,148	10,794	7,434	10,786	3,352	45.09%	
	Total Benefits	57,702	61,576	83,121	70,012	87,482	17,470	24.95%	
	Total Personnel Services	197,665	208,052	227,451	214,342	250,888	36,546	17.05%	
6113	Maintenance Supplies	350	330	1,000	1,500	1,500	-	0.00%	
8201	Vehicle Repairs	23,447	12,294	19,800	19,800	19,800	-	0.00%	
8202	Equipment Use Charge	71,216	61,990	55,373	55,373	54,466	(907)	-1.64%	**
	Total Purchased Services	94,663	75,279	75,173	75,173	74,266	(907)	-1.21%	
	Total Expenditures	\$ 292,678	\$ 283,660	\$ 303,624	\$ 291,015	\$ 326,654	\$ 35,639	12.25%	

Footnotes:

Acct - 8202: Calculation of current year depreciation for all existing vehicles.

Village of Ashwaubenon

2016 Budget

Department: Recycling

Fund: 100

Dept #: 5720

DEPARTMENT DESCRIPTION:

The Ashwaubenon Public Works Department Recycling program picks up recyclables biweekly throughout the Village. Automated trucks pick-up the recycling and deliver it to the Brown County Recycling Transfer Station located on South Broadway just south of STH 172.

SERVICES:

- Fully single-stream recycling pick-up.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Public Works Field Operator I	1.00	1.00	53,290

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	55,586	57,112	60,720	60,720	64,350	3,630	5.98%	
5111	Overtime	-	113	-	-	-	-	N/A	
5120	Longevity	-	-	240	240	-	(240)	-100.00%	
5130	Comp Time	4,286	5,765	-	-	-	-	N/A	
5150	Holiday Pay	1,624	1,765	-	-	-	-	N/A	
5180	Vacation	1,732	2,116	-	-	-	-	N/A	
	Total Salaries And Wages	63,564	70,799	60,960	60,960	64,350	3,390	5.56%	
5210	Medicare/Fica	4,331	4,756	4,663	4,663	4,158	(505)	-10.83%	
5220	Health Insurance	18,163	20,644	18,695	18,695	19,634	939	5.02%	
5221	Dental Insurance	1,133	1,160	1,038	1,038	1,037	(1)	-0.10%	
5222	Life Insurance	95	139	197	197	128	(69)	-35.03%	
5230	Disability	-	-	-	135	138	3	2.22%	
5240	Retirement	3,570	4,331	3,640	3,640	3,587	(53)	-1.46%	
	Total Benefits	27,292	31,031	28,233	28,368	28,682	314	1.11%	
	Total Personnel Services	90,856	101,830	89,193	89,328	93,032	3,704	4.15%	
6113	Maintenance Supplies	1,863	-	2,000	2,000	2,000	-	0.00%	
	Total Supplies	9,007	-	2,000	2,000	2,000	-	0.00%	
6122	Gas & Oil	29,537	10,199	14,218	19,020	17,124	(1,896)	-9.97%	
	Total Operating	29,537	10,474	14,218	19,020	17,124	(1,896)	-9.97%	
8100	Contracted Services	-	63	-	-	-	-	N/A	
8201	Vehicle Repairs	10,070	1,341	11,080	16,080	16,080	-	0.00%	
8202	Equipment Use Charge	101,720	69,019	51,401	51,401	40,193	(11,208)	-21.81%	**
	Total Purchased Services	111,790	70,423	62,481	67,481	56,273	(11,208)	-16.61%	
	Total Expenditures	\$ 241,190	\$ 182,727	\$ 167,892	\$ 177,829	\$ 168,429	\$ (9,400)	-5.29%	

Footnotes:

Acct - 8202: Calculation of current year depreciation for all existing vehicles.

Village of Ashwaubenon**2016 Budget****Department: Landfill****Fund: 100****Dept #: 5730****DEPARTMENT DESCRIPTION:**

The Landfill Division of the Public Works Department funds the Village's solid waste and recycling fees charged by the Brown County Port and Resource Recovery Department and by the Brown County Transfer Station. All costs associated with the landfilling, resource recovery and recycling of Village waste and recyclables are handled through this account.

STAFFING:

Landfill needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
8109	Brown County Landfill	164,256	179,107	186,000	186,000	186,000	-	0.00%	
	Total Purchased Services	164,256	179,107	186,000	186,000	186,000	-	0.00%	
	Total Expenditures	\$ 164,256	\$ 179,107	\$ 186,000	\$ 186,000	\$ 186,000	\$ -	0.00%	

Village of Ashwaubenon

2016 Budget

Department: Weed Control

Fund: 100

Dept #: 5740

DEPARTMENT DESCRIPTION:

The Weed Control Division of the Public Works Department is responsible for the maintenance of the grass median islands, bridge abutment weed control and other Village right-of-way weed control as needed.

STAFFING:

Weed Control needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	8,165	8,586	9,000	12,500	12,000	(500)	-4.00%	
	Total Salaries And Wages	8,165	8,688	9,000	12,500	12,000	(500)	-4.00%	
5200	Fringe Benefits	-	-	4,000	5,100	-	(5,100)	-100.00%	
5210	Medicare/Fica	553	573	-	-	918	918	N/A	
5220	Health Insurance	2,267	2,676	-	-	3,206	3,206	N/A	
5221	Dental Insurance	143	149	-	-	226	226	N/A	
5222	Life Insurance	24	32	-	-	28	28	N/A	
5230	Disability	-	-	-	-	30	30	N/A	
5240	Retirement	424	542	-	-	792	792	N/A	
	Total Benefits	3,411	3,971	4,000	5,100	5,200	100	1.96%	
	Total Personnel Services	11,576	12,659	13,000	17,600	17,200	(400)	-2.27%	
8100	Contracted Services	1,581	1,185	2,800	3,300	3,300	-	0.00%	
	Total Purchased Services	1,581	1,185	2,800	3,300	3,300	-	0.00%	
	Total Expenditures	\$ 13,157	\$ 13,844	\$ 15,800	\$ 20,900	\$ 20,500	\$ (400)	-1.91%	

Village of Ashwaubenon

2016 Budget

Department: Wood Chipping

Fund: 100

Dept #: 5760

DEPARTMENT DESCRIPTION:

The Wood Chipping Division of the Public Works Department is responsible for the year-round curbside collection, chipping and disposal of all tree and brush branches within the Village of Ashwaubenon. This program also includes all tree and debris clean-up after storm events as well as Christmas tree pick-up in January.

STAFFING:

Wood Chipping needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2016 projects.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	52,410	44,727	50,000	50,000	48,500	(1,500)	-3.00%	
5111	Overtime	111	358	-	-	-	-	N/A	
	Total Salaries And Wages	52,602	45,745	50,000	50,000	48,500	(1,500)	-3.00%	
5200	Fringe Benefits	-	-	20,400	20,400	-	(20,400)	-100.00%	
5210	Medicare/Fica	3,707	3,249	-	-	3,710	3,710	N/A	
5220	Health Insurance	13,218	8,888	-	-	12,840	12,840	N/A	
5221	Dental Insurance	853	556	-	-	912	912	N/A	
5222	Life Insurance	71	63	-	-	114	114	N/A	
5230	Disability	-	-	-	-	123	123	N/A	
5240	Retirement	2,625	2,111	-	-	3,201	3,201	N/A	
	Total Benefits	20,474	14,867	20,400	20,400	20,900	500	2.45%	
	Total Personnel Services	73,075	60,612	70,400	70,400	69,400	(1,000)	-1.42%	
6113	Maintenance Supplies	-	1,177	3,000	3,000	3,000	-	0.00%	
	Total Supplies	-	1,177	3,000	3,000	3,000	-	0.00%	
	Total Expenditures	\$ 73,075	\$ 61,789	\$ 73,400	\$ 73,400	\$ 72,400	\$ (1,000)	-1.36%	

DEPARTMENT DESCRIPTION:

Administrative functions of Parks, Recreation & Forestry

SERVICES:

- Administration of all program divisions
- Program set-up and administration
- Customer service for community questions
- Planning, partnerships and evaluation of all PRF aspects

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Director	1.00	1.00	70,052
Aquatic Supervisor	1.00	1.00	34,000
Program Supervisor	1.00	1.00	39,000
Secretary	1.00	1.00	41,769
Summer Park Coordinator			5,473
Total FTE's and Salaries	4.00	4.00	\$ 190,294

Note: Summer Park Coordinator position shown as budgeted cost; actuals vary as services are needed.

2015 ACCOMPLISHMENTS:

- Continued work with community groups and Bray Architects on planning the new community center, pool and auditorium facilities.
- Cooperation with the Ashwaubenon School District on implementing the AHS 50th anniversary celebration.

2016 OBJECTIVES:

- Determine staffing and operational needs for new community center and aquatic operations
- Implement computer program update for on-line and mobile registration

BUDGET SUMMARY:

- Estimated increase of \$6,975 for Rec Track software upgrade installation, on-site training, travel & airfare of trainer. Located in account 6213 (software maintenance). Vermont Systems (RecTrack), the country's largest Park & Recreation tracking software, is updating their complete program system and webpage process. This will mean loading in the updates, reprogramming our system, and re-training staff. It is a major upgrade done over the course of a week.

Village of Ashwaubenon

2016 Budget

Department: Parks And Recreation Administration

Fund: 100

Dept #: 5521

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	130,690	132,984	138,351	138,351	154,073	15,722	11.36%	
5110	Hourly	43,268	35,798	47,242	47,242	48,081	839	1.78%	
5111	Overtime	23	63	1,000	1,000	1,000	-	0.00%	
5130	Comp Time	1,238	945	-	-	-	-	N/A	
5150	Holiday Pay	1,365	1,386	-	-	-	-	N/A	
5170	Sick	124	851	-	-	-	-	N/A	
5180	Vacation	1,750	2,126	-	-	-	-	N/A	
	Total Salaries And Wages	178,457	174,153	186,593	186,593	203,154	16,561	8.88%	
5210	Medicare/Fica	12,799	11,506	14,276	14,276	15,541	1,265	8.86%	
5220	Health Insurance	54,322	63,271	65,448	65,448	73,633	8,185	12.51%	
5221	Dental Insurance	3,754	4,032	4,152	4,152	4,148	(4)	-0.10%	
5222	Life Insurance	470	593	685	685	712	27	3.94%	
5230	Disability	-	-	-	438	476	38	8.68%	
5240	Retirement	11,130	12,068	12,315	12,315	13,047	732	5.94%	
	Total Benefits	82,475	91,470	96,876	97,314	107,557	10,243	10.53%	
	Total Personnel Services	260,932	265,623	283,469	283,907	310,711	26,804	9.44%	
6100	Office Supplies	2,856	2,672	3,100	3,600	3,200	(400)	-11.11%	
	Total Supplies	2,856	2,672	3,100	3,600	3,200	(400)	-11.11%	
6213	Software Maintenance	4,050	4,578	4,650	4,650	11,750	7,100	152.69%	**
6302	Newspaper Publishing	988	117	1,000	1,000	1,000	-	0.00%	
6401	Uniforms	1,127	1,240	1,141	1,017	1,017	-	0.00%	
	Total Operating	6,165	5,935	6,791	6,667	13,767	7,100	106.49%	
7100	Training/Conference	3,435	2,494	3,000	3,000	3,000	-	0.00%	
7120	Dues & Subscriptions	640	819	950	950	950	-	0.00%	
7130	Mileage Reimbursement	5,743	6,784	7,025	7,025	7,025	-	0.00%	
	Total Travel/Training	9,818	10,097	10,975	10,975	10,975	-	0.00%	
8113	Printing	8,143	10,578	9,500	9,500	9,900	400	4.21%	**
	Total Purchased Services	8,143	10,578	9,500	9,500	9,900	400	4.21%	
8300	Physical/Psych Exams	100	100	100	-	-	-	N/A	
	Total Insurance	100	100	100	-	-	-	N/A	
8403	Cell Phone	3,971	4,120	4,800	4,800	3,000	(1,800)	-37.50%	**
	Total Utilities	3,971	4,120	4,800	4,800	3,000	(1,800)	-37.50%	
	Total Expenditures	\$ 291,986	\$ 299,125	\$ 318,735	\$ 319,449	\$ 351,553	\$ 32,104	10.05%	

Footnotes:

Acct - 6213: Training for Vermont System Upgrade

Acct - 8113: Transferred \$400 from Office Supply account to account for higher printing costs.

Acct - 8403: Adjusted to match actual and anticipated trends.

DEPARTMENT DESCRIPTION:

Parks, Recreation & Forestry Department

SERVICES:

- Provide Lifeguarding services and aquatic programming to the community and the Ashwaubenon School District.

STAFFING:

Position	FTE		Salary
	Budget 2015	Budget 2016	Actual 2015
Instructors/Guards	Part-Time	Part-Time	9,711
Pool Director	Part-Time	Part-Time	2,695
Pool Supervisor	Part-Time	Part-Time	3,465
Swim Instructor	Part-Time	Part-Time	25,902
Water Exercise Instructor	Part-Time	Part-Time	842
Total FTE's and Salaries			\$ 42,615

Note: Positions are part-time, may include multiple persons and vary depending on participation.

2015 ACCOMPLISHMENTS:

- Offered a varied degree of aquatic programming to Ashwaubenon residents, to including lessons, water exercise, lap swimming, Masters Swim, and rentals. Staffed Ashwaubenon School District classes and programs to help ensure a safe aquatic environment.

2016 OBJECTIVES:

- Plan for new aquatic facility to open in late 2016. Expand program offerings, secure and train necessary staff, and develop new operation procedures to fit community needs. Work with Ashwaubenon School District staff to schedule pool times benefitting all pool users.

Village of Ashwaubenon

2016 Budget

Department: High School Pool

Fund: 100

Dept #: 5523

Account & Project Code		Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT										
5110		Hourly	40,638	37,557	42,615	42,615	42,650	35	0.08%	
5210		Medicare/FICA	3,043	2,873	3,260	3,260	3,263	3	0.09%	
		Total Personnel Services	43,681	40,430	45,875	45,875	45,913	38	0.08%	
6104		Lifeguard Training Supplies	243	279	-	-	500	500	N/A	**
6115		Pool and Lake Supplies	3,132	2,558	3,700	3,700	3,400	(300)	-8.11%	**
		Total Supplies	3,375	2,837	3,700	3,700	3,900	200	5.41%	
8100		Contracted Services	5,469	6,307	5,400	5,400	5,400	-	0.00%	
Total Expenditures			\$ 52,525	\$ 49,574	\$ 54,975	\$ 54,975	\$ 55,213	\$ 238	0.43%	
EXPENDITURES BY PROGRAM/FUNCTION										
9899	4487	Master Swim	4,158	4,470	4,200	4,200	4,200	-	0.00%	
9899	4488	Aqua Zumba	1,311	1,382	1,200	1,200	1,200	-	0.00%	
9899	4980	Pool	4,044	2,976	3,700	3,700	3,900	200	5.41%	
9899	4981	Lifeguard	9,881	6,972	10,454	10,454	10,454	-	0.00%	
9899	4982	Pool Director	-	-	2,897	2,897	2,897	-	0.00%	
9899	4983	Pool Supervisor	10,945	8,407	3,729	3,729	3,767	38	1.02%	
9899	4984	Swim Instructor	21,905	21,858	27,884	27,884	27,887	3	0.01%	
9899	4985	Water Exercise Instructor	-	1,194	911	911	908	(3)	-0.33%	
9899	4986	Lifeguard Instructor	281	-	-	-	-	-	N/A	
9899	4987	Lifeguard - School District	-	138	-	-	-	-	N/A	
9899	4988	Supervisor - School District	-	1,763	-	-	-	-	N/A	
9899	4989	Swim Instructor - School District	-	414	-	-	-	-	N/A	
Total Expenditures			\$ 52,525	\$ 49,574	\$ 54,975	\$ 54,975	\$ 55,213	\$ 238	0.43%	

Footnotes:

Acct - 6104: Additional \$200 to RC

Acct - 6115: Shift \$300 to Life Guard Training supplies.

DEPARTMENT: Ashwaubomay Lake**DEPARTMENT HEAD:** Parks, Recreation & Forestry Director

DEPARTMENT DESCRIPTION:

Operation and maintenance of Ashwaubomay Lake; including lifeguard services, admissions, concessions and general facility supervision. The lake is an outdoor man-made lake facility providing a swimming and beach experience open to all public during the summer months.

STAFFING:

Position	FTE		Salary
	Budget 2015	Budget 2016	Actual 2015
Life Guards	Part-Time	Part-Time	39,634
Café Supervisor	Part-Time	Part-Time	4,420
Concessions/Ticket Seller	Part-Time	Part-Time	12,245
Lake Supervisor	Part-Time	Part-Time	3,061
Total FTE's and Salaries			\$ 59,360
Note: Positions are part-time, may include multiple persons and vary depending on participation.			

2015 ACCOMPLISHMENTS:

- Successful operation of Lake and associated aquatic programming for 10 week season.
- Offered multiple special events, including setting record attendance numbers for the AHS 50th Anniversary and the doggie dip.
- Increased presence in social media public relations – Facebook followers now number over 3500, allowing us to actively market the facility.

2016 OBJECTIVES:

- Continue to provide a safe and enjoyable experience for patrons.
- Recruit and train quality lifeguard and associate staff to meet patron load demands
- Market Ashwaubomay Lake to be an area destination point, through public relations, marketing, improved and expanded amenities, and services.

