2019 BUDGET

# 2019 BUDGET

### **Developed By:**

Mary Kardoskee, Village President Allison Swanson, Village Manager Greg Wenholz, Director of Finance

# Village of Ashwaubenon

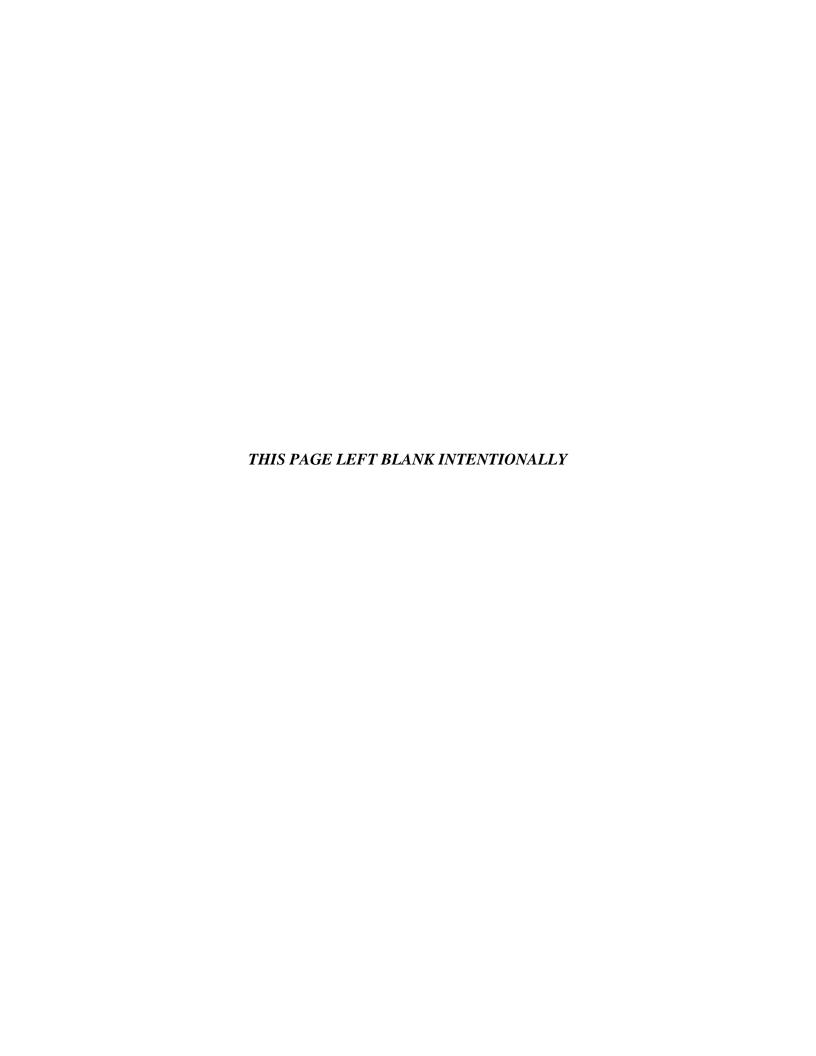
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# Village of Ashwaubenon

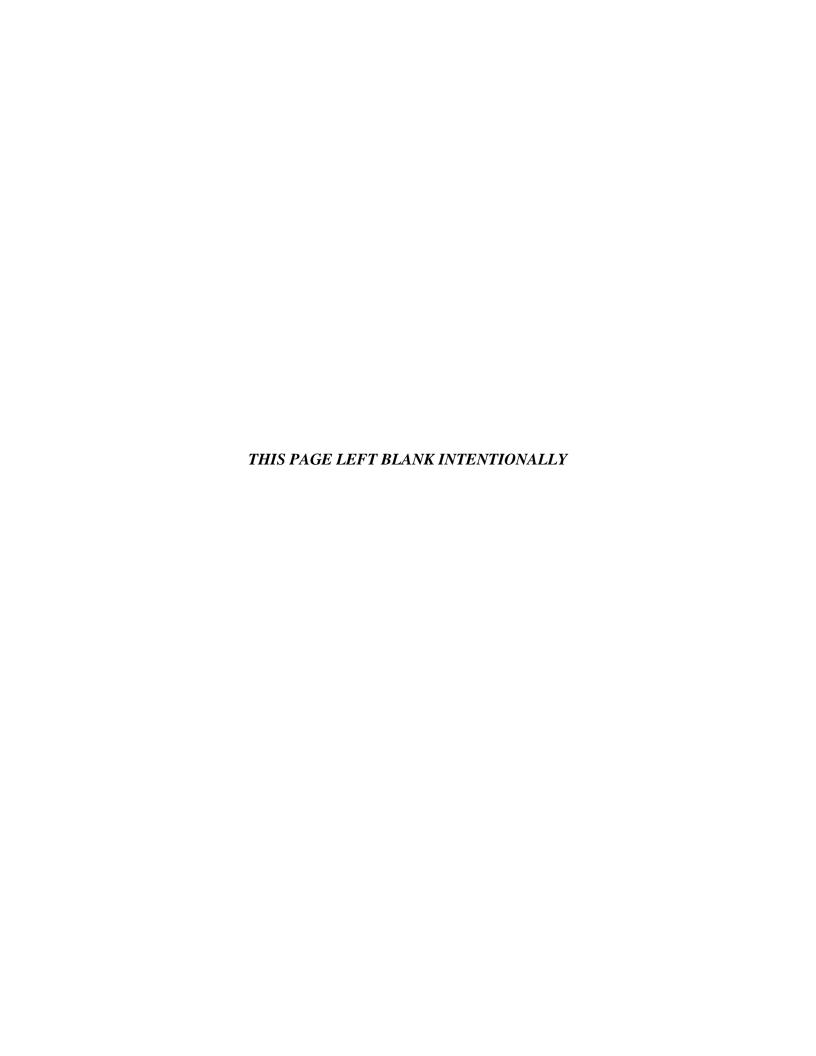
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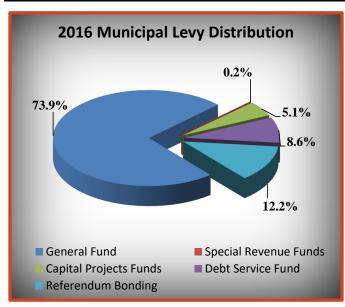


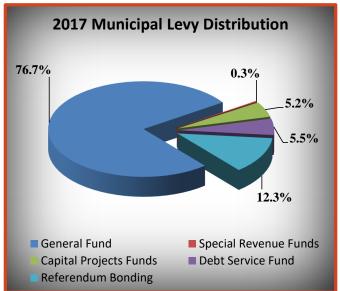
# Village of ASHWAUBENON 2019 Operating Budget

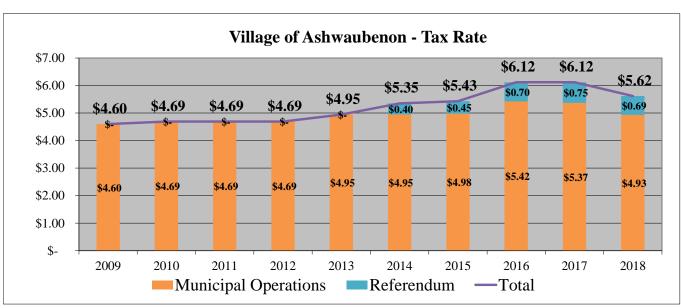
# INTRODUCTORY SECTION



		2018 BUDGET		201	9 BUDGET	
		2017 Levy	2018 Levy	Inc	rease/(Decrease)	Percent Change
General Fund	\$	9,367,928	\$ 9,621,558	\$	253,630	2.71%
Special Revenue Funds		25,000	37,500		12,500	50.00%
Capital Projects Funds		644,608	650,000		5,392	0.84%
Debt Service Fund		1,093,659	695,913		(397,746)	-36.37%
Referendum Bonding		1,545,250	1,543,250		(2,000)	-0.13%
Total Municipality Levy	\$	12,676,445	\$ 12,548,221	\$	(128,224)	-1.01%
Mynisinal Operations Toy Date	\$	5.37	\$ 4.93	¢	(0.44)	-8.19%
Municipal Operations Tax Rate	Þ			Þ	(0.44)	i
Referendum Related Tax Rate	\$	0.75	\$ 0.69	\$	(0.06)	NA
Total Municipal Tax Rate	\$	6.12	\$ 5.62	\$	(0.50)	-8.17%







Median Village of Ashwaubenon Home Assessed Value	\$ 158,600
2019 Budget Village of Ashwaubenon Tax Rate	\$ 5.61653
Tax Payment to the Village of Ashwaubenon	\$ 890.78

Village Services' Cost Breakout to the Average Village of Ashwaubenon Tax Payer:

Public Safety	\$	370.69
Public Works	Ψ	370.07
Engineering, Streets Maintenance, Curb & Gutter, Garage, Admin	\$	93.58
Snow Removal	\$	8.54
Street Lighting	\$	24.03
Annual Mill/Pave Road Reconstruction	\$	44.37
Sanitation (garbage, recycling, wood chipping, yard waste collection)	\$	46.53
Parks, Recreation, Forestry		
Pool, Lake, Youth / Adult / Co-Sponsored Programming, Administration	\$	34.43
Park Maintenance and Forestry	\$	38.85
General Government		
Administration, Court, Clerk, Assessor, Finance, Building Inspection, Attorney	\$	23.47
Other Government (insurance, village hall maintenance, building fund)	\$	32.33
IT	\$	9.02
Economic Development	\$	5.99
Debt Service - Municipal (Oneida St, Klipstine Park, Cormier Rd, Waube Ln)	\$	49.40
Debt Service - Referendum	\$	109.55
Average Homeowner Village of Ashwaubenon, WI  DATE January 1, 2019		1002
PAY TO Village of Ashwaubenon  Eight Hundred, ninety and 78/100	\$ DC	890.78
FOR Annual Property Tax  Average Homeon		

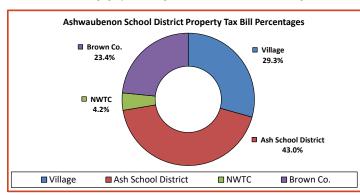
### Village of Ashwaubenon - Ashwaubenon School District

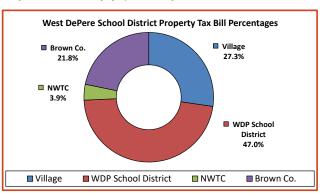
Fiscal					Vill	age of Ash	wau	benon								Overlapp	ing F	Rates			
Year/							C	apital		Percent		Ashwa	ubenon	No	rtheast	Wisconsin				Stat	te of
Tax Roll	G	eneral		Debt 8	Serv	vice	Pr	ojects/	Total	of Total		School	District	T	echnica	l College		Brown	County	Wisc	onsin
Year		Fund	M	unicipal	Re	eferendum	Sp	ec Rev	Rate	Tax Bill		Rate	Percent	]	Rate	Percent		Rate	Percent	Rate	Percent
2010/2009	\$	3.99	\$	0.07	\$	-	\$	0.54	\$ 4.60	22.6%	5	9.13	44.9%	\$	1.60	7.9%	\$	4.84	23.8%	\$ 0.18	0.9%
2011/2010	\$	4.19	\$	0.27	\$	-	\$	0.23	\$ 4.69	23.2%	5	9.07	44.9%	\$	1.61	8.0%	\$	4.67	23.1%	\$ 0.17	0.8%
2012/2011	\$	4.21	\$	0.31	\$	-	\$	0.17	\$ 4.69	23.7%	5	8.82	44.6%	\$	1.58	8.0%	\$	4.54	22.9%	\$ 0.17	0.8%
2013/2012	\$	4.01	\$	0.50	\$	-	\$	0.18	\$ 4.69	23.8%	5	8.78	44.6%	\$	1.56	7.9%	\$	4.50	22.8%	\$ 0.16	0.8%
2014/2013	\$	4.26	\$	0.52	\$	-	\$	0.17	\$ 4.95	23.7%	5	9.45	45.3%	\$	1.65	7.9%	\$	4.64	22.2%	\$ 0.17	0.8%
2015/2014	\$	4.26	\$	0.53	\$	0.40	\$	0.16	\$ 5.35	25.1%	5	10.33	48.4%	\$	0.81	3.8%	\$	4.69	22.0%	\$ 0.17	0.8%
2016/2015	\$	4.29	\$	0.51	\$	0.45	\$	0.18	\$ 5.43	25.4%	5	10.23	47.9%	\$	0.80	3.7%	\$	4.73	22.1%	\$ 0.17	0.8%
2017/2016	\$	4.54	\$	0.60	\$	0.70	\$	0.28	\$ 6.12	28.3%	5	9.78	45.3%	\$	0.84	3.9%	\$	4.69	21.7%	\$ 0.17	0.8%
2018/2017	\$	4.53	\$	0.52	\$	0.75	\$	0.32	\$ 6.12	28.4%	9	9.62	44.7%	\$	0.89	4.1%	\$	4.91	22.8%	\$ -	0.0%
2019/2018	\$	4.31	\$	0.31	\$	0.69	\$	0.31	\$ 5.62	29.3%	9	8.24	43.0%	\$	0.81	4.2%	\$	4.49	23.4%	\$ -	0.0%

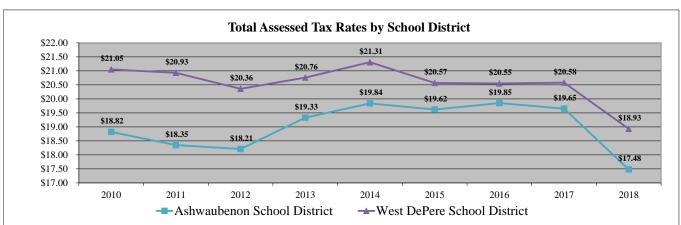
### Village of Ashwaubenon - West DePere School District

Fiscal					Vill	age of Ash	wau	benon								Overlapp	ing I	Rates			
Year/							C	apital		Percent	West 1	DePere		No	rtheast '	Wisconsin				Stat	e of
Tax Roll		General		Debt	Ser	vice	Pr	ojects/	<b>Fotal</b>	of Total	School	District	L	T	echnica	l College		Brown	County	Wisc	onsin
Year		Fund	N	<b>Aunicipal</b>	Re	eferendum	Sp	ec Rev	Rate	Tax Bill	Rate	Percent		I	Rate	Percent		Rate	Percent	Rate	Percent
2010/2009	;	3.99	\$	0.07	\$	-	\$	0.54	\$ 4.60	21.5%	\$ 10.19	47.6%		\$	1.60	7.5%	\$	4.84	22.6%	\$ 0.18	0.8%
2011/2010	:	4.19	\$	0.27	\$	-	\$	0.23	\$ 4.69	20.9%	\$ 11.29	50.3%		\$	1.61	7.2%	\$	4.67	20.8%	\$ 0.17	0.8%
2012/2011	;	\$ 4.21	\$	0.31	\$	-	\$	0.17	\$ 4.69	21.0%	\$ 11.40	50.9%		\$	1.58	7.1%	\$	4.54	20.3%	\$ 0.17	0.7%
2013/2012	;	\$ 4.01	\$	0.50	\$	-	\$	0.18	\$ 4.69	21.5%	\$ 10.93	50.1%		\$	1.56	7.1%	\$	4.50	20.6%	\$ 0.16	0.7%
2014/2013	;	4.26	\$	0.52	\$	-	\$	0.17	\$ 4.95	22.2%	\$ 10.88	48.8%		\$	1.65	7.4%	\$	4.64	20.8%	\$ 0.17	0.8%
2015/2014	;	4.26	\$	0.53	\$	0.40	\$	0.16	\$ 5.35	23.4%	\$ 11.80	51.7%		\$	0.81	3.5%	\$	4.69	20.5%	\$ 0.17	0.8%
2016/2015	:	4.29	\$	0.51	\$	0.45	\$	0.18	\$ 5.43	24.3%	\$ 11.18	50.1%		\$	0.80	3.6%	\$	4.73	21.2%	\$ 0.17	0.8%
2017/2016	;	4.54	\$	0.60	\$	0.70	\$	0.28	\$ 6.12	27.4%	\$ 10.48	47.0%		\$	0.84	3.8%	\$	4.69	21.0%	\$ 0.17	0.8%
2018/2017	:	4.53	\$	0.52	\$	0.75	\$	0.32	\$ 6.12	27.2%	\$ 10.55	47.0%		\$	0.89	4.0%	\$	4.91	21.9%	\$ -	0.0%
2019/2018	:	4.31	\$	0.31	\$	0.69	\$	0.31	\$ 5.62	27.3%	\$ 9.69	47.0%		\$	0.81	3.9%	\$	4.49	21.8%	\$ -	0.0%

Notes: The basis for property tax rates is per \$1,000 assessed valuation. The Village of Ashwaubenon completed a reassessment of property values during 2013 and 2018.







Village of Ashwaubenon Tax Increment Calculation

Taxing Jurisdiction	Apportioned Levy	Equalized Value (w/o TIF)	Interim Rate	Equalized Value (with TIE)	Amount to be Levied	Tax Increment	Assessed Value	Tax Rate
BROWN COUNTY	10,029,209	2,204,783,900	0.00454884	2,397,222,200	10,904,581	875,371	2,429,161,600	4.4890305
ASHWAUBENON SCHOOLS	16,466,315	1,967,491,791	0.008369191	2,125,583,891	17,789,418	1,323,103	2,159,013,200	8.2396060
WEST DEPERE SCHOOLS	2,286,626	237,292,109	0.009636335	271,638,309	2,617,598	330,971	270,148,400	9.6894806
VTAE	1,817,690	2,204,783,900	0.00082443	2,397,222,200	1,976,342	158,652	2,429,161,600	0.8135901
VILLAGE OF ASHWAUBENON	12,548,221	2,204,783,900	0.005691361	2,397,222,200	13,643,457	1,095,236	2,429,161,600	5.6165291
TOTAL FOR TAX INCREMENT					46,931,395	3,783,333		
STATE					1			
TOTAL AMOUNT TO BE LEVIED					\$ 46,931,395			
ALLOCATION OF TAX INCREMENT					TID #3 TID #4 TID #5	2,563,469 1,213,235 6,629 3,783,333	130,390,200 61,710,900 337,200 192,438,300	68% 32% 0% 100%

2019 Budget

# Village of Ashwaubenon Comparative Summary of Jurisdictional Levies and <u>Assessed Tax Rates</u> for 2017 and 2018 Levies

Ashwaubenon School District											
		II.				0,00	Increase/		Increase/	· /	
T		2017	2017 Ter Bets	2018	-	2018	(Decrease)	5,5,7			5
Jurisaiction		Levy	I ax Kate	Levy		ı ax Kate	In Levy	% CI	II I I		% Cnange
Village of Ashwaubenon	↔	\$ 12,676,445 \$ 6.11731	\$ 6.11731	\$ 12,5	12,548,221 \$	5.61653	\$ (128,224)	4) -1.01%	(0.50078) 8	078)	-8.19%
Ashwaubenon School District		17,821,961	9.62376	16,4	6,466,315	8.23961	(1,355,646)	6) -7.61%	(1.38416)	416)	-14.38%
N.W.T.C. Vocational School		1,836,148	0.88608	1,8	1,817,690	0.81359	(18,458)	8) -1.01%	(0.07248)	248)	-8.18%
Brown County		10,177,338	4.91131	10,0	0,029,209	4.48903	(148,129)	9) -1.46%	(0.42228)	228)	-8.60%
Tax Incremental Districts		3,022,126	-	3,4.	3,452,362	1	430,236	6 14.24%	0/		1
Subtotal		45,534,018	21.53846	44,3	44,313,797	19.15876	(1,220,220)	.0) -2.68%	(2.37970)	(026	-11.05%
State Credit - Schools		(3,727,573)	(1.88836)	(3,6	(3,613,850)	(1.67384)	113,722	2 3.05%	% 0.21452	452	11.36%
Net Levy and Tax Rate	↔	\$ 41,806,445 \$ 19.65009   \$ 40,699,947 \$ 17.48491   \$ (1,106,498)	\$ 19.65009	\$ 40,6	99,947 \$	17.48491	\$ (1,106,49)	8) -2.65% \$	% \$ (2.16518)	518)	-11.02%

West DePere School District												
		2017	,	2017		2018	2018	ıl (	Increase/ Decrease)		Increase/ (Decrease)	
Jurisdiction		Levy	Tax ]	x Rate		Levy	Tax Rate	]	in Levy	% Change	in Tax Rate	% Change
Village of Ashwaubenon	<del>∨</del>	\$ 12,676,445 \$ 6.11731	<del>∽</del>	6.11731	S	12,548,221 \$	5.61653	S	(128,224)	-1.01%	\$ (0.50078)	-8.19%
West DePere School District		2,325,460	_	10.55323		2,286,626	9.68948		(38,834)	-1.67%	(0.86375)	-8.18%
N.W.T.C. Vocational School		1,836,148		0.88608		1,817,690	0.81359		(18,458)	-1.01%	(0.07248)	-8.18%
Brown County		10,177,338		4.91131		10,029,209	4.48903		(148,129)	-1.46%	(0.42228)	-8.60%
Tax Incremental Districts		2,194,533		1		2,460,230	'		265,697	12.11%	ı	1
Subtotal		29,209,924	(1	22.46792		29,141,977	20.60863		(67,947)	-0.23%	(1.85929)	-8.28%
State Credits - Schools		(478,285)		(1.88836)		(452,186)	(1.67384)		26,099	5.46%	0.21452	11.36%
Net Levy and Tax Rate	<b>↔</b>	\$ 28,731,639 \$ 20.57956 <b>\$</b> 28,689,790 \$ 18.93479 <b>\$</b>	<b>€</b>	20.57956	8	28,689,790 \$	18.93479	8	(41,848)	-0.15% \$	\$ (1.64477)	-7.99%

2019 Budget

Village of Ashwaubenon

Comparative Summary of Jurisdictional Levies and <u>Equalized Tax Rates</u> for 2017 and 2018 Levies

Ashwaubenon School District										
	2017		2017		2018	2018	Increase/		Increase/	
Jurisdiction	Levy		Tax Rate		Levy	Tax Rate	in Levy	% Change	in Tax Rate	% Change
Village of Ashwaubenon	\$ 12,67	5,445 \$	\$ 12,676,445 \$ 5.78607	\$	12,548,221 \$	5.69136	\$ (128,224)	) -1.01%	\$ (0.09471)	-1.64%
Ashwaubenon School District	17,821,961	1,961	9.10266	1	6,466,315	8.36919	(1,355,646)	) -7.61%	(0.73347)	-8.06%
N.W.T.C. Vocational School	1,83	1,836,148	0.83810		1,817,690	0.82443	(18,458)	) -1.01%	(0.01367)	-1.63%
Brown County	10,177,338	7,338	4.64537		0,029,209	4.54884	(148,129)	) -1.46%	(0.09653)	-2.08%
Tax Incremental Districts #3 & #4	3,022	3,022,126	ı		3,452,362	ı	430,236	14.24%	ı	1
Subtotal	45,534,018	4,018	20.37220	4	44,313,797	19.43382	(1,220,221)	) -2.68%	(0.93838)	-4.61%
State Credit - Schools	(3,75)	(3,758,613)	(1.91973)	)	(3,628,425)	(1.84419)	130,188	3.46%	0.07554	3.94%
Net Levy and Tax Rate	\$ 41,773	5,405 \$	\$ 41,775,405 \$ 18.45247	\$	0,685,372 \$	17.58963	\$ 40,685,372 \$ 17.58963 \$ (1,090,033)	) -2.61% \$	\$ (0.86283)	-4.68%

West DePere School District											
	2017	201	17		2018	2018	ouI Ou	Increase/ Decrease)		Increase/	
Jurisdiction	Levy	TaxR	Rate		Levy	Tax Rate	i	in Levy	% Change	in Tax Rate	% Change
Village of Ashwaubenon	\$ 12,676,445 \$ 5.78607	5 5.	78607	<u>~</u>	12,548,221 \$	5.69136	<del>∽</del>	(128,224)	-1.01%	\$ (0.09471)	-1.64%
West DePere School District	2,325,460	6.6	98170		2,286,626	9.63633		(38,834)	-1.67%	(0.34536)	-3.46%
N.W.T.C. Vocational School	1,836,148	0	0.83810		1,817,690	0.82443		(18,458)	-1.01%	(0.01367)	-1.63%
Brown County	 10,177,338	4.6	64537		10,029,209	4.54884		(148,129)	-1.46%	(0.09653)	-2.08%
Tax Incremental Districts #3 & #4	2,194,533	İ			2,460,230	1		265,697	12.11%	1	1
Subtotal	 29,209,924	21.2	25123	(1	29,141,977	20.70097		(67,948)	-0.23%	(0.55027)	-2.59%
State Credits - Schools	(447,245)	(1,	(1.91973)		(437,611)	(1.84419)		9,633	2.15%	0.07554	3.94%
Net Levy and Tax Rate	\$ \$ 28,762,680 \$ 19.3	5 19.	33150	\$	33150 \$ 28,704,365 \$ 18.85678	18.85678	\$	(58,314)	-0.20%	\$ (0.47472)	-2.46%

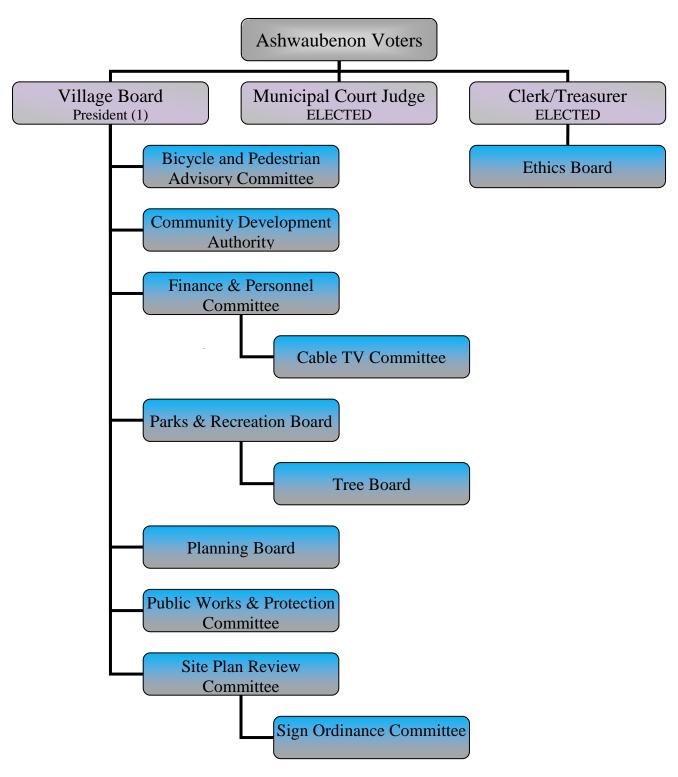
### Village of Ashwaubenon Elected and Appointed Officials and Consultants