Village of Ashwaubenon

2016 Budget

Department: Ashwaubomay Lake

Fund: 100

Dept #: 5524

Account & Project Code		Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT										
5110		Hourly	58,194	56,405	59,360	59,360	69,700	10,340	17.42%	
5210		Medicare/FICA	4,551	4,364	4,541	4,541	5,332	791	17.42%	
		Total Personnel Services	62,745	60,769	63,901	63,901	75,032	11,131	17.42%	
6104		Lifeguard Training Supplies	378	-	-	-	200	200	N/A	**
6114		Concession Supplies	16,449	16,585	14,500	14,500	17,000	2,500	17.24%	**
6115		Pool and Lake Supplies	7,855	6,624	7,500	7,500	7,300	(200)	-2.67%	**
6116		Janitorial Supplies	740	566	775	775	775	-	0.00%	
		Total Supplies	25,422	23,775	22,775	22,775	25,275	2,500	10.98%	
8400		Gas & Electric	3,634	3,831	3,487	3,487	3,487	-	0.00%	
8401		Water & Sewer	19,969	19,958	20,900	20,900	20,900	-	0.00%	
		Total Utilities	23,603	23,789	24,387	24,387	24,387	-	0.00%	
9110		Capital Outlay	-	-	-	-	-	-	N/A	
Total Expenditures			\$ 111,770	\$ 108,333	\$ 111,063	\$ 111,063	\$ 124,694	\$ 13,631	12.27%	
EXPENDITURES BY PROGRAM/FUNCTION										
9899	4990	Lake	56,587	46,923	47,162	47,162	49,662	2,500	5.30%	
9899	4991	Lifeguard	33,374	41,811	42,663	42,663	50,864	8,201	19.22%	
9899	4992	Café Supervisor	4,173	5,175	4,760	4,760	5,598	838	17.61%	
9899	4993	Concessionaire	11,871	10,552	13,181	13,181	14,129	948	7.19%	
9899	4994	Lake Director	-	-	-	-	-	-	N/A	
9899	4995	Lake Supervisor	5,765	3,872	3,297	3,297	4,441	1,144	34.70%	
Total Expenditures			\$ 111,770	\$ 108,333	\$ 111,063	\$ 111,063	\$ 124,694	\$ 13,631	12.27%	

Footnotes:

Acct - 6104: Added \$200 from Lake supplies to account for actual activity.

Acct - 6114: Increased budget \$2,500 to better match actual trends. Revenues offset costs.

Acct - 6115: Transfer \$200 Lifeguard Training supplies.

DEPARTMENT DESCRIPTION:

Adult Recreation offers a wide variety of classes, athletic leagues and services to the Community. We partner with local organizations to offer instructional classes such as golf, tennis and pickleball. We offer a wide variety of fitness classes for all ages and abilities. Our senior programming provides a number of educational classes and community services including Meals on Wheels.

SERVICES:

- Educational Senior Classes
- Athletic Leagues
- Fitness and Classes
- Bus Trips
- Meals on Wheels
- Instructional Classes

STAFFING:

Position	FTE		Salary
	Budget 2015	Budget 2016	Actual 2015
Senior Citizen Coordinator	Part-Time	Part-Time	2,500
Adult Softball Scorekeeper	Part-Time	Part-Time	3,050
Adult New Program Instructor	Part-Time	Part-Time	3,740
Bean Bag Instructor	Part-Time	Part-Time	350
Summer Softball Umpires	Part-Time	Part-Time	13,832
Total FTE's and Salaries			\$ 23,472
Note: Positions are part-time, may include multiple persons and vary depending on participation.			

2015 ACCOMPLISHMENTS:

- Offered our first ever Pickleball classes bringing a total of 74 players to our new courts.
- Hosted a Pickleball tournament bringing 12 teams from across Wisconsin to Ashwaubenon.
- Partnered with Maple Ridge Rehab and Care Center as well as Heartland Hospice to offer a wide variety of senior educational classes.
- Contracted Alicia Marth to teach Fit and Fabulous Over 50 which has steadily grown in class size. We are now offering a morning and evening class.
- Organized and ran seven different softball leagues playing from May through late August.

2016 OBJECTIVES:

- Continue to offer a wide variety of programming to meet the needs of our community.
- Develop relationships with local businesses to develop new class offerings.
- Expand our offerings in Pickleball to meet public demand.
- Continue to grow programming to utilize new community center.

BUDGET SUMMARY:

- Added \$500 to Program Supplies for Adult New Programs for Pickleball classes, tournaments and leagues. Revenue from these new offerings will match expenses.

Village of Ashwaubenon

2016 Budget

Department: Adult Recreation

Fund: 100

Dept #: 5525

Account & Project Code	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT									
5110	Hourly	17,974	15,727	23,472	23,472	23,712	240	1.02%	
5111	Overtime	-	26	-	-	-	-	N/A	
5398	Benefits	1,367	1,379	1,796	1,796	1,814	18	1.00%	
	Total Personnel Services	19,341	17,132	25,268	25,268	25,526	258	1.02%	
6114	Concession Supplies	297	3,230	350	350	350	-	0.00%	
6118	Program Supplies	7,011	14,805	9,700	9,700	10,200	500	5.15%	
	Total Supplies	7,308	18,035	10,050	10,050	10,550	500	4.98%	
6124	Program/Trip Expense	3,082	1,310	3,200	3,200	3,200	-	0.00%	
8100	Contracted Services	12,526	16,105	18,800	18,800	18,800	-	0.00%	
Total Expenditures		\$ 42,257	\$ 52,582	\$ 57,318	\$ 57,318	\$ 58,076	\$ 758	1.32%	
EXPENDITURES BY PROGRAM/FUNCTION									
9899	2419 Sports Complex	297	198	350	350	350	-	0.00%	
9899	4411 Special Events	-	100	-	-	-	-	N/A	
9899	4421 Bus Trips - Other trips	-	598	-	-	-	-	N/A	
9899	4500 Senior Citizen Coordinator	1,507	1,733	2,691	2,691	2,689	(2)	-0.07%	
9899	4501 Senior Citizens	5,137	2,318	7,200	7,200	7,200	-	0.00%	
9899	4502 Adult Tennis	142	221	-	-	-	-	N/A	
9899	4650 Adult Golf	-	770	800	800	800	-	0.00%	
9899	4651 Scorekeepers	3,690	2,645	3,283	3,283	3,283	-	0.00%	
9899	4652 Adult Summer Softball	3,979	7,535	4,000	4,000	4,000	-	0.00%	
9899	4656 Adult Fitness	5,419	6,421	12,500	12,500	12,500	-	0.00%	
9899	4660 Adult New Programs	1,467	1,782	5,026	5,026	5,528	502	9.99%	**
9899	4661 Bean Bag	-	22	577	577	578	1	0.17%	
9899	4671 Umpire - Social - NonCert	4,446	4,374	3,798	3,798	4,437	639	16.82%	
9899	4673 Umpire - Modified - NonCert	5,910	4,478	10,016	10,016	7,596	(2,420)	-24.16%	
9899	4676 Umpire - Modified - Alone	2,834	2,222	1,077	1,077	3,115	2,038	189.23%	
9899	4699 Softball Tournaments	-	10,720	-	-	-	-	N/A	
9899	4700 Summer Concerts	7,429	6,445	6,000	6,000	6,000	-	0.00%	
Total Expenditures		\$ 42,257	\$ 52,582	\$ 57,318	\$ 57,318	\$ 58,076	\$ 758	1.32%	

Footnotes:

Acct - 6118: Added \$500 in supplies to cover pickleball class and tournament costs. New revenue will match added expenses.

DEPARTMENT DESCRIPTION:

Co-Sponsored Recreation partners with seven different organizations to provide programming for hundreds of children each year. These organizations are: Ashwaubenon Youth Baseball, Ashwaubenon Youth Soccer, Ashwaubenon Girls Softball, Ashwaubenon Wrestling Club, Ashwaubenon Special Children's, Ashwaubenon Swim Club, and Ashwaubenon Youth Football. The village provides partial funding for equipment/wages, free facility use, upkeep and grooming of facilities, insurance coverage, community center access for meetings, staff to attend meetings etc.

SERVICES:

- Funding for equipment, wages and insurance coverage.
- Free Facility use and use of community center for meetings.
- Upkeep and grooming of all facilities.
- Provide staff liaison to attend co-sponsored board meetings and help with program concerns.

STAFFING:

Position	FTE		Salary
	Budget 2015	Budget 2016	Actual 2015
Special Children Workers	Part-Time	Part-Time	9,384
AYB Umpires	Part-Time	Part-Time	7,335
Swim Club	Part-Time	Part-Time	22,662
Total FTE's and Salaries			\$ 39,381
Note: Positions are part-time, may include multiple persons and vary depending on participation.			

2015 ACCOMPLISHMENTS:

- Financial assistance for the Ashwaubenon Wrestling Club to purchase a new wrestling mat
- Provided recreation opportunities to hundreds of community children
- Worked with Ashwaubenon Youth Soccer to install four player benches and a spectator bleacher which were donated by the club at Bill Diamond Fields.
- Ashwaubenon Girls Softball built new dugouts for D3 & D4 at Pioneer Park.
- Assisted Ashwaubenon Youth Baseball with ordering and installation of four new scoreboards at Ashwaubomay Park. Scoreboards were secured through AYB donations.
- Special Children's Program numbers increased to 15, after several years of decline. Successfully ran program with late participant additions.

2016 OBJECTIVES:

- Continue to work together to provide low cost, well-run recreation programs
- Work together to find ways to improve our facilities

BUDGET SUMMARY:

- Subtracted \$2,000 from Program Supplies for the Wrestling Club. They purchased a new mat in 2015 and funding is decreasing to the previous amount.

Village of Ashwaubenon

2016 Budget

Department: Co-Sponsored Recreation

Fund: 100

Dept #: 5527

Account & Project Code		Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT										
5110		Hourly	6,280	39,463	39,381	39,381	39,381	-	0.00%	
5111		Overtime	-	22	-	-	-	-	N/A	
5398		Benefits	3,099	3,290	3,013	3,013	3,013	-	0.00%	
		Total Personnel Services	9,379	42,775	42,394	42,394	42,394	-	0.00%	
6118		Program Supplies	19,047	21,628	21,261	21,261	19,261	(2,000)	-9.41%	
8305		Property & Liability Insurance	3,982	3,927	4,200	4,200	4,200	-	0.00%	
Total Expenditures			\$ 32,408	\$ 68,330	\$ 67,855	\$ 67,855	\$ 65,855	\$ (2,000)	-2.95%	
EXPENDITURES BY PROGRAM/FUNCTION										
9899	4480	Special Children's Program	8,601	8,480	10,104	10,104	10,103	(1)	-0.01%	
9899	4481	Ashwaubenon Youth Baseball	7,040	13,613	10,896	10,896	10,896	-	0.00%	
9899	4482	AGSA	6,750	6,750	5,750	5,750	5,750	-	0.00%	
9899	4483	Youth Football Association	2,346	2,346	2,346	2,346	2,346	-	0.00%	
9899	4484	Ashwaubenon Youth Soccer	5,400	5,400	5,400	5,400	5,400	-	0.00%	
9899	4485	Wrestling Club	7	-	2,427	2,427	427	(2,000)	-82.41%	**
9899	4486	Swim Club	-	25,440	26,732	26,732	26,733	1	0.00%	
9899		Co-Sponsored Administration	2,264	6,301	4,200	4,200	4,200	-	0.00%	
Total Expenditures			\$ 32,408	\$ 68,330	\$ 67,855	\$ 67,855	\$ 65,855	\$ (2,000)	-2.95%	

Footnotes:

Acct - 6118: Wrestling Club Program supplies subtracted \$2,000 from budget. Wrestling club needed extra money in 2015 for new mats.

DEPARTMENT DESCRIPTION:

Youth Recreation offers a wide variety of classes, trips, athletics, special events and services to the Village. We offer a wide range of classes such as dance, tumbling, basketball, soccer and tae kwon do. We offer a flag football league during the fall. Throughout the year we offer bus trips to places like Marquette Mountain, Tundra Lodge, Ashwaubomay and Bay Beach. Our Park Program offers children a free and safe place to play at our park system throughout the summer at eight different locations.

SERVICES:

- Provide educational classes
- Bus Trips
- Affordable Summer Day Camp
- Sports Classes and Leagues
- Offer a wide variety of special events to bring the community together

STAFFING:

Position	FTE		Salary
	Budget 2015	Budget 2016	Actual 2015
Dance Instructors	Part-Time	Part-Time	4,286
Gymnastics Instructors	Part-Time	Part-Time	540
Pom Pon Instructor	Part-Time	Part-Time	1,872
Youth Flag Football	Part-Time	Part-Time	1,614
New Program Instructors	Part-Time	Part-Time	1,000
Special Events Leaders	Part-Time	Part-Time	1,440
Teen Program Instructor	Part-Time	Part-Time	768
Playground Leaders	Part-Time	Part-Time	22,455
Program Assistant	Part-Time	Part-Time	3,500
Toddler & Preschool Instructor	Part-Time	Part-Time	460
Rookie Basketball Camp Instructor	Part-Time	Part-Time	600
Tots/Rookie Football Instructor	Part-Time	Part-Time	900
Rookie T-Ball Instructor	Part-Time	Part-Time	900
Rookie Soccer Instructor	Part-Time	Part-Time	960
Day Camp Leaders	Part-Time	Part-Time	26,853
Total FTE's and Salaries			\$ 68,148

Note: Positions are part-time, may include multiple persons and vary depending on participation.

2015 ACCOMPLISHMENTS:

- Our Summer Day Camp successfully returned a profit in its first year of operation.
- Partnered with the AHS 50th Anniversary celebration to offer a larger Family Fun-ath-alon.
- Park Program had a total of 6,664 visits throughout the summer.
- The 3 neighborhood Special Events brought together over 750 people.

2016 OBJECTIVES:

- Continue to improve our Summer Day Camp and sell out all 10 weeks.
- Create new programming ideas and partnerships to help utilize the new community center.

Village of Ashwaubenon

2016 Budget

Department: Youth Recreation

Fund: 100

Dept #: 5530

Account & Project Code	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT									
5110	Hourly	34,640	39,521	68,148	68,148	81,553	13,405	19.67%	
5111	Overtime	-	253	-	-	-	-	N/A	
5398 5199..5398	Benefits	2,698	3,293	5,213	5,213	6,239	1,026	19.68%	
	Total Personnel Services	37,338	43,067	73,361	73,361	87,792	14,431	19.67%	
6104	Lifeguary Training Supplies	233	426	500	500	500	-	0.00%	
6118	Program Supplies	9,499	11,631	18,800	18,800	20,800	2,000	10.64%	
6124	Program/Trip Expense	-	1,279	-	-	-	-	N/A	
7130	Mileage Reimbursement	-	-	225	225	225	-	0.00%	
8100	Contracted Services	6,760	3,570	12,715	12,715	12,715	-	0.00%	
Total Expenditures		\$ 53,830	\$ 59,973	\$ 105,601	\$ 105,601	\$ 122,032	\$ 16,431	15.56%	
EXPENDITURES BY PROGRAM/FUNCTION									
9899 49 4002	Community Center	110	19	-	-	-	-	N/A	
9899 49 4400	Playground Program	29,428	2,260	3,500	3,500	3,500	-	0.00%	
9899 49 4401	Dance	4,761	5,160	5,955	5,955	6,620	665	11.17%	
9899 49 4402	Gymnastics/Tumbling	787	393	582	582	696	114	19.59%	
9899 49 4404	Pom Pons	1,668	1,183	3,365	3,365	3,828	463	13.76%	
9899 49 4405	Youth Flag Football	1,609	2,151	2,738	2,738	3,113	375	13.70%	
9899 49 4408	Youth Tennis	1,103	343	2,000	2,000	2,000	-	0.00%	
9899 49 4410	Youth New Programs	938	199	3,078	3,078	3,078	-	0.00%	
9899 49 4411 4	Special Events	6,180	9,782	7,552	7,552	7,552	-	0.00%	
9899 49 4416	Teen Programs	-	-	828	828	828	-	0.00%	
9899 49 4418	Park Leader	-	22,886	24,173	24,173	28,874	4,701	19.45%	
9899 49 4419	Program Assistant	-	4,790	3,768	3,768	6,179	2,411	63.99%	
9899 49 4420	Bus Trip - Playground	692	906	1,000	1,000	1,000	-	0.00%	
9899 49 4421	Bus Trip - Other Trips	2,292	3,241	1,515	1,515	1,515	-	0.00%	
9899 49 4422	Toddler & Preschool Program	2,495	543	796	796	796	-	0.00%	
9899 49 4424	Neighborhood Events	-	2,250	3,000	3,000	3,000	-	0.00%	
9899 49 4425	Rookie Basketball Camp	655	611	646	646	646	-	0.00%	
9899 49 4426	Tots/Rookie Football	827	1,292	968	968	1,163	195	20.14%	
9899 49 4427	Youth Football Site Supervisors	-	405	-	-	-	-	N/A	
9899 49 4428	Rookie T-Ball	-	580	970	970	970	-	0.00%	
9899 49 4429	Rookie Soccer	-	966	1,034	1,034	1,034	-	0.00%	
9899 49 4430	Day Camp	-	-	37,908	37,908	45,415	7,507	19.80%	**
9899 49	Administrative	285	13	225	225	225	-	0.00%	
Total Expenditures		\$ 53,830	\$ 59,973	\$ 105,601	\$ 105,601	\$ 122,032	\$ 16,431	15.56%	

Footnotes:

Acct - 6118: Increased Day Camp program supplies to better match 1st year actual expenditures.

DEPARTMENT DESCRIPTION:

The Parks Maintenance division is responsible for the safe upkeep and maintenance of 22 parks and all associated facilities/buildings, over 12 miles of trails, athletic fields used by both the public and the Ashwaubenon School District (ASD), and multiple associated facilities.

SERVICES:

- Maintenance of 9 park facilities
- Projects & park upgrade installations.
- Maintenance of 14 picnic shelters.
- Grooming and maintenance of 15 baseball/softball diamonds.
- Maintenance of 12 athletic and soccer fields.
- General upkeep of nearly 300 acres of parks.
- Upkeep of 12+ miles of trail.
- Associated facility upkeep and maintenance; including the marina, storage buildings, ASD playgrounds, trailheads and other.
- Grass cutting and trimming of all parks, trails, Village medians and other locations.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Park Foreman	1.00	1.00	58,323
Park Maintenance	1.00	1.00	54,059
Park Maintenance - Seasonal	Part-Time	Part-Time	68,885
Total FTE's and Salaries	2.00	2.00	\$ 181,267

Note: Seasonal positions are shown as budgeted costs; actuals vary as services are needed.

2015 ACCOMPLISHMENTS:

- Ashwaubomay Shelter #4 upgrades to picnic area and electrical supply.
- Landscaping around Fort Howard Pickleball courts, Waterford Park shelter and Hidden Valley parking lot.
- Installation of player benches and bleachers at Bill Diamond Fields.
- Removal of baseball diamond fencing at Cormier School for future School District improvements.
- Installation of pathway and cricket pitch at Ashwaubenon Sports Complex.
- Installation of four scoreboards at the Ashwaubomay Boys Baseball Complex.

2016 OBJECTIVES:

- Complete landscaping for the new Ashwaubenon Community Center after construction is completed.
- Excavation and crusher dust trail installation at the Klipstine Park Fitness Trail.
- Additional trail work at Ashwaubomay Park.

BUDGET SUMMARY:

- Additional \$1,280 requested for account 8205 (Equipment Rental) for porta potties. Existing three-year contract are ending and bid increases are expected.