Elected Position	Village Official	Length of Service	Expiration Date of Current Term
President	Mary Kardoskee	13 years	April 2019
Village Trustee – Wards 1 & 2	Allison Williams	2 year	April 2020
Village Trustee – Wards 3 & 4	Gary Paul	7 years	April 2020
Village Trustee – Wards 5 & 6	Chris Zirbel	2 year	April 2020
Village Trustee – Wards 7 & 8	Mark Williams	12 years	April 2021
Village Trustee – Wards 9 & 10	Ken Bukowski	9 years	April 2021
Village Trustee – Wards 11 & 12	Mike Malcheski	6 years	April 2021
Village Clerk/Treasurer	Patrick Moynihan, Jr.	5 years	April 2019
Municipal Court Judge	Gary Wickert	29 years	April 2020

Appointed Position	Village Associate	Employment in Position	Employment with Village
Village Manager	Allison Swanson	8 years	8 years
Village Attorney	Tony Wachewicz	2 year	2 year
Public Safety Director	Eric Dunning	12 years	24 years
Director of Public Works	Doug Martin	16 years	18 years
Finance Director	Greg Wenholz	12 years	12 years
Parks, Recreation & Forestry Director	Rex Mehlberg	13 years	13 years
Director of Community Development	Aaron Schuette	2 years	2 years
Street Superintendent	Lee VandenElzen	9 years	21 years
-		-	•

Consultant Type	Consultant
Assessor	Mike Denor, Fair Market Assessments, Green Bay, Wisconsin
Bond Counsel	Quarles & Brady, Milwaukee, Wisconsin
Certified Public Accountants	Schenck SC, Green Bay, Wisconsin
Financial Consultants	Robert W. Baird & Co., Milwaukee, Wisconsin
Labor Counsel	Von Briesen, Purtell & Roper, S.C., Milwaukee, Wisconsin
TIF Consultants	Robert W. Baird & Co., Milwaukee, Wisconsin

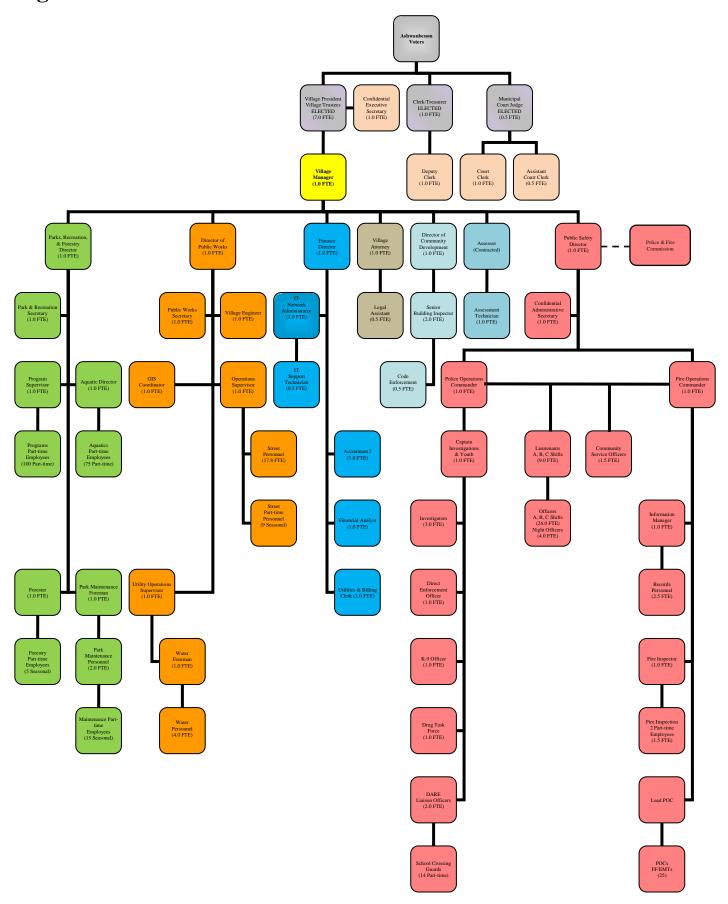
# **Village of Ashwaubenon Standing and Advisory Committees**

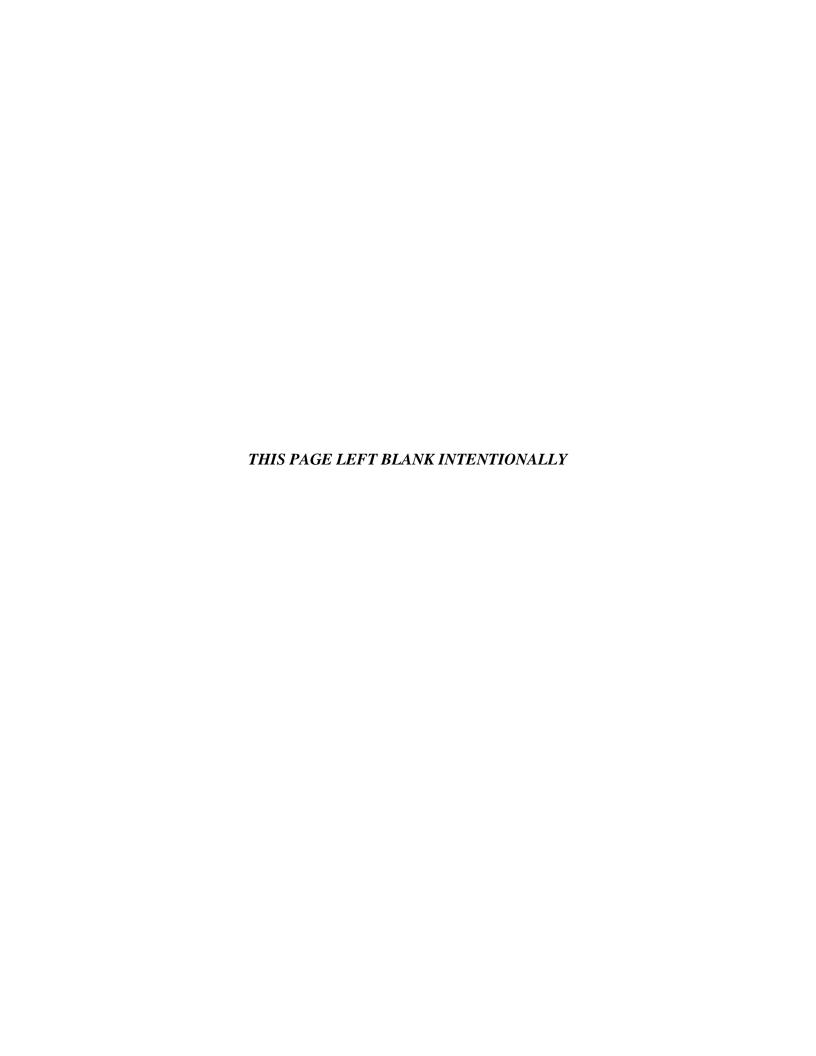


### **Committees with Appointments by Village President:**



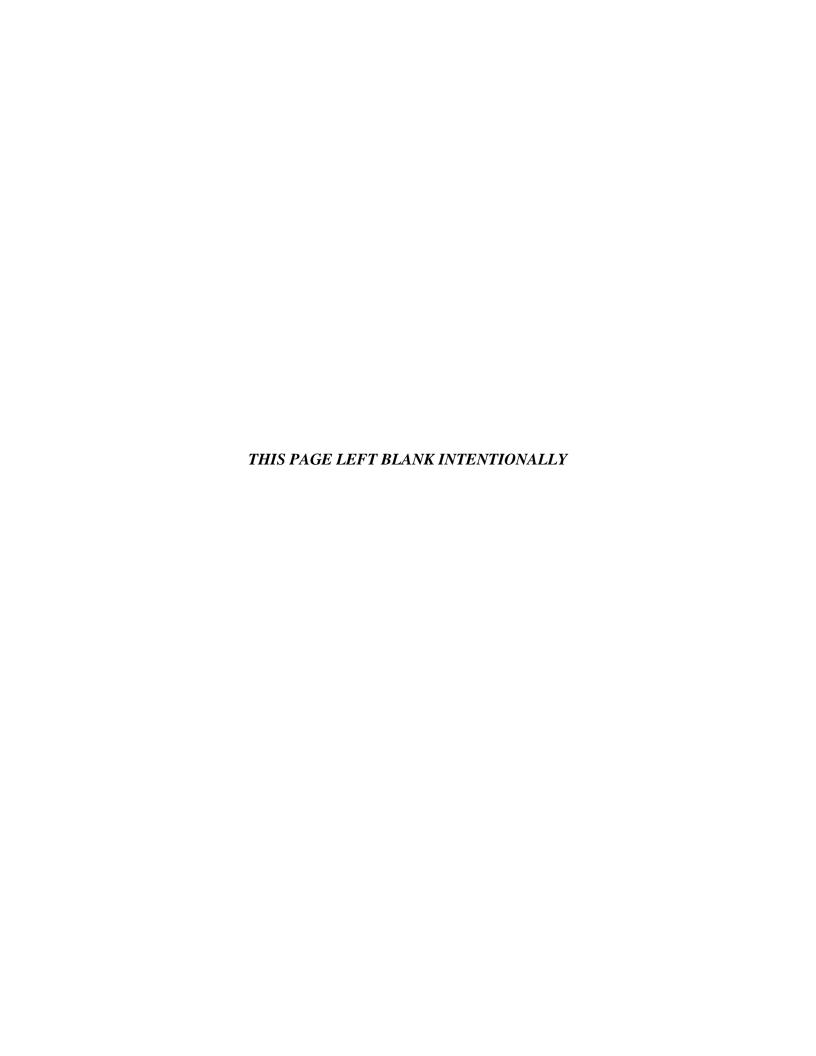
### Village of Ashwaubenon Organizational Chart



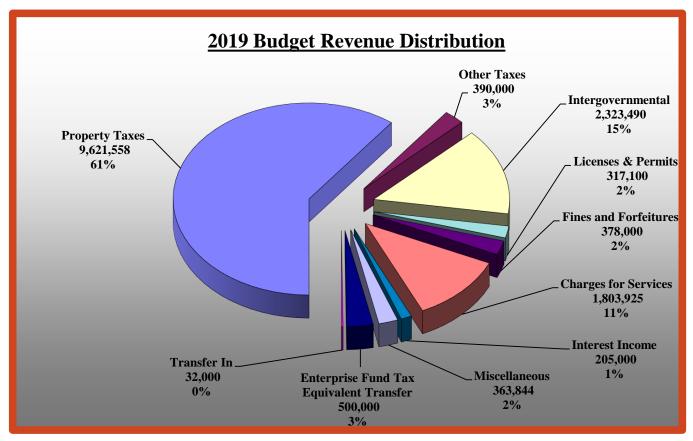


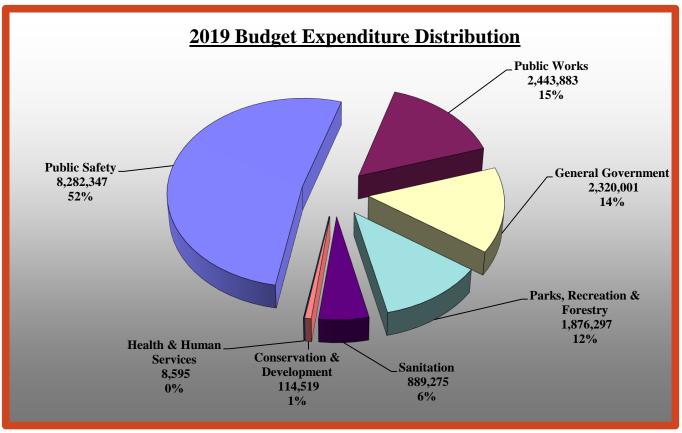
# Village of ASHWAUBENON 2019 Operating Budget

# GENERAL FUND



	2016	2017	2018	2018	2019
Account	Actual	Actual	Forecast	Budget	Budget
REVENUES		<b>.</b>	<b>.</b>	* • • • • • • • • • • • • • • • • • • •	<b>.</b>
Property Taxes	\$ 8,661,498	\$ 9,401,343	\$ 9,386,603	\$ 9,367,928	
Other Taxes	364,754	360,335	390,000	375,000	390,000
Intergovernmental	1,917,179	1,952,628	2,137,893	1,985,188	2,323,490
Special Assessments	2,204	35	2,416	-	-
Licenses & Permits	320,697	343,091	328,943	317,100	317,100
Fines and Forfeitures	401,551	310,770	378,000	378,000	378,000
Public Charges for Services	1,688,043	1,866,892	1,867,667	1,870,618	1,803,925
Interest Income	104,192	69,609	164,000	100,000	205,000
Donations	53,101	50,454	5,000	5,000	5,000
Miscellaneous	374,070	2,312,042	475,202	376,096	358,844
Total Revenues	13,887,289	16,667,199	15,135,724	14,774,930	15,402,917
EXPENDITURES					
General Government	2,274,568	2,304,534	2,307,183	2,424,866	2,320,001
Public Safety	7,191,955	7,690,315	7,953,124	7,867,546	8,282,347
Public Works	2,265,264	2,204,514	2,388,763	2,395,136	2,443,883
Sanitation	812,469	837,105	848,827	799,409	889,275
Parks, Recreation & Forestry	1,452,288	1,602,999	1,690,945	1,744,984	1,876,297
Health & Human Services	5,301	6,024	6,533	12,100	8,595
Conservation & Development	114,283	103,787	97,025	97,889	114,519
Total Expenditures	14,116,128	14,749,277	15,292,399	15,341,930	15,934,917
<b>Excess of Revenues over (under) Expenditures</b>	(228,839)	1,917,922	(156,675)	(567,000)	(532,000)
Other Financing Sources (Uses)					
Other Financing Sources (Uses)	1 505				
Proceeds from Sale of Other Capital Assets	1,505	502 947	500,000	525 000	500,000
Transfer In - Enterprise Fund Tax Equivalent	530,417	503,847	500,000	535,000	500,000
Transfers In	111,070	79,553	41,204	32,000	32,000
Transfers Out	(293,310)	(142,857)	(1,490,000)	(1,490,000)	
<b>Total Other Financing Sources</b>	349,682	440,543	(948,796)	(923,000)	532,000
Net Change in Fund Balance	120,842	2,358,465	(1,105,471)	(1,490,000)	_
		_,,	(-,- (-,- 1)	(=, -> 0,000)	
Fund Balance - January 1	\$ 5,191,801	\$ 5,312,643	\$ 7,671,108	\$ 7,461,980	\$ 6,565,637
Fund Polones December 21	¢ 5 212 642	¢ 7 (71 100	¢ 6 565 605	\$ 5,971,980	¢ 6 565 627
Fund Balance - December 31	\$ 5,312,643	\$ 7,671,108	\$ 6,565,637	\$ 5,971,980	\$ 6,565,637





		2016	2017	2018	2018	2019	2019 vs 2018	Budget
Account		Actual	Actual	Forecast	Budget	Budget		% Change
Taxes		A 0 551 400	<b></b>	<b>A.</b> 0.205.502	A 0.257.020	A 0 521 550	Φ 252 520	0.510
Property Taxes	4000	\$ 8,661,498	\$ 9,401,343	\$ 9,386,603	\$ 9,367,928	\$ 9,621,558	\$ 253,630	2.71%
Room Tax	4010	364,754	360,335	390,000	375,000	390,000	15,000	4.00%
Pay in Lieu of Tax-Airprt <b>Total Taxes</b>	4020	9,026,252	9,761,678	9,776,603	9,742,928	10,011,558	268,630	N/A 2.76%
Total Taxes		9,020,232	9,701,078	9,770,003	9,742,920	10,011,556	208,030	2.7070
Intergovernmental								
State Aids								
Personal Property Aid	4119	-	-	-	-	184,305	184,305	N/A
Shared Taxes From State	4120	379,224	382,867	370,653	389,191	364,588	(24,603)	-6.32%
Expenditure Restraint Program	4121	31,131	-	-	-	120,211	120,211	N/A
Exempt Computer Aids	4122	317,750	234,492	237,939	240,000	240,000	-	0.00%
Fire Insurance Tax	4123	82,781	86,267	87,713	88,606	88,000	(606)	-0.68%
Municipal Service	4124	6,360	6,615	5,630	6,250	5,600	(650)	-10.40%
Transportation Aid	4125	886,512	904,335	967,366	962,597	962,242	(355)	-0.04%
Recycling Grant	4126	68,614	76,074	76,043	70,000	75,000	5,000	7.14%
DNR Rescue	4127	25,000 14,377	6,333	6,084	6,500	6,000	(500)	N/A -7.69%
Police Training	4128 4129	2,563	7,520	5,020	5,020	5,020	(300)	-7.69% 0.00%
DOJ Grant	4129	36,519	47,761	36,445	3,020	30,000	30,000	0.00% N/A
Local Aids	4130	30,319	47,701	50,445	_	30,000	50,000	N/A N/A
Fire Protection	4152	_	_	_	_	_	_	N/A
School District	4153	62,369	193,193	200,500	200,500	200,500	_	0.00%
Other	4150	3,979	7,171	144,500	16,524	42,024	25,500	154.32%
Total Intergovernmental		1,917,179	1,952,628	2,137,893	1,985,188	2,323,490	338,302	17.04%
9		Í					ĺ	
Special Assessments	4297	2,204	35	2,416	-	-	-	N/A
Licenses & Permits								
Lieuw & Malla Dannara	4300	27 207	90.202	40,000	40,000	40,000		0.000/
Liquor & Malk Beverage Operators	700 701	37,287 13,075	80,293 15,795	40,000 13,500	40,000 13,500	40,000 13,500	-	0.00% 0.00%
Cigarette	701	1,700	2,010	1,800	1,800	1,800	-	0.00%
Bicycle	702	1,700	2,010	1,000	1,800	1,800	_	0.00%
Dog	703	1,333	1,558	1,500	1,500	1,500	_	0.00%
Cat	705	80	75	200	200	200	_	0.00%
Peddlers	707	4,350	2,750	15,900	15,900	15,900	_	0.00%
Weights & Measures	708	25,264	24,094	28,000	28,000	28,000	_	0.00%
Short Term Rental	712			5,000	5,000	5,000	-	0.00%
Other	706	14,365	14,540	5,000	5,000	5,000	-	0.00%
Total Licenses		97,454	141,115	111,000	111,000	111,000	_	0.00%
Permits	4350							
Rezoning Hearing	720	4,200	2,700	2,000	2,000	2,000	-	0.00%
Building	721	90,981	87,043	99,278	90,000	90,000	-	0.00%
Electrical	722	31,046	26,050	29,396	30,000	30,000	-	0.00%
Plumbing	723	34,960	31,546	32,653	30,000	30,000	-	0.00%
Heating	724	34,131	28,210	30,301	30,000	30,000	-	0.00%
Sewer	725	2,910	2,890	2,620	4,100	4,100	-	0.00%
Right of Way	726	9,075	9,569	6,545	6,000	6,000	-	0.00%
Curb Cut	727	380	635	500	500	500	-	0.00%
Alarm Other	728	11,310	9,359	11,500	11,500	11,500	-	0.00%
Other  Total Permits	729	4,250 223,243	3,974 201,976	3,150 217,943	2,000 206,100	2,000 206,100	-	0.00%
Total Licenses & Permits		320,697	343,091	328,943	317,100	317,100	-	0.00%
		223,071	2.3,071	220,713	517,100	017,100		0.0070
Fines and Forfeitures								
Court Penalties & Costs	4400	372,872	286,305	350,000	350,000	350,000	-	0.00%
Parking Violations	4410	28,679	24,465	28,000	28,000	28,000	-	0.00%
Total Fines and Forfeitures		401,551	310,770	378,000	378,000	378,000	-	0.00%
	ļ							