Village of Ashwaubenon

2016 Budget

Department: Park Maintenance

Fund: 100

Dept #: 5541

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	168,066	165,137	191,266	191,266	187,685	(3,581)	-1.87%	
5111	Overtime	10	373	2,000	2,000	2,000	-	0.00%	
5120	Longevity	254	226	360	360	360	-	0.00%	
5150	Holiday Pay	3,654	3,722	-	-	-	-	N/A	
5170	Sick	200	331	-	-	-	-	N/A	
5180	Vacation	8,080	8,202	-	-	-	-	N/A	
	Total Salaries And Wages	183,385	180,685	193,626	193,626	190,045	(3,581)	-1.85%	
5200	Fringe Benefits	-	-	-	4,100	-	(4,100)	-100.00%	
5210	Medicare/Fica	13,520	12,869	14,048	14,048	14,539	491	3.50%	
5220	Health Insurance	29,867	30,689	32,724	32,724	34,365	1,641	5.01%	
5221	Dental Insurance	2,103	1,967	2,076	2,076	2,074	(2)	-0.10%	
5222	Life Insurance	241	287	298	298	303	5	1.68%	
5230	Disability	-	-	-	285	290	5	1.75%	
5240	Retirement	7,261	8,350	7,802	7,802	7,721	(81)	-1.04%	
	Total Benefits	52,991	54,161	56,948	61,333	59,292	(2,041)	-3.33%	
	Total Personnel Services	236,376	234,846	250,574	254,959	249,337	(5,622)	-2.21%	
6113	Maintenance Supplies	3,166	4,129	2,700	2,700	2,700	-	0.00%	
6116	Janitorial Supplies	968	1,309	1,590	1,590	1,590	-	0.00%	
6117	Athletic Field Supplies	31,656	27,401	29,862	29,862	29,862	-	0.00%	
	Total Supplies	35,790	32,840	34,152	34,152	34,152	-	0.00%	
6122	Gas & Oil	32,197	31,873	30,476	40,476	36,432	(4,044)	-9.99%	
6211	Repairs-Building/Equipment	28,100	30,712	34,100	34,100	34,100	-	0.00%	
6402	Shoe Allowance	66	-	525	525	525	-	0.00%	
	Total Operating	60,363	62,584	65,101	75,101	71,057	(4,044)	-5.38%	
8100	Contracted Services	4,372	5,159	4,500	4,500	4,500	-	0.00%	
8201	Vehicle Repairs	18,064	12,801	14,647	11,000	16,000	5,000	45.45%	**
8202	Equipment Use Charge	42,983	42,929	36,086	36,086	31,623	(4,463)	-12.37%	**
8205	Equipment Rental	6,962	6,656	6,400	6,400	7,680	1,280	20.00%	**
	Total Purchased Services	72,382	67,545	61,633	57,986	59,803	1,817	3.13%	
8400	Gas & Electric	29,981	33,170	30,527	30,527	30,527	-	0.00%	
8401	Water/Sewer/Storm Water	28,073	22,363	28,073	28,073	28,073	-	0.00%	
	Total Utilities	58,054	55,533	58,600	58,600	58,600	-	0.00%	
9121	Equipment < \$5000	6,640	-	4,900	4,900	4,900	-	0.00%	
	Total Capital Outlay	6,640	-	4,900	4,900	4,900	-	0.00%	
9350	Lease Expense	266	266	-	-	-	-	N/A	
	Total Other Financing Uses	266	266	-	-	-	-	N/A	
	Total Expenditures	\$ 469,870	\$ 453,614	\$ 474,960	\$ 485,698	\$ 477,849	\$ (7,849)	-1.62%	

Footnotes:

Acct - 8201: Increased to better match actual trends.

Acct - 8202: Calculation of current year depreciation for all existing fixed assets.

Acct - 8205: Expected 20% increase in porta potty rental charges in 2016.

DEPARTMENT DESCRIPTION:

The Ashwaubenon Community Center is a public facility where we provide recreational programming to Village residents. This facility is host to many senior classes and events. When not being used for programming the facility is available to residents to rent out. The community center is also host to many meetings for our co-sponsored groups and businesses in the area.

SERVICES:

- Event Rentals
- Meeting rooms
- Recreation Program Facility
- Special Event Location

STAFFING:

Position	FTE		Salary
	Budget 2015	Budget 2016	Budget 2015
Community Center Supervisor	Part-Time	Part-Time	3,716
Community Center Managers	Part-Time	Part-Time	-
Total FTE's and Salaries			\$ 3,716

2015 ACCOMPLISHMENTS:

- Hosted our Annual Easter Egg Hunt bringing residents together.
- Broke ground on the new community center, opening in 2016.

2016 OBJECTIVES:

- Create a more welcoming destination-based facility for residents to enjoy.
- Utilize new facility to offer more programming opportunities.
- Increase revenue through increased rental utilization.

BUDGET SUMMARY:

- Community Center expenditures are estimates because the facility is new and overall programming, staffing and utilization are not yet identified. Anticipated expenditures include; security system monitoring, contracted cleaning, and janitorial, office and general programming supplies.

2016 PERSONNEL REQUESTS:

Community Center Managers (2)

Amount: \$ 19,312

Accepted: ☒Denied: ☐New: ☒Replacement: ☐**Justification:**

Provide staffing Monday-Friday from 8:00am – 4:30pm. The staffing allows our residents a consistent meeting place and provides for greater utilization of this significant investment for multiple activities and functions.

Cost per Manager:

\$15 per hour	x	23 hours per week	x	26 weeks	=	\$ 8,970	x	2 Managers	\$17,940
FICA Taxes:						<u>686</u>			<u>1,372</u>
Total Cost						\$ 9,656			\$19,312

Village of Ashwaubenon

2016 Budget

Department: Community Center

Fund: 100

Dept #: 5551

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5110	Hourly	7,856	8,706	3,716	3,716	25,116	21,400	575.89%	
5111	Overtime	-	10	-	-	-	-	N/A	
	Total Salaries And Wages	7,856	8,716	3,716	3,716	25,116	21,400	575.89%	
5210	Medicare/Fica	574	623	284	284	1,921	1,637	576.41%	
5220	Health Insurance	955	1,422	-	-	-	-	N/A	
5221	Dental Insurance	71	100	-	-	-	-	N/A	
5222	Life Insurance	4	8	-	-	-	-	N/A	
5240	Retirement	210	357	-	-	-	-	N/A	
	Total Benefits	1,814	2,510	284	284	1,921	1,637	576.41%	
	Total Personnel Services	9,670	11,225	4,000	4,000	27,037	23,037	575.93%	
6100	Office Supplies	-	-	-	-	1,600	1,600	N/A	**
6113	Maintenance Supplies	-	-	-	-	2,200	2,200	N/A	**
6116	Janitorial Supplies	1,893	1,253	1,410	1,410	3,610	2,200	156.03%	**
6118	Program Supplies	-	-	-	-	2,200	2,200	N/A	**
	Total Supplies	1,893	1,253	1,410	1,410	9,610	8,200	581.56%	
6214	Fire Alarm/Security Maint	-	-	-	-	1,000	1,000	N/A	**
8100	Contracted Services	-	-	-	-	12,750	12,750	N/A	**
8400	Gas & Electric	6,686	6,672	7,621	7,621	7,621	-	0.00%	
8401	Water/Sewer/Storm Water	2,836	2,876	2,300	2,300	2,300	-	0.00%	
	Total Utilities	9,521	9,547	9,921	9,921	9,921	-	0.00%	
	Total Expenditures	\$ 21,085	\$ 22,025	\$ 15,331	\$ 15,331	\$ 60,318	\$ 44,987	293.44%	

Footnotes:

Acct - 6100: Dollars added for new community center needs.

Acct - 6113: Dollars added for new community center needs.

Acct - 6116: Dollars added for new community center needs.

Acct - 6118: Dollars added for new community center needs.

Acct - 6214: Dollars added for new community center needs.

Acct - 8100: Cleaning contract for new community center.

DEPARTMENT DESCRIPTION:

Ashwaubenon's Urban Forestry program provide a safe urban forest while striving to preserve the natural beauty and benefits that trees and greenspace provide our residents and visitors. This effort seeks to maximize the environmental and psychological benefits of our urban forest, while enhancing property values and quality of life for residents.

SERVICES:

- Design, planning, planting and management of street and park trees, landscapes, greenspaces, and beautification projects within the Village.
- Provide technical assistance to residents on issues relating to their private trees.
- Coordinate Village's volunteer based Adopt-A-Park and Adopt-A-Garden programs.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Forester	1.00	1.00	54,467
Forestry Part-time and Seasonal	Part-Time	Part-Time	34,442
Total FTE's and Salaries	1.00	1.00	\$ 88,909

Note: Part-time and seasonal positions are shown as budgeted; actuals vary as services are needed.

2015 ACCOMPLISHMENTS:

- Successful in securing a WI DNR Urban Forestry Grant to chemically treat over 200 ash park trees in Village parks and greenspaces.
- Tree Work completed this year (Through Sept. 1, 2015): Pruned 276 trees (60 standard, 9 training, 61 clearance, 108 raising, 38 misc.), removed 46 trees, ground 80 stumps, planted 130 trees.
- Continued implementation of the Village's EAB Readiness plan; pre-emptive ash replacement program by removing/replacing 24 ash trees at Village Hall, Bill Diamond Fields, Hidden Valley Park and Argonne Park in addition to 43 additional scheduled ash removals.
- Finished street tree pruning in Management Area 5 and continued Management Area 2 street tree pruning.
- Participated in the Packer's "First Down for Trees" Program and planted 45 trees through the program.
- Significantly updated Waterford Park landscape beds by removing overgrown shrubs and remulching beds.
- Surveyed all stop/yield signs and sidewalks for vegetative obstructions and pruned as necessary to ensure the public's safety.

2016 OBJECTIVES:

- Continue EAB advanced planning for the Village's 1350 Village owned ash trees to include pre-emptive removals, chemical treatments, monitoring and education.
- Finish Sectional street tree pruning in Management Area 8 and continue into Management Area 2 as resources allow.
- Removal and replacement of street and park trees as identified in annual fall survey.
- Continue striving for a 6-year pruning cycle for Village maintained trees that include a young tree training program for trees less than 10" in diameter.

Village of Ashwaubenon

2016 Budget

Department: Forestry Administration

Fund: 100

Dept #: 5610

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	52,554	53,603	54,467	54,467	55,557	1,090	2.00%	
5110	Hourly	42,642	43,339	54,442	54,442	38,100	(16,342)	-30.02%	
5111	Overtime	-	151	-	-	-	-	N/A	
	Total Salaries And Wages	95,221	97,143	108,909	108,909	93,657	(15,252)	-14.00%	
5200	Fringe Benefits	-	-	-	8,200	-	(8,200)	-100.00%	
5210	Medicare/Fica	6,778	6,770	6,802	6,802	7,164	362	5.32%	
5220	Health Insurance	18,277	19,853	25,299	14,029	14,731	702	5.00%	
5221	Dental Insurance	1,412	1,401	1,928	1,038	1,037	(1)	-0.10%	
5222	Life Insurance	94	107	117	82	84	2	2.44%	
5230	Disability	-	-	-	138	140	2	1.45%	
5240	Retirement	4,267	5,208	5,514	3,704	3,667	(37)	-1.00%	
	Total Benefits	30,828	33,339	39,660	33,993	26,823	(7,170)	-21.09%	
	Total Personnel Services	126,049	130,482	148,569	142,902	120,480	(22,422)	-15.69%	
6101	Operational Supplies	3,909	4,825	4,700	4,700	4,700	-	0.00%	
	Total Supplies	3,909	4,825	4,700	4,700	4,700	-	0.00%	
6123	Landscaping Supplies	7,584	8,511	9,200	9,200	9,200	-	0.00%	
6213	Software Maintenance	1,091	1,350	1,350	1,350	1,350	-	0.00%	
6402	Shoe Allowance	137	175	175	175	175	-	0.00%	
	Total Operating	8,812	10,036	10,725	10,725	10,725	-	0.00%	
7100	Training/Conference	534	1,597	1,100	1,100	1,100	-	0.00%	
7120	Dues & Subscriptions	240	375	330	330	330	-	0.00%	
	Total Travel/Training	774	1,972	1,430	1,430	1,430	-	0.00%	
8100	Contracted Services	21,968	19,806	20,250	20,250	20,250	-	0.00%	
8114	Tree Planting - Village	9,643	5,298	11,000	11,000	11,000	-	0.00%	
8117	Tree Planting - Residents	1,573	1,964	3,000	3,000	3,000	-	0.00%	
8201	Vehicle Repairs	6,513	10,927	2,495	1,000	2,500	1,500	150.00%	**
8202	Equipment Use Charge	231	436	2,853	2,853	249	(2,604)	-91.27%	**
	Total Purchased Services	39,928	38,431	39,598	38,103	36,999	(1,104)	-2.90%	
	Total Expenditures	\$ 179,472	\$ 185,745	\$ 205,022	\$ 197,860	\$ 174,334	\$ (23,526)	-11.89%	

Footnotes:

Acct - 8201: Increase \$1500 to reflect actuals

Acct - 8202: Calculation of current year depreciation for all existing fixed assets.

Village of Ashwaubenon

2016 Budget

Department: Animal Control

Fund: 100

Dept #: 5810

DEPARTMENT DESCRIPTION:

Community Service Officers are responsible for monitoring the welfare of domestic and wild animals and ensuring the safety of citizens from animal annoyance or other animal contacts that pose health risks.

SERVICES:

- Retrieving animals at large.
- Transporting injured animals.
- Investigating animal bites.
- Investigating cruelty and neglect cases.

STAFFING:

No staffing needs are required for the Animal Control budget.

2015 ACCOMPLISHMENTS:

- Picked up and transported 74 stray animals.
- Handled 455 animal complaints.
- Transported 11 animals to the Wildlife Sanctuary.

2016 OBJECTIVES:

- Enforce all state and local animal laws.
- Maintain a list of stray and dangerous animals in the Village.
- Provide education to new animal owners when they are found in violation of state laws and local ordinances.

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
6101	Operational Supplies	307	138	550	1,000	1,000	-	0.00%	
	Total Supplies	307	138	550	1,000	1,000	-	0.00%	
8100	Contracted Services	-	-	15,000	15,000	2,500	(12,500)	-83.33%	**
8103	Rodent Control	-	1,013	1,013	900	900	-	0.00%	
8105	Humane Society	7,530	5,666	7,500	7,500	7,500	-	0.00%	
	Total Purchased Services	7,530	6,679	23,513	23,400	10,900	(12,500)	-53.42%	
	Total Expenditures	\$ 7,837	\$ 6,817	\$ 24,063	\$ 24,400	\$ 11,900	\$ (12,500)	-51.23%	

Footnotes:

Acct - 8100: Reduction in dollars allocated to deer management issues.

DEPARTMENT DESCRIPTION:

The Economic Development Department coordinates activities for the recruitment and retention of businesses.

SERVICES:

- Assisting with the Village's tax incremental financing programs.
- Assist with business prospecting.
- Act as liaison between Village and existing business community.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Community Development Planner	1.00	1.00	67,524

2015 ACCOMPLISHMENTS:

- Retained a consultant to initiate the Comprehensive Plan update, which is in-progress.
- Made substantial progress in property acquisition in order to facilitate the redevelopment of focus areas within the village center for senior-focused housing.
- Continued to provide guidance with updates to the zoning ordinance on an on-going basis to keep our regulations current and in alignment with current development needs and trends.
- Continued regular business retention and expansion visits with businesses throughout the village.
- Retained a consultant for the TID 5 Master Plan, and have made progress through the planning process, to be completed in 2016.
- Worked with numerous developers to discuss senior and multi-family housing.
- Worked with numerous brokers for site selection and recruitment of targeted commercial uses.

2016 OBJECTIVES:

- Complete the Tax Incremental District (TID) #5 Master Plan and utilize the new vision to recruit new targeted development to the area.
- Complete the update of the village Comprehensive Plan.
- Continue to recruit developers for senior and multi-family housing options throughout the village, with a focus on the village center area.
- Continue to work with developers on workforce housing in targeted census tracts, to provide affordable housing to individuals and families.
- Continue to target and market to specific commercial and retail uses within our regional retail district and the sports and entertainment district to enhance the use mix.
- Engage with the arts community to explore the enhancement of our public realm and streetscape.
- Continue to market our community on a regional and national level.

BUDGET SUMMARY:

- Plan to travel to the national American Planning Association conference for high-level training and maintenance of AICP (American Institute of Certified Planners) credential. Conference is in Phoenix, Arizona in April 2016.

Village of Ashwaubenon

2016 Budget

Department: Economic Development

Fund: 100

Dept #: 5651

Account	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5100	Salary	-	-	67,524	67,524	68,874	1,350	2.00%	
	Total Salaries And Wages	-	-	67,524	67,524	68,874	1,350	2.00%	
5210	Medicare/Fica	-	-	5,166	5,166	5,269	103	1.99%	
5220	Health Insurance	-	-	14,029	14,029	14,731	702	5.00%	
5221	Dental Insurance	-	-	1,038	1,038	1,037	(1)	-0.10%	
5222	Life Insurance	-	-	102	102	162	60	58.82%	
5230	Disability	-	-	-	160	160	-	0.00%	
5240	Retirement	-	-	4,592	4,592	4,546	(46)	-1.00%	
	Total Benefits	-	-	24,927	25,087	25,905	818	3.26%	
	Total Personnel Services	-	-	92,451	92,611	94,779	2,168	2.34%	
6100	Office Supplies	-	-	240	240	600	360	150.00%	**
	Total Supplies	-	-	240	240	600	360	150.00%	
7100	Training/Conference	-	-	2,100	4,800	3,500	(1,300)	-27.08%	**
7120	Dues & Subscriptions	-	-	250	500	500	-	0.00%	
7130	Mileage Reimbursement	-	-	300	300	450	150	50.00%	**
	Total Travel/Training	-	-	2,650	5,600	4,450	(1,150)	-20.54%	
8100	Contracted Services	5,484	-	-	-	-	-	N/A	
8116	Economic Development	-	-	5,411	5,411	6,201	790	14.60%	**
	Total Purchased Services	5,484	-	5,411	5,411	6,201	790	14.60%	
	Total Expenditures	\$ 5,484	\$ -	\$ 100,752	\$ 103,862	\$ 106,030	\$ 2,168	2.09%	

Footnotes:

Acct - 6100: Better match actual needs.
 Acct - 7100: Adjusted to match expected needs.
 Acct - 7130: Adjusted to match expected needs.
 Acct - 8116: Adjusted to match expected needs.