National		2016	2017	2018	2018	2019	2019 vs 201	18 Budget	
Sale O Materials and Supplies   450	Account		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
Sale O Materials and Supplies   450									
Size Plan Revises   450		4500	0.071	10 150	7,000	7 000	7 000		0.00%
SAMbuldvission Frees   450	= =		· · · · · · · · · · · · · · · · · · ·			· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	-	
Public Safety   Resease Squad Services   4505   577,957   506,449   505,000   425,000   505,000   80,000   18,82%   Fire Inspections   4510   92,209   94,377   96,837   94,000   194,000   -0,000%   194,00								-	
Rescue Squad Services		4303	3,300	3,030	1,750	1,750	1,730	-	0.0070
Fire Inspections	•	4505	377 957	506 449	505 000	425,000	505,000	80,000	18 82%
Police Charges for Services	Fire Inspections					· · · · · · · · · · · · · · · · · · ·		-	
Fire Charges for Services						,	· · · · · · · · · · · · · · · · · · ·	_	
Rescue Charges for Services   450			· · · · · · · · · · · · · · · · · · ·		,		,	_	
Public Safety Accident Reports								5,000	
Miss & Warrent Fees						-	-	-	
False Alarms		4508	1,532	1,083	1,569	1,500	1,500	-	0.00%
Parks, Recreation & Forestry   Administration   6.32	False Alarms	4511				14,000	15,000	1,000	7.14%
Administration   6.32   1.283   3.00   3.00   3.00   0.00%   High School Pool   50,949   59,772   77,745   82,745   80,568   (2.17)   2.63%   Ashwaubomay Lake   130,333   125,984   126,970   136,676   140,176   3,500   2.56%   Adult Recreation Programs   48,320   31,793   32,290   32,290   32,292   2   0.01%   Youth Recreation Programs   48,320   31,793   32,290   32,290   32,292   7.225   7.225   7.23%   Youth Recreation Programs   48,320   31,793   32,290   32,290   32,292   7.225   7.225   7.23%   Facility Rentals   457   46,574   65,430   60,000   61,000   68,043   7.043   11.55%   Tree Planting Program   451   10,083   2.465   30,000   30,000   30,000   -0.00%   Total Parks, Recreation & Forestry   411,405   2.465   30,000   30,000   30,000   -0.00%   Recycling   4514   1,776   2,807   2.500   3,000   2.500   (500)   -16,67%   Snow Removal   4515   1,658   1,555   1,750   1,750   1,750   -0.00%   Recycling   4520   4,948   13,947   1,500   15,000   10,000   (5,000   3,33%   Total Parks Collection Garbage Cans   1,8312   36,778   14,750   2,750   22,250   (5,500)   2,000   Total Public Works   18,312   36,778   14,750   2,750   22,250   (5,500)   2,000   Total Public Charges   554,236   554,931   550,000   600,000   4,000   3,000   2,000   Total Public Charges of Services   16,88,043   1,866,892   1,867,667   1,870,618   1,803,925   (66,693)   3,35%    Interest Income   104,192   69,609   164,000   3,000   3,000   2,000   105,000   105,000    Donations   470   53,101   50,454   5,000   5,000   5,000   5,000   -0.00%   Miscellaneous   104,192   69,609   164,000   100,000   2,500   105,000   105,000    Total Revenues   13,887,289   16,667,199   15,135,724   14,774,930   15,402,917   62,987   4,23%    Other Finances Sources   13,887,289   16,667,199   15,135,724   14,774,930   15,402,917   62,987   4,23%    Other Finances Cources   1,505	Total Public Safety		686,299	842,090	843,436	754,500	840,500	86,000	11.40%
High School Pool	Parks, Recreation & Forestry								
Ashwanbomay Lake	Administration		632	1,283	300	300	300	-	0.00%
Adult Recreation Programs	High School Pool		50,949	59,772	77,745	82,745	80,568	(2,177)	-2.63%
Co-Sponsored Programs   Youth Reveration Programs   Youth Reveration Programs   Youth Reveration Program   Youth Reveration Program   Youth Reveration Program   Youth Reveration Represent   Youth Program    Ashwaubomay Lake		130,333	125,984	126,970	136,676	140,176	3,500	2.56%	
Youth Recreation Programs	Adult Recreation Programs		52,619	46,648	60,000	61,880	58,544	(3,336)	-5.39%
Facility Rentals									0.01%
Tree Planting Program	2					· · · · · · · · · · · · · · · · · · ·		(7,225)	-7.23%
Total Parks, Recreation & Forestry Public Works   Weed Control   4514   1,776   2,807   2,500   3,000   2,500   (500)   -16,67%   Snow Removal   4515   1,658   1,555   1,750   1,750   1,750   - 0,000%   Recycling   620   640	•					· ·		7,043	
Public Works   Weed Control		4521		•				-	
Weed Control			411,405	416,704	448,981	477,868	475,675	(2,193)	-0.46%
Show Removal   4515   1.658   1.555   1.750   1.750   1.750   - 0.00%   Rebbish Collection/Garbage Cans   7.477   18.469   8.000   7.000   7.000   - 0.00%   Recycling   4520   4.948   13.947   1.500   15.000   10.000   (5.000)   -33.33%   Other Charges   2.453   - 1.000   1.000   1.000   (5.000)   -33.33%   Childrothal Charges   2.453   - 1.000   1.000   1.000   (5.000)   -33.33%   Childrothal Charges for Service Reimbursements   554.236   554.931   550.000   600.000   455.000   (145.000)   -24.17%   Childrothal Charges for Services   1.688.043   1.866.892   1.867.667   1.870.618   1.803.925   (66.693)   -3.57%   Childrothal Charges for Services   1.688.043   1.866.892   1.867.667   1.870.618   1.803.925   (66.693)   -3.57%   Childrothal Charges for Services   554.236   554.236   554.231   550.000   600.000   455.000   (145.000)   -24.17%   Childrothal Charges for Services   1.688.043   1.866.892   1.867.667   1.870.618   1.803.925   (66.693)   -3.57%   Childrothal Charges for Services   1.688.043   1.866.892   1.867.667   1.870.618   1.803.925   (66.693)   -3.57%   Childrothal Charges for Services   1.688.043   1.866.892   1.867.667   1.870.618   1.803.925   (66.693)   -3.57%   Childrothal Charges for Services   1.688.043   1.866.892   1.867.667   1.870.618   1.803.925   (66.693)   -3.57%   Childrothal Charges for Services   1.869.043   1.867.667   1.870.618   1.803.925   (66.693)   -3.57%   Childrothal Charges for Services   1.860.892   1.867.667   1.870.618   1.803.925   (66.693)   -3.57%   Childrothal Charges for Services   1.860.892   1.867.667   1.870.018   1.800.000   200.000   105.000   110.50%   Childrothal Charges for Services   1.860.892   1.867.667   1.870.000   3.000   3.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   1.000.000   2.000   2.000   2.000   2.000   2.000   2.000   2.000   2.000   2.000   2									
Rubbish Collection/Garbage Cans Recycling 4520 4,948 13,947 1,500 15,000 10,000 (5,000) -3,333% Cother Charges 2,453 -1,000 1,000 1,000 1,000 -0,00% Total Public Works 18,312 36,778 14,750 27,750 22,250 (5,500) -19,82% Labor and Service Reimbursements 554,236 554,931 550,000 600,000 455,000 (145,000) -2,17% Total Public Charges for Services 18,312 36,778 14,750 27,750 22,250 (5,500) -19,82% Total Public Charges for Services 1,688,043 1,866,892 1,867,667 1,870,618 1,803,925 (66,693) -3,57%  Interest Income Interest on Investments Interest on Investments Interest on Deliquent Taxes 4602 4,861 2,226 6,000 3,000 3,000 - 0,000% Interest On Special Assessment 4603 4,120 4,704 2,000 2,000 2,000 - 0,000% Total Interest Income  Donations 4702 53,101 50,454 5,000 5,000 50,000 105,000 105,000  Miscellaneous Cable Tv Franchise Fee 4700 84,656 87,180 89,776 89,776 92,524 2,748 3,06% Miscellaneous 374,070 2,312,042 475,202 376,096 358,844 (17,252) -4,59%  Total Revenues 13,887,289 16,667,199 15,135,724 14,774,930 15,402,917 627,987 4,25%  Other Finances Sources Long Term Debt Issued -			· · · · · · · · · · · · · · · · · · ·					, ,	
Recycling		4515						-	
Other Charges   1,453   - 1,1000   1,000   1,000   - 0,00%	_							-	
18,312   36,778   14,750   22,750   22,250   (5,500)   -19,82%	, ,	4520		13,947			· ·		
S54,236   S54,931   S50,000   G00,000   455,000   (145,000)   -24,17%	=			- 26.770					
Total Public Charges for Services									
Interest Income   Interest Income   Interest on Investments   95,211   62,679   156,000   95,000   200,000   105,000   110,53%   Interest On Deliquent Taxes   4602   4,861   2,226   6,000   3,000   3,000   3,000   - 0,00%   105,000   Total Interest Income   104,192   69,609   164,000   100,000   205,000   105,000   105,000   105,00%   Interest Income   104,192   69,609   164,000   100,000   205,000   105,000   105,00%   Interest Income   228,575   207,500   213,000   230,000   210,000   200,000   - 0,00%   Interest Income   228,575   207,500   213,000   230,000   210,000   (20,000)   - 8,70%   Interest Income   238,656   87,180   89,776   89,776   92,524   2,748   3,06%   Interest Income   374,070   2,312,042   475,202   376,096   358,844   (17,252)   -4,59%   Interest Income   13,887,289   16,667,199   15,135,724   14,774,930   15,402,917   627,987   4,25%   Interest Income   238,004   Interest Income   13,887,289   16,667,199   15,135,724   14,774,930   15,402,917   627,987   4,25%   Interest Income   1,505   Int									
Interest on Investments   10,000   105,000	Total Fublic Charges for Services		1,066,043	1,000,092	1,007,007	1,870,018	1,805,925	(00,093)	-3.37%
Interest on Investments   10,000   105,000	Interest Income								
Interest On Deliquent Taxes			05 211	62 670	156,000	95,000	200,000	105 000	110 53%
Interest On Special Assessment   4603   4,120   4,704   2,000   2,000   2,000   0   0.00%		4602	· · · · · · · · · · · · · · · · · · ·		,		,	105,000	
Total Interest Income								_	
Donations	1	4003						105 000	
Miscellaneous         Cable Tv Franchise Fee         4700         228,575         207,500         213,000         230,000         210,000         (20,000)         -8.70%           Rent         4701         84,656         87,180         89,776         89,776         92,524         2,748         3.06%           Miscellaneous         60,839         2,017,362         172,426         56,320         56,320         -         0.00%           Total Miscellaneous         374,070         2,312,042         475,202         376,096         358,844         (17,252)         -4.59%           Total Revenues           Long Term Debt Issued         -         -         -         -         -         N/A           Premium on Debt Issued         -         -         -         -         -         -         N/A           Proceeds from Sale of Land         -         -         -         -         -         N/A           Proceeds from Sale of Other Capital Assets         1,505         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivaler 4025         530,417         503,847         500,000         535,000         500,000         350,000         -         -         -	Total Interest Income		101,192	07,007	101,000	100,000	203,000	105,000	103.0070
Miscellaneous         Cable Tv Franchise Fee         4700         228,575         207,500         213,000         230,000         210,000         (20,000)         -8.70%           Rent         4701         84,656         87,180         89,776         89,776         92,524         2,748         3.06%           Miscellaneous         60,839         2,017,362         172,426         56,320         56,320         -         0.00%           Total Miscellaneous         374,070         2,312,042         475,202         376,096         358,844         (17,252)         -4.59%           Total Revenues           Long Term Debt Issued         -         -         -         -         -         N/A           Premium on Debt Issued         -         -         -         -         -         -         N/A           Proceeds from Sale of Land         -         -         -         -         -         N/A           Proceeds from Sale of Other Capital Assets         1,505         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivaler 4025         530,417         503,847         500,000         535,000         500,000         350,000         -         -         -	Donations	4702	53,101	50.454	5.000	5.000	5.000	_	0.00%
Cable Tv Franchise Fee         4700         228,575         207,500         213,000         230,000         210,000         (20,000)         -8.70%           Rent         4701         84,656         87,180         89,776         89,776         92,524         2,748         3.06%           Miscellaneous         60,839         2,017,362         172,426         56,320         56,320         - 0.00%           Total Miscellaneous         374,070         2,312,042         475,202         376,096         358,844         (17,252)         -4.59%           Other Finances Sources           Long Term Debt Issued         N/A         - N/A         Premium on Debt Issued         N/A         N/A           Proceeds from Sale of Land         N/A         - N/A         Proceeds from Sale of Other Capital Assets         1,505         N/A         N/A           Transfer In - Enterprise Fund Tax Equivalet 4025         530,417         503,847         500,000         535,000         500,000         655,000         - 6.54%           Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         - 6.17%           TOTAL REVENUES & OTHER FINANCING				,	2,000	-,	2,000		
Cable Tv Franchise Fee         4700         228,575         207,500         213,000         230,000         210,000         (20,000)         -8.70%           Rent         4701         84,656         87,180         89,776         89,776         92,524         2,748         3.06%           Miscellaneous         60,839         2,017,362         172,426         56,320         56,320         - 0.00%           Total Miscellaneous         374,070         2,312,042         475,202         376,096         358,844         (17,252)         -4.59%           Other Finances Sources           Long Term Debt Issued         N/A         - N/A         Premium on Debt Issued         N/A         N/A           Proceeds from Sale of Land         N/A         - N/A         Proceeds from Sale of Other Capital Assets         1,505         N/A         N/A           Transfer In - Enterprise Fund Tax Equivalet 4025         530,417         503,847         500,000         535,000         500,000         655,000         - 6.54%           Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         - 6.17%           TOTAL REVENUES & OTHER FINANCING	Miscellaneous								
Rent Miscellaneous         4701 Miscellaneous         84,656 60,839 2,017,362 172,426 56,320 56,320 56,320 56,320 50,000%         2,748 3.06% 56,320		4700	228,575	207,500	213,000	230,000	210,000	(20,000)	-8.70%
Miscellaneous         60,839         2,017,362         172,426         56,320         56,320         -         0.00%           Total Miscellaneous         374,070         2,312,042         475,202         376,096         358,844         (17,252)         -4.59%           Total Revenues         13,887,289         16,667,199         15,135,724         14,774,930         15,402,917         627,987         4.25%           Other Finances Sources         2         13,887,289         16,667,199         15,135,724         14,774,930         15,402,917         627,987         4.25%           Other Finances Sources         2         -         -         -         -         -         -         N/A           Premium on Debt Issued         -         -         -         -         -         -         N/A           Proceeds from Sale of Land         -         -         -         -         -         N/A           Proceeds from Sale of Other Capital Assets         1,505         -         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivalet 4025         530,417         503,847         500,000         535,000         500,000         35,000         -6.54%           Operating Transfer In <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>									
Total Miscellaneous         374,070         2,312,042         475,202         376,096         358,844         (17,252)         -4.59%           Total Revenues         13,887,289         16,667,199         15,135,724         14,774,930         15,402,917         627,987         4.25%           Other Finances Sources         Long Term Debt Issued         -         -         -         -         -         -         N/A           Premium on Debt Issued         -         -         -         -         -         N/A           Proceeds from Sale of Land         -         -         -         -         -         N/A           Proceeds from Sale of Other Capital Assets         1,505         -         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivaler 4025         530,417         503,847         500,000         535,000         500,000         (35,000)         -6.54%           Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         -         0.00%           Total Other Finances Sources         642,992         583,400         541,204         567,000         532,000         (35,000)         -6.17%	Miscellaneous					56,320		-	0.00%
Other Finances Sources           Long Term Debt Issued         -         -         -         -         -         -         N/A           Premium on Debt Issued         -         -         -         -         -         -         N/A           Proceeds from Sale of Land         -         -         -         -         -         -         N/A           Proceeds from Sale of Other Capital Assets         1,505         -         -         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivaler 4025         530,417         503,847         500,000         535,000         500,000         (35,000)         -6.54%           Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         -         0.00%           Total Other Finances Sources         642,992         583,400         541,204         567,000         532,000         (35,000)         -6.17%	Total Miscellaneous		374,070	2,312,042		376,096	358,844	(17,252)	
Other Finances Sources           Long Term Debt Issued         -         -         -         -         -         -         N/A           Premium on Debt Issued         -         -         -         -         -         -         N/A           Proceeds from Sale of Land         -         -         -         -         -         -         N/A           Proceeds from Sale of Other Capital Assets         1,505         -         -         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivaler 4025         530,417         503,847         500,000         535,000         500,000         (35,000)         -6.54%           Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         -         0.00%           Total Other Finances Sources         642,992         583,400         541,204         567,000         532,000         (35,000)         -6.17%									
Long Term Debt Issued	<b>Total Revenues</b>		13,887,289	16,667,199	15,135,724	14,774,930	15,402,917	627,987	4.25%
Long Term Debt Issued									
Premium on Debt Issued         -         -         -         -         -         N/A           Proceeds from Sale of Land         -         -         -         -         -         -         N/A           Proceeds from Sale of Other Capital Assets         1,505         -         -         -         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivaler 4025         530,417         503,847         500,000         535,000         500,000         (35,000)         -6.54%           Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         -         0.00%           Total Other Finances Sources         642,992         583,400         541,204         567,000         532,000         (35,000)         -6.17%									
Proceeds from Sale of Land         -         -         -         -         -         N/A           Proceeds from Sale of Other Capital Assets         1,505         -         -         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivaler 4025         530,417         503,847         500,000         535,000         500,000         (35,000)         -6.54%           Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         -         0.00%           Total Other Finances Sources         642,992         583,400         541,204         567,000         532,000         (35,000)         -6.17%	2		-	-	-	-	-	-	
Proceeds from Sale of Other Capital Assets         1,505         -         -         -         -         -         N/A           Transfer In - Enterprise Fund Tax Equivaler 4025         530,417         503,847         500,000         535,000         500,000         (35,000)         -6.54%           Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         -         0.00%           Total Other Finances Sources         642,992         583,400         541,204         567,000         532,000         (35,000)         -6.17%           TOTAL REVENUES & OTHER FINANCING			-	-	-	-	-	-	
Transfer In - Enterprise Fund Tax Equivaler 4025       530,417       503,847       500,000       535,000       500,000       (35,000)       -6.54%         Operating Transfer In       4810       111,070       79,553       41,204       32,000       32,000       -       0.00%         Total Other Finances Sources       642,992       583,400       541,204       567,000       532,000       (35,000)       -6.17%			-	-	-	-	-	-	
Operating Transfer In         4810         111,070         79,553         41,204         32,000         32,000         -         0.00%           Total Other Finances Sources         642,992         583,400         541,204         567,000         532,000         (35,000)         -6.17%           TOTAL REVENUES & OTHER FINANCING				-	-	-	-	-	
Total Other Finances Sources         642,992         583,400         541,204         567,000         532,000         (35,000)         -6.17%           TOTAL REVENUES & OTHER FINANCING							· ·	(35,000)	
TOTAL REVENUES & OTHER FINANCING		4810	· · · · · · · · · · · · · · · · · · ·					-	
	<b>Total Other Finances Sources</b>		642,992	583,400	541,204	567,000	532,000	(35,000)	-6.17%
	more a present a comment	101110							
\$14,530,281 \$17,250,599 \$15,676,928 \$15,341,930 \$15,934,917 \$ 592,987 3.87%		NCING	<b>0.1.4.730.30</b>	ф <b>4 В В В В В В В В В В</b>	φ <b>4</b> Ε «Ε « » « »	<b>0.4 5.2.4 0.2.5</b>	<b>045024045</b>	ф. тов сот	2.070
	SOURCES		\$14,530,281	\$17,250,599	\$15,676,928	\$15,341,930	\$15,934,917	\$ 592,987	3.87%

	2016	2017	2018	2018	2019	2019 vs 201	
Departments	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
Company Company							
General Government Village Board Administration	¢ 205.277	¢ 204.002	\$ 310,082	\$ 302,270	¢ 205.577	\$ 3,307	1.000/
Village Board Administration Municipal Court	\$ 295,276 159,505	\$ 294,902 159,984	\$ 310,082 160,414	\$ 302,270 174,250	\$ 305,577 171,654	\$ 3,307 (2,596)	1.09% -1.49%
Village Clerk/Treasurer	227,773	204,629	227,051	222,889	200,289	(22,600)	-10.14%
Village Assessor	130,445	131,975	134,575	137,957	139,463	1,506	1.09%
Finance	277,814	306,536	290,419	290,777	316,890	26,113	8.98%
Information Technology	166,518	174,369	214,242	219,739	172,466	(47,273)	-21.51%
Building Inspection	197,112	199,361	201,972	208,547	212,014	3,467	1.66%
Legal Services	104,488	147,486	148,367	144,999	152,351	7,352	5.07%
Village Hall Maintenance	142,872	139,139	144,093	173,462	145,116	(28,346)	-16.34%
General Government	572,764	546,153	475,967	549,976	504,181	(45,795)	-8.33%
Total General Government	2,274,568	2,304,534	2,307,183	2,424,866	2,320,001	(104,865)	-4.32%
Public Safety							
Police / Fire / Rescue	7,094,168	7,579,884	7,873,967	7,754,692	8,155,374	400,682	5.17%
Fire Inspection	97,787	110,431	7,873,907	112,854	126,973	14,119	
Total Public Safety	7,191,955	7,690,315	7,953,124	7,867,546	8,282,347	414,801	12.51% 5.27%
•	7,191,933	7,090,313	7,933,124	7,807,340	0,202,347	414,601	3.2770
Public Works							
Engineering	120,465	134,392	136,594	148,816	152,301	3,485	2.34%
Street Administration	153,331	159,351	162,859	168,962	180,249	11,287	6.68%
Garage	484,539	434,729	461,726	479,191	458,462	(20,729)	-4.33%
Street Maintenance	555,468	549,657	634,634	605,354	669,169	63,815	10.54%
Curb & Gutter	59,042	54,567	36,571	33,600	33,100	(500)	-1.49%
Snow & Ice Control	159,702	168,369	171,903	172,000	163,200	(8,800)	-5.12%
Traffic Control	93,827	97,644	95,307	99,604	97,268	(2,336)	-2.35%
Street Lighting	464,122	460,133	460,000	463,680	459,372	(4,308)	-0.93%
Sidewalk Maintenance	5,044	9,467	8,697	7,200	10,600	3,400	47.22%
School District Maintenance	2,840	866	1,144	1,700	1,700	- (1.600)	0.00%
Labor for Others	3,832	1,184	2,859	7,200	5,600	(1,600)	-22.22%
Transit System Total Public Works	163,052	134,154 2,204,514	216,469	207,829	212,862	5,033 48,747	2.42%
Total Public Works	2,265,264	2,204,314	2,388,763	2,395,136	2,443,883	48,747	2.04%
Sanitation							
Garbage & Refuse Collection	327,984	349,741	359,265	321,980	385,613	63,633	19.76%
Recycling	171,700	179,487	168,624	172,129	167,022	(5,107)	-2.97%
Landfill	202,262	190,008	202,396	191,000	211,740	20,740	10.86%
Weed Control	15,292	16,228	12,664	17,700	16,500	(1,200)	-6.78%
Wood Chipping	95,232	101,640	105,878	96,600	108,400	11,800	12.22%
Total Sanitation	812,469	837,105	848,827	799,409	889,275	89,866	11.24%
Parks, Recreation & Forestry							
Parks & Recreation Administration	344,957	353,334	385,824	392,368	429,707	37,339	9.52%
Community Pool	54,261	90,660	92,008	92,002	92,509	507	0.55%
Ashwaubomay Lake	148,150	130,967	134,292	136,676	139,040	2,364	1.73%
Adult Recreation	45,665	41,284	43,792	55,285	44,394	(10,891)	-19.70%
Co-Sponsored Recreation	76,752	84,015	69,339	69,339	68,820	(519)	-0.75%
Youth Recreation	103,903	109,176	112,432	126,587	135,011	8,424	6.65%
Park Maintenance	456,010	482,878	461,091	485,790	482,129	(3,661)	-0.75%
Community Center	41,622	67,727	84,740	86,387	146,038	59,651	69.05%
Performing Arts Center	-	42,297	58,400	80,688	75,276	(5,412)	-6.71%
Forestry	180,969	200,660	249,027	219,862	263,373	43,511	19.79%
Total Parks, Recreation & Forestry	1,452,288	1,602,999	1,690,945	1,744,984	1,876,297	131,313	7.53%
Health & Human Services							
Animal Control	5,301	6,024	6,533	12,100	8,595	(3,505)	-28.97%
	-,	-,	-,	,	-,-,-	(=,= ==)	
Conservation & Development	44.40-	100 =0=	07.00	05 000		1 / 200	1 < 0.00
Economic Development	114,283	103,787	97,025	97,889	114,519	16,630	16.99%
Total Expenditures	14,116,128	14,749,277	15,292,399	15,341,930	15,934,917	592,987	3.87%
_						·	
Other Financing Uses	202 210	140 057	1 400 000	1 400 000		(1.400.000)	100 000/
Transfers Out	293,310	142,857	1,490,000	1,490,000		(1,490,000)	-100.00%
TOTAL EXPENDITURES & OTHER							
FINANCING USES	\$14,409,439	\$14,892,134	\$16,782,399	\$16,831,930	\$15,934,917	\$ (897,013)	-5.33%

# Village of Ashwaubenon General Fund Expenditures by Account

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget		% Change
	Salaries And Wages	\$ 6,772,011	\$ 7,199,120	\$ 7,612,956	\$ 7,665,004	\$ 7,965,593	\$ 300,589	3.92%
	Overtime/Comptime	605,765	7,817,197	658,163	558,287	607,363	49,076 349,665	8.79% 4.25%
	Total Salaries And Wages	7,377,776	7,817,197	8,271,119	8,223,291	8,572,956	349,003	4.25%
5210	Medicare/Fica	506,174	536,073	623,647	627,167	654,158	26,991	4.30%
5220	Health Insurance	1,465,014	1,473,804	1,202,598	1,282,440	1,333,904	51,464	4.01%
5220.1	Health Insurance - HSA	-	62,904	244,155	242,629	246,580	3,951	1.63%
5221	Dental Insurance	82,867	85,966	95,001	95,506	97,622	2,116	2.22%
5222	Life Insurance	8,972	13,606	15,536	15,697	18,011	2,314	14.74%
5230	Disability	-	-	-	14,083	-	(14,083)	-100.00%
5240	Retirement	598,809	699,750	753,851	650,866	771,094	120,228	18.47%
5300	Public Safety Trust Fund Con		47,500	47,000	47,000	47,000	-	0.00%
	Total Benefits	2,708,837	2,919,602	2,981,788	2,975,388	3,168,369	192,981	6.49%
	Total Personnel Services	10,086,613	10,736,799	11,252,907	11,198,679	11,741,325	542,646	4.85%
6100	Office Supplies	30,675	42,254	30,950	42,980	37,280	(5,700)	-13.26%
6101	Operational Supplies	68,477	84,640	66,325	94,613	81,822	(12,791)	-13.52%
6102	Evidence Supplies	1,823	2,162	2,395	2,395	2,395	(12,7,71)	0.00%
6104	Lifeguard Training Supplies	527	767	1,344	700	700	_	0.00%
6105	Range Supplies	11,897	14,977	15,000	15,300	15,300	_	0.00%
6108	Election Supplies	7,168	2,413	5,000	5,000	3,100	(1,900)	-38.00%
6109	Forms	4,549	3,156	3,350	5,650	4,000	(1,650)	-29.20%
6111	State Stamps	829	829	900	1,320	900	(420)	-31.82%
6113	Maintenance Supplies	220,652	244,816	225,600	211,200	222,400	11,200	5.30%
6114	Concession Supplies	22,007	18,013	19,895	20,672	20,672	-	0.00%
6115	Pool And Lake Supplies	11,377	13,535	11,334	11,800	11,800	-	0.00%
6116	Janitorial Supplies	29,347	20,578	23,610	31,175	23,785	(7,390)	-23.70%
6117	Athletic Field Supplies	26,031	32,730	29,862	29,862	29,862	-	0.00%
6118	Program Supplies	41,395	42,433	45,611	52,011	54,761	2,750	5.29%
6120	Code Books		84	-	1,950	1,100	(850)	-43.59%
	Total Supplies	476,754	523,385	481,176	526,628	509,877	(16,751)	-3.18%
6122	Gas & Oil	172,310	176,246	197,316	189,876	197,328	7,452	3.92%
6123	Landscaping Supplies	6,837	6,759	9,000	9,200	9,200	-	0.00%
6124	Program/Trip Expense	_	-	· -	3,200	3,200	-	0.00%
6211	Repairs-Building/Equipment	102,727	100,734	95,230	103,730	104,030	300	0.29%
6212	Voting Machine Maintenance	-	1,463	1,750	2,000	1,800	(200)	-10.00%
6213	Software Maintenance	74,629	87,326	104,825	103,794	126,932	23,138	22.29%
6214	Fire Alarm/Security Maint	2,023	1,394	3,646	1,750	2,400	650	37.14%
6215	Equipment Maintenance	-	-	9,125	-	9,125	9,125	N/A
6301	Record Checks	3,199	4,025	4,000	4,000	4,000	-	0.00%
6302	Newspaper Publishing	13,030	12,006	10,170	9,000	9,400	400	4.44%
6303	Licenses	944	668	150	1,875	150	(1,725)	-92.00%
6304	Postage	29,966	27,628	29,900	32,200	30,210	(1,990)	-6.18%
6305	Copy Machine	35,115	19,948	19,500	25,980	20,580	(5,400)	-20.79%
6306	Building Furnishings	2,020	3,049	2,500	2,500	2,800	300	12.00%
6307	Credit Card Fees	22,353	20,067	21,000	21,000	21,000	-	0.00%
6401	Uniforms Shop Allowance	60,522	58,649	65,722	66,222	66,822	600	0.91%
6402 6403	Shoe Allowance Tool Allowance	3,338 800	2,597 400	3,700 800	3,700 1,000	3,700 800	(200)	0.00% -20.00%
6500		800	4,570	800	1,000	800	(200)	-20.00% N/A
6500	Grant Expenses Asset Forfeiture Expenses	2,702	4,570	-	Ī	-	-	N/A N/A
6502	Public Education	2,702	2,539	2,750	3,800	3,800	_	0.00%
6505	ATV Patrol	533	733	750	1,150	1,150	-	0.00%
0505	Total Operating	535,803	530,802	581,834	585,977	618,427	32,450	5.54%
7100	Training/Conference	53,755	45,783	63,186	68,850	67,570	(1,280)	-1.86%
7120	Dues & Subscriptions	18,390	22,633	26,931	24,820	26,435	1,615	6.51%
7130	Mileage Reimbursement	14,174	13,584	13,662	14,500	13,825	(675)	-4.66%
7140	Daat & Fitness	1,169	1,200	2,500		4,440	1,940	77.60%
		, -	, -	, -	•		• 1	