SPECIAL REVENUE FUNDS

SUMMARY REPORT

Account	Park Development	Street Beauti- fication	Community Development Authority	Donation	Oneida Service Agreement	Public Safety K9 Program	Public Safety DARE / Liaison	Public Safety Citizen's Academy	Public Safety Explorers	Excess Sales Tax Revenue	Employee Retirement	Total
REVENUES												
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,204	\$ 4,541	\$ 4,082	\$ -	\$ -	\$ 17,827
Intergovernmental	-	-	-	-	311,070	-	-	-	-	-	-	311,070
Special Assessments	-	-	44,000	-	-	-	-	-	-	-	-	44,000
Park Development Fees	30,000	-	-	-	-	-	-	-	-	-	-	30,000
Donations	-	125	-	10,000	-	15,000	-	-	-	-	-	25,125
Lease Revenue	-	-	2,935,789	-	-	-	-	-	-	-	-	2,935,789
Interest	500	-	-	-	-	-	5	-	-	-	-	505
Miscellaneous	-	-	6,000	-	-	-	16,100	-	2,400	878,849	-	903,349
Total Revenues	30,500	125	2,985,789	10,000	311,070	15,000	25,309	4,541	6,482	878,849	-	4,267,665
EXPENDITURES												
Current												
General Government	-	125	62,200	-	-	-	-	-	-	-	-	62,325
Public Safety	-	-	-	-	-	15,000	19,973	4,541	4,082	-	80,000	123,596
Public Works	-	-	-	-	-	-	-	-	-	-	20,000	20,000
Debt Service												
Principal	-	-	1,935,000	-	-	-	-	-	-	-	-	1,935,000
Interest and Fiscal Charges	-	-	1,000,789	-	-	-	-	-	-	-	-	1,000,789
Capital Outlay	8,000	-	-	10,000	200,000	-	-	-	-	878,849	-	1,096,849
Total Expenditures	8,000	125	2,997,989	10,000	200,000	15,000	19,973	4,541	4,082	878,849	100,000	4,238,559
Excess (Deficiency) of Revenues												
Over (Under) Expenditures	22,500	-	(12,200)	-	111,070	-	5,336	-	2,400	-	(100,000)	29,106
OTHER FINANCING SOURCES												
Operating Transfers (Out)	-	-	-	-	(111,070)	-	-	-	-	-	-	-
Net Change in Fund Balances	22,500	-	(12,200)	-	-	-	5,336	-	2,400	-	(100,000)	29,106
Fund Balance - January 1	137,943	236	151,581	-	-	33,897	-	-	-	-	301,472	625,129
Fund Balance - December 31	\$ 160,443	\$ 236	\$ 139,381	\$ -	\$ -	\$ 33,897	\$ 5,336	\$ -	\$ 2,400	\$ -	\$ 201,472	\$ 654,235

SPECIAL REVENUE FUNDS
PARK DEVELOPMENT - FUND 200
FUND DESCRIPTION:

The Park Development Fund accounts for the collection and related expenditures of the park impact fee charged to developers as a building fee. Funds are used to finance new park development and new park equipment.

2015 ACCOMPLISHMENTS:

- Installed picnic/rest area next to playground at Waterford Park, used by growing number of Industrial Park employees and local residents.

2016 OBJECTIVES:

- Complete additional trail work at Ashwaubomay Park and the Klipstine Fitness Trail to meet the growing demands from an increasing number of area workers (lunch hours & after work) and residents (all times of day). Project would be contingent upon worker availability due to other community projects and the Klipstine Park remediation project.

2016 CAPITAL REQUESTS:

Additional Trail work at Ashwaubomay Park & Klipstine Fitness Trail

Amount: \$ 8,000

Accepted: ☒

Denied: ☐

New: ☒

Replacement: ☐

Justification:

Costs include ¾ inch gravel topped with crusher dust. The trail work would be completed only if time allows due to time constraints of other community projects and the Klipstine Park remediation project.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Park Development Acquisition Fees	\$ 27,265	\$ 35,228	\$ 40,000	\$ 25,000	\$ 30,000	\$ 5,000	20.00%	
Interest	798	1,186	500	500	500	-	0.00%	
Total Revenues	28,063	36,414	40,500	25,500	30,500	5,000	19.61%	
EXPENDITURES								
Capital Outlay								
Park Enhancements/Equipment	8,359	148,828	40,000	40,000	8,000	(32,000)	-80.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	19,704	(112,414)	500	(14,500)	22,500	37,000	-255.17%	
OTHER FINANCING SOURCES								
Operating Transfers In	-	73,000	-	-	-	-	0.00%	
Net Change in Fund Balances	19,704	(39,414)	500	(14,500)	22,500			
Fund Balance - January 1	157,153	176,857	137,443	58,657	137,943			
Fund Balance - December 31	\$176,857	\$137,443	\$137,943	\$ 44,157	\$160,443			

SPECIAL REVENUE FUNDS
STREET BEAUTIFICATION - FUND 215
FUND DESCRIPTION:

The Street Beautification Fund is used to account for the cost of street beautification projects such as American flags, Packers flags, flower plantings and Christmas decorations. Financing is provided by donations only.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Donations	\$ 75	\$ 14	\$ 125	\$ 125	\$ 125	\$ -	0.00%	
Interest	1	1	-	-	-	-	0.00%	
Total Revenues	76	15	125	125	125	-	0.00%	
EXPENDITURES								
Flag Expenditures	-	-	-	-	-	-	0.00%	
Christmas Decorations	-	-	125	125	125	-	0.00%	
Flower Planting Expenditures	-	-	-	-	-	-	0.00%	
Total Expenditures	-	-	125	125	125	-	0.00%	
Excess of Revenues Over Expenditures	76	15	-	-	-	-	0.00%	
Net Change in Fund Balances	76	15	-	-	-			
Fund Balance - January 1	145	221	236	-	236			
Fund Balance - December 31	\$ 221	\$ 236	\$ 236	\$ -	\$ 236			

FUND DESCRIPTION:

The Community Development Authority Fund is used to account for the cost of programs and projects within the Village for redevelopment, blight prevention and elimination, rehabilitation or conservation and urban renewal purposes. This fund also accounts for debt service related to the Resch Center. The lease revenue bonds are paid with room tax revenues received from lodging facilities within the Village and Brown County.

2015 ACCOMPLISHMENTS:

- Purchased parcels on Mike McCarthy Way to be resold in future redevelopment.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Intergovernmental	\$ -	\$ 2,202,550	\$ -	\$ -	\$ -	\$ -	0.00%	
Special Assessments	-	-	43,804	-	44,000	44,000	N/A	
Lease Revenue	3,005,234	2,981,910	2,981,910	2,960,680	2,935,789	(24,891)	-0.84%	
Miscellaneous	4,380	4,405	4,380	6,000	6,000	-	0.00%	
Total Revenues	3,009,614	5,188,865	3,030,094	2,966,680	2,985,789	19,109	0.64%	
EXPENDITURES								
Current								
General Government	22,519	16,076	60,811	17,200	62,200	45,000	261.63%	
Debt Service								
Principal	1,935,000	1,930,000	1,930,000	1,930,000	1,935,000	5,000	0.26%	
Interest and Fiscal Charges	1,064,534	1,048,110	1,048,110	1,026,880	1,000,789	(26,091)	-2.54%	
Capital Outlay	-	2,203,550	-	-	-	-	0.00%	
Total Expenditures	3,022,053	5,197,736	3,038,921	2,974,080	2,997,989	23,909	0.80%	
Net Change in Fund Balances	(12,439)	(8,871)	(8,827)	(7,400)	(12,200)			
Fund Balance - January 1	181,718	169,279	160,408	160,408	151,581			
Fund Balance - December 31	\$ 169,279	\$ 160,408	\$ 151,581	\$ 153,008	\$ 139,381			

SPECIAL REVENUE FUNDS
DONATION - FUND 240
FUND DESCRIPTION:

The Donation Fund is used to account for private donations received to be used on miscellaneous requests. All funds are used only for the particular request and related costs. Financing is provided by donations only.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Donations	\$ 13,532	\$ 12,782	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	0.00%	
EXPENDITURES								
Capital Outlay								
Miscellaneous Requests	8,592	4,627	27,715	10,000	10,000	-	0.00%	
Net Change in Fund Balances	4,940	8,155	(17,715)	-	-			
Fund Balance - January 1	4,620	9,560	17,715	-	-			
Fund Balance - December 31	\$ 9,560	\$ 17,715	\$ -	\$ -	\$ -			

SPECIAL REVENUE FUNDS
ONEIDA SERVICE AGREEMENT - FUND 241
FUND DESCRIPTION:

This fund is used to account for revenue received through the service agreement with the Oneida Tribe to be used on projects and/or other one-time capital projects as determined by the Village Board. The Oneida Service Agreement is a negotiated contract between the Village and the Oneida tribe, updated every three to five years.

2015 ACCOMPLISHMENTS:

- Purchased various Public Safety equipment (turnout gear, vests, in-car cameras, fire hose, SCBA masks, AED's, tasers, helmets)
- Transferred \$32,000 to General Fund for transit services (as directed in the service agreement).
- Transferred \$130,729 to the Street Construction Fund as directed by Village Board during budget meeting.

2016 OBJECTIVES

- Offset potential referendum project cost overruns \$ 200,000
- Transfer to General Fund for transit services (as directed in the service agreement) \$ 32,000
- Transfer to General Fund for operational costs. \$ 79,070

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Service Agreement Revenue	\$ -	\$283,709	\$306,775	\$ 283,709	\$ 311,070	\$ 27,361	9.64%	
EXPENDITURES								
Capital Outlay								
Miscellaneous Equipment/Projects	-	76,118	120,980	120,980	200,000	79,020	65.32%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	207,591	185,795	162,729	111,070	(51,659)	-31.75%	
OTHER FINANCING SOURCES								
Operating Transfers (Out)	-	(206,129)	(187,257)	(162,729)	(111,070)	51,659	-31.75%	
Net Change in Fund Balances	-	1,462	(1,462)	-	-			
Fund Balance - January 1	-	-	1,462	-	-			
Fund Balance - December 31	\$ -	\$ 1,462	\$ -	\$ -	\$ -			

FUND DESCRIPTION:

The K-9 Program is used to assist Ashwaubenon Public Safety in search and seizure operations such as drug searches, criminal tracking and missing person searches. This fund is used to account for donations received and used towards the K-9 Program. Expenditures are realized only as needed and if proper funding exists.

Over the past three decades the Public Safety Department has experienced tremendous change in population numbers, increased personnel, changes in department structure and increased criminal activity within the community. The Village of Ashwaubenon has seen increases in transient population along with government subsidized housing. Increases in illicit drug trafficking and other criminal activities have followed as well. A K-9 unit not only can be used to find illicit drugs, it can track criminals and aid in finding missing persons.

SERVICES:

- Canine Officer will perform police patrol, investigation, enforce traffic regulations, and related law enforcement activities.
- Protect life and property by performing firefighting, emergency medical aid, rescue & fire duties.
- Patrol with and care for a police dog in specialized duties such as narcotic detection, building searches, suspect/missing persons tracking, and related law enforcement duties.
- Provide approved canine demonstrations/talks to foster positive community relations.

2015 ACCOMPLISHMENTS:

- January through July Statistics:
 - \$18,676 street value of drugs seized.
 - 84 pieces of drug paraphernalia confiscated.
 - 7 firearms recovered, (1) stolen.
 - 1 vehicle seized.

2016 OBJECTIVES:

- Ongoing training and recertification of dog and handler.
- Working with officers in the deployment of the K-9 Unit as a resource.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Donations	\$ 50,000	\$ 54,617	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.00%	
EXPENDITURES								
Public Safety K-9 Expenditures	-	29,252	15,000	15,000	15,000	-	0.00%	
Excess of Revenues Over Expenditures	50,000	25,365	-	-	-	-	0.00%	
OTHER FINANCING SOURCES								
Operating Transfers (Out)	-	(41,468)	-	-	-	-	0.00%	
Net Change in Fund Balances	50,000	(16,103)	-	-	-			
Fund Balance - January 1	-	50,000	33,897	23,500	33,897			
Fund Balance - December 31	\$ 50,000	\$ 33,897	\$ 33,897	\$ 23,500	\$ 33,897			

FUND DESCRIPTION:

The Police-School Liaison program has been in existence in our community since January of 1995. The goal of this program is *"The prevention of juvenile delinquency and the fostering of positive community relations."* Public Safety feels this is some of the best staffing allocation. Two officers are assigned to Village schools. Officer Jackie Dunlap works with the kindergarten through fifth grades as the Liaison officer and a certified D.A.R.E. instructor. Officer Don Penza works with the sixth through twelfth grades in the same capacity.

SERVICES:

D.A.R.E. is taught to approximately 26 million children in the United States. This curriculum gives students the tools needed to avoid peer pressure. Also to avoid getting involved in alcohol, drugs, gangs and violence. It also teaches them to look for friends that will not get them involved in the above.

The Liaison officers are a resource for kids and schools. Students will speak to the officers about legal issues, problems faced at home or in the community, career path opportunities, personal relationships and other issues facing the students today. The officers also assist in teaching several courses including; government classes, health classes, "search and seizure" classes and "gang awareness" classes. All classes are done in cooperation with the classroom teacher.

2015 ACCOMPLISHMENTS:

- Officer Jackie Dunlap being appointed the new DARE/Liaison Officer.
- Officer Dunlap graduating her first DARE class in the spring 2015.
- Develop new drop off/pick up student area at Cormier School.

2016 OBJECTIVES:

- Develop a safety plan with construction on the high school property.
- Find alternative funding for the DARE Program with the elimination of Packer parking.
- Coordinate with school officials for Homecoming activities.
- Distracted Driver Program.
- Summer School Bike Rodeo.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 9,204	\$ 9,204	N/A	
Interest	-	-	-	-	5	5	N/A	
Miscellaneous	-	-	-	-	16,100	16,100	N/A	
Total Revenues	-	-	-	-	25,309	25,309	N/A	
EXPENDITURES								
Personnel Services	-	-	-	-	9,204	9,204	N/A	
Supplies	-	-	-	-	10,769	10,769	N/A	
Training	-	-	-	-	-	-	0.00%	
Total Expenditures	-	-	-	-	19,973	19,973	N/A	
Net Change in Fund Balances	-	-	-	-	5,336			
Fund Balance - January 1	-	-	-	-	-			
Fund Balance - December 31	\$ -	\$ -	\$ -	\$ -	\$ 5,336			

SPECIAL REVENUE FUNDS

CITIZEN'S ACADEMY PROGRAM - FUND 244

FUND DESCRIPTION:

The Ashwaubenon Citizen's Academy Alumni Association has two objectives:

1. Function as an interactive support program between the Department of Public Safety and the citizens.
2. Educate the public on law enforcement and public safety.

This fund is used to account for revenue received and expenditures related to the Public Safety Citizen's Academy Program. The Alumni meet once a month for continuing education and raise funds to purchase items for the department.

SERVICES:

The Citizen's Academy Alumni participate in many activities including Packers game day parking, station tours, house checks, municipal court, adopt a highway, traffic control, speed watch, election runners, and various community events.

2015 ACCOMPLISHMENTS:

- Graduation of spring Citizen Academy class

2016 OBJECTIVES:

- Continue to offer the Citizen's Academy class to the public.

BUDGET SUMMARY:

- This fund was created for the 2016 budget and was previously budgeted in Public Safety department budget of the General Fund. All dollars previously allocated to that department are now budgeted into this new fund. It is a net-zero impact to the overall general property tax levy.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$	%	
REVENUES								
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 4,541	\$ 4,541	N/A	
Interest	-	-	-	-	-	-	0.00%	
Miscellaneous	-	-	-	-	-	-	0.00%	
Total Revenues	-	-	-	-	4,541	4,541	N/A	
EXPENDITURES								
Personnel Services	-	-	-	-	3,541	3,541	N/A	
Supplies	-	-	-	-	1,000	1,000	N/A	
Training	-	-	-	-	-	-	0.00%	
Total Expenditures	-	-	-	-	4,541	4,541	N/A	
Net Change in Fund Balances	-	-	-	-	-			
Fund Balance - January 1	-	-	-	-	-			
Fund Balance - December 31	\$ -	\$ -	\$ -	\$ -	\$ -			

SPECIAL REVENUE FUNDS

EXPLORERS PROGRAM - FUND 245

FUND DESCRIPTION:

The Ashwaubenon Explorer Post is a division of the Learning for Life Program. The Post's Objective is to provide members the opportunity to better understand the careers, areas of responsibility and general understanding of Public Safety; as well as, gain practical Public Safety experience. The objectives are accomplished through instruction by various public safety officers, scenarios, field experience, and national-level competitions. The Post also completes service projects, public education events and fund-raising. The Post is composed of students aged 14 - 21 and is limited to 15 members.

SERVICES:

The post voluntarily assists in any event that is requested by the department at no additional expense to the Village of Ashwaubenon. In 2015 the Explorers were used for numerous Ashwaubenon events including but not limited to: The GB Marathon, Valley View Spring Carnival, National Night Out, and Shop with a Cop. The post also raised money through parking cars for DARE at Packers games.

2015 ACCOMPLISHMENTS:

The post once again attended the State WLEEA Exploring Competition in Wisconsin Dells in January of 2015. The competition was a great learning and networking opportunity for the Explorers and Advisors. It also served as a great opportunity to prepare for the national competition.

2016 OBJECTIVES:

- Plan and fundraise for the 2017 National Explorer Competition.
- Recruitment of new Explorer members.

BUDGET SUMMARY:

The fund was created for the 2016 budget and was previously budgeted in Public Safety department budget of the General Fund. All dollars previously allocated to that department are now budgeted into this new fund. It is a net-zero impact to the overall general property tax levy.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 4,082	\$ 4,082	N/A	
Interest	-	-	-	-	-	-	0.00%	
Parking Revenue	-	-	-	-	2,400	2,400	N/A	
Total Revenues	-	-	-	-	6,482	6,482	N/A	
EXPENDITURES								
Personnel Services	-	-	-	-	2,832	2,832	N/A	
Supplies	-	-	-	-	1,250	1,250	N/A	
Total Expenditures	-	-	-	-	4,082	4,082	N/A	
Net Change in Fund Balances	-	-	-	-	2,400			
Fund Balance - January 1	-	-	-	-	-			
Fund Balance - December 31	\$ -	\$ -	\$ -	\$ -	\$ 2,400			

SPECIAL REVENUE FUNDS

EXCESS SALES TAX REVENUE - FUND 246

FUND DESCRIPTION:

This fund is used to account for costs realized by the Excess Sales Tax Revenue allocated to the Village of Ashwaubenon. Financing is provided by the county on a one-time reallocation of excess county sales tax revenue dollars.

2016 GOALS:

- Various spending options meeting one of the following mandated requirements:
 1. Direct property tax relief
 2. Debt reduction
 3. Economic Development

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Excess Sales Tax Revenue	\$ -	\$ -	\$ -	\$ -	\$878,849	\$878,849	N/A	
EXPENDITURES								
Capital Outlay	-	-	-	-	878,849	878,849	N/A	
Net Change in Fund Balances	-	-	-	-	-			
Fund Balance - January 1	-	-	-	-	-			
Fund Balance - December 31	\$ -	\$ -	\$ -	\$ -	\$ -			

SPECIAL REVENUE FUNDS
EMPLOYEE RETIREMENT - FUND 250
FUND DESCRIPTION:

This fund is used to account for employee retirement costs. Financing is provided by general property tax levy and/or transfers from other funds. Retirements are generally unknown during the budgeting process; therefore, estimates are used in determining expenditure amounts.

2015 ACCOMPLISHMENTS:

- Retirements in 2015 include; William Edlebeck, Dave Mather and Gary Ness.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
General Property Taxes	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
EXPENDITURES								
Personnel Services	50,000	131,758	115,000	100,000	100,000	-	0.00%	
Net Change in Fund Balances	(25,000)	(131,758)	(115,000)	(100,000)	(100,000)			
Fund Balance - January 1	573,230	548,230	416,472	513,230	301,472			
Fund Balance - December 31	\$548,230	\$416,472	\$301,472	\$413,230	\$201,472			

DEBT SERVICE FUND

FUND 300

FUND DESCRIPTION:

The debt service fund accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds. Financing is provided by the annual general property tax levy and potential unused portions of prior years' debt proceeds.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Taxes	\$1,090,664	\$1,088,449	\$1,908,332	\$1,908,332	\$2,002,160	\$ 93,828	4.92%	
EXPENDITURES								
Debt Service								
Principal Retirement	1,904,575	2,034,575	3,374,575	3,374,575	3,928,972	554,397	16.43%	
Interest and Fiscal Charges	404,871	486,591	633,036	633,036	752,445	119,409	18.86%	
Total Expenditures	2,309,446	2,521,166	4,007,611	4,007,611	4,681,417	673,806	16.81%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,218,782)	(1,432,717)	(2,099,279)	(2,099,279)	(2,679,257)	(579,978)	27.63%	
OTHER FINANCING SOURCES								
Operating Transfers In	1,220,987	1,434,655	2,099,279	2,099,279	2,679,257	579,978	27.63%	
Net Change in Fund Balances	2,205	1,938	-	-	-			
Fund Balance - January 1	4,685	6,890	8,828	6,890	8,828			
Fund Balance - December 31	\$ 6,890	\$ 8,828	\$ 8,828	\$ 6,890	\$ 8,828			

Village of Ashwaubenon

2016 Budget

Debt Service Obligations

2016			
Debt Service Obligation			
Issue	Principal	Interest	Total
2007-06-15 G.O. Promissory Notes - \$1.91M (Lombardi Ave)	285,000.00	18,593.75	303,593.75
2008-07-01 G.O. Promissory Notes - \$1.92M (Waube Lane)	250,000.00	26,200.00	276,200.00
2009-10-09 G.O. Promissory Notes - \$1.2M (TID #3 Land Purchase)	150,000.00	22,697.50	172,697.50
2009-10-09 G.O. Promissory Notes - \$300K (TID #3 Technology Enhancements)	40,000.00	5,610.00	45,610.00
2009-10-09 G.O. Promissory Notes - \$1.245M (2006 Nan Refunding)	140,000.00	21,090.00	161,090.00
2010-09-14 G.O. Prom Note Series 2010A (BABs) - \$2.065M (TID #3 Capital Projects)	370,000.00	50,467.00	420,467.00
2010-09-14 G.O. Prom Note Series 2010A (BABs) - \$105K (TID #3 Capital Projects)	5,000.00	2,606.75	7,606.75
2010-09-14 G.O. Prom Note Series 2010B - \$1.225M (TID #3 Nifong Grant & Land Purchase)	-	-	-
2010-09-14 G.O. Prom Note Series 2010B - \$1.155M (TID #4 Ezine Grant & Land Purchase)	215,000.00	5,627.75	220,627.75
2011-12-13 G.O. Promissory Notes - \$3.0M (Oneida Street Reconstruction)	235,000.00	57,662.50	292,662.50
2011-12-13 G.O. Promissory Notes - \$2.395M (TID #3 Oneida Street Reconstruction)	235,000.00	39,837.50	274,837.50
2011-12-13 G.O. Promissory Notes - \$485K (WRS Unfunded Pension Liability Payoff)	50,000.00	7,350.00	57,350.00
2011-12-13 G.O. Promissory Notes - \$865K (TID #3 Cash Incentives - Wesco, PCM, Prevea)	110,000.00	8,655.00	118,655.00
2013-06-18 G.O. Prom Notes - \$1.055M (TID #3 Oneida St, Bart Starr Rd, Brookwood SS, Lombardi, Arg)	110,000.00	17,800.00	127,800.00
2013-06-18 G.O. Prom Notes - \$600K (TID #4 Green Bay Packaging Road Construction)	65,000.00	10,150.00	75,150.00
2014-03-18 GO Prom Notes - \$100K (TID #3 Pilgrim Way Reconstruction)	10,000.00	2,200.00	12,200.00
2014-03-18 GO Prom Notes - \$2.5M (TID #4 Sand Acres Drive Reconstruction)	250,000.00	52,150.00	302,150.00
2014-03-18 GO Prom Notes - \$410K (TID #3 Gordmans Cash Incentive)	45,000.00	7,432.00	52,432.00
2014-03-18 GO Prom Notes - \$2.24M (TID #3 Truck Equipment Purchase)	235,000.00	40,565.00	275,565.00
2014-12-17 GO Prom Notes - \$1.835M (TID #4 GB Packaging Incentive & Truck Equipment)	190,000.00	37,012.50	227,012.50
2014-12-17 GO Prom Notes - \$7.27M (Referendum Bonding #1)	665,000.00	139,050.00	804,050.00
2015-12-15 GO Prom Notes - \$9.5M (Referendum Bonding #2)	-	132,704.00	132,704.00
2015-12-15 GO Prom Notes - \$3.05M (TID #5 Lochman Property Purchase and \$100k demolition)	280,000.00	66,446.00	346,446.00
Total Debt Service Obligation	\$3,935,000.00	\$ 771,907.25	\$4,706,907.25

Debt Service Funding Sources

Operating Transfers:			
TID #3	1,310,000.00	197,870.75	1,507,870.75
TID #4	720,000.00	104,940.25	824,940.25
TID #5	280,000.00	66,446.00	346,446.00
Revenues:			
Taxes			1,065,406.29
Referendum Taxes	665,000.00	271,754.00	936,754.00
Water & Sewer Share of 12/13/11 \$485k Prom Note	6,028.04	886.12	6,914.16
Subsidized Interest from Federal Government on BABs) - TID #3		17,663.44	17,663.44
Subsidized Interest from Federal Government on BABs) - TID #3 (moved to TID #3 in 2011)		912.36	912.36
Excess Fund Balance			-
Total Funding Sources			\$4,706,907.25

CAPITAL PROJECTS FUNDS

SUMMARY REPORT

Account	Street Construction	Village Buildings	Referendum Auditorium	Referendum Community Center	Referendum Pool	Referendum Warm Water Pool	Parks and Recreation	Land Sale / Acquisition	Total
REVENUES									
General Property Taxes	\$ 360,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 360,000
EXPENDITURES									
Capital Outlay	500,000	-	6,155,367	2,244,505	5,158,117	1,183,652	-	-	15,241,641
Deficiency of Revenues (Under) Expenditures	(140,000)	-	(6,155,367)	(2,244,505)	(5,158,117)	(1,183,652)	-	-	(14,881,641)
OTHER FINANCING SOURCES									
General Obligation Debt Issued	-	-	1,582,000	770,000	1,482,000	296,000	-	-	4,130,000
Net Change in Fund Balances	(140,000)	-	(4,573,367)	(1,474,505)	(3,676,117)	(887,652)	-	-	(10,751,641)
Fund Balance - January 1	144,568	185,811	4,573,367	1,474,505	3,676,117	887,652	10,471	312,731	11,265,222
Fund Balance - December 31	\$ 4,568	\$ 185,811	\$ -	\$ -	\$ -	\$ -	\$ 10,471	\$ 312,731	\$ 513,581

FUND DESCRIPTION:

This fund is used to account for the financing of existing street reconstruction, construction of major new streets, street improvements, and curb and gutter repair. This fund is replenished by general property tax levies, general obligation debt proceeds, special assessments, and/or operating transfers from other funds.

2015 ACCOMPLISHMENTS:

- Completed the Milling and Resurfacing on portions of the following streets: Cormier Road, Lindale Lane, True Lane, Marvelle Lane, Orlando Drive, Santa Barbara Drive, Ridgecrest Trail, Sweetwater Court, Mesa Drive, Vanderperren Way, Vernon Drive, Hansen Road, Commanche Avenue, Finch Lane, Newcastle Court, Plymrock Terrace, Rustic Way, Westmeath Avenue, Wren Lane and Dove Street.
- Completed concrete roadway spot repairs on Holmgren Way, Hansen Road, Cormier Road and Ridge Road.
- Completed Roadway Maintenance Cracksealing on all roadways repaved in 2013.

2016 OBJECTIVES:

- Completion of the 2016 Mill/Pave Program following the PASER Rating Program for the Village. In addition, North Road will be repaved along USH 41 in conjunction with the WDOT work and East Adam Drive will be repaved in a cost-share with Hobart.

BUDGET SUMMARY:

- The budget for the annual Village Mill/Pave Program has remained at its current funding levels for 10 years. The Village has been able to coordinate its program into sections as much as possible to minimize mobilization charges; however, with the increase in refining oil, asphalt prices continue to rise and this budget number will need to grow in the future to maintain our current roadway rating throughout the Village.

2016 CAPITAL REQUESTS:

2016 Mill/Pave Program	Accepted: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Amount: \$ 500,000	New: <input type="checkbox"/>	Replacement: <input checked="" type="checkbox"/>

Justification:

The Mill/Pave Program is the Village's annual program of resurfacing its lowest rated asphalt streets. During this program, curb and gutter replacement is completed on the programmed streets so that when this section of roadway is completed, it has a 15-20 year life expectancy.

CAPITAL PROJECTS FUNDS

STREET CONSTRUCTION - FUND 400

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$	%	
						Variance	Variance	
REVENUES								
Taxes	\$ 250,000	\$ 265,000	\$ 265,000	\$ 265,000	\$ 360,000	\$ 95,000	35.85%	
Intergovernmental	26,750	-	-	-	-	-	0.00%	
Miscellaneous	40	250	-	-	-	-	0.00%	
Total Revenues	276,790	265,250	265,000	265,000	360,000	95,000	35.85%	
EXPENDITURES								
Capital Outlay								
Street Construction	770,160	503,437	495,000	500,000	500,000	-	0.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(493,370)	(238,187)	(230,000)	(235,000)	(140,000)	95,000	-40.43%	
OTHER FINANCING SOURCES								
Operating Transfers In	808,195	100,000	180,729	130,729	-	(130,729)	-100.00%	
Net Change in Fund Balances	314,825	(138,187)	(49,271)	(104,271)	(140,000)			
Fund Balance - January 1	17,201	332,026	193,839	197,026	144,568			
Fund Balance - December 31	\$ 332,026	\$ 193,839	\$ 144,568	\$ 92,755	\$ 4,568			

CAPITAL PROJECTS FUNDS

VILLAGE BUILDINGS - FUND 410

FUND DESCRIPTION:

The Village Building Fund is used to account for the cost of maintaining Village Hall and the garage. Financing is provided by general property tax levy and/or general obligation debt proceeds.

2015 ACCOMPLISHMENTS:

- Installed structural canopy over Village Hall south entrance.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Taxes	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	0.00%	
Miscellaneous	5,200	-	-	-	-	-	0.00%	
Total Revenues	30,200	25,000	-	-	-	-	0.00%	
EXPENDITURES								
Capital Outlay								
Village Building Improvements	279,132	60,429	25,000	25,000	-	(25,000)	-100.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(248,932)	(35,429)	(25,000)	(25,000)	-	25,000	-100.00%	
Net Change in Fund Balances	(248,932)	(35,429)	(25,000)	(25,000)	-			
Fund Balance - January 1	495,172	246,240	210,811	231,240	185,811			
Fund Balance - December 31	\$246,240	\$210,811	\$185,811	\$206,240	\$185,811			

FUND DESCRIPTION:

The Referendum-Auditorium Fund accounts for planning, designing and construction costs of the new \$8,000,000 referendum approved auditorium. Financing is provided by property tax levy supported general obligation debt proceeds.

2015 ACCOMPLISHMENTS:

- Completed design and implementation.
- Placed project to bid.
- Started construction.

2016 OBJECTIVES:

- Finalize construction and open new auditorium.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
EXPENDITURES								
Capital Outlay								
Auditorium Expenditures	-	344,633	1,500,000	-	6,155,367	6,155,367	N/A	
Excess (Deficiency) of Revenues								
Over (Under) Expenditures	-	(344,633)	(1,500,000)	-	(6,155,367)	(6,155,367)	N/A	
OTHER FINANCING SOURCES								
Proceeds of General Obligation Debt	-	2,782,000	3,555,768	-	1,582,000	1,582,000	N/A	
Premium on Bond Issue	-	80,232	-	-	-	-	0.00%	
Total Other Financing Sources	-	2,862,232	3,555,768	-	1,582,000	1,582,000	N/A	
Net Change in Fund Balances	-	2,517,599	2,055,768	-	(4,573,367)			
Fund Balance - January 1	-	-	2,517,599	-	4,573,367			
Fund Balance - December 31	\$ -	\$ 2,517,599	\$ 4,573,367	\$ -	\$ -			

FUND DESCRIPTION:

The Referendum-Community Center Fund accounts for planning, designing and construction costs of the new \$3,900,000 referendum approved Community Center. Financing is provided by property tax levy supported general obligation debt proceeds.

2015 ACCOMPLISHMENTS:

- Completed design and implementation.
- Placed project to bid.
- Started construction.

2016 OBJECTIVES:

- Finalize construction and open new community center.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
EXPENDITURES								
Capital Outlay								
Community Center Expenditures	-	155,495	1,500,000	-	2,244,505	2,244,505	N/A	
Excess (Deficiency) of Revenues								
Over (Under) Expenditures	-	(155,495)	(1,500,000)	-	(2,244,505)	(2,244,505)	N/A	
OTHER FINANCING SOURCES								
Proceeds of General Obligation Debt	-	1,357,000	1,733,297	-	770,000	770,000	N/A	
Premium on Bond Issue	-	39,703	-	-	-	-	0.00%	
Total Other Financing Sources	-	1,396,703	1,733,297	-	770,000	770,000	N/A	
Net Change in Fund Balances	-	1,241,208	233,297	-	(1,474,505)			
Fund Balance - January 1	-	-	1,241,208	-	1,474,505			
Fund Balance - December 31	\$ -	\$ 1,241,208	\$ 1,474,505	\$ -	\$ -			

CAPITAL PROJECTS FUNDS
Referendum - COMMUNITY POOL - FUND 413
FUND DESCRIPTION:

The Referendum-Community Pool Fund accounts for planning, designing and construction costs of the new \$7,500,000 referendum approved community pool. Financing is provided by property tax levy supported general obligation debt proceeds.

2015 ACCOMPLISHMENTS:

- Completed design and implementation.
- Placed project to bid.
- Started construction.

2016 OBJECTIVES:

- Finalize construction and open new community pool.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
EXPENDITURES								
Capital Outlay								
Community Pool Expenditures	-	341,883	2,000,000	-	5,158,117	5,158,117	N/A	
Excess (Deficiency) of Revenues								
Over (Under) Expenditures	-	(341,883)	(2,000,000)	-	(5,158,117)	(5,158,117)	N/A	
OTHER FINANCING SOURCES								
Proceeds of General Obligation Debt	-	2,609,000	3,333,068	-	1,482,000	1,482,000	N/A	
Premium on Bond Issue	-	75,932	-	-	-	-	0.00%	
Total Other Financing Sources	-	2,684,932	3,333,068	-	1,482,000	1,482,000	N/A	
Net Change in Fund Balances	-	2,343,049	1,333,068	-	(3,676,117)			
Fund Balance - January 1	-	-	2,343,049	-	3,676,117			
Fund Balance - December 31	\$ -	\$ 2,343,049	\$ 3,676,117	\$ -	\$ -			

FUND DESCRIPTION:

The Referendum-Warm Water Pool Fund accounts for planning, designing and construction costs of the new \$1,500,000 referendum approved warm water pool. Financing is provided by property tax levy supported general obligation debt proceeds.

2015 ACCOMPLISHMENTS:

- Completed design and implementation.
- Placed project to bid.
- Started construction.

2016 OBJECTIVES:

- Finalize construction and open new warm water pool.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
EXPENDITURES								
Capital Outlay								
Warm Water Pool Expenditures	-	66,348	250,000	-	1,183,652	1,183,652	N/A	
Excess (Deficiency) of Revenues								
Over (Under) Expenditures	-	(66,348)	(250,000)	-	(1,183,652)	(1,183,652)	N/A	
OTHER FINANCING SOURCES								
Proceeds of General Obligation Debt	-	522,000	666,864	-	296,000	296,000	N/A	
Premium on Bond Issue	-	15,136	-	-	-	-	0.00%	
Total Other Financing Sources	-	537,136	666,864	-	296,000	296,000	N/A	
Net Change in Fund Balances	-	470,788	416,864	-	(887,652)			
Fund Balance - January 1	-	-	470,788	-	887,652			
Fund Balance - December 31	\$ -	\$ 470,788	\$ 887,652	\$ -	\$ -			

FUND DESCRIPTION:

This fund is used to account for the cost of planning, designing and construction of Parks & Recreation facilities. Financing is provided by general property tax levies, general obligation debt proceeds, and/or transfers from other funds.