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Accour	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Total Travel/Training	87,489	83,200	106,279	110,670	112,270	1,600	1.45%
8100	Contracted Services	476,374	444,397	544,173	536,908	573,963	37,055	6.90%
8101	Computer Consulting	42,366	30,081	26,372	35,400	34,800	(600)	-1.69%
8102	Accounting & Auditing	17,650	18,150	19,140	18,900	19,250	350	1.85%
8103	Rodent Control	2,136	-	1,283	900	1,395	495	55.00%
8104	Mutual Aid	18,021	18,627	18,384	18,775	18,775	-	0.00%
8105	Humane Society	2,833	5,901	5,000	7,500	6,000	(1,500)	-20.00%
8106	Cleaning Contract	38,366	39,944	53,000	55,800	37,300	(18,500)	-33.15%
8107	Weights & Measures	21,050	21,680	21,050	21,050	21,050	-	0.00%
8108	Brown Co Mrf Charges	573	1,140	12,043	-	15,000	15,000	N/A
8109	Brown County Landfill	211,432	188,868	190,353	191,000	196,740	5,740	3.01%
8112	Jail Fees	34,880	34,360	35,000	38,400	38,400	-	0.00%
8113	Printing	12,316	9,035	10,175	11,400	11,400	-	0.00%
8114	Tree Planting - Village	7,303	5,611	9,000	11,000	11,000	-	0.00%
8115	Engineering Services	9,772	6,303	6,000	8,000	7,500	(500)	-6.25%
8116	Economic Development	5,347	5,370	6,785	6,201	7,503	1,302	21.00%
8117	Tree Planting - Residents	9,354	5,928	8,163	3,000	3,000	-	0.00%
8118	Bank Fees	8,351	23,415	32,000	12,500	30,000	17,500	140.00%
8119	Investment Fees	21,976	16,518	16,500	16,500	16,500	-	0.00%
8201	Vehicle Repairs	234,442	222,935	205,167	201,145	231,345	30,200	15.01%
8202	Equipment Use Charge	426,232	431,645	363,895	363,895	485,253	121,358	33.35%
8203	Radio Maintenance	8,426	15,843	7,500	24,000	4,000	(20,000)	-83.33%
8204	Street Maintenance	178	-	-	-	-	-	N/A
8205	Equipment Rental	8,122	8,063	8,300	8,300	8,300	-	0.00%
	Total Purchased Services	1,617,499	1,553,815	1,599,282	1,590,574	1,778,474	187,900	11.81%
8300	Physical/Psych Exams	9,914	5,761	6,931	9,130	4,400	(4,730)	-51.81%
8305	Property & Liability Insurance	102,388	93,998	110,908	106,848	114,991	8,143	7.62%
8306	Employee Assistance Program	3,647	3,652	3,432	3,432	3,600	168	4.90%
8307	Unemployment	514	1,379	1,000	10,000	3,750	(6,250)	-62.50%
8309	Workers Comp Insurance	302,633	302,240	223,686	296,020	236,387	(59,633)	-20.14%
8311	Wellness	-	-	-	-	-	-	N/A
	Total Insurance	419,095	407,029	345,957	425,430	363,128	(62,302)	-14.64%
8400	Gas & Electric	634,276	645,260	657,040	665,640	657,641	(7,999)	-1.20%
8401	Water/Sewer/Storm Water	68,341	61,826	68,529	67,073	69,750	2,677	3.99%
8402	Telephone/Pagers	36,287	27,869	25,600	31,000	29,175	(1,825)	-5.89%
8403	Cell Phone	42,834	39,140	38,722	40,090	39,684	(406)	-1.01%
8404	Teletype	4,146	4,146	4,536	4,536	4,536	-	0.00%
8405	Television Expenses	983	1,422	1,581	1,440	1,584	144	10.00%
	Total Utilities	786,867	779,662	796,008	809,779	802,370	(7,409)	-0.91%
8500	Wage Reserve	4,000	-	-	7,676	9,046	1,370	17.85%
9120	Equipment > \$5000	31,451	28,938	54,884	9,245	-	(9,245)	-100.00%
9121	Equipment < \$5000	70,559	105,647	74,072	77,272	-	(77,272)	-100.00%
	Total Capital Outlay	102,009	134,585	128,956	86,517	-	(86,517)	-100.00%
9200	Operating Transfer Out	293,310	142,857	1,490,000	1,490,000	-	(1,490,000)	-100.00%
	EXPENDITURES & OTHER CING USES	\$14,409,439	\$14,892,134	\$16,782,399	\$16,831,930	\$15,934,917	\$ (897,013)	-5.33%

26,100

93,208

### \$ 70,373 **President / Village Manager Removals:** Park and Recreation Capital Project Budget Eliminations: Remove Argonne Park Playground Equipment replacement request - Reevaluate plan for future year 47,000 Remove Aubinger Park Accessibility Path 10,000 Adjust Ashwaubomay Lake Sun Shade request from 3 replacements to one per year in 2019-2021 13,373 \$209,004 **Reclassifications to 2018 Excess Funds:** Public Safety Capital Project Items Funded with 2018 Excess Funds: 158,877 SCBA Equipment Replacement (portion of \$250,000 total cost) 59,083 APX6000 Portable Radios 30,350 In-Car Video Cameras 12,000 APX6500 Mobile (car) Radios 9,126 **Bullet Proof Vest Replacements** 8,500 Fire Turnout Gear Replacements 7,950 School Resource Officer Tactical Long Gun and Equipment 6,700 Fire Helmet Replacements 5,420 Taser Replacements 5,318 Fire Hose Replacements 3,000 Fitness Equipment - Treadmill 3,000 **SWAT Tactical Vest Replacement** 2,400 **PBT** Replacements 2,340 Pager Replacements 1,940 Radar Detecter Replacements 1,750 Public Works Capital Project Funded with 2018 Excess Funds: 22,500 Garage Hydrlic Lift 17,500 Garage Parts Sandblaster 5,000 Park and Recreation Capital Project Funded with 2018 Excess Funds: 27,627 Ashwaubomay Lake Sun Shade request (one) 6,627 Smith Park Pathway 9,500 Bleacher Replacement 10,000 Fort Howard Park Accessibility Path (50% funded by Ashwaubenon Youth Soccer) 1,500 **Reclassifications to Oneida Service Agreement Funds:** \$310,225 Public Safety SCBA Equipment Replacement (portion of \$250,000 total cost) 190,917

Department 5141-Village Clerk/Treasurer - Move voting machine capital purchase

Department 5157-Information Technology: Move capital items (servers, switches, pc's, network cabinet)

### **Department: Village Board/Administration - 5111**

### **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 various consultants to augment Village staff in addressing Village needs in their respective areas of expertise.

### **SERVICES:**

- \* Human Resources: Employee hiring, training, benefits and discipline
- \* 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 (FTE Positions):

2017	2018	2019 - Budget
1.00	1.00	1.00
6.00	6.00	6.00
1.00	1.00	1.00
1.00	1.00	1.00
9.00	9.00	9.00
	1.00 6.00 1.00 1.00	1.00     1.00       6.00     6.00       1.00     1.00       1.00     1.00

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

### 2018 ACCOMPLISHMENTS:

- \* Implemented of new health, dental, flex and COBRA benefit administration for employee benefits at a cost savings that exceeded initial projections.
- \* Implemented human resources software (iSolve) which enabled online open enrollment of benefits and provides direct fees to benefit administrators for all benefit changes throughout the year.
- \* Negotiated Big Top Baseball agreement which secured Northwoods Baseball, PDL soccer and additional community events to be held at a baseball stadium to be constructed next to Village Hall.

### 2019 OBJECTIVES:

- \* Establish a five-year organizational plan for the Public Safety Department.
- \* Commence construction of a residential development on the former Schneider National Property in conjunction with private developers.
- \* Implement public art within the Village.

Fund 100 - General Government

### **Department: Village Board/Administration - 5111**

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Accoun	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	198,032	202,288	205,887	205,887	213,326	7,439	3.61%
	Overtime/Comptime	2,158	1,458	1,275	1,275	1,275	-	0.00%
	Total Salaries And Wages	200,191	203,745	207,162	207,162	214,601	7,439	3.59%
5210	Medicare/Fica	13,956	14,230	15,848	15,848	16,416	568	3.58%
5220	Health Insurance	43,982	34,183	37,861	17,164	19,052	1,888	11.00%
5220.1	Health Insurance - HSA	-	4,422	-	20,697	15,863	(4,834)	-23.36%
5221	Dental Insurance	2,654	2,217	2,910	2,910	2,910	-	0.00%
5222	Life Insurance	618	551	788	788	815	27	3.43%
5230	Disability	-	-	-	325	-	(325)	-100.00%
5240	Retirement	10,688	11,215	11,172	11,172	11,384	212	1.90%
	Total Benefits	71,899	66,818	68,579	68,904	66,440	(2,464)	-3.58%
	Total Personnel Services	272,090	270,563	275,741	276,066	281,041	4,975	1.80%
6100	Office Supplies	3,506	4,325	3,600	3,600	3,600	-	0.00%
6302	Newspaper Publishing	199	-	-	-	-	-	N/A
7100	Training/Conference	4,432	3,016	4,400	4,800	4,400	(400)	-8.33%
7120	Dues & Subscriptions	7,898	7,997	8,000	8,000	8,000		0.00%
7130	Mileage Reimbursement	5,043	5,123	4,937	4,800	4,800	-	0.00%
	Total Travel/Training	17,373	16,136	17,337	17,600	17,200	(400)	-2.27%
8100	Contracted Services	675	2,519	12,000	3,600	2,500	(1,100)	-30.56%
8403	Cell Phone	1,434	1,360	1,404	1,404	1,236	(168)	-11.97%
	Total Expenditures	\$ 295,276	\$ 294,902	\$ 310,082	\$ 302,270	\$ 305,577	\$ 3,307	1.09%

### **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 (FTE Positions):

	2017	2018	2019 - Budget
Village Judge	1.00	1.00	1.00
Court Clerk	1.00	1.00	1.00
Assistant Court Clerk	0.60	0.60	0.60
Total Full-Time Equivalents	2.60	2.60	2.60

### 2018 ACCOMPLISHMENTS:

- \* In 2017 we obtained TiPSS Interface Software for State Debt Collection (SDC) which is an automated interface between TiPSSCourts and WI Dept of Revenue. We implemented the SDC program in May of 2017. Between May 2017 and December of 2017, SDC tax intercepted \$9,425.56 in outstanding debts. In 2018, from January 2018 and September 5, 2018, SDC tax intercepted \$18,929.62 in outstanding debts.
- \* In 2017 we also obtained TiPSS Interface Software for credit card payments through our website using Point and Pay. We implemented the Point and Pay featured on our website and between January 2017 through December 31, 2017, the defendant's used this service to pay \$15,930.14 in fines. In 2018, we have seen an increase in defendant's using Point and Pay to pay off and/or make payments on their fines. So far in 2018 (Jan-Sept) a total of \$33,563.45 has been paid.
- \* In 2018, we tax intercepted through Tax Refund Intercept Program (TRIP)which is another automated interface between TiPSSCourts and WI Dept of Revenue the amount of \$14,839.42 in outstanding debt.
- \* In 2018, Defendant's used GovPayNet (which is another online credit card service) between January 1, 2018 and September 21, 2018, the amount of \$64,823.50 in fines were paid.

### 2019 OBJECTIVES:

- \* Train new Deputy Clerk of Courts.
- \* Continue to improve court office procedures.
- \* Efficiently handle all office procedures, court records, court proceedings and funds.
- \* Resolve citizen concerns and questions in a professional and timely manner.

# Fund 100 - General Government Department: Municipal Court - 5121

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
								_
	Salaries And Wages	91,338	93,980	92,692	96,435	98,396	1,961	2.03%
	Overtime/Comptime	1,777	1,135	1,500	4,000	4,000	-	0.00%
	Total Salaries And Wages	93,115	95,115	94,192	100,435	102,396	1,961	1.95%
5210	Medicare/Fica	6,767	6,908	7,206	7,684	7,834	150	1.95%
5220	Health Insurance	8,934	6,738	-	-	-	-	N/A
5220.1	Health Insurance - HSA	-	1,712	8,013	8,013	4,666	(3,347)	-41.77%
5221	Dental Insurance	357	354	378	378	378	-	0.00%
5222	Life Insurance	93	98	98	116	186	70	60.34%
5230	Disability	-	-	-	125	-	(125)	-100.00%
5240	Retirement	3,279	3,398	3,400	3,680	3,708	28	0.76%
	Total Benefits	19,431	19,207	19,095	19,996	16,772	(3,224)	-16.12%
	Total Personnel Services	112,545	114,322	113,287	120,431	119,168	(1,263)	-1.05%
6100	Office Supplies	2,393	1,117	1,200	1,500	1,200	(300)	-20.00%
6109	Forms	1,282	962	1,200	1,500	1,500	-	0.00%
6120	Code Books		-	-	200	100	(100)	-50.00%
	Total Supplies	3,675	2,080	2,400	3,200	2,800	(400)	-12.50%
6213	Software Maintenance	5,856	6,646	6,667	6,667	6,832	165	2.47%
7100	Training/Conference	1,268	1,002	1,500	3,000	2,100	(900)	-30.00%
7120	Dues & Subscriptions	880	960	960	880	890	10	1.14%
7130	Mileage Reimbursement	352	104	300	800	600	(200)	-25.00%
	Total Travel/Training	2,499	2,066	2,760	4,680	3,590	(1,090)	-23.29%
8100	Contracted Services	49	510	300	872	864	(8)	-0.92%
8112	Jail Fees	34,880	34,360	35,000	38,400	38,400	-	0.00%
	Total Purchased Services	34,929	34,870	35,300	39,272	39,264	(8)	-0.02%
	Total Expenditures	\$ 159,505	\$ 159,984	\$ 160,414	\$ 174,250	\$ 171,654	\$ (2,596)	-1.49%

**Department: Clerk/Treasurer - 5141** 

### **DEPARTMENT DESCRIPTION:**

The primary objective in the Office of the Clerk-Treasurer 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, requests 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. Further, the Office of the Clerk-Treasurer ensures village cash and investments follow safety, liquidity and yield policies.

### **SERVICES:**

- \* Clerk Role: Elections and voter registration
- \* Clerk Role: Various licensing and permitting
- \* Clerk Role: Maintain Village municipal code of ordinances
- \* Clerk Role: Maintain all public records, process all open records requests & publish all legal notices
- \* Treasurer Role: Brown County Hotel-Motel-STR Room Tax collections and reporting.
- \* Treasurer Role: Management of delinquent personal property tax collection.

### **STAFFING (FTE Positions):**

	2017	2018	2019 - Budget
Village Clerk/Treasurer (1)	1.00	1.00	1.00
Deputy Clerk (2)	1.00	1.00	0.70
Clerk (3)	0.00	0.00	0.10
Poll Workers (4)	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	2.00	2.00	1.80

### Notes:

- 1. 20% of Clerk/Treasurer position is allocated to the Water, Sewer and Storm Water Utility Funds.
- 2. Deputy Clerk employee will alloted 70% of time to the Village Clerk/Treasurer budget and 30% to Legal.
- 3. Clerk employee will allocate time between Village Clerk/Treasuer (10%), Finance (30%), Building Inspection (10%) and Utility Departments (50%).
- 4. Poll Worker pay varies depending on number of elections.

### 2018 ACCOMPLISHMENTS:

- \* Achieved on-time and accurate Brown County Hotel-Motel-STR Room Tax submissions of all Ashwaubenon lodging entities.
- \* Successfully unveiled the new village-wide Short Term Rental (STR) program.
- \* Consolidated all official village records for enhanced centralized record management.
- \* Successfully prepared and performed all election-related activities, including Chief Election Inspector and Election Inspector training for the four elections conducted in 2018.
- \* The Clerk-Treasurer received the Wisconsin Certified Municipal Clerk designation from the Wisconsin Municipal Clerk's Association.
- \* The Clerk-Treasurer successfully completed the Wisconsin Municipal Treasurers Completion Course through UW-Green Bay.

**Department: Clerk/Treasurer - 5141** 

### 2019 OBJECTIVES:

- \* Continue to provide a high level of courteous, efficient service to Ashwaubenon citizens and business community.
- \* Support the Brown County Clerk's Office with its county-wide initiative of replacing AutoMark election equipment with ExpressVote Universal Voting System technology.
- \* With assistance from the IT department, transition from the present licensing system to MuniCRM government software.
- \* Seek appropriate training opportunities for both the Clerk-Treasurer and the Deputy Clerk, thus enhancing their job skills and performance.

### **BUDGET SUMMARY:**

- \* Deputy Clerk role will shift from 100% to a 70/30% split with the legal department.
- \* The Finance Department clerk role is modified to include 10% of Clerk/Treasurer department duties.
- \* Reductions in various supply and operating costs to match actual trends.
- \* Account 8100 (Contracted Services) budget increased to match the actual trend for the agenda meeting software.

# Fund 100 - General Government Department: Clerk/Treasurer - 5141

		2016	2017	2018	2018	2019	2019 vs 20	
Account	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	Salaries And Wages	126,584	109,081	125,307	125,307	105,793	(19,514)	-15.57%
	Overtime/Comptime	3,701	493	1,000	1,000	500	(10,514) $(500)$	-50.00%
	Total Salaries And Wages	130,285	109,574	126,307	126,307	106,293	(20,014)	-15.85%
	Total Salaries Tina Wages	150,205	102,571	120,507	120,507	100,295	(20,011)	13.0370
5210	Medicare/Fica	7,173	6,902	7,750	7,750	7,214	(536)	-6.92%
5220	Health Insurance	22,713	22,919	23,729	23,729	14,229	(9,500)	-40.04%
5220.1	Health Insurance - HSA	-	-	-	-	6,532	6,532	N/A
5221	Dental Insurance	1,247	1,204	1,373	1,373	1,842	469	34.16%
5222	Life Insurance	253	317	413	413	644	231	55.93%
5230	Disability	-	-	-	250	-	(250)	-100.00%
5240	Retirement	6,464	6,457	6,717	6,717	6,093	(624)	-9.29%
	Total Benefits	37,850	37,800	39,982	40,232	36,554	(3,678)	-9.14%
	Total Personnel Services	168,135	147,374	166,289	166,539	142,847	(23,692)	-14.23%
6100	Office Supplies	2,332	1,758	1,500	1,500	1,500	_	0.00%
6108	Election Supplies	7,168	2,413	5,000	5,000	3,100	(1,900)	-38.00%
6120	Code Books	-,,100	_,	-	1,000	1,000	(1,500)	0.00%
	Total Supplies	9,500	4,171	6,500	7,500	5,600	(1,900)	-25.33%
6212	Voting Machine Maintenance	_	1,463	1,750	2,000	1,800	(200)	-10.00%
6213	Software Maintenance	6,549	3,122	5,500	5,500	3,900	(1,600)	-29.09%
6301	Record Checks	3,199	4,025	4,000	4,000	4,000	_	0.00%
6302	Newspaper Publishing	11,524	10,614	10,000	8,000	8,400	400	5.00%
6304	Postage	3,295	3,331	3,400	4,000	3,810	(190)	-4.75%
	Total Operating	24,567	22,555	24,650	23,500	21,910	(1,590)	-6.77%
7100	Training/Conference	1,128	1,670	1,700	2,000	1,920	(80)	-4.00%
7120	Dues & Subscriptions	280	502	550	550	600	50	9.09%
7130	Mileage Reimbursement	573	606	450	450	500	50	11.11%
	Total Travel/Training	1,981	2,777	2,700	3,000	3,020	20	0.67%
8100	Contracted Services	2,240	5,772	5,562	1,000	5,562	4,562	456.20%
8107	Weights & Measures	21,050	21,680	21,050	21,050	21,050	-	0.00%
	Total Purchased Services	23,290	27,452	26,612	22,050	26,612	4,562	20.69%
8403	Cell Phone	300	300	300	300	300	-	0.00%
	Total Expenditures	\$ 227,773	\$ 204,629	\$ 227,051	\$ 222,889	\$ 200,289	\$ (22,600)	-10.14%

### **Department: Village Assessor - 5152**

### **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.
- \* Available to the public is all assessment information readily available at http://assessordata.org.

### STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Assessor Technician	1.00	1.00	1.00
Note: Village Assessor is a contracted position.			

### 2018 ACCOMPLISHMENTS:

- \* Successfully completed Village-wide market revaluation.
- \* Board of Review met and adjourned August 29, 2018.
- \* Two appeals were contested at Board of Review and the valuations were successfully upheld.
- Identified Titletown District impact on adjacent neighborhoods.

### 2019 OBJECTIVES:

- \* Tentative date of 2019 Board of Review May 23, 2019.
- \* Continue to follow market trend and their effect on the overall value and equalized ratio.
- \* Work with Developers, Village staff & Village Board regarding both ongoing and proposed construction projects.
- Comply with mandated WI DOR filings and procedures.

### **BUDGET SUMMARY:**

Account 8100-Contracted Services: Change due to contractual agreement between the Village and Assessor. Total value also includes the WI DOR Municipal Fee for Assessment of Manufacturing property.

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Accour	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
		•		•				
	Salaries And Wages	43,592	44,959	46,419	46,419	47,453	1,034	2.23%
	Overtime/Comptime	2,256	1,164	1,000	1,000	1,000	-	0.00%
	Total Salaries And Wages	45,848	46,123	47,419	47,419	48,453	1,034	2.18%
5210	Medicare/Fica	3,142	3,136	3,628	3,628	3,707	79	2.18%
5220	Health Insurance	14,514	15,545	15,157	15,157	14,943	(214)	-1.41%
5221	Dental Insurance	1,023	1,038	1,142	1,142	1,142	-	0.00%
5222	Life Insurance	236	298	317	317	324	7	2.21%
5230	Disability	-	-	-	117	-	(117)	-100.00%
5240	Retirement	2,944	3,206	3,177	3,177	3,174	(3)	-0.09%
	Total Benefits	21,859	23,223	23,421	23,538	23,290	(248)	-1.05%
	Total Personnel Services	67,707	69,346	70,840	70,957	71,743	786	1.11%
6100	Office Supplies	213	477	1,000	1,500	1,500	-	0.00%
6213	Software Maintenance	4,821	4,853	5,000	5,000	5,000	-	0.00%
7100	Training/Conference	85	305	350	500	500	-	0.00%
7120	Dues & Subscriptions	1,928	1,732	1,850	2,000	2,000	-	0.00%
	Total Travel/Training	2,013	2,037	2,200	2,500	2,500	-	0.00%
8100	Contracted Services	55,691	55,262	55,535	58,000	58,720	720	1.24%
	<b>Total Expenditures</b>	\$ 130,445	\$ 131,975	\$ 134,575	\$ 137,957	\$ 139,463	\$ 1,506	1.09%

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
- \* 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.
- \* Responsible for daily and monthly village cash account reconciliations.
- \* 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.
- \* Service Billing and Collection; including fire protection fees, false alarms and other services.

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Director of Finance (1)	1.00	1.00	1.00
Accountant I (2)	1.00	1.00	1.00
Financial Analyst (3)	1.00	1.00	1.00
Billing Clerk (4)	0.05	0.05	0.30
Total Full-Time Equivalents	3.05	3.05	3.30

#### 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. Clerk will allocate time between Finance (30%), Village Clerk/Treasuer (10%), Building Inspection (10%) and Utility Departments (50%).

#### **2018 ACCOMPLISHMENTS:**

- \* Received Government Finance Officer Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" award for 32nd consecutive year.
- \* Finalized recording and reconciling all accounting for the new community facilities.
- \* Assisted with administration and financial analysis on various Tax Incremental District projects.
- \* Changed internal budgeting process to a single source inputing process for budget stakeholders.
- \* Began integration to new reporting functionality to assist in standard monthly reporting and aid in completion of annual reporting and budgeting.
- \* Performed village treasury duties, including completing monthly bank reconciliation, investment management, daily cash collection and reconciliation, alarm permitting and weights and measures.
- \* Streamlined internal daily processes to provide more efficient and consistent customer receipting.

#### 2019 OBJECTIVES:

- \* Finalize new reporting functionality to assist in standard monthly reporting and aid in completion of annual reporting, including expanding intranet reporting for department heads.
- \* Utilize new reporting tool to aid in preparation of annual budget, including goal to win the GFOA Distinguished Budget Award.
- \* Create PAFR (Public Annual Financial Report) to accompany exist Comprehensive Annual Financial Report (CAFR).
- \* Transition water billing and receipting to the Green Bay Water Utility.

- \* The Clerk role changed to include more General Government responsibilities due to Green Bay Water assuming all billing and collection tasks. Overall, the clerk will take on more Treasury functions.
- \* Account 8100-Contracted Services: Increased slightly due to actual trends. This account holds all outsourced payroll costs, including all end-of-year reporting (W2, 1095 and other federal reports).
- \* Account 8102-Accounting and Auditing: Costs increased slightly due to minor audit price increases.

		2016	2017	2018	2018	2019	2019 vs 201	18 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
		•	•					
	Salaries And Wages	118,557	121,243	128,668	128,668	152,648	23,980	18.64%
	Overtime/Comptime	8	387	-	-	_	-	N/A
	Total Salaries And Wages	118,565	121,630	128,668	128,668	152,648	23,980	18.64%
5210	Medicare/Fica	7,781	8,239	9,843	9,843	11,677	1,834	18.63%
5220	Health Insurance	32,737	24,548	758	758	2,241	1,483	195.65%
5220.1	Health Insurance - HSA	-	6,458	30,222	30,222	25,893	(4,329)	-14.32%
5221	Dental Insurance	2,001	1,928	2,169	2,169	2,225	56	2.58%
5222	Life Insurance	359	182	208	208	303	95	45.67%
5230	Disability	-	_		295	_	(295)	-100.00%
5240	Retirement	7,914	8,428	8,620	8,620	9,998	1,378	15.99%
	Total Benefits	50,792	49,782	51,820	52,115	52,337	222	0.43%
	Total Personnel Services	169,357	171,412	180,488	180,783	204,985	24,202	13.39%
6100	Office Supplies	3,322	4,315	2,500	4,000	3,000	(1,000)	-25.00%
6213	Software Maintenance	15,317	20,375	19,000	18,000	18,000	_	0.00%
6302	Newspaper Publishing	199	833	, -	_	_	-	N/A
	Total Operating	15,516	21,207	19,000	18,000	18,000	-	0.00%
7100	Training/Conference	1,025	1,354	2,586	3,750	3,000	(750)	-20.00%
7120	Dues & Subscriptions	650	650	695	695	695	-	0.00%
7130	Mileage Reimbursement	345	636	750	750	700	(50)	-6.67%
7130	Total Travel/Training	2,019	2,640	4,031	5,195	4,395	(800)	-15.40%
8100	Contracted Services	62,788	81,377	55,000	53,004	57,000	3,996	7.54%
8101	Computer Consulting	6,500	6,600	9,600	10,200	9,600	(600)	-5.88%
8102	Accounting & Auditing	17,650	18,150	19,140	18,900	19,250	350	1.85%
0102	Total Purchased Services	86,938	106,127	83,740	82,104	85,850	3,746	4.56%
8403	Cell Phone	662	835	660	695	660	(35)	-5.04%
	Total Expenditures	\$ 277,814	\$ 306,536	\$ 290,419	\$ 290,777	\$ 316,890	\$ 26,113	8.98%

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, and 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 (FTE Positions):

	2017	2018	2019 - Budget				
Network Administrator	1.00	1.00	1.00				
Desktop Support Technician	0.00	0.50	0.50				
Total Full-Time Equivalents 1.00 1.50 1.50							

#### 2018 ACCOMPLISHMENTS:

- \* Technology upgrades to Conference Room B (Display & Sharelink).
- \* Replaced both active directory servers with new hardware and software.
- \* Install new PA system in Public Safety bunk area (ramp-up tone & LED lights in bunk rooms).
- \* Deployed new vehicle management software, cyber security awareness program (NINJIO) and new Building Inspection software (MuniCRM) features and modules.
- \* Deployed Office 365 Pro Plus Software (replaced existing Office 2010 product).
- \* Replaced existing pc/laptop hardware according to predetermined replacement schedule.
- \* Deployed new interview room hardware and software in Public Safety Department.
- \* Installed new mobile work stations in all Water Department & Code Enforcements vehicles.

#### 2019 OBJECTIVES:

- \* Replace and install a new Village SAN (storage server) and switches.
- \* Replace two Village host servers.
- \* Replace Village garage network cabinet.
- \* Annual replacement of older pc/laptop hardware.
- \* Install fiber backbone run (server room to patch panel room).
- \* 2019 capital moved to and purchased with Oneida Service Agreement dollars includes: SAN Storage Server, Host Server, Annual PC Replacements, Switches, Network Cabinet, and License Upgrades.

Fund 100 - General Government

Department: Information Technology - 5157

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accou	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	41,993	45,125	61,038	78,485	72,456	(6,029)	-7.68%
5210	Medicare/Fica	2,815	2,971	4,669	6,004	5,543	(461)	-7.68%
5220	Health Insurance	11,374	12,436	12,125	12,125	17,931	5,806	47.88%
5221	Dental Insurance	802	830	913	913	913	-	0.00%
5222	Life Insurance	42	48	61	61	86	25	40.98%
5230	Disability	-	-	-	130	-	(130)	-100.00%
5240	Retirement	2,665	3,060	3,586	3,586	3,743	157	4.38%
	Total Benefits	17,698	19,345	21,354	22,819	28,216	5,397	23.65%
	Total Personnel Services	59,691	64,469	82,392	101,304	100,672	(632)	-0.62%
6100	Office Supplies	2,055	5,637	3,000	3,000	3,000	-	0.00%
6213	Software Maintenance	9,657	17,603	33,608	36,090	33,000	(3,090)	-8.56%
7100	Training/Conference	-	28	_	_	-	_	N/A
7120	Dues & Subscriptions	-	228	-	-	-	-	N/A
	Total Travel/Training	=	256	-	-	-	-	N/A
8100	Contracted Services	9,320	1,005	9,876	4,000	10,114	6,114	152.85%
8101	Computer Consulting	35,866	23,481	16,772	25,200	25,200	-	0.00%
	Total Purchased Services	45,186	24,486	26,648	29,200	35,314	6,114	20.94%
8403	Cell Phone	-	200	450	-	480	480	N/A
9120	Equipment > \$5000	8,908	16,938	27,245	9,245	-	(9,245)	-100.00%
9121	Equipment < \$5000	41,021	44,780	40,900	40,900	-	(40,900)	-100.00%
	Total Capital Outlay	49,929	61,719	68,145	50,145	-	(50,145)	-100.00%
	Total Expenditures	\$ 166,518	\$ 174,369	\$ 214,242	\$ 219,739	\$ 172,466	\$ (47,273)	-21.51%

# **Department: Building Inspection - 5241**

# **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, Village Board, Plan Board, Site Plan Review Committee, Zoning Board of Appeals and other various committees.

#### **SERVICES:**

- \* Issue building permits and provide instruction.
- \* Property zoning (classification and permitted uses).
- \* Guidance and approval process for site and property development (Site Plan Review Committee).
- \* Enforcement of national, state and local building codes and ordinances.
- \* Municipal Code enforcement for complaints/violations and property maintenance inspection for residential and commercial properties.

#### STAFFING (FTE Positions):

2017	2018	2019 - Budget
1.00	1.00	1.00
1.00	1.00	1.00
0.30	0.30	0.30
0.40	0.40	0.40
2.70	2.70	2.70
	1.00 1.00 0.30 0.40	1.00     1.00       1.00     1.00       0.30     0.30       0.40     0.40

#### 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.

# Fund 100 - General Government Department: Building Inspection - 5241

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	-							
	Salaries And Wages	133,562	135,491	130,215	138,617	145,914	7,297	5.26%
	Overtime/Comptime		40	75	75	-	(75)	-100.00%
	Total Salaries And Wages	133,562	135,530	130,290	138,692	145,914	7,222	5.21%
5210	Medicare/Fica	8,851	9,117	9,967	10,610	11,163	553	5.21%
5220	Health Insurance	34,180	30,665	18,640	20,193	23,161	2,968	14.70%
5220.1	Health Insurance - HSA	-	2,619	11,315	12,258	9,798	(2,460)	-20.07%
5221	Dental Insurance	2,000	1,972	2,169	2,169	2,207	38	1.75%
5222	Life Insurance	184	201	246	246	193	(53)	-21.54%
5230	Disability	-	-	-	282	-	(282)	-100.00%
5240	Retirement	7,735	8,130	7,345	8,283	8,558	275	3.32%
	Total Benefits	52,949	52,704	49,682	54,041	55,080	1,039	1.92%
	<b>Total Personnel Services</b>	186,511	188,234	179,972	192,733	200,994	8,261	4.29%
6100	Office Supplies	157	1,718	900	1,500	900	(600)	-40.00%
6109	Forms	174	-	150	150	-	(150)	-100.00%
6111	State Stamps	829	829	900	1,320	900	(420)	-31.82%
6120	Code Books		_	-	750	-	(750)	-100.00%
	Total Supplies	1,160	2,546	1,950	3,720	1,800	(1,920)	-51.61%
6122	Gas & Oil	2,255	2,114	2,040	2,484	2,040	(444)	-17.87%
6213	Software Maintenance	300	300	300	300	300	-	0.00%
6303	Licenses		6	150	1,875	150	(1,725)	-92.00%
	Total Operating	2,555	2,420	2,490	4,659	2,490	(2,169)	-46.56%
7100	Training/Conference	1,989	2,505	2,500	2,500	2,500	-	0.00%
7120	Dues & Subscriptions	385	430	430	375	430	55	14.67%
7130	Mileage Reimbursement	28	-	=	-	-	-	N/A
	Total Travel/Training	2,402	2,935	2,930	2,875	2,930	55	1.91%
0100	Company of all Committees	100	000	12.000	1 200	1 200		0.000/
8100	Contracted Services	180	889	12,080	1,200	1,200	(700)	0.00%
8201	Vehicle Repairs	753	481	750	1,500	800	(700)	-46.67%
8202	Equipment Use Charge	1,660	1.070	-	- 2.700	-	(700)	N/A
	Total Purchased Services	2,593	1,370	12,830	2,700	2,000	(700)	-25.93%
8403	Cell Phone	1,891	1,855	1,800	1,860	1,800	(60)	-3.23%
	Total Expenditures	\$ 197,112	\$ 199,361	\$ 201,972	\$ 208,547	\$ 212.014	\$ 3,467	1.66%
	i otai expenditules	φ 17/,114	ψ 122,301	φ 401,714	Ψ 400,347	Ψ 414,014	ψ 3,407	1.00 /0

The Department of Legal Services provides legal advice and opinions to the Village Board, Village Committees and Village Staff. The department may also contract with outside legal sources if necessary 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, Committees and Staff on legal matters.
- \* Draft Ordinances, Resolutions and other Board and Committee documents.
- \* Draft various legal documents for development, purchase, use and sale of real estate.
- \* Review and draft contracts as needed for Village Departments, construction and other services.
- \* Prosecute municipal court citations.
- \* Oversite of Village related litigation.

#### **STAFFING (FTE Positions):**

	2017	2018	2019 - Budget					
Village Attorney	1.00	1.00	1.00					
Deputy Clerk / Legal Assistant	0.50	0.50	0.30					
Total Full-Time Equivalents	Total Full-Time Equivalents 1.50 1.50 1.30							
Note: Deputy Clerk / Legal Assistant will allocate time between Legal (30%) and Village Clerk/Treasurer (70%).								

#### 2018 ACCOMPLISHMENTS:

- \* Drafted lease agreement and handled numerous real estate transactions for the Green Bay Bullfrogs Stadium Project including construction and bidding questions.
- \* Prosecuted various levels of municipal court citations at both the pretrial and trial level.
- \* Drafted development and purchase agreements and related real estate documents concerning housing projects located within the Village.
- \* Revised and updated numerous Ashwaubenon Municipal Code provisions.
- \* Engaged in discussions and drafted and reviewed agreements concerning the Expo Center Project.
- \* Participated in numerous development project meetings with potential developers.
- \* Handled and advised staff on various public records issues.
- \* Participated in annual alcohol compliance meetings as part of liquor license renewal process.
- \* Participated and provided oversight for litigation concerning Klipstine Park.
- \* Continued enforcement and monitoring efforts towards Short-Term Rental Properties.

# 2019 OBJECTIVES:

- \* Engage in Collective Bargaining Negotiations with Public Safety Bargaining Unit.
- \* Monitor legislative and legal changes and updates to ensure Village compliance with new laws and regulations.
- \* Continue to research and address additional ordinance changes for more clear and concise Municipal Code provisions.
- \* Provide public records training to Village staff.
- \* Maintain supportive role and execute task quickly related to ongoing development projects.
- \* Work with Community Development to update zoning and building code provisions.

#### **BUDGET SUMMARY:**

\* Staff reallocation to include legal assistant help from a full-time employee that creates additional benefit cost to the department. Time allocation is reduced from 50% to 30% due to trend analysis.

# Fund 100 - General Government Department: Legal Services - 5161

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accoun	Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	_	105,388	114,634	114,634	114,978	344	0.30%
	Salaries Filla Wages		103,300	111,051	111,031	111,570		0.5070
5210	Medicare/Fica	-	7,313	8,769	8,769	8,795	26	0.30%
5220.1	Health Insurance - HSA	-	-	-	-	2,799	2,799	N/A
5221	Dental Insurance	-	-	-	-	342	342	N/A
5222	Life Insurance	-	-	-	-	270	270	N/A
5240	Retirement		5,602	6,096	6,096	7,531	1,435	23.54%
	Total Benefits	-	12,916	14,865	14,865	19,737	4,872	32.77%
	Total Personnel Services	-	118,304	129,499	129,499	134,715	5,216	4.03%
6100	Office Supplies	_	2,084	-	_	-	-	N/A
6120	Code Books	-	84	-	-	-	-	N/A
	Total Supplies	-	2,169	-	-	-	-	N/A
6302	Newspaper Publishing	200	_	-	-	-	-	N/A
6304	Postage		24	-	-	-	-	N/A
	Total Operating	200	24	-	-	-	-	N/A
7100	Training/Conference	-	1,133	1,200	1,500	1,500	-	0.00%
7120	Dues & Subscriptions	-	2,544	7,032	4,000	5,500	1,500	37.50%
7130	Mileage Reimbursement		57	-	-	_	-	N/A
	Total Travel/Training	-	3,734	8,232	5,500	7,000	1,500	27.27%
8100	Contracted Services	104,288	22,493	10,000	10,000	10,000	-	0.00%
8403	Cell Phone	-	763	636	-	636	636	N/A
	Total Expenditures	\$ 104,488	\$ 147,486	\$ 148,367	\$ 144,999	\$ 152,351	\$ 7,352	5.07%

The Village Hall Maintenance Department provides the background support services for the building and grounds at Village Hall. The common support services include the operation and maintenance of the heating and cooling systems, lighting and plumbing systems, parking lot maintenance, as well as the janitorial services for the building itself.

#### **SERVICES:**

- \* Heating, cooling and plumbing/mechanical system operation and maintenance.
- \* Lighting system operation and maintenance for Village Hall and Parking Lots.
- \* Utility (electric, natural gas, water, sewer) services for Village Hall.
- \* Parking lot maintenance for Village Hall.
- Janitorial services for Village Hall.

#### **STAFFING (FTE Positions):**

Village Hall Maintenance tasks 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 2018 projects.

#### 2018 ACCOMPLISHMENTS:

- \* Completed safety-eye replacement on all Village Hall garage doors serving Public Safety bringing all doors into code compliance.
- \* Village Hall boiler system (3-unit system vintage 1993) was replaced with a 2-unit system allowing for more efficient natural gas usage (approximately 15% gain in burning efficiency) and a more reliability as the previous boilers no longer had in-stock repair parts (averaging 14 service calls per heating season).

#### 2019 OBJECTIVES:

- \* Complete an energy audit of the Village Hall lighting, heating and cooling systems. At the time of the budget creation, there are three companies discussing free energy audits for Village Hall. Depending on the size and scope of any audit recommendations (LED lighting upgrades, Sensor implementation, etc.), they will be budgeted in future years.
- \* Planning for the rehabilitation of the South Village Hall Parking Lot. As part of a three-year program, the Village Hall Parking Lots will be resurfaced/restriped starting with the South Lot in 2020 (coordinated with the Ashwaubenon Ballpark Project), the West Lot in 2021 and the North Lot in 2022.

- \* Operational, maintenance and janitorial supply accounts are merged together in the Operation account for the 2019 budget as all costs are truly considered operational.
- \* Account 8106 Cleaning Contract Amount reduced \$7,500 for services completed by new Community Center/Park Maintenance worker.

Fund 100 - General Government

Department: Village Hall Maintenance - 5171

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accoun	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	527	2,136	7,846	20,000	5,500	(14,500)	-72.50%
5210	Medicare/Fica	36	144	765	1,530	421	(1,109)	-72.48%
5220	Health Insurance	187	755	-	5,775	1,401	(4,374)	-75.74%
5221	Dental Insurance	10	35	-	279	84	(195)	-69.89%
5222	Life Insurance	1	4	-	57	11	(46)	-80.70%
5230	Disability	-	-	-	39	-	(39)	-100.00%
5240	Retirement	35	131	-	1,120	283	(837)	-74.73%
	Total Benefits	269	1,068	765	8,800	2,200	(6,600)	-75.00%
	Total Personnel Services	796	3,204	8,611	28,800	7,700	(21,100)	-73.26%
6101	Operational Supplies	2,816	1,422	500	3,600	10,800	7,200	200.00%
6113	Maintenance Supplies	2,190	3,579	5,000	1,800	-	(1,800)	-100.00%
6116	Janitorial Supplies	7,009	2,203	3,600	8,400	-	(8,400)	-100.00%
	Total Supplies	12,014	7,204	9,100	13,800	10,800	(3,000)	-21.74%
6211	Repairs-Building/Equipment	23,553	29,310	18,800	22,800	22,800	_	0.00%
6214	Fire Alarm/Security Maint	1,003	875	3,146	1,250	2,000	750	60.00%
	Total Operating	24,556	30,184	21,946	24,050	24,800	750	3.12%
8106	Cleaning Contract	37,492	30,426	38,000	40,800	33,300	(7,500)	-18.38%
8400	Gas & Electric	59,613	56,990	55,936	57,012	57,516	504	0.88%
8401	Water/Sewer/Storm Water	8,402	9,419	10,500	9,000	11,000	2,000	22.22%
	Total Utilities	68,014	66,408	66,436	66,012	68,516	2,504	3.79%
9121	Equipment < \$5000	-	1,712	-	-	-	-	N/A
	Total Expenditures	\$ 142,872	\$ 139,139	\$ 144,093	\$ 173,462	\$ 145,116	\$ (28,346)	-16.34%

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, 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.

#### 2019 OBJECTIVES:

- \* Continue review of investment options to help reduce overall investment costs.
- \* Continue to review telephone and copy machine providers to ensure lowest cost service option.

- \* Service fees for postage, copying, credit cards, banking, investments and telephone are reviewed annually for cost savings potential.
- \* Account 8305-Property & Liability Insurance: Slight rise in General Fund allocation of total cost due to higher percentage of building valuation (due to the new community center, auditorium and
- \* Account 8309-Workers Comp Insurance: Reduction in premium costs due to lower workers comp
- \* The three-year average of workers' compensation claims has decreased leading to a reduction in insurance costs.

# Fund 100 - General Government Department: General Government - 5100

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Accoun	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Total Personnel Services	1,421	-	-	-	-	-	N/A
6100	Office Supplies	5,719	5,786	5,000	6,500	5,000	(1,500)	-23.08%
6304	Postage	26,672	23,426	26,500	28,200	26,400	(1,800)	-6.38%
6305	Copy Machine	29,213	19,411	18,000	21,000	18,900	(2,100)	-10.00%
6307	Credit Card Fees	22,353	20,067	21,000	21,000	21,000	-	0.00%
	Total Operating	78,238	62,903	65,500	70,200	66,300	(3,900)	-5.56%
8100	Contracted Services	300	3,895	-	-	-	-	N/A
8118	Bank Fees	8,351	23,415	32,000	12,500	30,000	17,500	140.00%
8119	Investment Fees	21,976	16,518	16,500	16,500	16,500	-	0.00%
	Total Purchased Services	30,626	43,828	48,500	29,000	46,500	17,500	60.34%
8305	Property & Liability Insurance	97,431	90,332	106,708	102,648	110,791	8,143	7.93%
8306	Employee Assistance Program	3,647	3,652	3,432	3,432	3,600	168	4.90%
8307	Unemployment	514	1,379	1,000	10,000	3,750	(6,250)	-62.50%
8309	Workers Comp Insurance	302,633	302,240	223,686	296,020	236,387	(59,633)	-20.14%
	Total Insurance	404,225	397,603	334,826	412,100	354,528	(57,572)	-13.97%
8402	Telephone/Pagers	25,993	24,246	22,000	24,500	22,675	(1,825)	-7.45%
8405	Television Expenses	-	26	141	-	132	132	N/A
	Total Utilities	25,993	24,273	22,141	24,500	22,807	(1,693)	-6.91%
8500	Wage Reserve	4,000	-	-	7,676	9,046	1,370	17.85%
9120	Equipment > \$5000	22,542	_	-	-	-	-	N/A
9121	Equipment < \$5000	-	11,761	-	-	-	-	N/A
	Total Capital Outlay	22,542	11,761	-	-	-	-	N/A
	Total Expenditures	\$ 572,764	\$ 546,153	\$ 475,967	\$ 549,976	\$ 504,181	\$ (45,795)	-8.33%
9200	Other Financing Uses Operating Transfer Out	293,310	142,857	1,490,000	1,490,000	-	(1,490,000)	-100.00%
	Total Expenditures	\$ 866,074	\$ 689,010	\$1,965,967	\$2,039,976	\$ 504,181	\$ (1,535,795)	-75.28%

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:**

\*

Provides high-quality police, fire and emergency medical services in partnership with the community through dedicated efforts and innovative programs.

# **STAFFING (FTE Positions):**

	2017	2018	2019 - Budget
Public Safety Director	1.00	1.00	1.00
Commanders	2.00	2.00	2.00
Captain of Investigations	1.00	1.00	1.00
Lieutenants	9.00	9.00	9.00
Officers	38.00	38.00	38.00
Community Service Officers	1.50	1.50	1.50
Support Services	3.80	3.80	3.80
Confidential	1.00	1.00	1.00
Crossing Guard	Part-time	Part-time	Part-time
Fire/Rescue - Paid on Call	Part-time	Part-time	Part-time
Total Full-Time Equivalents	57.30	57.30	57.30

#### 2018 ACCOMPLISHMENTS:

- \* Replacement of (18) outdated portable radios.
- \* Purchase and training with new extrication equipment.
- \* Installation of new fire garage exhaust system.
- \* Installation of new station emergency paging system.
- \* Purchase and installation of turnout gear washer and dryer.
- \* Received grant to replace (1) in-car video camera.

# 2019 OBJECTIVES:

- \* Replace outdated portable and mobile radios.
- \* Work with developers in Phase II of the Titletown District.
- \* Purchase and training of the new self-contained breathing apparatus equipment.
- \* Perform joint water rescue training with De Pere Fire Department.

# **Department: Public Safety - Police/Fire/Rescue - 5210**

- \* All prior years' Capital Outlay costs were contained within this budget [General Fund (100), Public Safety department (5210)]. The 2019 budget is moving these costs to Fund 430 to help provide a more consistant operating budget within the General Fund and help segragate capital related costs.
- \* Overtime accounts increased and/or adjusted due to historic trends.
- \* Account 5111-3353-Rescue Training: Decrease \$3,000 due to trends.
- \* Account 5103-POC Pay: Decrease due to trends.
- \* Account 6101-3303-Rescue supplies: Increased pharmacy and medical equipment costs
- \* Account 6101-3309: Move software maintenance items to Account 6213.
- \* Account 6213 Moved software maintenance items (ImageTrend software, LexisNexis software, etc.) from account 6101-3309.
- \* Account 6215-Equipment Maintenance: Shifted equipment maintenance costs from operational supplies (Hose Testing-\$3,400; Ladder Testing-\$2,400; Jaws Service-\$1,625, Air Compressor-\$700; SCBA Mask Test-\$575; Fire Extinguisher Testing-\$425).
- \* Account 7140-DAAT/Fitness: Increase for the replacement of "Red Man Training" DAAT equipment \$1,940
- \* Account 8203-Radio Maintenance: One-time radio reprogramming cost in 2018.
- \* Account 8300-Physical Exams: Based on actual rehires. Less rehires in recent years.

# **Department:** Public Safety - Police/Fire/Rescue - 5210

		2016	2017	2018	2018	2019	2019 vs 201	18 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Wagas	2 952 100	4 000 200	4 252 177	4 072 177	4 400 152	125 075	3.18%
5120	Wages Longevity	3,853,199 4,406	4,080,299 4,160	4,252,177 4,320	4,273,177 4,320	4,409,152 4,320	135,975	0.00%
5150	Holiday Pay	218,744	228,249	258,532	238,265	255,663	17,398	7.30%
5101	Fitness	51,706	54,588	56,455	69,188	63,735	(5,453)	-7.88%
5102	FLSA	60,450	58,253	65,000	65,000	65,000	(3,133)	0.00%
5111	Overtime		,	00,000	00,000	,	-	N/A
5111	3311 - County Court	4,687	6,831	5,200	5,200	5,700	500	9.62%
5111	3312 - Municipal Court	3,566	2,675	4,000	4,000	3,700	(300)	-7.50%
5111	3313 - Emergency Call-in	3,964	53,468	45,684	45,684	52,000	6,316	13.83%
5111	3314 - Regular	69,018	45,666	44,982	33,600	46,800	13,200	39.29%
5111	3315 - Meetings	17,988	13,566	18,000	18,000	18,000	-	0.00%
5111	3316 - Special Occurances	33,590	46,354	52,453	52,453	46,400	(6,053)	-11.54%
5111	3317 - Packers Games	36,103	37,680	37,500	34,187	37,700	3,513	10.28%
5111	3318 - Arena Inspection	2,126	2,844	5,000	3,000	3,000	-	0.00%
5111	3319 - Court Officer	4,145	4,504	5,000	4,300	4,500	200	4.65%
5111	3323 - Liaison	11,523	11,569	10,120	-	11,000	11,000	N/A
5111	3330 - Drug Task Force 3351 - Police Inservice	7,781	4,064	4,500	10.500	22.500	- 5 000	N/A
5111 5111	3352 - Fire Inservice	13,208 10,421	21,596 8,433	27,000 11,000	18,500 7,900	23,500 9,000	5,000 1,100	27.03% 13.92%
5111	3353 - Rescue Inservice	21,288	18,611	28,000	28,000	25,000	(3,000)	-10.71%
5111	3370 - Honor Guard	1,476	2,292	6,500	28,000	4,000	4,000	N/A
5111	3371 - Public Fire Education	1,223	4,092	1,375	_	1,500	1,500	N/A
5111	5500 - BOTS Grants	40,720	20,548	18,510	_	20,000	20,000	N/A
5130	Comp Time	183,294	211,036	245,000	200,000	225,000	25,000	12.50%
5103	Fire/Rescue Meeting Pay	37,626	35,354	36,000	45,000	40,000	(5,000)	-11.11%
	Total Salaries And Wages	4,692,251	4,976,733	5,242,308	5,149,774	5,374,670	224,896	4.37%
5210	Medicare/Fica	322,405	339,964	393,958	393,958	411,165	17,207	4.37%
5220	Health Insurance	860,493	888,141	740,415	769,687	829,319	59,632	7.75%
5220.1	Health Insurance - HSA	47.050	26,922	146,404	146,404	116,643	(29,761)	-20.33%
5221	Dental Insurance	47,059	49,782	55,556	55,556	56,320	764	1.38%
5222 5230	Life Insurance Disability	4,059	8,452	8,744	8,744 8,733	9,875	1,131 (8,733)	12.93% -100.00%
5240	Retirement	458,084	542,634	591,000	488,268	602,770	114,502	23.45%
5300	Public Safety Trust Fund Co	47,000	47,500	47,000	47,000	47,000	114,502	0.00%
3300	Total Benefits	1,739,100	1,903,395	1,983,077	1,918,350	2,073,092	154,742	8.07%
		,,	, ,	,,	,,	, ,	- ,-	
	Total Personnel Services	6,431,351	6,880,128	7,225,385	7,068,124	7,447,762	379,638	5.37%
6100	Office Supplies	5,005	6,045	6,500	8,000	8,000	-	0.00%
	Operational Supplies							
6101	General Office	2,346	2,049	5,320	4,992	4,992	-	0.00%
6101	3301 - Police	5,390	5,714	6,200	7,816	6,600	(1,216)	-15.56%
6101	3302 - Fire	18,835	16,847	7,375	17,325	8,200	(9,125)	-52.67%
6101	3303 - Rescue	16,519	27,533	25,000	25,000	30,000	5,000	20.00%
6101	3304 - Communications	2.704	633	750	1,500	500	(1,000)	-66.67%
6101	3305 - Investigations	2,784	2,735	2,750	4,000	4,000	-	0.00%
6101	3307 - Police Blood Draws 3309 - Electronics	14 200	12 002	1,000	1,000	1,000	(14,000)	0.00%
6101		14,300	12,883	5,000 500	16,000	2,000	(14,000)	-87.50%
6101 6101	3360 - Crossing Guards 5308 - EMS Grant	113 2,498	674 8,415	6,980	500 6,980	850 6,980	350	70.00% 0.00%
6102	Evidence Supplies	1,823	2,162	2,395	2,395	2,395		0.00%
6105	Range Supplies	11,823	14,977	15,000	15,300	15,300	_	0.00%
6109	Forms	3,093	2,193	2,000	4,000	2,500	(1,500)	-37.50%
6113	Maintenance Supplies	2,064	1,519	_,000		_,205	(-,500)	N/A
6116	Janitorial Supplies	8,040	6,992	7,800	7,800	7,800	-	0.00%
	Total Supplies	94,709	111,371	94,570	122,608	101,117	(21,491)	-17.53%