2015 ACCOMPLISHMENTS:

- Finalized plans, layouts and financials for community center and community pool facility projects.
- Opened Ashwaubenon cricket field.
- Opened Fort Howard Park pickleball courts.
- Built Waterford Park picnic shelter.
- Major trailhead improvements on corner of Main Street and Commodity Lane.
- Electrical upgrades to Pioneer Park shelter and Ashwaubomay Park shelter number four.

2016 OBJECTIVES:

- Community Center and Pool construction oversight.
- Community Center site landscaping.
- Fencing improvements to Ashwaubomay Boys Baseball Complex, Pioneer Girls Complex and the Ashwaubenon Sports Complex.
- Hardscape improvements to the northwest corner of the Ashwaubenon Sports Complex.
- Standard court maintenance to Canterbury and Smith Parks.
- Confirmation and upgrades to the second baseball field to be used by Legion, Babe Ruth, Ashwaubenon High School Freshman and junior varsity teams.

CAPITAL PROJECTS FUNDS

PARKS AND RECREATION - FUND 430

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Taxes	\$ 43,000	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
EXPENDITURES								
Capital Outlay								
Park Improvements/Equipment	288,501	2,765	3,000	3,000	-	(3,000)	-100.00%	
Excess (Deficiency) of Revenues								
Over (Under) Expenditures	(245,501)	(2,765)	(3,000)	(3,000)	-	3,000	-100.00%	
OTHER FINANCING SOURCES								
Operating Transfers In	252,000	-	-	-	-	-	0.00%	
Net Change in Fund Balances	6,499	(2,765)	(3,000)	(3,000)	-			
Fund Balance - January 1	9,737	16,236	13,471	13,471	10,471			
Fund Balance - December 31	\$ 16,236	\$ 13,471	\$ 10,471	\$ 10,471	\$ 10,471			

CAPITAL PROJECTS FUNDS
LAND SALE/ACQUISITION - FUND 465
FUND DESCRIPTION:

The Land Sale/Acquisition Fund accounts for the purchase and/or sale of Village land for economic development purposes. Financing is provided by general obligation debt proceeds, general property tax levy, and/or transfers from other funds.

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
EXPENDITURES								
General Expenditures	-	650	-	-	-	-	0.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	(650)	-	-	-	-	0.00%	
OTHER FINANCING SOURCES								
Sale of Land	216,855	-	-	-	-	-	0.00%	
Operating Transfers In	-	381,408	-	-	-	-	0.00%	
Land Purchase	(284,882)	-	-	-	-	-	0.00%	
Total Other Financing Sources	(68,027)	381,408	-	-	-	-	0.00%	
Net Change in Fund Balances	(68,027)	380,758	-	-	-			
Fund Balance - January 1	-	(68,027)	312,731	31,973	312,731			
Fund Balance - December 31	\$ (68,027)	\$312,731	\$312,731	\$ 31,973	\$312,731			

ENTERPRISE FUNDS

SUMMARY REPORT

Account	Water Utility	Sewer Utility	Storm Water Utility	Total
OPERATING REVENUES				
Residential Sales	\$ 1,500,000	\$ 1,876,152	\$ 265,000	\$ 3,641,152
Commercial Sales	1,152,000	1,495,361	780,000	3,427,361
Restaurant Sales	300,000	526,305	57,000	883,305
Industrial Sales	840,000	1,567,577	90,000	2,497,577
Public Authority Sales	60,000	45,423	142,000	247,423
Public Fire Protection	460,000	-	-	460,000
Private Fire Protection	48,000	-	600	48,600
Forfeited Discounts	20,000	18,000	2,500	40,500
Tower Rentals	300,000	-	-	300,000
Other	56,000	1,500	-	57,500
Total Operating Revenues	4,736,000	5,530,318	1,337,100	11,603,418
OPERATING EXPENDITURES				
Sources of Supply	2,835,314	-	-	2,835,314
Operation	-	89,935	188,200	278,135
Maintenance	-	408,132	-	408,132
Pumping	86,907	-	-	86,907
Treatment	20,946	4,400,000	-	4,420,946
Transmission & Distribution	605,790	-	-	605,790
Regulatory Compliance	-	-	72,100	72,100
Capital Improvement	-	-	96,000	96,000
Accounting & Collecting	29,282	31,073	-	60,355
Administrative and General	384,055	252,729	251,306	888,090
Depreciation	875,000	360,000	75,000	1,310,000
Total Expenditures	4,837,294	5,541,869	682,606	11,061,769
Operating Income (Loss)	(101,294)	(11,551)	654,494	541,649
NONOPERATING REVENUES (EXPENSES)				
Interest Revenue	46,000	40,000	4,500	90,500
Interest Expense	(153,924)	(11,235)	-	(165,159)
Total Nonoperating Revenues (Expenses)	(107,924)	28,765	4,500	(74,659)
Income (loss) before Transfers	(209,218)	17,214	658,994	466,990
Transfers Out	(520,000)	(13,500)	-	(533,500)
Net Income (loss)	(729,218)	3,714	658,994	(66,510)
Unreserved Fund Balance - January 1	7,843,795	1,666,279	4,849,560	14,359,634
Unreserved Fund Balance - December 31	\$ 7,114,577	\$ 1,669,993	\$ 5,508,554	\$ 14,293,124

DEPARTMENT DESCRIPTION:

The Village of Ashwaubenon Water Utility is responsible for all operational and maintenance activities involving the storage, testing and treatment, transmission, distribution, metering and billing of potable water from the Village's source (wholesale water purchase from the Green Bay Water Utility) to the customers. The Water Utility is charged by the GBWU for a wholesale bulk rate delivered via a 24" transmission main to the Mike Vann Reservoir and Meter Station. From that point, the Village Water Utility provides all the necessary services to supply safe and reliable water for its customers.

SERVICES:

- Maintenance of all Water Utility infrastructure from storage, pumping and meter stations to transmission and distribution pipelines including all valves, hydrants, water services and meters.
- Cross-connection inspections for all metered sites within the Village to maintain compliance with WDNR code requirements.
- Meter reading, billing and on-site collection of all utility bills.
- Master planning activities for future Village infrastructure replacement programs but also working jointly with the GBWU to provide safe economical water into the future for existing demand and for future growth.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Utility Operations Supervisor ⁽¹⁾	0.45	0.45	28,091
Utility Foreman ⁽²⁾	0.70	0.70	40,826
Utility Department Lead ⁽²⁾	0.70	0.70	38,759
Utility Department Lead ⁽²⁾	0.70	0.70	38,759
Utility Department Worker ⁽²⁾	0.70	0.70	37,841
Utility Department Worker ⁽²⁾	0.70	0.70	37,841
Billing Clerk ⁽³⁾	0.40	0.40	16,708
Customer Service Rep/Secretary ⁽⁴⁾	0.05	0.05	2,088
Summer Help - Sewer Jetter ⁽⁵⁾	Part-Time	Part-Time	2,550
Total FTE's and Salaries	4.40	4.40	\$ 243,463

Notes:

1. Utility Operations Supervisor position covers all utilities with 45% allocated to the Water Utility.
2. Foreman, Lead & Worker positions are split 70% to the Water Utility and 30% to the Sewer Utility
3. Billing Clerk position covers all utilities with 40% allocated to the Water Utility.
4. Customer Service/Secretary position is allocated among multiple departments; 5% to Water Utility.
5. Summer help is shown as budgeted cost; actual costs vary as services are needed.

2015 ACCOMPLISHMENTS:

- Nine-year anniversary of water connection to the GBWU. The water agreement is reviewed annually as the Village has a seat on the Water Commission. The Water Utility's current purchase rate (\$2.09 per 1,000 gallons) is 8% less than the projected contract rate (\$2.28 per 1,000 gallons).
- Completed the negotiations and finalization of a three-party water agreement with the GBWU and Village of Wrightstown whereby Wrightstown is constructing a transmission main to purchase water starting in 2016.
- Completed a complete SCADA System upgrade in which all of the computer monitoring systems for the towers, alarm systems and control systems were updated to current software.
- Completed control valve upgrades at the Village's two elevated storage tank sites providing a more reliable control system for each site.
- Maintained a 20-year meter life rating by the Public Service Commission. This doubles the life expectancy of the current water meters allowing for a longer and more cost effective meter testing and replacement program.
- Completed 6th year of WDNR-mandated cross connection inspections. Village personnel is certified in completing inspections saving the Village from hiring outside consultants.
- Completed all WDNR-mandated hydrant flushing and valve exercising programs.
- Personnel maintained 100% department waterworks certification and cross-training performance.

2016 OBJECTIVES:

- Complete the rehabilitation of the Ridge Road #4 Well Pump Station. The Village operates a system of four emergency back-up wells for a water supply with the WDNR requiring the wells be pulled and inspected every 10 years.
- Complete the incorporation of the Village of Wrightstown water supply protocol into the supply operations of the Ashwaubenon Water Utility and GBWU.
- Complete the upgrade of the SCADA control system at the four emergency back-up well sites to maintain a reliable system in the event of a severe incident or catastrophe.
- Update the master water utility CIP program with the GBWU.
- Continue WDNR required testing and repair protocols on hydrants, valves, meters and other infrastructure.
- Continue certified operator course training for all Water Utility personnel.

BUDGET SUMMARY:

- The Village of Ashwaubenon Water Utility has been able to maintain very reasonable rates in comparison with the region ever since purchasing wholesale water from the GBWU in 2006. The only increase in the 2016 budget is a minimal cost of service wholesale water rate increase. Through annual rate reviews completed by Schenck SC, the Village Water Utility will maintain a reasonable rate while still meeting its infrastructure needs. The Village completed an infrastructure review in 2015 in order to plan for future water main replacement needs. Most major roadways within the Village have newer water transmission mains of young age due to the reconstruction of these roadways over the past 15 years. Residential water main reconstruction would be the next focal point and planning should start in approximately 8-12 years as the water main begins to enter the final stages of its useful life. All service and main break trends point to this being a reasonable timeframe to start the planning with no apparent short-term issues.

2016 CAPITAL REQUESTS:

Replacement of Pick-Up Truck W-116

Amount: \$ 17,500

Accepted: ☒Denied: ☐New: ☐Replacement: ☒**Justification:**

This request is to fund half (other half funded by Sewer Utility) of a pick-up truck currently used by the Operations Supervisor. The current truck is a 2002 GMC 1500 and is the last in the current schedule of vehicle replacements. This item was approved in 2015 but was delayed one year because it was determined by the mechanics that an additional year or usage was possible.

Ridge Road #4 Station Well Pump Rehabilitation
--

Amount: \$ 100,000

Accepted: ☒Denied: ☐New: ☐Replacement: ☒**Justification:**

Mandated by the WDNR, well pump facilities used as emergency back-up supply sites must be pulled/inspected/repared or replaced every 10 years. Ridge Road Station #4 is scheduled for 2016.

Annual Fire Hydrant, Water Valve, SCADA System, Meter Testing and Replacement Programs
--

Amount: \$ 200,000

Accepted: ☒Denied: ☐New: ☐Replacement: ☒**Justification:**

These annual programs provide for testing, maintenance and repairs of the Water Utility emergency infrastructure (valves and hydrants and SCADA System) and the Water Utility flow measuring and billing infrastructure (meters). Any substandard infrastructure found during testing is either repaired or replaced.

Village of Ashwaubenon

2016 Budget

Department: Water Utility

Fund: 510

Dept #: 5910

Sources and Uses of Funds

Account Name	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget
OPERATING REVENUES					
Residential Sales	\$ 1,426,975	\$ 1,441,496	\$ 1,466,349	\$ 1,500,000	\$ 1,500,000
Commercial Sales	1,109,482	1,135,423	1,134,137	1,152,000	1,152,000
Restaurant Sales	276,059	283,075	275,000	300,000	300,000
Industrial Sales	924,906	1,006,921	920,205	840,000	840,000
Public Authority Sales	52,628	52,757	52,500	60,000	60,000
Public Fire Protection	438,703	440,093	439,433	460,000	460,000
Private Fire Protection	48,184	49,638	50,741	48,000	48,000
Forfeited Discounts	18,253	17,322	17,500	20,000	20,000
Tower Rentals	301,937	285,653	304,852	300,000	300,000
Other	60,107	63,493	56,000	56,000	56,000
Total Operating Revenues	4,657,234	4,775,871	4,716,717	4,736,000	4,736,000
OPERATING EXPENDITURES					
Sources of Supply	2,234,445	2,513,090	2,670,506	2,664,100	2,835,314
Pumping	73,903	68,522	87,312	102,177	86,907
Treatment	16,162	12,932	30,606	35,146	20,946
Transmission & Distribution	511,252	598,393	573,748	548,150	605,790
Accounting & Collecting	30,480	25,633	36,236	36,278	29,282
Administration & General	326,689	369,762	364,674	380,098	384,055
Depreciation	867,269	879,534	870,000	870,000	875,000
Total Operating Expenditures	4,060,200	4,467,866	4,633,082	4,635,949	4,837,294
Operating Income (Loss)	597,034	308,005	83,635	100,051	(101,294)
NONOPERATING REVENUES (EXPENSES)					
Interest Revenue	47,269	47,276	46,755	45,000	46,000
Interest Expense	(221,006)	(220,578)	(172,663)	(172,663)	(153,924)
Gain (loss) on sale of capital assets	-	-	-	-	-
Total Nonoperating Revenues (Expenses)	(173,737)	(173,302)	(125,908)	(127,663)	(107,924)
Income (loss) before Contributions and Transfers	423,297	134,703	(42,273)	(27,612)	(209,218)
Capital Contributions	118,229	99,461	-	-	-
Transfers In	-	-	2,906,000	-	-
Transfers Out	(492,182)	(495,327)	(3,406,000)	(500,000)	(520,000)
Net Income	49,344	(261,163)	(542,273)	(527,612)	(729,218)
Unreserved Fund Balance - January 1	8,597,887	8,647,231	8,386,068	8,341,572	7,843,795
Unreserved Fund Balance - December 31	\$ 8,647,231	\$ 8,386,068	\$ 7,843,795	\$ 7,813,960	\$ 7,114,577
SOURCES AND USES OF FUNDS					
Cash - Beginning of Year			\$ 9,584,868	\$ 9,960,030	\$ 9,087,595
+ Net Income			(542,273)	(527,612)	(729,218)
+ Depreciation/Amortization			870,000	870,000	875,000
- Debt Repayment			(460,000)	(460,000)	(480,000)
- Fixed Assets			(365,000)	(365,000)	(317,500)
Cash - End of Year			\$ 9,087,595	\$ 9,477,418	\$ 8,435,877

Village of Ashwaubenon

2016 Budget

Department: Water Utility

Fund: 510

Dept #: 5910

Account & Project Code		Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
SOURCE OF SUPPLY EXPENSES										
5399	600	Labor & Benefits - Operations	34,752	67,818	69,006	52,100	53,314	1,214	2.33%	
6101	603	Operation Expenses	51	255	250	1,000	1,000	-	0.00%	
6113	602	Purchased Water	2,199,470	2,444,660	2,600,000	2,600,000	2,770,000	170,000	6.54%	
6113	614	Maintenance Supplies - Wells & Springs	-	357	1,000	10,000	10,000	-	0.00%	
6303	603	Licenses	172	-	250	1,000	1,000	-	0.00%	
Total Source of Supply Expenses			2,234,445	2,513,090	2,670,506	2,664,100	2,835,314	171,214	6.43%	
PUMPING EXPENSES										
5399	624	Labor & Benefits - Pumping	35,629	33,240	38,412	43,577	28,307	(15,270)	-35.04%	
6101	626	Pumping Expenses	1,368	-	2,000	4,000	4,000	-	0.00%	
6113	633	Maintenance Supplies - Pumping	7,711	2,690	10,000	15,000	15,000	-	0.00%	
8400	623	Power Purchased for Pumping	29,195	32,592	36,900	39,600	39,600	-	0.00%	
Total Pumping Expenses			73,903	68,522	87,312	102,177	86,907	(15,270)	-14.94%	
TREATMENT EXPENSES										
5399	642	Labor & Benefits - Treatment	13,008	11,677	24,106	24,146	9,946	(14,200)	-58.81%	
6101	641	Chemicals	-	-	1,000	4,000	4,000	-	0.00%	
6101	643	Treatment Expenses	3,154	1,255	3,000	3,000	3,000	-	0.00%	
6113	652	Maintenance Supplies - Treatment	-	-	2,500	4,000	4,000	-	0.00%	
Total Treatment Expenses			16,162	12,932	30,606	35,146	20,946	(14,200)	-40.40%	
TRANSMISSION & DISTRIBUTION EXPENSES										
Labor & Benefits										
5399	664	Transmission & Distribution	26,101	13,096	18,000	5,889	11,154	5,265	89.40%	
5399	672	Maintenance Standpipe	30,228	11,012	21,700	10,013	9,379	(634)	-6.33%	
5399	673	Maintenance Mains	76,662	81,980	74,669	74,793	69,822	(4,971)	-6.65%	
5399	675	Maintenance Servers	50,942	75,300	42,919	42,990	64,133	21,143	49.18%	
5399	676	Maintenance Meters	79,897	98,424	73,269	73,441	97,343	23,902	32.55%	
5399	677	Maintenance Hydrants	20,859	22,848	19,991	20,024	19,459	(565)	-2.82%	
6101	665	Transmission & Distribution Expenses	2,635	1,458	4,200	6,000	6,000	-	0.00%	
Maintenance Supplies										
6113	672	Reservoirs & Standpipes	11,373	12,971	10,000	6,000	19,500	13,500	225.00%	**
6113	673	Mains	78,633	84,305	114,000	114,000	114,000	-	0.00%	
6113	675	Services	72,507	93,237	102,000	102,000	102,000	-	0.00%	
6113	676	Meters	20,402	9,013	15,000	15,000	15,000	-	0.00%	
6113	677	Hydrants	29,301	72,157	48,000	48,000	48,000	-	0.00%	
6113	678	Miscellaneous Plant	11,712	22,592	30,000	30,000	30,000	-	0.00%	
Total Transmission & Distribution Expenses			511,252	598,393	573,748	548,150	605,790	57,640	10.52%	
ADMINISTRATIVE & GENERAL EXPENSES										
5399	920	Labor & Benefits - Administrative	156,267	146,244	148,228	148,472	151,068	2,596	1.75%	
6100	921	Office Supplies	362	535	1,000	1,000	1,000	-	0.00%	
6122	930	Gas & Oil	9,873	10,314	12,000	12,000	10,800	(1,200)	-10.00%	
6213	923	Software Maintenance	1,738	10,764	4,000	4,000	5,000	1,000	25.00%	**
6302	930	Newspaper Publishing	-	-	1,000	4,000	4,000	-	0.00%	
6304	921	Postage	410	562	900	1,800	1,800	-	0.00%	
6401	930	Uniforms	1,096	1,209	2,000	2,000	2,000	-	0.00%	
6402	930	Shoe Allowance	607	415	1,000	1,000	1,000	-	0.00%	
7100	930	Training & Conferences	3,100	3,313	3,000	3,000	3,000	-	0.00%	
7120	930	Dues & Subscriptions	999	1,026	1,000	1,000	1,000	-	0.00%	
7130	930	Mileage Reimbursement	-	195	-	-	-	-	N/A	
8100	923	Contracted Services	48,346	55,134	48,000	48,000	48,000	-	0.00%	
8100	928	Regulatory Commission	4,753	4,368	5,400	5,400	5,400	-	0.00%	
8101	923	Computer Consulting	6,472	7,196	7,800	7,800	7,800	-	0.00%	
8102	923	Accounting & Auditing	3,000	3,000	3,000	3,000	3,000	-	0.00%	
8113	930	Printing	2,931	-	-	-	-	-	N/A	
8115	923	Engineering Services	2,356	32,272	38,000	48,000	48,000	-	0.00%	
8201	930	Vehicle Repairs	6,913	6,156	6,600	6,600	6,600	-	0.00%	
8206	931	Office Rent	38,686	39,866	41,042	41,042	42,303	1,261	3.07%	**
8300	930	Physical/Psychological Exams	245	25	-	-	-	-	N/A	
8305	924	Property Insurance	28,752	37,296	31,689	31,689	31,689	-	0.00%	
8309	924	Worker's Compensation	6,864	6,600	6,615	6,615	6,615	-	0.00%	
8401	930	Storm Water Charges	1,115	1,125	1,400	1,400	1,400	-	0.00%	
8402	930	Phone	753	1,013	1,000	1,200	1,200	-	0.00%	
8403	921	Cell Phone	1,051	1,134	-	1,080	1,380	300	27.78%	**
Total Administrative & General Expenses			326,689	369,762	364,674	380,098	384,055	3,957	1.04%	

Village of Ashwaubenon

2016 Budget

Department: Water Utility

Fund: 510

Dept #: 5910

Account & Project Code	Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
							\$	%	
							Variance	Variance	
CUSTOMER ACCOUNTS EXPENSES									
	Labor & Benefits								
5399 902	Meter Reading	13,370	6,224	12,641	12,662	5,300	(7,362)	-58.14%	
5399 903	Accounting & Collections	14,133	13,233	13,595	13,616	13,982	366	2.69%	
6119 905	Accounting & Collections Supplies	2,977	6,176	10,000	10,000	10,000	-	0.00%	
	Total Customer Accounts Expenses	30,480	25,633	36,236	36,278	29,282	(6,996)	-19.28%	
OTHER OPERATING EXPENSES									
9200	Operating Transfer Out	-	-	2,906,000	-	-	-	N/A	
9880	Depreciation	867,269	879,534	870,000	870,000	875,000	5,000	0.57%	
9881	Interest	221,006	220,578	172,663	172,663	153,924	(18,739)	-10.85%	
9882	Taxes	492,182	495,327	500,000	500,000	520,000	20,000	4.00%	
	Total Other Operating Expenses	1,580,457	1,595,439	4,448,663	1,542,663	1,548,924	6,261	0.41%	
TOTAL OPERATING EXPENSES		\$ 4,773,388	\$ 5,183,771	\$ 8,211,745	\$ 5,308,612	\$ 5,511,218	\$ 202,606	3.82%	
Fixed Assets - Capital Outlay		\$ -	\$ 242,500	\$ 365,000	\$ 365,000	\$ 317,500	\$ (47,500)	-13.01%	

Footnotes:

Acct - 6113: Increase due to reservoir roof repairs at two ground storage reservoirs

Acct - 6213: GIS Arc Server Upgrade apportionment.

Acct - 8206: 3% Annual increase.

Acct - 8403: Adjusted to match actual trends.

DEPARTMENT DESCRIPTION:

The Village of Ashwaubenon Sewer Utility is responsible for all operational and maintenance activities involving the sanitary sewer collection system and lift station system that transports wastewater to the interceptor sewers. The Green Bay Metropolitan Sewerage District, now called NEW Water, is responsible for the interceptor sewers that transport wastewater to the treatment plant and for the treatment plant itself. The Sewer Utility is charged by NEW Water for the wastewater sent to the plant for treatment.

SERVICES:

- Collection system maintenance via sewer jet cleaning, sewer televising and repairs as necessary.
- Special collection system maintenance of Entertainment and Retail District sewers involving sewer degreasings operations biannually.
- Lift station maintenance via quarterly preventive measures on all lift station pumps and control systems.
- Conduct master planning and inflow/infiltration programs in conjunction with NEW Water to ensure clear water flow is kept to a minimum and sewer system retains sufficient capacity for future growth.

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Utility Operations Supervisor ⁽¹⁾	0.45	0.45	28,091
Utility Foreman ⁽²⁾	0.30	0.30	17,497
Utility Department Lead ⁽²⁾	0.30	0.30	16,611
Utility Department Lead ⁽²⁾	0.30	0.30	16,611
Utility Department Worker ⁽²⁾	0.30	0.30	16,218
Utility Department Worker ⁽²⁾	0.30	0.30	16,218
Billing Clerk ⁽³⁾	0.40	0.40	16,708
Customer Service Rep/Secretary ⁽⁴⁾	0.05	0.05	2,088
Summer Help - Sewer Jetter ⁽⁵⁾	Part-Time	Part-Time	2,550
Total FTE's and Salaries	2.40	2.40	\$ 132,592
Notes:			
1. Utility Operations Supervisor position covers all utilities with 45% allocated to the Sewer Utility.			
2. Foreman, Lead & Worker positions are split 70% to the Water Utility and 30% to the Sewer Utility			
3. Billing Clerk position covers all utilities with 40% allocated to the Sewer Utility.			
4. Customer Service/Secretary position is allocated among multiple departments; 5% to Sewer Utility.			
5. Summer help is shown as budgeted cost; actual costs vary as services are needed.			

2015 ACCOMPLISHMENTS:

- Attended all NEW Water rate methodology, billing methodology and budget meetings to make sure Village and customer concerns are presented to NEW Water.
- Completed initial phase of interceptor and collection system data delivery to NEW Water as part of an interceptor sewer master planning program.
- Completed a collection system master plan used for future sewer replacement planning budgets.
- Jet cleaned, televised and spot repaired sanitary sewer system in the area north of Waube Lane, west of USH 41 and south of Lombardi Avenue.
- Completed biannual sewer degreasing of Entertainment and Retail Districts.

2016 OBJECTIVES:

- Complete the installation of an emergency generator system at the Marina Lane Lift Station. This will provide back-up service to the area now being developed along Marina Lane.
- Complete the interceptor sewer review in conjunction with NEW Water and develop a master capital improvement plan for future budgeting use by both entities.
- Complete and review with WDNR the state-mandated Capacity, Management, Operation and Maintenance Manual for the Sewer Utility system.
- Complete jet cleaning, televising and spot repairs of the sanitary sewer system following the Village's 4-5 year revolving maintenance program.

BUDGET SUMMARY:

- The Village of Ashwaubenon Sewer Utility has been able to maintain reasonable rates in comparison with the region during the past five years of rate increases from NEW Water due to the Solids Expansion Project. The budget forecast going into 2016 is very similar. The rate increase proposed by NEW Water is approximately 11% as it was for the past few years. Through an annual rate review conducted by Schenck SC, the Village Sewer Utility will set a rate to remain reasonable, meaning the entire rate increase imposed by NEW Water can be lowered by percentage points due to review and strategic maintenance completed by the Sewer Utility.

2016 CAPITAL REQUESTS:

Marina Lift Station Emergency Generator

Amount: \$ 90,000

Accepted: ☒Denied: ☐New: ☒Replacement: ☐

Justification:

The Marina Lane area is starting to experience growth and expansion. With this expansion comes the need to provide back-up power to the lift station serving this area so that sewer service can be maintained during any electric power disruptions. The station can currently store enough flow for existing development during outages; however, the new growth substantially eats into this safety factor and warrants the emergency generator installation at this time.

Replacement of Pick-Up Truck W-116

Amount: \$ 17,500

Accepted: ☒Denied: ☐New: ☐Replacement: ☒

Justification:

This request is to fund half (other half funded by Water Utility) of a pick-up truck currently used by the Operations Supervisor. The current truck is a 2002 GMC 1500 and is the last in the current schedule of vehicle replacements. This item was approved in 2015 but was delayed one year because it was determined by the mechanics that an additional year of use was possible.

Village of Ashwaubenon

2016 Budget

Department: Sewer Utility

Fund: 530

Dept #: 5920

Sources and Uses of Funds

Account Name	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget
OPERATING REVENUES					
Residential Sales	\$ 1,410,479	\$ 1,510,438	\$ 1,541,325	\$ 1,821,507	\$ 1,876,152
Commercial Sales	1,130,546	1,289,815	1,331,909	1,451,807	1,495,361
Restaurant Sales	406,975	471,874	480,976	510,976	526,305
Industrial Sales	1,274,188	1,767,457	1,732,759	1,521,919	1,567,577
Public Authority Sales	36,228	42,620	40,425	45,423	45,423
Forfeited Discounts	18,667	18,392	18,000	18,000	18,000
Other	37,072	1,320	1,500	1,500	1,500
Total Operating Revenues	4,314,155	5,101,916	5,146,894	5,371,132	5,530,318
OPERATING EXPENDITURES					
Operation	46,945	91,134	85,756	89,796	89,935
Maintenance	402,607	386,287	393,336	403,600	408,132
Treatment	3,166,035	3,550,124	3,900,000	4,500,000	4,400,000
Accounting & Collecting	25,520	14,474	31,817	31,864	31,073
Administration & General	252,440	216,620	226,124	248,180	252,729
Depreciation	356,795	371,146	360,000	360,000	360,000
Total Operating Expenditures	4,250,342	4,629,785	4,997,033	5,633,440	5,541,869
Operating Income (Loss)	63,813	472,131	149,861	(262,308)	(11,551)
NONOPERATING REVENUES (EXPENSES)					
Interest Revenue	23,924	37,431	42,500	35,000	40,000
Interest Expense	(20,542)	(17,539)	(14,090)	(14,090)	(11,235)
Total Nonoperating Revenues (Expenses)	3,382	19,892	28,410	20,910	28,765
Income (loss) before Contributions and Transfers	67,195	492,023	178,271	(241,398)	17,214
Capital Contributions	100,805	92,202	-	-	-
Transfers Out	(12,759)	(13,033)	(13,000)	(13,000)	(13,500)
Net Income	155,241	571,192	165,271	(254,398)	3,714
Unreserved Fund Balance - January 1	774,575	929,816	1,501,008	1,159,953	1,666,279
Unreserved Fund Balance - December 31	\$ 929,816	\$ 1,501,008	\$ 1,666,279	\$ 905,555	\$ 1,669,993
SOURCES AND USES OF FUNDS					
Cash - Beginning of Year			\$ 3,310,311	\$ 3,129,147	\$ 3,716,741
+ Net Income			165,271	(254,398)	3,714
+ Depreciation/Amortization			360,000	360,000	360,000
- Debt Repayment			(103,841)	(103,841)	(107,011)
- Fixed Assets			(15,000)	(15,000)	(107,500)
Cash - End of Year			\$ 3,716,741	\$ 3,115,908	\$ 3,865,944

Village of Ashwaubenon

2016 Budget

Department: Sewer Utility

Fund: 530

Dept #: 5920

Account & Project Code		Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
OPERATION & TREATMENT EXPENSES										
5399	690	Labor & Benefits - Operations	23,708	65,482	52,056	52,096	53,315	1,219	2.34%	
6101	692	Operational Supplies	13	55	500	500	500	-	0.00%	
6113	691	Maintenance Supplies	-	1,674	5,000	6,000	6,000	-	0.00%	
6122	693	Gas & Oil	9,873	9,413	8,800	10,800	9,720	(1,080)	-10.00%	
8201	693	Vehicle Repairs	75	463	3,600	3,600	3,600	-	0.00%	
8400	694	Electric	13,276	14,047	15,800	16,800	16,800	-	0.00%	
8100	695	Sewerage Treatment Services	3,166,035	3,550,124	3,900,000	4,500,000	4,400,000	(100,000)	-2.22%	**
Total Operation & Treatment Expenses			3,212,980	3,641,258	3,985,756	4,589,796	4,489,935	(99,861)	-2.18%	
MAINTENANCE EXPENSES										
Labor & Benefits										
5399	696	Collecting System	49,565	53,016	92,334	92,546	98,843	6,297	6.80%	
5399	697	Lift Station	20,110	18,199	31,002	31,054	29,289	(1,765)	-5.68%	
Maintenance Supplies										
6113	696	Collecting System	298,376	278,314	225,000	225,000	225,000	-	0.00%	
6113	697	Lift Station	27,206	31,470	35,000	40,000	40,000	-	0.00%	
6113	698	Meters	7,350	5,288	10,000	15,000	15,000	-	0.00%	
Total Pumping Expenses			402,607	386,287	393,336	403,600	408,132	4,532	1.12%	
ADMINISTRATIVE & GENERAL EXPENSES										
5399	920	Labor & Benefits - Administrative	112,275	76,097	92,828	92,954	94,942	1,988	2.14%	
6100	921	Office Supplies	23	175	250	800	800	-	0.00%	
6122	930	Gas & Oil	-	890	-	-	-	-	N/A	
6213	923	Software Maintenance	1,457	9,415	3,000	3,000	4,000	1,000	33.33%	**
6304	930	Postage	410	525	1,000	2,400	2,400	-	0.00%	
6401	930	Uniforms	-	-	500	1,000	1,000	-	0.00%	
6402	930	Shoe Allowance	88	415	1,000	1,000	1,000	-	0.00%	
7100	930	Training/Conferences	610	1,000	500	1,000	1,000	-	0.00%	
7120	930	Dues & Subscriptions	-	-	250	500	500	-	0.00%	
8100	923	Contracted Services	43,713	28,263	21,000	21,000	21,000	-	0.00%	
8101	923	Computer Consulting	2,774	3,084	4,200	6,900	6,900	-	0.00%	
8102	923	Accounting & Auditing	4,750	3,000	5,000	5,000	5,000	-	0.00%	
8113	930	Printing	298	-	-	-	-	-	N/A	
8115	923	Engineering Services	814	-	15,000	30,000	30,000	-	0.00%	
8119	930	Investment Fees	8,001	8,003	-	-	-	-	N/A	
8206	931	Building Rental	38,686	39,866	41,042	41,042	42,303	1,261	3.07%	**
8300	930	Physical/Psychological Exams	75	25	-	-	-	-	N/A	
8305	924	Property & Liability Insurance	28,752	37,296	31,689	31,689	31,689	-	0.00%	
8309	924	Worker's Compensation	7,890	6,600	6,615	6,615	6,615	-	0.00%	
8401	930	Storm Water Charges	20	20	150	1,000	1,000	-	0.00%	
8402	930	Telephone	753	813	900	1,200	1,200	-	0.00%	
8403	921	Cell Phone	1,051	1,134	1,200	1,080	1,380	300	27.78%	**
Total Administrative & General Expenses			252,440	216,621	226,124	248,180	252,729	4,549	1.83%	
CUSTOMER ACCOUNTS EXPENSES										
Labor & Benefits										
5399	902	Meter Reading	12,312	472	17,222	17,248	16,092	(1,156)	-6.70%	
5399	903	Accounting & Collections	12,987	13,237	13,595	13,616	13,981	365	2.68%	
6119	905	Supplies - Accounting & Collections	221	764	1,000	1,000	1,000	-	0.00%	
Total Customer Accounts Expenses			25,520	14,473	31,817	31,864	31,073	(791)	-2.48%	
OTHER OPERATING EXPENSES										
9880	Depreciation		356,795	371,146	360,000	360,000	360,000	-	0.00%	
9881	Interest		20,542	17,539	14,090	14,090	11,235	(2,855)	-20.26%	
9882	Taxes		12,759	13,033	13,000	13,000	13,500	500	3.85%	
Total Other Operating Expenses			390,096	401,718	387,090	387,090	384,735	(2,355)	-0.61%	
TOTAL OPERATING EXPENSES			\$ 4,283,643	\$ 4,660,357	\$ 5,024,123	\$ 5,660,530	\$ 5,566,604	\$ (93,926)	-1.66%	
Fixed Assets - Capital Outlay			\$ 96,172	\$ 60,000	\$ 15,000	\$ 15,000	\$ 107,500	\$ 92,500	616.67%	

Footnotes:

Acct - 6213: GIS Arc Server Upgrade apportionment.

Acct - 8100: Increase due to approximate 10% increase in GBMSD Treatment Charges

Acct - 8206: 3% annual increase.

Acct - 8403: Increased to match actual trend.

DEPARTMENT DESCRIPTION:

The Storm Water Utility was created in 2012 to fund storm water related activities including; WDNR regulatory compliance (pond construction, Illicit Discharge monitoring, etc.), storm sewer maintenance, street sweeping, leaf collection and pond maintenance. All impervious surface properties within the Village contribute to the Storm Water Utility.

SERVICES:

- Regulatory compliance
- Storm Sewer Maintenance and Cleaning
- Street Sweeping
- Leaf Collection and Storage
- Storm Facility Maintenance
- Pond Design and Construction
- Stream Bank Stabilization
- Flood Control

STAFFING:

Position	FTE		Salary
	Actual 2015	Budget 2016	Actual 2015
Utility Operations Supervisor ⁽¹⁾	0.10	0.10	6,242
Billing Clerk ⁽²⁾	0.15	0.15	6,265
Customer Service Rep/Secretary ⁽³⁾	0.05	0.05	2,088
Seasonal and Part-time ⁽⁴⁾	Part-Time	Part-Time	3,326
Total FTE's and Salaries	0.30	0.30	\$ 17,921

Notes:

1. Utility Operations Supervisor covers all utilities with 10% allocated to the Storm Water Utility.
2. Billing Clerk position covers all utilities with 15% allocated to the Storm Water Utility.
3. Customer Service/Secretary position is allocated among multiple departments; 5% to Sewer Utility.
4. Seasonal and part-time help is shown as budgeted cost; actual costs vary as services are needed.