# Fund 100 - General Government Department: Public Safety - Police/Fire/Rescue - 5210

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accour	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
6122	C 0.1	60.024	75 202	75.024	75.004	75.024		0.000/
6122	Gas & Oil	69,024	75,303	75,924	75,924	75,924 15,420	-	0.00%
6211	Repairs-Building/Equipment	12,574	17,881	15,430	15,430	15,430	24.500	0.00%
6213	Software Maintenance Fire Alarm/Security Maint	10,350 84	11,980 38	16,500	9,000	33,500	24,500	272.22% N/A
6214 6215	Equipment Maintenance	04	-	9,125	-	9,125	9,125	N/A N/A
6305	Copy Machine	5,901	-	9,123	-	9,123	9,123	N/A N/A
6306	Building Furnishings	2,020	3,049	2,500	2,500	2,800	300	12.00%
0300	Uniforms	2,020	3,049	2,300	2,300	2,000	300	12.0070
6401	General Officer	56,354	53,901	60,500	60,500	60,500	_	0.00%
	3370 - Honor Guard	1,185	1,374	1,805	1,805	1,805	_	0.00%
	Grant Expenses				Í			
6500	Public Education	-	1,485	-	-	-	_	N/A
	5308 - EMS Grant	-	3,085	-	-	-	_	N/A
6501	Asset Forfeiture Expenses	2,702	-	-	-	-	_	N/A
6502	Public Education	2,756	2,539	2,750	3,800	3,800	_	0.00%
6505	ATV Patrol	533	733	750	1,150	1,150	_	0.00%
	Total Operating	163,482	171,368	185,284	170,109	204,034	33,925	19.94%
7100	Training/Conference	35,441	26,938	41,100	35,700	35,700	_	0.00%
7120	Dues & Subscriptions	4,216	4,791	4,200	4,200	4,200	_	0.00%
7130	Mileage Reimbursement	308	78	-1,200	-1,200	4,200	_	N/A
7140	Daat & Fitness	1,169	1,200	2,500	2,500	4,440	1,940	77.60%
7110	Total Travel/Training	41,135	33,007	47,800	42,400	44,340	1,940	4.58%
	1000 110 02 11000	11,100	22,007	.,,,,,,,	.2,.00	,5 .0	1,5.0	
8104	Mutual Aid	18,021	18,627	18,384	18,775	18,775	-	0.00%
8201	Vehicle Repairs	70,528	89,093	75,000	88,065	88,065	-	0.00%
8202	Equipment Use Charge	186,586	178,222	139,205	139,205	194,945	55,740	40.04%
8203	Radio Maintenance	8,426	15,843	7,500	24,000	4,000	(20,000)	-83.33%
	Total Purchased Services	283,561	301,784	240,089	270,045	305,785	35,740	13.23%
8300	Physical/Psych Exams	9,032	5,685	4,000	9,130	4,400	(4,730)	-51.81%
8400	Gas & Electric	-	-	8,797	-	9,000	9,000	N/A
8401	Water/Sewer/Storm Water	_	_	1,734	_	1,800	1,800	N/A
8402	Telephone/Pagers	10,294	3,623	3,600	6,500	6,500	_	0.00%
8403	Cell Phone	26,921	24,893	25,000	28,068	26,100	(1,968)	-7.01%
8404	Teletype	4,146	4,146	4,536	4,536	4,536	-	0.00%
	Total Utilities	41,361	32,662	43,667	39,104	47,936	8,832	22.59%
9121	Equipment < \$5000	29,538	43,878	33,172	33,172	-	(33,172)	-100.00%
	Total Expenditures	\$ 7,094,168	\$ 7,579,884	\$ 7,873,967	\$ 7,754,692	\$ 8,155,374	\$ 400,682	5.17%

**Department: Fire Inspection - 5230** 

#### **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.

#### **SERVICES:**

- \* State mandated fire inspections and reinspection of commercial properties and multi-tenant buildings.
- \* Site plan review of new buildings.
- \* Oversee Knox Box Program for the Village.

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget					
Fire Inspector	1.00	1.00	1.00					
Part-Time Inspectors (2)	0.58	1.00	1.00					
Total Full-Time Equivalents 1.58 2.00 2.00								
Note: Part-time Inspectors are budgeted at 1,040 hours each; actuals vary as services are needed.								

#### 2018 ACCOMPLISHMENTS:

- \* Completed 3,016 fire inspections.
- \* Estimated 1,400 violations recorded.
- \* Installed four residential Knox Boxes.
- \* Improved communication with Public Safety responders by creating the "building hazards" file in an effort to make responders aware of potential hazards that may impact fire operations.
- \* Revised short-term rental regulations by creating a list of fire safety requirements to be entered as a municipal code (pending approval).
- \* Improved relationship with PMI in providing fire inspection services at the Resch, Brown County Memorial Arena and Shopko Hall.
- \* Continued collection of Business Information Logs.
- \* Continuation and follow-up on the Residential Knox Box Program.

#### 2019 OBJECTIVES:

- \* Work with finance department to streamline and automate inspection process to aid in a more efficient and timely completion.
- \* Reorganize Residential Knox Box Program to increase efficiency and to keep accurate tracking.
- \* Begin implementing re-inspection fees in an effort to clean up reoccurring violations and to correct immediate threats to life safety in buildings.
- \* Continue to find new ways to build communication with Public Safety responders.
- \* Conduct voluntary home safety inspections upon request to reduce the potential for residential fires.
- \* Continue to provide quality fire inspection services for PMI events.
- \* Continue collection of Business Information Logs.
- \* Put more of an emphasis on identifying and ensuring maintenance of private hydrants during inspections. Create a system to make private hydrants more identifiable to Public Safety responders so they may be used as designed during potential fire operations.

# Fund 100 - General Government Department: Fire Inspection - 5230

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	C 1 . A 137	66.500	75 (27	50.067	71 407	01.610	10.102	1.4.070/
	Salaries And Wages	66,523	75,637	59,967	71,427	81,619	10,192	14.27%
	Overtime/Comptime	1,012 67,535	75,981	59,967	71,427	81,619	10,192	N/A 14.27%
	Total Salaries And Wages	67,535	/5,981	39,967	/1,42/	81,019	10,192	14.27%
5210	Medicare/Fica	4,766	5,480	4,587	5,464	6,244	780	14.28%
5220	Health Insurance	14,319	11,525	_	16,336	22,414	6,078	37.21%
5220.1	Health Insurance - HSA	-	3,491	-	_	· -	-	N/A
5221	Dental Insurance	1,038	958	-	1,142	1,142	-	0.00%
5222	Life Insurance	-	31	10	51	54	3	5.88%
5230	Disability	-	-	-	110	-	(110)	-100.00%
5240	Retirement	4,368	4,551	6,643	4,638	3,500	(1,138)	-24.54%
	Total Benefits	24,491	26,035	11,240	27,741	33,354	5,613	20.23%
	Total Personnel Services	92,026	102,016	71,207	99,168	114,973	15,805	15.94%
	Total Fersonnel Services	92,020	102,010	71,207	99,108	114,973	15,805	13.94%
6100	Office Supplies	745	713	800	900	900	-	0.00%
6101	Operational Supplies		-	=	-	-	-	N/A
	Total Supplies	745	713	800	900	900	-	0.00%
6122	Gas & Oil	1,775	1,114	1,200	2,292	1,200	(1,092)	-47.64%
6213	Software Maintenance	750	750	750	4,087	2,000	(2,087)	-51.06%
6401	Uniforms	796	1,805	1,400	1,400	2,000	600	42.86%
	Total Operating	3,320	3,669	3,350	7,779	5,200	(2,579)	
7100	Training/Conference	395	550	650	1,300	2,000	700	53.85%
7120	Dues & Subscriptions	215	1,520	1,500	1,500	1,500	-	0.00%
7130	Mileage Reimbursement	140	1,320	1,500	1,500	1,500	_	N/A
7130	Total Travel/Training	750	2,070	2,150	2,800	3,500	700	25.00%
8201	Vehicle Repairs	138	1,191	750	1,500	1,500	-	0.00%
8300	Physical/Psych Exams	137	-	-	-	-	-	N/A
8403	Cell Phone	670	773	900	707	900	193	27.30%
	Total Expenditures	\$ 97,787	\$ 110,431	\$ 79,157	\$ 112,854	\$ 126,973	\$ 14,119	12.51%

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:**

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

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Village Engineer (1)	1.00	1.00	1.00
GIS Coordinator (2)	1.00	1.00	1.00
Customer Service Rep/Secretary (3)	0.25	0.25	0.25
Part-time (4)	0.30	0.30	0.30
Total Full-Time Equivalents	2.55	2.55	2.55

#### 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 amoung multiple departments; 40% to Engineering.

#### 2018 ACCOMPLISHMENTS:

- \* Completed roadway design coordination for the Cormier Road Reconstruction Project (Oneida Street to Ashland Avenue).
- \* Completed utility reconstruction engineering and administration for the Cormier Road Reconstruction Project (Oneida Street to Ashland Avenue).
- \* Completed construction engineering and administration of the Marina Lane and Marina Circle R/O/W construction involved with the development of the Manseau Flats project.
- \* Completed the design, bidding and construction administration of the Mike McCarthy Way Reconstruction Project (Holmgren Way to Ashland Avenue).
- \* Continued the utility and roadway design for the Element Way Reconstruction Project.
- \* Completed the design, bidding and construction administration of the Coronis Pond Project, Main Avenue Pond Expansion Project, Ashland Avenue Pond Expansion Project and Hansen Road Storm Sewer Reconstruction Project.
- \* Continued the utility design for the SW Village Development Plan.
- \* Continued design administration of the Vanderperren Reconstruction Project (Tentative 2021 Reconstruction).
- \* Coordinated construction of 2018 Mill/Pave Program.
- \* Implemented new website/social media construction update program for large projects.

# 2019 OBJECTIVES:

- \* Liaison engineering and construction administration work between WDOT, Canadian National Railroad and Village with regards to STH 32 Railway Siding Rehabilitation.
- \* Construction administration of Ashwaubenon Ballpark Project.
- \* Design, bidding and construction administration of the Element Way Reconstruction Project.
- \* Design, bidding and construction administration of the South Broadway Schneider Site Redevelopment.
- \* Design, bidding and construction administration of the SW Development Utility Easement.
- \* Construction administration of the Cormier Road Reconstruction Project (Oneida Street to Ashland Avenue).
- \* Construction administration of the Mike McCarthy Way Overhead Utility Relocation Project and subsequent sidewalk construction.
- \* Design, bidding and construction administration of the 2019 Sidewalk and Trail Projects.
- \* Construction administration of the 2019 Mill/Pave Program.
- \* Design administration of the Vanderperren Reconstruction Project (Tentative 2021 Reconstruction).

#### **BUDGET SUMMARY:**

\* The Village Engineering Budget remains relatively constant with the only sizeable adjustment coming forth in the Personnel Services account.

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Account	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
								_
	Salaries And Wages	68,595	71,800	75,124	75,124	81,788	6,664	8.87%
	Overtime/Comptime	_	33	63	63	63	-	0.00%
	Total Salaries And Wages	68,595	71,833	75,187	75,187	81,851	6,664	8.86%
5210	Medicare/Fica	4,362	4,534	5,752	5,752	6,262	510	8.87%
5220	Health Insurance	22,555	21,130	14,135	14,135	15,690	1,555	11.00%
5220.1	Health Insurance - HSA	-	1,745	8,168	8,168	6,998	(1,170)	-14.32%
5221	Dental Insurance	756	986	1,084	1,084	1,084	-	0.00%
5222	Life Insurance	108	123	142	142	187	45	31.69%
5230	Disability	-	-	-	180	-	(180)	-100.00%
5240	Retirement	4,430	4,775	4,876	4,876	5,217	341	6.99%
	Total Benefits	32,210	33,294	34,157	34,337	35,438	1,101	3.21%
	Total Personnel Services	100,805	105,127	109,344	109,524	117,289	7,765	7.09%
6100	Office Supplies	1,851	2,651	1,650	3,100	2,400	(700)	-22.58%
6122	Gas & Oil	2,102	1,339	720	2,316	732	(1,584)	-68.39%
6211	Repairs-Building/Equipment	-	-	-	1,500	1,000	(500)	-33.33%
6213	Software Maintenance	6,596	7,547	8,800	8,800	9,500	700	7.95%
	Total Operating	8,698	8,885	9,520	12,616	11,232	(1,384)	-10.97%
7100	Training/Conference	200	2,298	1,000	1,700	1,700	_	0.00%
7120	Dues & Subscriptions	167	265	400	500	500	-	0.00%
7130	Mileage Reimbursement	60	-	-	-	-	-	N/A
	Total Travel/Training	427	2,563	1,400	2,200	2,200	-	0.00%
8100	Contracted Services	5,500	7,360	8,000	12,000	11,000	(1,000)	-8.33%
8115	Engineering Services	724	6,303	6,000	8,000	7,500	(500)	-6.25%
8201	Vehicle Repairs	1,519	634	500	500	500	-	0.00%
	Total Purchased Services	7,742	14,297	14,500	20,500	19,000	(1,500)	-7.32%
8403	Cell Phone	942	870	180	876	180	(696)	-79.45%
	Total Expenditures	\$ 120,465	\$ 134,392	\$ 136,594	\$ 148,816	\$ 152,301	\$ 3,485	2.34%

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 projects, 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 the overall operation of the Village.

#### **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.
- \* Construction assistance to all other Village Departments
- \* Village Hall maintenance assistance

# STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Director of Public Works (1)	1.00	1.00	1.00
Street Operations Supervisor (2)	1.00	1.00	1.00
Customer Service Rep/Secretary (3)	0.30	0.30	0.30
<b>Total Full-Time Equivalents</b>	2.30	2.30	2.30

#### 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.

#### 2018 ACCOMPLISHMENTS:

- \* Completed all scheduled roadway asphalt resurfacing, concrete street repair, sidewalk repair and roadway maintenance projects scheduled for 2018.
- \* Continued inter-department project implementation into Public Works projects (i.e.: Winter Forestry Department assistance, Completing Utility asphalt patchwork with Public Works patchwork, Completing Park and Recreation concrete projects with nearby Public Works construction).
- \* Completed a Village website informational tab at top of website page to alert residents during severe weather events (snow plowing schedules) or inform residents of ongoing Village construction. This tab links to the Village's social media account to provide another avenue of communication.
- \* Restarted a storm sewer maintenance program to minimize flooding scenarios in the Village to the greatest extent possible.
- \* Implemented with Public Safety and the Green Bay Packers Gameday Operations, new traffic control protocols to move traffic as efficiently as possible.

# **Department: Street Administration - 5421**

# 2019 OBJECTIVES:

- \* Continue working with other community Public Works Departments, through BCPWA meetings, to explore new ideas and problem solving options along with expanding group purchasing options to maximize cost savings.
- \* Review interdepartmental project scheduling to improve communications and timely completion of Village projects.
- \* Analyze Village Garage operations to determine long-term storage and operations needs.

# **BUDGET SUMMARY:**

\* Account 6213-Software Maintenance: One-year increase in order to update the vehicle code scanner software. This update was last completed in 2016 and with the purchase of newer equipment, the software needs to be updated.

Fund 100 - General Government

Department: Street Administration - 5421

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	104,223	107,742	111,776	111,776	119,221	7,445	6.66%
	Overtime/Comptime		100	75	75	75	-	0.00%
	Total Salaries And Wages	104,223	107,843	111,851	111,851	119,296	7,445	6.66%
5210	Medicare/Fica	6,319	7,266	8,557	8,557	9,126	569	6.65%
5220	Health Insurance	27,065	24,819	15,145	15,145	16,810	1,665	10.99%
5220.1	Health Insurance - HSA	-	2,444	11,435	11,435	9,798	(1,637)	-14.32%
5221	Dental Insurance	1,481	1,505	1,655	1,655	1,655	-	0.00%
5222	Life Insurance	266	278	513	513	560	47	9.16%
5230	Disability	_	-	-	273	-	(273)	-100.00%
5240	Retirement	6,854	7,273	7,493	7,493	7,814	321	4.28%
	Total Benefits	41,985	43,584	44,798	45,071	45,763	692	1.54%
	Total Personnel Services	146,208	151,427	156,649	156,922	165,059	8,137	5.19%
6100	Office Supplies	502	906	500	780	780	-	0.00%
6213	Software Maintenance	550	550	550	3,000	6,750	3,750	125.00%
6302	Newspaper Publishing	532	-	-	-	-	-	N/A
6304	Postage	-	847	-	-	-	-	N/A
	Total Operating	1,082	1,397	550	3,000	6,750	3,750	125.00%
7100	Training/Conference	1,453	820	1,500	3,100	2,500	(600)	-19.35%
8100	Contracted Services	-	966	-	1,500	1,500	-	0.00%
8403	Cell Phone	4,086	3,834	3,660	3,660	3,660	-	0.00%
	Total Expenditures	\$ 153,331	\$ 159,351	\$ 162,859	\$ 168,962	\$ 180,249	\$ 11,287	6.68%

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 to all village vehicles.
- \* Small engine repair.
- \* Full welding and fabrication services.
- \* Parts inventory maintenance.
- \* Assist with various Public Works projects or tasks as needed.

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Lead Mechanic	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00
Total Full-Time Equivalents	3.00	3.00	3.00

- \* Personnel Services: Overall time tracking improvements to be put in place to ensure other Public Works employees are accurately logging their time. Prior years' Garage budgets include non-mechanic wages and benefits.
- \* Account 6122 Gas and Oil New software created a revised fuel charge allocation to various departments based on the equipment using the gas pumps. All street vehicles are coded to the Garage budget since many of the vehicles have multi-purpose use.
- \* Account 6113 Maintenance Supplies Increased due to additional additives and more frequent media replacements on newer diesel engines.

**Department: Garage - 5410** 

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Accour	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	-	•	•					
	Salaries And Wages	198,377	194,440	194,294	194,294	199,261	4,967	102.56%
	Overtime/Comptime	32,116	23,066	7,200	13,995	7,200	(6,795)	51.45%
	Total Salaries And Wages	230,493	217,506	201,494	208,289	206,461	(1,828)	99.12%
5210	Medicare/Fica	15,739	14,635	15,934	15,934	15,794	(140)	99.12%
5220	Health Insurance	66,654	71,213	55,633	66,354	64,948	(1,406)	97.88%
5221	Dental Insurance	3,623	3,429	3,705	3,705	3,737	32	100.86%
5222	Life Insurance	406	591	734	734	738	4	100.54%
5230	Disability	-	-	-	476	-	(476)	0.00%
5240	Retirement	14,922	14,286	13,735	13,735	13,256	(479)	96.51%
02.0	Total Benefits	101,344	104,155	89,741	100,938	98,473	(2,465)	97.56%
	Total Personnel Services	331,836	321,660	291,235	309,227	304,934	(4,293)	98.61%
6100	Office Supplies	502	17	500	3,600	2,000	(1,600)	55.56%
6113	Maintenance Supplies	16,948	14,817	15,200	15,200	21,000	5,800	138.16%
6116	Janitorial Supplies	8,484	4,221	6,500	9,000	9,600	600	106.67%
0110	Total Supplies	25,935	19,055	22,200	27,800	32,600	4,800	117.27%
6122	Gas & Oil	66,659	26,883	56,496	73,320	56,496	(16,824)	77.05%
6211	Repairs-Building/Equipment	24,884	11,145	18,000	21,000	19,800	(10,324) $(1,200)$	94.29%
6401	Uniforms	1,384	355	1,000	1,500	1,500	(1,200)	100.00%
6402	Shoe Allowance	2,463	1,721	3,000	3,000	3,000	_	100.00%
6403	Tool Allowance	800	400	800	1,000	800	(200)	80.00%
0403	Total Operating	96,190	40,504	79,296	99,820	81,596	(18,224)	81.74%
7100	Training/Conference	-	350	-	-	-	-	N/A
8300	Physical/Psych Exams	745	-	151	-	-	-	N/A
8400	Gas & Electric	23,752	31,525	33,205	35,544	31,332	(4,212)	88.15%
8401	Water/Sewer/Storm Water	6,081	6,119	8,000	6,800	8,000	1,200	117.65%
*	Total Utilities	29,833	37,644	41,205	42,344	39,332	(3,012)	92.89%
9120	Equipment > \$5000	_	12,000	27,639	_	_	_	N/A
9121	Equipment < \$5000	_	3,515	_,,557	_	_	_	N/A
<b>-</b>	Total Capital Outlay	-	15,515	27,639	-	-	-	N/A
	Total Expenditures	\$ 484,539	\$ 434,729	\$ 461,726	\$ 479,191	\$ 458,462	\$ (20,729)	95.67%

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 (FTE Positions):**

2017	2018	2019 - Budget
0.80	0.80	0.80
8.00	8.00	8.00
8.80	8.80	8.80
	0.80	0.80 0.80 8.00 8.00

#### Notes:

Personnel costs are allocated in Public Works' Departments based on historical trends and future projects.

- 1. The two Field Operator I positions are allocated between Public Works (40%) and Storm Water (60%).
- 2. Seasonal help is shown as budgeted; actual costs vary depending on use.

- \* Account 6122 Gas and Oil New software created a revised fuel charge allocation to various departments based on the equipment using the gas pumps. All street vehicles are coded to the Garage budget since many of the vehicles have multi-purpose use.
- \* Account 8201 Vehicle Repairs One-time increase for rust removal and repainting of Tandem Dump Truck #76. The repair to the truck body provides an extra 3-5 years of extended vehicle life.
- \* Account 8202 Equipment Use Charge This account is the annual depreciation charge for all Street Maintenance vehicles. Recent years' and 2019 planned purchases of new equipment have replaced older, fully-depreciated equipment; thus generating a larger depreciation charge to the department.

Fund 100 - General Government

Department: Street Maintenance - 5431

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
								_
	Salaries And Wages	183,541	166,858	258,763	258,763	239,062	(19,701)	92.39%
	Overtime/Comptime	38,079	32,982	37,320	37,320	21,120	(16,200)	56.59%
	Total Salaries And Wages	221,620	199,840	296,083	296,083	260,182	(35,901)	87.87%
5210	Medicare/Fica	15,120	13,599	22,651	22,651	19,904	(2,747)	87.87%
5220	Health Insurance	60,575	75,621	71,752	71,752	99,836	28,084	139.14%
5220.1	Health Insurance - HSA	-	-	-	-	5,599	5,599	N/A
5221	Dental Insurance	3,815	4,556	6,097	6,097	5,327	(770)	87.37%
5222	Life Insurance	539	526	480	480	868	388	180.83%
5230	Disability	-	-	-	720	-	(720)	0.00%
5240	Retirement	14,646	18,819	20,949	20,949	19,814	(1,135)	94.58%
	Total Benefits	94,695	113,121	121,929	122,649	151,348	28,699	123.40%
	Total Personnel Services	316,314	312,961	418,012	418,732	411,530	(7,202)	98.28%
6113	Maintenance Supplies	43,493	42,035	48,000	37,800	45,000	7,200	119.05%
6122	Gas & Oil	-	25,263	-	_	-	-	N/A
6302	Newspaper Publishing	349	-	-	-	_	-	N/A
	Total Operating	349	25,263	-	-	-	-	N/A
8201	Vehicle Repairs	83,856	72,302	75,000	55,200	78,000	22,800	141.30%
8202	Equipment Use Charge	111,455	97,021	93,622	93,622	134,639	41,017	143.81%
	Total Purchased Services	195,311	169,322	168,622	148,822	212,639	63,817	142.88%
8300	Physical/Psych Exams	-	76	-	-	-	-	N/A
	Total Expenditures	\$ 555,468	\$ 549,657	\$ 634,634	\$ 605,354	\$ 669,169	\$ 63,815	110.54%

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 aging curb to repair of damage from the plowing season to responding to resident concerns.

# **STAFFING (FTE Positions):**

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 2019 projects.

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	Salaries And Wages	29,161	28,390	15,000	15,000	15,000	-	0.00%
	Overtime/Comptime		150	-	-	-	-	N/A
	Total Salaries And Wages	29,161	28,540	15,000	15,000	15,000	-	0.00%
5210	Medicare/Fica	1,995	1,950	1,148	1,148	1,148	-	0.00%
5220	Health Insurance	8,341	6,465	4,331	4,331	3,903	(428)	-9.88%
5221	Dental Insurance	551	411	209	209	234	25	11.96%
5222	Life Insurance	64	54	43	43	30	(13)	-30.23%
5230	Disability	-	-	-	29	-	(29)	-100.00%
5240	Retirement	1,925	1,521	840	840	785	(55)	-6.55%
	Total Benefits	12,876	10,401	6,571	6,600	6,100	(500)	-7.58%
	Total Personnel Services	42,037	38,941	21,571	21,600	21,100	(500)	-2.31%
6113	Maintenance Supplies	17,005	15,627	15,000	12,000	12,000	-	0.00%
	Total Expenditures	\$ 59,042	\$ 54,567	\$ 36,571	\$ 33,600	\$ 33,100	\$ (500)	-1.49%

**Department: Snow & Ice Control - 5435** 

# **DEPARTMENT DESCRIPTION:**

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

# **STAFFING (FTE Positions):**

Snow & 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 2019 projects.