2015 ACCOMPLISHMENTS:

- Constructed the Holmgren Pond, located at the site of the former Schneider Community Credit Union (2655 Holmgren Way). The pond will treat runoff from over 169 acres and allow future development to “buy-in” to this village regional pond versus constructing their own pond.
- Purchased and demolished the former Sky Lit Motel in preparation of the future Ashland Pond. The Village acquired a WDNR land acquisition and construction grant to offset the aforementioned project costs.
- Replaced Echo Lane mini-storm sewer due to no access points for residents to maintain themselves.
- Designed and started the permitting process to dredge a portion of a Dutchman’s Creek tributary in the Sand Acres Drive area.
- Conducted a cut-and-spray effort in the Main Avenue regional pond area to control the spreading phragmites invasive species.
- Updated Village of Ashwaubenon Storm Water Management Plan.

2016 OBJECTIVES:

- Permit and construct the Ashland Pond, located at 2120 S. Ashland Avenue. The pond will enable redevelopment areas to discharge to an existing regional facility versus developers constructing their own on-site treatment facilities. This saves valuable developmental property and dollars.
- Updating MS4 mapping.
- Updating Storm Water Ordinances.
- Identify potential future storm water pond sites and stream bank stabilization areas.
- Calculate a payment system whereby the Storm Water Utility can get reimbursed for land and pond construction costs when developments occur within an existing regional ponds’ watershed.

BUDGET SUMMARY:

- The 2016 Storm Water Utility budget remains consistent with the 2015 budget trends.

2016 CAPITAL REQUESTS:

Ashland Pond Construction	Accepted: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Amount: \$ 480,000	New: <input checked="" type="checkbox"/>	Replacement: <input type="checkbox"/>

Justification:

Construction of the storm water pond located at the former Sky Lit Motel site at 2120 S. Ashland Avenue. The costs include engineering design, permitting and construction.

Village of Ashwaubenon

2016 Budget

Department: Storm Water Utility

Fund: 550

Dept #: 5950

Sources and Uses of Funds

Account Name	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget
OPERATING REVENUES					
Residential Sales	\$ 259,706	\$ 260,370	\$ 260,724	\$ 313,825	\$ 265,000
Commercial Sales	731,931	767,256	780,148	716,505	780,000
Restaurant Sales	56,471	57,318	57,629	55,281	57,000
Industrial Sales	90,012	90,012	90,213	88,115	90,000
Public Authority Sales	166,290	140,340	142,667	162,785	142,000
Private Fire Protection	1,189	571	545	1,164	600
Forfeited Discounts	4,047	4,211	2,165	-	2,500
Other	-	2,052	-	19,820	-
Total Operating Revenues	1,309,646	1,322,130	1,334,091	1,357,495	1,337,100
OPERATING EXPENDITURES					
Operation	129,957	211,959	216,400	223,600	188,200
Regulatory Compliance	20,623	102,441	103,700	120,100	72,100
Capital Improvement	64,396	33,107	172,000	96,000	96,000
Administration & General	144,204	207,677	215,298	217,073	251,306
Depreciation	74,649	91,373	75,000	75,000	75,000
Total Operating Expenditures	433,829	646,557	782,398	731,773	682,606
Operating Income (Loss)	875,817	675,574	551,693	625,722	654,494
NONOPERATING REVENUES (EXPENSES)					
Interest Revenue	-	3,138	4,000	3,000	4,500
Gain on Sale of Capital Assets	-	69	-	-	-
Total Nonoperating Revenues (Expenses)	-	3,207	4,000	3,000	4,500
Income (loss) before Contributions and Transfers	875,817	678,781	555,693	628,722	658,994
Capital Contributions	689,858	75,103	-	-	-
Transfers In	156,451	-	-	-	-
Net Income	1,722,126	753,884	555,693	628,722	658,994
Unreserved Fund Balance - January 1	1,817,857	3,539,983	4,293,867	4,286,500	4,849,560
Unreserved Fund Balance - December 31	\$ 3,539,983	\$ 4,293,867	\$ 4,849,560	\$ 4,915,222	\$ 5,508,554
SOURCES AND USES OF FUNDS					
Cash - Beginning of Year			\$ 560,793	\$ 1,364,040	\$ 606,486
+ Net Income			555,693	628,722	658,994
+ Depreciation/Amortization			75,000	75,000	75,000
- Fixed Assets			(585,000)	(585,000)	(480,000)
Cash - End of Year			\$ 606,486	\$ 1,482,762	\$ 860,480

Village of Ashwaubenon

2016 Budget

Department: Storm Water Utility

Fund: 550

Dept #: 5950

Account & Project Code		Description	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
OPERATION & MAINTENANCE EXPENSES										
		Labor & Benefits								
5399	802	Storm Sewer Cleaning/Repair	10,620	12,612	22,500	14,100	11,000	(3,100)	-21.99%	
5399	803	Street Sweeping	10,730	18,259	21,100	21,100	10,500	(10,600)	-50.24%	
5399	804	Leaf Collection & Storage	59,435	58,814	59,900	59,900	40,000	(19,900)	-33.22%	
5399	820	Stormwater Facility Maintenance	-	742	1,400	-	-	-	N/A	
		Maintenance Supplies								
6113	802	Storm Sewer Cleaning/Repair	9,223	9,497	10,000	12,000	12,000	-	0.00%	
6113	803	Street Sweeping	124	1,159	4,000	5,000	5,000	-	0.00%	
6113	804	Leaf Collection & Storage	6,045	5,407	3,000	3,000	3,000	-	0.00%	
6113	820	Stormwater Facility Maintenance	-	-	1,500	2,500	2,500	-	0.00%	
6122	801	Gas & Oil	-	25,364	18,000	18,000	16,200	(1,800)	-10.00%	
		Contracted Services								
8100	802	Storm Sewer Cleaning/Repair	18,449	59,035	30,000	40,000	40,000	-	0.00%	
8100	820	Stormwater Facility Maintenance	-	2,539	9,000	12,000	12,000	-	0.00%	
8110	804	Grass & Leaves Disposal	13,595	18,531	36,000	36,000	36,000	-	0.00%	
		Total Operation & Maintenance Expenses	128,221	211,959	216,400	223,600	188,200	(35,400)	-15.83%	
REGULATORY COMPLIANCE										
5399	840	Labor & Benefits	-	381	-	-	-	-	N/A	
6101	840	Operational Supplies	-	-	2,700	3,600	3,600	-	0.00%	
6303	840	WPDES Annual Permit Fee	3,000	3,000	3,000	3,000	3,000	-	0.00%	
7120	840	NEWSC Membership Fee	1,500	-	2,500	2,500	2,500	-	0.00%	
8100	840	Contracted Services	2,445	-	7,500	15,000	15,000	-	0.00%	
8100	841	Contracted Services - UNPS Grant	586	-	-	-	-	-	N/A	
8115	840	Engineering Services	3,064	42,300	40,000	48,000	48,000	-	0.00%	
8115	841	Engineering Services - UNPS Grant	10,028	56,760	48,000	48,000	-	(48,000)	-100.00%	**
		Total Regulatory Compliance	20,623	102,441	103,700	120,100	72,100	(48,000)	-39.97%	
CAPITAL IMPROVEMENT										
5399	870	Labor & Benefits - Flood/Quality Control	-	6,154	-	-	-	-	N/A	
		Contracted Services								
8100	870	Flood/Quality Control	18,689	9,334	72,000	72,000	72,000	-	0.00%	
8100	880	Equipment Purchase	1,392	5,105	-	-	-	-	N/A	
		Engineering Services								
8115	870	Flood/Quality Control	22,647	9,003	100,000	24,000	24,000	-	0.00%	
8115	880	Equipment Purchase	21,668	3,511	-	-	-	-	N/A	
		Total Capital Improvement	64,396	33,107	172,000	96,000	96,000	-	0.00%	
ADMINISTRATIVE & GENERAL EXPENSES										
5399	920	Labor & Benefits	129,808	139,487	177,075	177,350	210,583	33,233	18.74%	
6100	921	Office Supplies	148	76	1,000	1,000	1,000	-	0.00%	
6213	923	Software Maintenance	138	1,378	1,500	750	1,750	1,000	133.33%	**
6302	930	Newspaper Publishing	245	78	500	1,000	1,000	-	0.00%	
6304	930	Postage	-	357	750	1,000	1,000	-	0.00%	
7100	930	Training & Conferences	420	330	750	750	750	-	0.00%	
8100	923	Contracted Services	1,710	1,660	-	-	-	-	N/A	
8102	923	Accounting & Auditing	2,000	2,000	2,000	2,000	2,000	-	0.00%	
8201	930	Vehicle Repairs	1,937	29,588	10,500	12,000	12,000	-	0.00%	
8305	924	Property & Liability Insurance	4,392	3,696	4,838	4,838	4,838	-	0.00%	
8309	924	Worker's Compensation	3,294	3,552	4,145	4,145	4,145	-	0.00%	
8400	930	Electric	112	1,191	240	240	240	-	0.00%	
8401	930	Water, Sewer & Storm Water	-	30	-	-	-	-	N/A	
		Total Administrative & General Expenses	144,204	183,423	203,298	205,073	239,306	34,233	16.69%	
OTHER OPERATING EXPENSES										
9880		Depreciation	74,649	91,373	75,000	75,000	75,000	-	0.00%	
9882		Taxes	1,736	24,254	12,000	12,000	12,000	-	0.00%	
		Total Other Operating Expenses	76,385	115,627	87,000	87,000	87,000	-	0.00%	
TOTAL OPERATING EXPENSES			\$ 433,829	\$ 646,557	\$ 782,398	\$ 731,773	\$ 682,606	\$ (49,167)	-6.72%	
Fixed Assets - Capital Outlay			\$ 379,486	\$ 986,396	\$ 585,000	\$ 585,000	\$ 480,000	\$ (105,000)	-17.95%	

Footnotes:

Acct - 6213: GIS Arc Server Upgrade apportionment.

Acct - 8115: UNPS Grant should be wrapped up in 2015

INTERNAL SERVICE FUNDS

SUMMARY REPORT

Account	Dental Insurance	Health Insurance	Equipment Replacement	Total
REVENUES				
Premiums - Employer	\$ 96,532	\$ 1,771,926	\$ -	\$ 1,868,458
Premiums - Employee	14,638	263,662	-	278,300
Stop Loss Reimbursement	-	75,000	-	75,000
Insurance Refunds	-	25,000	-	25,000
Equipment Use Charge	-	-	426,232	426,232
Total Revenues	111,170	2,135,588	426,232	2,672,990
EXPENDITURES				
Insurance Expense	125,000	1,532,572	-	1,657,572
Prescription Expense	-	302,500	-	302,500
Insurance Administration	-	261,123	-	261,123
Wellness Program	-	30,000	-	30,000
Depreciation	-	-	486,232	486,232
Total Expenditures	125,000	2,126,195	486,232	2,737,427
Operating Income (Loss)	(13,830)	9,393	(60,000)	(64,437)
NON-OPERATING REVENUES				
Gain on Sale of Assets	-	-	10,000	10,000
Change in Net Position	(13,830)	9,393	(50,000)	(54,437)
Fund Balance - January 1	402,846	701,753	3,733,041	4,837,640
Fund Balance - December 31	\$ 389,016	\$ 711,146	\$ 3,683,041	\$ 4,783,203

INTERNAL SERVICE FUNDS
DENTAL INSURANCE - FUND 600
FUND DESCRIPTION:

The self-funded Dental Insurance Fund accounts for the provision of dental insurance to Village employees. All activities necessary to provide such insurance are accounted for in this fund; including, but not limited to, administration and operation. Financing is provided by charges to the Village's departments and contributions by Village employees for the insurance.

2016 NOTES:

- Premiums will remain the same for 2016. Employees pay 10% of the total dental premium.

2016								
Bi-Weekly Premium			Annual Premium					
Village	Employee	Total	Village	Employee	Total			
Single	\$ 13.20	\$ 1.47	\$ 14.67	\$ 343.20	\$ 38.22	\$ 381.42		
Employee + 1	\$ 39.92	\$ 4.43	\$ 44.35	\$ 1,037.92	\$ 115.18	\$ 1,153.10		
Family	\$ 39.92	\$ 4.43	\$ 44.35	\$ 1,037.92	\$ 115.18	\$ 1,153.10		

2015								
Bi-Weekly Premium			Annual Premium					
Village	Employee	Total	Village	Employee	Total			
Single	\$ 13.20	\$ 1.47	\$ 14.67	\$ 343.20	\$ 38.22	\$ 381.42		
Employee + 1	\$ 39.92	\$ 4.43	\$ 44.35	\$ 1,037.92	\$ 115.18	\$ 1,153.10		
Family	\$ 39.92	\$ 4.43	\$ 44.35	\$ 1,037.92	\$ 115.18	\$ 1,153.10		

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$	%	
REVENUES								
Dental Premiums								
Employer Share	\$ 98,890	\$ 95,897	\$ 95,989	\$ 95,800	\$ 96,532	\$ 732	0.76%	
Employee Share	16,122	14,886	17,838	14,562	14,638	76	0.52%	
Miscellaneous	-	-	-	-	-	-	0.00%	
Total Revenues	115,012	110,783	113,827	110,362	111,170	808	0.73%	
EXPENDITURES								
Dental Claims	103,047	121,600	125,000	110,000	125,000	15,000	13.64%	
Change in Net Position	11,965	(10,817)	(11,173)	362	(13,830)	(14,192)	N/A	
Net Position - January 1	412,871	424,836	414,019	424,181	402,846			
Net Position - December 31	\$ 424,836	\$ 414,019	\$ 402,846	\$ 424,543	\$ 389,016			

FUND DESCRIPTION:

The self-funded Health Insurance Fund accounts for the provision of health insurance to Village employees. All activities necessary to provide such insurance are accounted for in this fund; including, but not limited to, administration and operation. Financing is provided by charges to the Village's departments and contributions by Village employees for the insurance.

2016 NOTES:

- Established an optional high deductible health savings plan for employees.
- Premiums will increase 5.0% in 2016. Employees pay 10% of the total health premium.

	2016					
	Bi-Weekly Premium			Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 370.18	\$ 41.13	\$ 411.31	\$ 9,624.68	\$ 1,069.38	\$10,694.06
Employee + 1	\$ 566.45	\$ 62.94	\$ 629.39	\$ 14,727.70	\$ 1,636.44	\$16,364.14
Family	\$ 754.68	\$ 83.85	\$ 838.53	\$ 19,621.68	\$ 2,180.10	\$21,801.78

	2015					
	Bi-Weekly Premium			Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 352.55	\$ 39.17	\$ 391.72	\$ 9,166.30	\$ 1,018.42	\$10,184.72
Employee + 1	\$ 539.48	\$ 59.94	\$ 599.42	\$ 14,026.48	\$ 1,558.44	\$15,584.92
Family	\$ 718.74	\$ 79.86	\$ 798.60	\$ 18,687.24	\$ 2,076.36	\$20,763.60

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Health Premiums								
Employer Share	\$ 1,531,569	\$ 1,628,549	\$ 1,644,101	\$ 1,638,144	\$ 1,771,926	\$ 133,782	8.17%	
Employee Share	213,676	220,471	246,039	229,716	263,662	33,946	14.78%	
Stop Loss Reimbursements	-	65,992	75,764	-	75,000	75,000	N/A	
Insurance Refunds	25,771	28,453	25,000	15,000	25,000	10,000	66.67%	
Total Revenues	1,771,016	1,943,465	1,990,904	1,882,860	2,135,588	252,728	13.42%	
EXPENDITURES								
Medical Claims	1,384,690	1,655,792	1,603,529	1,387,860	1,532,572	144,712	10.43%	
Prescriptions	239,458	272,367	275,000	240,000	302,500			
Administration	273,032	294,161	255,000	275,000	261,123			
Wellness	26,357	29,563	30,000	30,000	30,000	-	0.00%	
Total Expenditures	1,923,537	2,251,883	2,163,529	1,932,860	2,126,195	144,712	7.49%	
Change in Net Position	(152,521)	(308,418)	(172,625)	(50,000)	9,393			
Net Position - January 1	1,335,317	1,182,796	874,378	1,101,362	701,753			
Net Position - December 31	\$ 1,182,796	\$ 874,378	\$ 701,753	\$ 1,051,362	\$ 711,146			

INTERNAL SERVICE FUNDS

EQUIPMENT REPLACEMENT - FUND 620

FUND DESCRIPTION:

The Equipment Replacement fund accounts for the provision of vehicles and equipment for General Government, Public Safety, Public Works and Parks, Recreation & Forestry Departments. All activities necessary to provide such vehicles and equipment are accounted for in this fund. Financing is provided by charging the participating departments a use charge based on the asset's annual depreciation.

2016 CAPITAL REQUESTS:

- Public Safety
3 2016 Ford Police SUV Squad Cars \$ 121,794
- Public Works
Snow Plow Truck Salt Spreader Replacement \$ 10,000

Account	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Equipment Use Charges	\$ 562,270	\$ 501,060	\$ 438,274	\$ 438,274	\$ 426,232	\$ (12,042)	-2.75%	
EXPENDITURES								
Depreciation	546,520	508,724	488,274	488,274	486,232	(2,042)	-0.42%	
Operating Income (Loss)	15,750	(7,664)	(50,000)	(50,000)	(60,000)	(10,000)	20.00%	
NONOPERATING REVENUES								
Gain (Loss) on Sale of Capital Assets	(5,188)	8,800	14,912	10,000	10,000	-	0.00%	
Income (Loss) before Transfers	10,562	1,136	(35,088)	(40,000)	(50,000)	(10,000)	25.00%	
Transfer In	-	41,468	-	-	-	-	0.00%	
Transfer (Out)	(156,451)	-	-	-	-	-	0.00%	
Change in Net Position	(145,889)	42,604	(35,088)	(40,000)	(50,000)			
Net Position - January 1	3,871,414	3,725,525	3,768,129	3,708,573	3,733,041			
Net Position - December 31	\$ 3,725,525	\$ 3,768,129	\$ 3,733,041	\$ 3,668,573	\$ 3,683,041			
Fund Equity								
Invested in Net Assets (restricted)	1,879,091	2,529,712	2,418,633	2,418,633	2,484,275			
Unrestricted	1,846,434	1,238,417	1,314,408	1,249,940	1,198,766			
Total Fund Equity	\$ 3,725,525	\$ 3,768,129	\$ 3,733,041	\$ 3,668,573	\$ 3,683,041			