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accou	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	Salaries And Wages	14,112	20,264	30,000	30,000	25,000	(5,000)	83.33%
	Overtime/Comptime	30,273	18,545	20,000	20,000	20,000	-	100.00%
	Total Salaries And Wages	44,385	38,809	50,000	50,000	45,000	(5,000)	90.00%
5210	Medicare/Fica	3,043	2,674	3,825	3,825	3,443	(382)	90.01%
5220	Health Insurance	7,969	10,124	14,438	14,438	11,628	(2,810)	80.54%
5221	Dental Insurance	494	505	697	697	698	1	100.14%
5222	Life Insurance	79	54	142	142	90	(52)	63.38%
5230	Disability	-	-	-	97	-	(97)	0.00%
5240	Retirement	2,312	2,244	2,801	2,801	2,341	(460)	83.58%
	Total Benefits	13,896	15,602	21,903	22,000	18,200	(3,800)	82.73%
	Total Personnel Services	58,281	54,411	71,903	72,000	63,200	(8,800)	87.78%
6113	Maintenance Supplies	99,834	113,958	100,000	100,000	100,000	-	100.00%
8201	Vehicle Repairs	1,409	_	_	_	-	-	N/A
8204	Street Maintenance	178	-	-	-	-	-	N/A
	Total Purchased Services	1,587	-	-	-	-	-	N/A
	Total Expenditures	\$ 159,702	\$ 168,369	\$ 171,903	\$ 172,000	\$ 163,200	\$ (8,800)	94.88%

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 (FTE Positions):**

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 2019 projects.

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	21,914	20,608	20,500	20,500	22,000	1,500	7.32%
	Overtime/Comptime	3,043	3,139	2,000	2,000	2,000	-	0.00%
	Total Salaries And Wages	24,957	23,747	22,500	22,500	24,000	1,500	6.67%
5210	Medicare/Fica	1,718	1,615	1,721	1,721	1,836	115	6.68%
5220	Health Insurance	2,153	5,277	6,497	6,497	6,196	(301)	-4.63%
5221	Dental Insurance	401	321	314	314	372	58	18.47%
5222	Life Insurance	35	34	64	64	48	(16)	-25.00%
5230	Disability	_	_	-	44	-	(44)	-100.00%
5240	Retirement	1,456	1,224	1,260	1,260	1,248	(12)	-0.95%
	Total Benefits	5,762	8,471	9,856	9,900	9,700	(200)	-2.02%
	Total Personnel Services	30,719	32,217	32,356	32,400	33,700	1,300	4.01%
6113	Maintenance Supplies	26,185	30,608	28,000	28,000	28,000	-	0.00%
8400	Gas & Electric	36,923	34,818	34,951	39,204	35,568	(3,636)	-9.27%
Total Expenditures		\$ 93,827	\$ 97,644	\$ 95,307	\$ 99,604	\$ 97,268	\$ (2,336)	-2.35%

**Department: Street Lighting - 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 (FTE Positions):**

No staffing needs are required for the Street Lighting budget.

Accoum	t Description	2016 Actual	2017 Actual	2018 Forecast	2018 Budget	2019 Budget	2019 vs 2018 \$ Change 9	0
8400	Gas & Electric	464,122	460,133	460,000	463,680	459,372	(4,308)	-0.93%
	Total Expenditures	\$ 464,122	\$ 460,133	\$ 460,000	\$ 463,680	\$ 459,372	\$ (4,308)	-0.93%

**Department: Sidewalk Maintenance - 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 (FTE Positions):

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 2019 projects.

Accoun	t Description	2016 Actual	2017 Actual	2018 Forecast	2018 Budget	2019 Budget		18 Budget % Change
Account	Description	Actual	Actual	Forceast	Duuget	Duuget	φ Change	70 Change
	Salaries And Wages	106	2,996	3,000	1,500	4,000	2,500	166.67%
5210	Medicare/Fica	8	207	115	115	306	191	166.09%
5220	Health Insurance	-	657	466	466	1,019	553	118.67%
5221	Dental Insurance	2	56	22	22	61	39	177.27%
5222	Life Insurance	0	6	5	5	8	3	60.00%
5230	Disability	-	_	_	3	-	(3)	-100.00%
5240	Retirement	7	204	89	89	206	117	131.46%
	Total Benefits	17	1,130	697	700	1,600	900	128.57%
	Total Personnel Services	123	4,126	3,697	2,200	5,600	3,400	154.55%
6113	Maintenance Supplies	4,921	5,341	5,000	5,000	5,000	-	0.00%
	Total Expenditures	\$ 5,044	\$ 9,467	\$ 8,697	\$ 7,200	\$ 10,600	\$ 3,400	47.22%

**Department: School District Maintenance - 5447** 

# **DEPARTMENT DESCRIPTION:**

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

# **STAFFING (FTE Positions):**

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 2019 projects.

Accoun	nt Description	2016 Actual	2017 Actual	2018 Forecast	2018 Budget	2019 Budget		18 Budget % Change
riccoun	Description .	1100001	1100001	1 of ccase	Duager	Duaget	ψ Change	/ Change
	Salaries And Wages	1,855	595	1,000	1,200	1,200	-	0.00%
5210	Medicare/Fica	127	41	77	92	92	-	0.00%
5220	Health Insurance	608	178	-	323	323	-	0.00%
5221	Dental Insurance	32	11	-	16	19	3	18.75%
5222	Life Insurance	7	1	-	3	2	(1)	-33.33%
5230	Disability	-	-	-	2	-	(2)	-100.00%
5240	Retirement	122	40	67	64	64	-	0.00%
	Total Benefits	897	271	144	500	500	-	0.00%
	Total Personnel Services	2,752	866	1,144	1,700	1,700	-	0.00%
c112	M-:	00						NI/A
6113	Maintenance Supplies	88	-	-	-	-	-	N/A
	Total Expenditures	\$ 2,840	\$ 866	\$ 1,144	\$ 1,700	\$ 1,700	\$ -	0.00%

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 (FTE Positions):**

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 2019 projects.

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	3,074	649	2,500	5,000	4,000	(1,000)	-20.00%
	Overtime/Comptime	-	183	-	-	-	-	N/A
	Total Salaries And Wages	3,074	831	2,500	5,000	4,000	(1,000)	-20.00%
5210	Medicare/Fica	224	57	191	383	306	(77)	-20.10%
5220	Health Insurance	404	223	-	1,443	1,019	(424)	-29.38%
5221	Dental Insurance	28	14	-	70	61	(9)	-12.86%
5222	Life Insurance	2	1	-	14	8	(6)	-42.86%
5230	Disability	-	-	-	10	-	(10)	-100.00%
5240	Retirement	100	57	168	280	206	(74)	-26.43%
	Total Benefits	758	353	359	2,200	1,600	(600)	-27.27%
	Total Personnel Services	3,832	1,184	2,859	7,200	5,600	(1,600)	-22.22%
	Total Expenditures	\$ 3,832	\$ 1,184	\$ 2,859	\$ 7,200	\$ 5,600	\$ (1,600)	-22.22%

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 (FTE Positions):**

No staffing needs are required for the Transit System budget.

Accoun	nt Description	2016 Actual	2017 Actual	2018 Forecast	2018 Budget	2019 Budget	2019 vs 20 \$ Change	18 Budget % Change
8100	Contracted Services	163,052	134,154	216,469	207,829	212,862	5,033	2.42%
	Total Expenditures	\$ 163,052	\$ 134,154	\$ 216,469	\$ 207,829	\$ 212,862	\$ 5,033	2.42%

## **Department: Garbage & Refuse Collection - 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 (FTE Positions):

	2017	2018	2019 - Budget
Public Works Field Operator I	1.00	1.00	1.00
Public Works Field Operator I	1.00	1.00	1.00
Public Works Field Operator I	0.75	0.75	0.75
Total Full-Time Equivalents	2.75	2.75	2.75

- \* Account 6122 Gas and Oil New software created a revised fuel charge allocation to various departments based on the equipment using the gas pumps. All street vehicles are coded to the Garage budget since many of the vehicles have multi-purpose use.
- \* Account 8201 Vehicle Repairs Two same model year refuse trucks, had a large hydraulic system breakdown requiring replacement. The plan is to complete a smaller overhaul on the other truck to head off a similar failure.
- \* Account 8202 Equipment Use Charge This account is the annual depreciation charge for all Street Maintenance vehicles. Recent years' and 2019 planned purchases of new equipment have replaced older, fully-depreciated equipment; thus generating a larger depreciation charge to the department.

# **Department: Garbage & Refuse Collection - 5710**

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	148,894	165,344	170,000	155,470	173,959	18,489	11.89%
	Overtime/Comptime	12,818	7,074	7,500	12,829	8,164	(4,665)	-36.36%
	Total Salaries And Wages	161,711	172,418	177,500	168,299	182,123	13,824	8.21%
5210	Medicare/Fica	10,912	11,718	13,579	12,875	13,933	1,058	8.22%
5220	Health Insurance	46,728	33,995	42,860	42,860	28,184	(14,676)	-34.24%
5220.1	Health Insurance - HSA	-	3,491	-	-	13,997	13,997	N/A
5221	Dental Insurance	2,981	3,105	3,140	3,140	2,610	(530)	-16.88%
5222	Life Insurance	257	247	356	356	275	(81)	-22.75%
5230	Disability	-	_	_	394	-	(394)	-100.00%
5240	Retirement	10,607	11,749	11,893	11,275	11,732	457	4.05%
	Total Benefits	71,485	64,303	71,828	70,900	70,731	(169)	-0.24%
	Total Personnel Services	233,196	236,721	249,328	239,199	252,854	13,655	5.71%
6113	Maintenance Supplies	528	5,202	1,500	1,500	1,500	-	0.00%
6116	Janitorial Supplies	3	-	-	-	-	-	N/A
	Total Supplies	531	5,202	1,500	1,500	1,500	-	0.00%
6122	Gas & Oil	-	12,815	27,156	-	27,156	27,156	N/A
6303	Licenses	282	-	-	-	-	-	N/A
	Total Operating	282	12,815	27,156	-	27,156	27,156	N/A
8201	Vehicle Repairs	39,510	18,703	19,800	19,800	27,900	8,100	40.91%
8202	Equipment Use Charge	54,466	76,301	61,481	61,481	76,203	14,722	23.95%
	Total Purchased Services	93,976	95,003	81,281	81,281	104,103	22,822	28.08%
	Total Expenditures	\$ 327,984	\$ 349,741	\$ 359,265	\$ 321,980	\$ 385,613	\$ 63,633	19.76%

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 (FTE Positions):**

	2017	2018	2019 - Budget
Public Works Field Operator I	1.00	1.00	1.00
Public Works Field Operator I	0.25	0.25	0.25
Total Full-Time Equivalents	1.25	1.25	1.25

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
•								
	Salaries And Wages	53,642	59,523	67,860	67,860	82,254	14,394	21.21%
	Overtime/Comptime	7,367	7,144	5,831	5,831	1,166	(4,665)	-80.00%
	Total Salaries And Wages	61,009	66,668	73,691	73,691	83,420	9,729	13.20%
5210	Medicare/Fica	4,109	4,358	5,637	5,637	5,617	(20)	-0.35%
5220	Health Insurance	28,724	22,774	23,982	23,982	5,603	(18,379)	-76.64%
5220.1	Health Insurance - HSA	,	3,491	, _	, _	4,666	4,666	N/A
5221	Dental Insurance	1,110	1,363	1,427	1,427	663	(764)	-53.54%
5222	Life Insurance	77	95	115	115	75	(40)	-34.78%
5230	Disability	-	-	-	173	-	(173)	-100.00%
5240	Retirement	3,982	5,459	4,937	4,937	4,809	(128)	-2.59%
	Total Benefits	38,002	37,540	36,098	36,271	21,433	(14,838)	-40.91%
	Total Personnel Services	99,011	104,207	109,789	109,962	104,853	(5,109)	-4.65%
6113	Maintenance Supplies	287	4,769	2,000	2,000	2,000	-	0.00%
6122	Gas & Oil	10,740	11,452	10,476	11,808	10,476	(1,332)	-11.28%
8100	Contracted Services	239	-	-	-	-	-	N/A
8108	Brown Co Mrf Charges	573	-	-	-	-	-	N/A
8109	Brown County Landfill	9,170	-	-	-	-	-	N/A
8201	Vehicle Repairs	11,487	10,159	14,080	16,080	16,080	-	0.00%
8202	Equipment Use Charge	40,193	48,900	32,279	32,279	33,613	1,334	4.13%
	Total Purchased Services	61,662	59,059	46,359	48,359	49,693	1,334	2.76%
	<b>Total Expenditures</b>	\$ 171,700	\$ 179,487	\$ 168,624	\$ 172,129	\$ 167,022	\$ (5,107)	-2.97%

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 (FTE Positions):**

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 2019 projects.

- \* The Solid Waste Tipping Fee is increasing from \$42.00/ton in 2018 to \$43.00/ton in 2019. That cost increase is reflected in the Brown County Landfill account.
- \* Due to the severe drop in the recycling market, a once profitable venture whereby communities were paid \$15-\$20/ton for recycled materials are now averaging a \$10-\$15/ton cost. The market has bottomed out on these materials and is hoped to gain traction in 2019, however, a placeholder in the Brown County MRF Charges account is budgeted for continued recycling payments.

Account	<b>Description</b>	2016 Actual	2017 Actual	2018 Forecast	2018 Budget	2019 Budget		18 Budget % Change
8108 8109	Brown Co Mrf Charges Brown County Landfill Total Purchased Services	202,262 202,262	1,140 188,868 190,008	12,043 190,353 202,396	191,000	15,000 196,740 211,740	15,000 5,740 20,740	N/A 3.01% 10.86%
	Total Expenditures	\$ 202,262	\$ 190,008	\$ 202,396	\$ 191,000	\$ 211,740	\$ 20,740	10.86%

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 week control as needed.

#### **STAFFING (FTE Positions):**

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.

Accoun	t Description	2016 Actual	2017 Actual	2018 Forecast	2018 Budget	2019 Budget	2019 vs 201 \$ Change	
	Salaries And Wages	9,119	9,513	9,500	10,000	10,000	-	0.00%
5210	Medicare/Fica	596	641	727	765	765	-	0.00%
5220	Health Insurance	3,334	3,572	-	2,889	2,547	(342)	-11.84%
5221	Dental Insurance	176	165	-	139	153	14	10.07%
5222	Life Insurance	36	20	-	28	20	(8)	-28.57%
5230	Disability	-	-	-	19	-	(19)	-100.00%
5240	Retirement	602	610	637	560	515	(45)	-8.04%
	Total Benefits	4,744	5,009	1,364	4,400	4,000	(400)	-9.09%
	Total Personnel Services	13,864	14,522	10,864	14,400	14,000	(400)	-2.78%
8100	Contracted Services	1,428	1,706	1,800	3,300	2,500	(800)	-24.24%
	Total Expenditures	\$ 15,292	\$ 16,228	\$ 12,664	\$ 17,700	\$ 16,500	<b>\$</b> (1,200)	-6.78%

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 (FTE Positions):**

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 2019 projects.

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget		% Change
	•							
	Salaries And Wages	70,774	73,887	74,000	65,000	75,000	10,000	115.38%
	Overtime/Comptime	128	1,538	-	-	-	-	N/A
	Total Salaries And Wages	70,901	75,425	74,000	65,000	75,000	10,000	115.38%
5210	Medicare/Fica	5,020	5,255	5,661	4,973	5,738	765	115.38%
5220	Health Insurance	12,487	14,216	18,768	18,768	19,436	668	103.56%
5221	Dental Insurance	806	667	906	906	1,165	259	128.59%
5222	Life Insurance	77	62	185	185	151	(34)	81.62%
5230	Disability	-	-	-	127	-	(127)	0.00%
5240	Retirement	2,855	2,423	3,641	3,641	3,910	269	107.39%
	Total Benefits	21,245	22,624	29,161	28,600	30,400	1,800	106.29%
	T . 1D . 10 .	02.146	00.040	102.161	02.600	105 400	11.000	112 (10)
	Total Personnel Services	92,146	98,049	103,161	93,600	105,400	11,800	112.61%
6113	Maintenance Supplies	3,047	3,276	2,000	3,000	3,000	-	100.00%
8201	Vehicle Repairs	38	315	717	-	-	-	N/A
	Total Expenditures	\$ 95,232	\$ 101,640	\$ 105,878	\$ 96,600	\$ 108,400	\$ 11,800	112.22%

## **Department: Parks and Recreation Administration - 5521**

#### **DEPARTMENT DESCRIPTION:**

Administration functions for all Village parks and related recreation and forestry needs.

#### **SERVICES:**

- \* Administration of all program divisions.
- \* Policy and program set-up and administration.
- Customer service for community questions.
- Planning, partnership and evaluation of all Parks, Recreation and Forestry aspects.
- Dissemination of community information for all PRF aspects, including general Village information.

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Director of Parks, Recreation and Forestry	1.00	1.00	1.00
Aquatic Supervisor	1.00	1.00	1.00
Program Supervisor	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
Summer Park Coordinator	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	4.00	4.00	4.00
Note: Summer Park Coordinator position shown as	budgeted cost; actuals v	arv as services are ne	eded.

#### 2018 ACCOMPLISHMENTS:

- Continued operation of the "new" community center, programming and community rentals.
- Continued administration of the NRDA/GLRI grant for Ashwaubomay Park & Marina area. \*
- Continued relationships with community organizations and groups to strengthen programming. \*
- Served as a point of contact for Village programming and community events. \*

#### **2019 OBJECTIVES:**

Continue serving community for programming, building and related needs.

- Account 6305 Copy Machine Adjusted down to match actual trend cost.
- Account 7100 Training/Conferences Up \$2,000 due to request to send Aquatic Coordinator Melody \* Escoto to the 2019 National Aquatic Conference (Frisco, Texas) in February.

# **Department: Parks and Recreation Administration - 5521**

		2016	2017	2018	2018	2019	2019 vs 201	
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	197,705	207,344	237,724	237,724	269,209	31,485	13.24%
	Overtime/Comptime	1,179	1,001	500	1,000	1,000	31,463	0.00%
	Total Salaries And Wages	198,884	208,345	238,224	238,724	270,209	31,485	13.19%
	Total Salaries Alid Wages	190,004	206,343	230,224	230,724	270,209	31,463	13.19%
5210	Medicare/Fica	13,069	13,598	18,264	18,264	20,671	2,407	13.18%
5220	Health Insurance	71,620	70,231	55,593	66,447	59,771	(6,676)	-10.05%
5220.1	Health Insurance - HSA	-	3,491	16,336	5,432	13,997	8,565	157.68%
5221	Dental Insurance	4,151	4,151	4,568	4,568	4,568	-	0.00%
5222	Life Insurance	669	801	1,005	1,005	1,216	211	21.00%
5230	Disability	-	-	-	525	-	(525)	-100.00%
5240	Retirement	13,023	14,025	15,371	15,371	17,331	1,960	12.75%
	Total Benefits	102,532	106,296	111,137	111,612	117,554	5,942	5.32%
	Total Personnel Services	301,416	314,641	349,361	350,336	387,763	37,427	10.68%
6100	Office Supplies	2,117	3,357	2,000	2,900	2,900	-	0.00%
6213	Software Maintenance	11,914	11,451	6,000	6,000	6,000	_	0.00%
6302	Newspaper Publishing	16	-	170	1,000	1,000	-	0.00%
6305	Copy Machine	-	537	1,500	4,980	1,680	(3,300)	-66.27%
6401	Uniforms	804	1,215	1,017	1,017	1,017	-	0.00%
	Total Operating	12,734	13,203	8,687	12,997	9,697	(3,300)	-25.39%
7100	Training/Conference	2,723	2,200	2,400	3,900	5,900	2,000	51.28%
7120	Dues & Subscriptions	871	659	789	1,290	1,290	_,000	0.00%
7130	Mileage Reimbursement	6,854	6,782	7,025	7,025	7,025	_	0.00%
	Total Travel/Training	10,448	9,641	10,214	12,215	14,215	2,000	16.37%
8113	Printing	12,316	9,035	10,175	11,400	11,400	-	0.00%
8300	Physical/Psych Exams	-	-	1,655	-	-	-	N/A
8403	Cell Phone	5,926	3,457	3,732	2,520	3,732	1,212	48.10%
	<b>Total Expenditures</b>	\$ 344,957	\$ 353,334	\$ 385,824	\$ 392,368	\$ 429,707	\$ 37,339	9.52%

**Department: Community Pool - 5523** 

#### **DEPARTMENT DESCRIPTION:**

Community pool utilized by the Village of Ashwaubenon and Ashwaubenon School District for a variety of aquatic programming and school related events.

#### **SERVICES:**

- \* Provide lifeguarding services to the community and the Ashwaubenon School District.
- \* Provide aquatic programming to the community and the Ashwaubenon School District.

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Instructors/Guards	Part-Time	Part-Time	Part-Time
Pool Director	Part-Time	Part-Time	Part-Time
Pool Supervisor	Part-Time	Part-Time	Part-Time
Swim Instructor	Part-Time	Part-Time	Part-Time
Water Exercise Instructor	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents			

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

#### 2018 ACCOMPLISHMENTS:

- \* Hosted 2018 Girls High School Sectional swim meet.
- \* Continued to grow our warm water pool classes and offered a varied degree of Aquatic Programing for the residents of Ashwaubenon.
- \* Hosted a pre-conference session for the Wisconsin Park and Recreation Association with renowned Aquatics speaker Pete Dequincy.
- \* Partnered with Woodside Senior Community to offer access to the warm water pool for their residents.

#### 2019 OBJECTIVES:

- \* Continue to secure and train staff to operate a safe aquatic environment for all user groups.
- \* Offer additional parent/child and tiny tot classes during weekday times when Ashwaubenon High School is not using the pool.
- \* Partner with other residential facilities in the area to offer swim times for their residents on weekdays.
- \* Continue to grow our swimming lesson program to meet the needs of our community, by training more staff and offering more classes.

- \* Proposed \$1.00 increase per swim lesion session for all LTS Lesson programs (from \$29 to \$30). Revenue generation of \$1,300.
- \* Proposed semi-private lesson price increase (\$10 per registration fees vary). Revenue generation of
- \* Proposed price increase for pool punch cards: \$3.75 for child/senior (from \$15 to \$18.75). \$2.50 for adults (from \$20.00 to \$22.50). Revenue generation of \$450.
- \* Proposed pool rental fee increase of \$5.00 per rental. Revenue generation of \$225.

	2016	2015	2010	2010	2010	2010 20	10 D., 1
A	2016	2017	2018	2018	2019 Product	2019 vs 20	
Account Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
Salaries And Wages	43,229	73,564	75,806	75,806	75,810	4	0.01%
5210 Medicare/Fica	3,307	5,628	5,796	5,796	5,799	3	0.01%
Total Personnel Services	46,536	79,191	81,602	81,602	81,609	7	0.01%
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6104 Lifeguard Training Supplies	275	479	1,200	500	500	-	0.00%
Pool And Lake Supplies	3,417	6,746	4,400	4,400	4,400	-	0.00%
Total Supplies	3,692	7,224	5,600	4,900	4,900	-	0.00%
8100 Contracted Services	4,033	4,245	4,536	5,500	6,000	500	9.09%
8300 Physical/Psych Exams	-	-	270	-	-	-	N/A
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Total Expenditures	\$ 54,261	\$ 90,660	\$ 92,008	\$ 92,002	\$ 92,509	\$ 507	0.55%
EXPENDITURES BY PROGRAM/FUNCTIO	<u>D</u> N						
4980 - Pool	3,438	6,997	5,870	4,900	4,900	_	0.00%
4981 - Lifeguard	25,399	36,824	30,082	30,082	30,086	4	0.01%
4982 - Pool Director		-	2,901	2,901	2,901	_	0.00%
4983 - Pool Supervisor	4,842	15,748	7,536	7,536	7,537	1	0.01%
4984 - Swim Instructor	16,102	25,423	39,785	39,785	39,787	2	0.01%
4985 - Water Exercise Instructor	448	1,423	1,298	1,298	1,298	-	0.00%
4487 - Master Swim	2,581	2,263	2,536	2,500	3,000	500	20.00%
4488 - Aqua Zumba	1,451	1,982	2,000	3,000	3,000	-	0.00%
<b>Total Expenditures</b>	\$ 54,261	\$ 90,660	\$ 92,008	\$ 92,002	\$ 92,509	\$ 507	0.55%
REVENUES BY PROGRAM/FUNCTION	-						
4980 - Swimming Lessons	35,124	31,939	36,961	36,961	38,314	1,353	3.66%
4980 - Open Swim	1,454	5,513	11,898	11,898	8,427	(3,471)	-29.17%
4980 - Lifeguard Training	2,110	1,115	3,500	3,500	1,560	(1,940)	-55.43%
4980 - Pool Rental	2,968	10,675	14,886	14,886	12,101	(2,785)	-18.71%
4491 - Warm Water - Therapeutic Mobility	2,656	5,677	2,050	2,050	-	(2,050)	-100.00%
4492 - Warm Water - Aqua Kick Boxing	-	-	-	2,500	1,544	(956)	-38.24%
4493 - Warm Water - Therapeutic Core	-	-	-	2,500	2,283	(217)	-8.68%
4487 - Master Swim Clinic	3,597	3,198	4,850	4,850	4,238	(613)	-12.63%
4488 - Master Swim Class	2,655	1,321	1,440	1,440	1,965	525	36.46%
4489 - Deep Water	385	334	2,160	2,160	2,329	169	7.82%
4490 - Competitive Swim	-	-	-	-	3,742	3,742	N/A
4490 - Water Exercise	-	-	-	-	4,065	4,065	N/A
<b>Total Revenues</b>	\$ 50,949	\$ 59,772	\$ 77,745	\$ 82,745	\$ 80,568	\$ (2,178)	-2.63%
Revenues over (under) Expenditures	\$ (3,312)	\$ (30,888)	\$ (14,263)	\$ (9,257)	\$ (11,942)		

**Department: Ashwaubomay Lake - 5524** 

#### **DEPARTMENT DESCRIPTION:**

Ashwaubomay Lake is an outdoor, man-made lake facility providing a swimming and beach experience open to all public during the summer months. This department covers all costs related to the operation and maintenance of Ashwaubomay Lake.

#### **SERVICES:**

- \* Lake admissions and concessions operations.
- \* Lifeguard services at the Lake.
- \* General facility supervision and maintenance.

#### STAFFING (FTE Positions):

Part-Time									
rant-rime	Part-Time	Part-Time							
Part-Time	Part-Time	Part-Time							
Part-Time	Part-Time	Part-Time							
Part-Time	Part-Time	Part-Time							
Total Full-Time Equivalents									
	Part-Time	Part-Time Part-Time							

#### **2018 ACCOMPLISHMENTS:**

- \* Successful addition of the Frog slide and basketball hoop to the Lake amenities.
- \* Rentals increased from 26 to 27 this summer.
- \* Ashwaubomany Blast brought 1,741 people to the Lake.
- \* Record number of 447 dogs attended this years Doggie Dip.

#### 2019 OBJECTIVES:

- \* Increase marketing efforts to let the public know about Lake events and amenities.
- \* Continue to provide the public with a safe and supervised swim area.
- \* Due to the success of the first basketball hoop we would like to add another one in the lake.

- \* Proposed age change to "youth" admission, from "3 and Under" to "Under 2". Revenue generation of \$1,500.
- \* Proposed \$10.00 change in Lake resident and nonresident family season passes. Revenue generation of \$1,000.
- \* Lake rental fees to increase by \$25.00 for residents, \$65.00 for Non-Residents. Revenue generation of \$1,000.

# **Department: Ashwaubomay Lake - 5524**

		2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Accoun	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	79,667	74,045	75,372	78,297	78,305	8	0.01%
5210	Medicare/Fica	6,094	5,660	5,059	5,986	5,991	5	0.08%
	Total Personnel Services	85,761	79,705	80,431	84,283	84,296	13	0.02%
6104	Lifeguard Training Supplies	252	288	144	200	200	_	0.00%
6114	Concession Supplies	21,788	17,607	19,545	20,322	20,322	_	0.00%
6115	Pool And Lake Supplies	7,960	6,790	6,934	7,400	7,400	-	0.00%
6116	Janitorial Supplies	669	826	510	775	775	-	0.00%
	Total Supplies	30,669	25,511	27,133	28,697	28,697	-	0.00%
6214	Fire Alarm/Security Maint	936	117	_	_	_	_	N/A
6303	Licenses	662	662	_	-	-	-	N/A
	Total Operating	1,598	779	-	-	-	-	N/A
8300	Physical/Psych Exams	-	-	135	-	-	-	N/A
8400	Gas & Electric	2,239	2,931	2,698	2,796	3,397	601	21.49%
8400	Water/Sewer/Storm Water	27,883	2,931	23,895	20,900	22,650	1,750	8.37%
0401	Total Utilities	30,122	24,972	26,593	23,696	26,047	2,351	9.92%
			+ 120 07					
	<b>Total Expenditures</b>	\$ 148,150	\$ 130,967	\$ 134,292	\$ 136,676	\$ 139,040	\$ 2,364	1.73%
EXPENDITURES BY PROGRAM/FUNCTION								
Lake								
	Lifeguard Wages	56,112	51,897	53,695	57,420	57,421	1	0.00%
	Lake Supervisor Wages	8,518	8,999	9,050	5,301	5,302	1	0.02%
4990 - I	Lifeguard Training Supplies	252	288	144	200	200	-	0.00%
4990 - I	Lake Supplies	7,960	6,790	6,934	7,400	7,400	-	0.00%
	Janitorial Supplies	669	826	510	775	775	-	0.00%
	Security Maintenance	936	117	-	-	-	-	N/A
	Licenses	662	662	-	-	-	-	N/A
	Physical Exams	-	-	135	-	-	-	N/A
4990 - 1		2,239	2,931	2,698	2,796	3,397	601	21.49%
4990 - V		27,883 105,231	22,042	23,895 97,061	20,900	22,650	1,750	8.37%
Total Lak Concession		103,231	94,552	97,001	94,792	97,145	2,353	2.48%
	Café Supervisor Wages	6,826	7,333	6,920	5,596	5,598	2	0.04%
	Concessionaire Wages	14,305	11,476	10,766	15,966	15,975	9	0.06%
4990 - 0	Concessions Supplies	21,788	17,607	19,545	20,322	20,322	-	0.00%
Total Con	acessions	42,919	36,416	37,231	41,884	41,895	11	0.03%
	Total Expenditures	\$ 148,150	\$ 130,967	\$ 134,292	\$ 136,676	\$ 139,040	\$ 2,364	1.73%
REVENU	JES BY PROGRAM/FUNCTION	-						
Lake Adn	nissions	97,511	96,249	92,634	94,576	98,076	3,500	3.70%
Lake Prog		1,972	3,313	4,613	3,100	3,100	- ,5 00	0.00%
Concession		30,850	26,422	29,723	39,000	39,000	-	0.00%
	Total Davanuas	¢ 120 222	\$ 125,984	\$ 126,970	\$ 136,676	<b>\$ 140,176</b>	¢ 2.500	2.56%
	<b>Total Revenues</b>	\$ 130,333	<b>р</b> 145,984	\$ 126,970	э 130,0/0	<b>р 140,170</b>	\$ 3,500	4.50%
Revenue	es over (under) Expenditures	\$ (17,817)	\$ (4,983)	\$ (7,322)	\$ -	\$ 1,136		

**Department: Adult Recreation - 5525** 

#### **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, Meals on Wheels, Bus Trips, Instructional Classes
- \* Athletic leagues, Fitness Classes

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget						
Adult Softball Scorekeeper	Part-Time	Part-Time	Part-Time						
Adult New Program Instructor	Part-Time	Part-Time	Part-Time						
Bean Bag Instructor	Part-Time	Part-Time	Part-Time						
Summer Softball Umpires	Part-Time	Part-Time	Part-Time						
Total Full-Time Equivalents									
Note: Positions are part-time, may include multiple persons and vary depending on participation.									

#### 2018 ACCOMPLISHMENTS:

- \* Hosted three pickleball tournaments with 42 teams from across Wisconsin.
- \* Accommodated a new class called "Pound Fitness", which sold out five out of the first six sessions.
- \* Organized and ran four different softball leagues playing from May through late August.
- \* Hosted a successful season of eight Summer Concerts at Klipstine Park. This included sponsorship solicitation, scheduling and food service organization.
- \* Hosted the 2018 USA Softball of Wisconsin Class A, B & C state tournaments.
- \* Continued to expand senior educational offerings offering a wide variety of classes to the community. Partnered with area business to co-host with financial backing.

#### 2019 OBJECTIVES:

- \* Continue to offer a wide variety of programing to meet community needs.
- \* Develop relationships with local businesses to partner with them in new class offerings.
- \* Continue to grow programming to utilize community center.
- \* Work with surrounding municipalities to offer bus trips in 2019 to locations such Ikea, Lake Geneva, Downtown Chicago, a Brewer game and Bucks Game.
- \* Develop new special events to attract people to visit Ashwaubenon.
- \* Develop a series of "food truck rally's" / special events (3) at Ashwaubomay Park.
- \* Explore the potential to develop an adult women's flag football league at the Sports Complex.

- \* Decrease in umpire wages of \$1,613 based on softball trends.
- \* \$2,000 expense increase in adult fitness contracted services due to popularity of "Pound" fitness. Added correlating revenue, which exceeds expenses.
- \* Decrease adult "new program wages" by \$1,500 based on 2018 actuals.
- \* Increase pickleball supplies \$500 due to growing popularity. Correlating revenue exceeds expenses.
- \* Reduce adult golf contracted services by \$300, based on 2018 actuals.
- \* Potential Food Truck Rally revenue offsets costs of provided amenities. Revenue estimated at \$1,200.

	2016	2	2017		2018		2018		2019	2019 vs 201	8 Budget
<b>Account Description</b>	Actual		ctual	Fo	orecast	I	Budget	I	Budget		% Change
										8	
Salaries And Wages	13,034		8,990		11,000		21,212		9,052	(12,160)	-57.33%
5210 Medicare/Fica	996		783		842		1,623		692	(931)	-57.36%
<b>Total Personnel Services</b>	14,030		9,773		11,842		22,835		9,744	(13,091)	-57.33%
6118 Program Supplies	10,565		10,271		10,450		10,450		10,950	500	4.78%
C124 Duo arono /Tria Evanono							2 200		2 200		0.000/
6124 Program/Trip Expense	-		-		-		3,200		3,200	_	0.00%
8100 Contracted Services	21,070		21,240		21,500		18,800		20,500	1,700	9.04%
					·	_	·		· · · · · · · · · · · · · · · · · · ·		
Total Expenditures	\$ 45,665	\$	41,284	\$	43,792	\$	55,285	\$	44,394	\$ (10,891)	-19.70%
EXPENDITURES BY PROGRAM/FUNCTION	ON										
	-										
Softball Program											
Umpire Wages	11,598		6,206		7,692		15,148		5,335	(9,813)	-64.78%
Site Supervisor Wages	1,324		2,116		2,500		3,283		1,615	(1,668)	-50.81%
Supplies	3,790		4,582		4,000		4,000	<u> </u>	4,000	- (11 401)	0.00%
Total Softball Program	16,712		12,904		14,192		22,431		10,950	(11,481)	-51.18%
4656 - Adult Fitness	13,828		10,180		11,000		12,500		14,500	2,000	16.00%
4660 - Adult New Programs	4,064		3,664		3,600		5,026		3,411	(1,615)	-32.13%
4661 - Adult Bean Bag League	50		105		250		578		583	5	0.87%
4501 - Senior Citizens Program	5,936		8,041		7,200		7,200		7,200	-	0.00%
4431 - Pickleball Program			290		750		750		1,250	500	66.67%
4700 - Summer Concert Program	5,075		6,100		6,000		6,000		6,000	- (200)	0.00%
4650 - Adult Golf Program	-		-		800		800		500	(300)	-37.50%
<b>Total Expenditures</b>	\$ 45,665	\$	41,284	\$	43,792	\$	55,285	\$	44,394	\$ (10,891)	-19.70%
REVENUES BY PROGRAM/FUNCTION	-										
Community Gardens	980		1,054		2,780		2,780		1,250	(1,530)	-55.04%
Rummage Sale	885		942		1,000		1,000		822	(178)	-17.80%
Soda	314		327		550		550		-	(550)	-100.00%
Bus Trips	5,230		5,191		5,550		5,550		2,405	(3,145)	-56.67%
Pickleball	420		640		800		800		1,695	895	111.88%
Senior Citizens	5,159		5,038		7,200		7,200		5,849	(1,351)	-18.76%
Adult Golf	800		700		1,200		1,200		415	(785)	-65.42%
Adult Summer Softball	16,804		13,315		15,000		12,000		12,810	810	6.75%
Adult Fall Softball	-		-		-		3,000		-	(3,000)	-100.00%
Adult Fitness	12,452		9,816		16,120		18,000		24,243	6,243	34.68%
Adult Tennis	225		285		300		300		180	(120)	-40.00%
Adult New Programs	2,500		2,500		2,500		2,500		2,400	(100)	-4.00%
Bean Bag League	750		690		600		600		475	(125)	-20.83%
Summer Concerts	6,000		6,000		6,000		6,000		6,000	-	0.00%
Adult Summer Softball Forfeit Fees	100		150		400		400		-	(400)	-100.00%
<b>Total Revenues</b>	\$ 52,619	\$	46,648	\$	60,000	\$	61,880	\$	58,544	\$ (3,336)	-5.39%
D				φ.		φ.					
Revenues over (under) Expenditures	\$ 6,954	\$	5,364	\$	16,208	\$	6,595	\$	14,150		

Co-Sponsored Recreation partners with seven different organizations to provide programming for 1,000+ 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 assistance for equipment & wages, payroll services, and liability insurance coverage.
- \* Complementary community center usage for monthly meetings, if desired.
- \* Upkeep, grooming and/or lining/prep of respective Village facilities.
- \* Provide staff liaison to attend co-sponsored board meetings and help with program concerns.

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget							
Special Children Workers	Part-Time	Part-Time	Part-Time							
AYB Umpires	Part-Time	Part-Time	Part-Time							
Swim Club	Part-Time	Part-Time	Part-Time							
Total Full-Time Equivalents										
Note: Positions are part-time, may include m	Note: Positions are part-time, may include multiple persons and vary depending on participation.									

#### 2018 ACCOMPLISHMENTS:

- \* Provided recreation opportunities to 1000+ children in concert with Village youth organizations.
- \* Offered guidance and direction to organizations.
- \* Temporary management of AYSA (Ashwaubenon Youth Soccer Association). Re-establishment of AYSA board with enough new members to handle all aspects of a large youth organization.
- \* Stopped downward trend in AYSA participation numbers with overall enrollment increasing in 2018.
- \* Served 15 Ashwaubenon youth in the "Special Children's Program", partnering with the Ashwaubenon School District.
- \* Assisted AGSA, both with labor and funding, for the installation of their picnic shelter area at Pioneer Park (Forestry labor and use of Park Development funds).
- \* Fencing improvements to youth diamonds at Ashwaubomay (AYB) and Pioneer Park (AGSA). Use of general 5541 funds out of park maintenance).

#### 2019 OBJECTIVES:

- Continue recovery of AYSA participation numbers by giving guidance to AYSS Board.
- \* Continue partnership with organizations to assist volunteer boards in providing quality recreation programming.
- \* Partner with organizations when applicable to maintain and improve athletic facilities.
- \* Partnership with AGSA for final site landscaping around new team shelter at Pioneer.

- \* Added \$840 to Special Children's program wages based on 2018 actuals.
- \* Reduced soccer (AYS) "program supply" contribution by \$1,400 to \$4,000 due to AYSA balances.

# **Department: Co-Sponsored Recreation - 5527**

			2016		2017		2018		2018		2019	20	19 vs 20	18 Budget
Accoun	<b>Description</b>	I	Actual		Actual	F	orecast	I	Budget	I	Budget	\$ (	Change	% Change
	Salaries And Wages		51,885		58,019		42,618		42,618		43,436		818	1.92%
5210	Medicare/Fica		3,970		4,435		3,260		3,260		3,323		63	1.93%
	Total Personnel Services		55,855		62,455		45,878		45,878		46,759		881	1.92%
6118	Program Supplies		17,231		17,894		19,261		19,261		17,861		(1,400)	-7.27%
8300	Physical/Psych Exams		-		_		_		_		-		_	N/A
8305	Property & Liability Insurance		3,666		3,666		4,200		4,200		4,200		_	0.00%
	Total Insurance		3,666		3,666		4,200		4,200		4,200		-	0.00%
	Total Expenditures	\$	76,752	\$	84,015	\$	69,339	\$	69,339	\$	68,820	\$	(519)	-0.75%
	_													
EXPEND	DITURES BY PROGRAM/FUNCTIO	N												
4480 Sp	pecial Children's Program		12,458		12,788		13,587		13,587		14,468		881	6.48%
	shwaubenon Youth Baseball		11,834		13,872		10,896		10,896		10,896		-	0.00%
	shwaubenon Girls Softball Association		5,750		5,750		5,750		5,750		5,750		_	0.00%
	shwaubenon Youth Football Program		2,346		2,346		2,346		2,346		2,346		_	0.00%
	shwaubenon Soccer Club		5,400		5,410		5,400		5,400		4,000		(1,400)	-25.93%
	shwaubenon Wrestling Club		427		-		427		427		427		-	0.00%
	shwaubenon Swim Club		34,829		40,183		26,733		26,733		26,733		_	0.00%
	o-Sponsored Administration-Insurance		3,708		3,666		4,200		4,200		4,200		-	0.00%
	Total Ermanditures	<b>d</b>	76,752	Φ	94.015	ø	<i>(</i> 0.220	Φ	60 220	Φ	60 020	\$	(510)	0.750/
	Total Expenditures	\$	/0,/52	\$	84,015	\$	69,339	\$	69,339	\$	68,820	Þ	(519)	-0.75%
REVENU	UES BY PROGRAM/FUNCTION	ı												
Wage Rei	mbursements:													
_	Ashwaubenon Youth Baseball		6,086		8,122		7,896		7,896		7,896		_	0.00%
	Ashwaubenon Swim Club		42,234		31,793		24,394		24,394		24,396		2	0.01%
1100 1			.2,23		31,73		21,571		21,001		21,370		2	0.0170
	<b>Total Revenues</b>	\$	48,320	\$	39,915	\$	32,290	\$	32,290	\$	32,292	\$	2	0.01%
Revenue	es over (under) Expenditures	\$	(28,432)	\$	(44,100)	\$	(37,049)	\$	(37,049)	\$	(36,528)			
			· · · · · · · · · · · ·	т.	( ) = - 0 )		()	_	())	_	(3.5)==0)	•		

**Department: Youth Recreation - 5530** 

#### **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 Funset Boulevard. Our Park Program offers children a free and safe place to play at our park system throughout the summer at seven different locations.

#### **SERVICES:**

- \* Provide educational classes
- \* Bus Trips
- \* Summer Day Camp
- \* Sports classes and leagues
- \* Offer a variety of special events to unite the community.
- \* Offer summer park program in neighborhood parks.

#### **STAFFING (FTE Positions):**

2017	2018	2019 - Budget
Part-Time	Part-Time	Part-Time
	Part-Time	Part-Time

#### 2018 ACCOMPLISHMENTS:

- \* Offered four neighborhood special events at Fort Howard, Smith, Waterford, and Sand Acres Parks. Attendance estimated at over 1,200 residents for food, games, bounce houses, and outdoor movies.
- \* Continued partnership with the Ashwaubenon Alumni Association to combine the Funathalon and Ashwaubenon Blast. Sold wristbands for children's games, activities and inflatables to help offset costs.
- \* Sold out the 10-week Summer Day Camp with 503 total registrations. A corresponding portion of the Recreation Supervisor's (FTE) assigned time was covered by program revenue.
- \* Park Program attendance increased by 1,054 visits for a total summer attendance of 5,914.
- \* New partnerships created to help offer cooking, cheer, ninja warrior and painting classes for children.
- \* Partnered with Ashwaubenon School District to offer the "Free Summer Lunch Program" at Fort Howard Park during park program hours. A total of 941 meals were served at the park throughout the summer, averaging 20 per day.

## **Department: Youth Recreation - 5530**

#### 2019 OBJECTIVES:

- \* Continue to modify and expand day-camp activities to keep the camp's reputation and popularity trending upward.
- \* Find creative new games, activities and special events to increase the number of children attending Park Program.
- \* Continue to explore new programming offerings at the Community Center.
- \* Solicit community input to determine programming needs and wants of residents.

- \* Reduced Youth Tennis Contracted Services \$500 based on 2018 actuals.
- \* Added \$1,200 to Neighborhood Events Program supplies to accommodate addition of two new events at Ashwaubomay Park.
- \* Adjustments made to rookie and youth program supply item lines based on 2018 actuals that vary by \$200 or less.
- \* Added \$1,850 to dance program supplies for recital costumes. The expense is matched by revenue for this purchase.
- \* Subtracted \$100 for dance contracted services based on 2018 actuals.
- \* Subtracted \$350 for pom contracted services based on 2018 actuals.

		2016	2017	2018	2018	2019	2010 201	Q Dudge4
Accoun	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	2019 vs 201 \$ Change	% Change
Accoult	it Description	Actual	Actual	rorecast	Duaget	Duaget	φ Change	70 Change
	Salaries And Wages	70,211	71,759	73,242	80,211	85,689	5,478	6.83%
5210	Medicare/Fica	5,371	5,489	5,600	6,136	6,557	421	6.86%
	<b>Total Personnel Services</b>	75,583	77,248	78,842	86,347	92,246	5,899	6.83%
6118	Program Supplies	13,275	13,675	15,300	21,300	24,950	3,650	17.14%
7100	Training/Confessor				500	500		0.000/
7100 7130	Training/Conference Mileage Reimbursement	70	75	75	500 225	500 100	(125)	0.00% -55.56%
7130	Total Travel/Training	70	75	75	725	600	(125)	-17.24%
	Total Travely Training	70	75	73	723	000	(123)	17.2470
8100	Contracted Services	14,975	18,178	18,215	18,215	17,215	(1,000)	-5.49%
		<u> </u>	h 100 150	h 110 100	h 10 ( 50 5	A 125.011	A 0.404	
	Total Expenditures	\$ 103,903	\$ 109,176	\$ 112,432	\$ 126,587	\$ 135,011	\$ 8,424	6.65%
EXPEND	DITURES BY PROGRAM/FUNCTION	ON						
		_	22 047	21767	20 550	40.410	1 947	1 9 10/
4400 - Pa 4401 - Da	ark Program	36,442 7,208	33,947 6,230	34,767 5,620	38,552 6,620	40,419 8,321	1,867 1,701	4.84% 25.69%
	ymnastics/Tumbling	492	4,882	696	696	698	2	0.29%
4404 - Po	·	766	302	2,828	3,828	3,480	(348)	-9.09%
	outh Flag Football	793	726	1,613	3,113	3,312	199	6.39%
	outh Tennis	50	59	2,000	2,000	1,500	(500)	-25.00%
	outh New Programs	2,034	3,674	3,078	3,078	3,077	(1)	-0.03%
	pecial Events	5,413	6,667	6,612	10,552	10,550	(2)	-0.02%
_	een Programs	-	-	828	828	827	(1)	-0.12%
	is Trips - Playground	1,878	1,185	1,000	1,000	1,000	-	0.00%
	as Trips - Other Trips	2,963	2,688	1,515	1,515	1,515	-	0.00%
	oddler & Pre-School Programs	85	-	796	796	802	6	0.75%
	eighborhood Events	2,795	2,555	2,500	3,000	4,200	1,200	40.00%
	pokie Basketball	537	336	646	646	746	100	15.48%
4426 - Ro	ookie Football	2,433	2,924	1,163	1,163	1,263	100	8.60%
4428 - Ro	ookie T-Ball	659	514	970	970	1,069	99	10.21%
	ookie Soccer	806	706	1,034	1,034	1,133	99	9.57%
4430 - Da	ay Camp	38,549	41,781	44,766	47,196	51,099	3,903	8.27%
	<b>Total Expenditures</b>	\$ 103,903	\$ 109,176	\$ 112,432	\$ 126,587	\$ 135,011	\$ 8,424	6.65%
REVENU	UES BY PROGRAM/FUNCTION							
		4 125	1566	2716	7 100	6 706	(274)	5 270/
Dance	cs/Tumbling	4,125 685	4,566 1,358	3,746 1,591	7,100 800	6,726 1,015	(374) 215	-5.27% 26.88%
Pom Pons	•	2,467	2,078	4,290	3,900	2,169	(1,731)	-44.38%
	ag Football	3,875	4,238	4,290	3,500	3,730	230	6.57%
Youth Go		545	795	4,507	3,300	3,730	230	N/A
Youth Te		1,921	1,155	1,227	2,500	1,348	(1,152)	-46.08%
	ew Programs	3,948	2,812	1,551	3,200	3,200	(1,132)	0.00%
Special E	=	317	1,984	1,955	7,500	4,362	(3,138)	-41.84%
Teen Prog		-	-	-	1,000	,502	(1,000)	-100.00%
	s - Playground	2,315	1,956	2,100	1,700	2,010	310	18.24%
-	s - Other Trips	2,873	2,476	1,784	3,000	1,820	(1,180)	-39.33%
	& Pre-School Programs	2,278	1,031	1,005	1,200	1,200	-	0.00%
Rookie Ba		975	925	900	800	1,015	215	26.88%
Rookie Fo	ootball	1,190	1,240	1,250	1,300	1,780	480	36.92%
Rookie T-	-Ball	1,125	975	1,000	1,000	900	(100)	-10.00%
Rookie So	occer	1,250	1,225	1,200	1,200	1,495	295	24.58%
Day Cam	p	48,006	54,515	60,508	60,277	59,982	(295)	-0.49%
	<b>Total Revenues</b>	\$ 77,895	\$ 83,329	\$ 88,676	\$ 99,977	\$ 92,752	\$ (7,225)	-7.23%
D.		Φ (26.000)	Φ (ΔΕΩ4Ξ)	Φ (22.75)	Φ (0.5.512)	φ (42.250)		
Kevenue	es over (under) Expenditures	\$ (26,008)	\$ (25,847)	\$ (23,756)	\$ (26,610)	\$ (42,259)	J	

**Department: Park Maintenance - 5541** 

#### **DEPARTMENT DESCRIPTION:**

The Parks Maintenance department 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:**

- \* Upkeep and maintenance of 22 park facilities.
- \* Projects & park upgrade installations.
- \* Maintenance of 14 picnic shelters.
- \* Grooming and maintenance of 16 baseball/softball diamonds.
- \* Maintenance of 13 athletic and soccer fields.
- \* Maintenance and upkeep of 33 court (basketball, tennis, pickle ball) areas.
- \* General upkeep of 300 acres of parkland.
- \* Upkeep of over 12 miles of trail.
- \* Facility upkeep and maintenance; including marina, storage buildings, ASD playgrounds, trailheads and other.
- \* Grass cutting and trimming of all parks, trails, Village medians and other locations.

#### **STAFFING (FTE Positions):**

		2018	2019 - Budget						
Park Foreman	1.00	1.00	1.00						
Park Maintenance	1.00	1.00	1.00						
Park Maintenance - Seasonal	Part-Time	Part-Time	Part-Time						
Total Full-Time Equivalents 2.00 2.00 2.00									

#### 2018 ACCOMPLISHMENTS:

- \* Site preparation and installation of Gillis Park playground.
- \* Site preparation and installation of Valley View playground. Removal of old equipment and material.
- \* Install of Canterbury Park picnic shelter.
- \* Lake improvements including final installation of frog slide, exterior fencing, in-water basketball hoop, women's bathroom partitions, adding lake sand material.
- \* Lake improvements includes diving board repairs and installation of new admission cupboards.
- \* Assistance given to Forestry for tree take-downs and stumping. Increased work load due to EAB.
- \* Prepped facilities for mutiple special events; including Ash BLAST, State USA Modified Softball Tournament, AGSA and AYB Tournaments, Neighborhood Nights, summer concerts, etc.
- \* Playground equipment repair in multiple park areas.
- \* Removal of asphalt playground path at Fort Howard Park. Layout and coordination of new concrete pathway and bike area. Install assistance with cricket court pitch at the Ashwaubenon Sports Complex.
- \* Purchases included one new set of bleachers, summer concert tent and safety equipment.

#### 2019 OBJECTIVES:

- \* Coordination and installation of projects as budget dollars were appropriated.
- \* Continued ADA upgrades in all park quadrants.
- \* Continued pathway and trail development in park system and Village areas.
- \* Continued work to develop "gathering areas" in neighborhood parks.
- \* Installation of a "mini" playground by shelter #2 in Ashwaubomay. Use current stock of equipment.

**Department: Park Maintenance - 5541** 

- \* Account 6116-Janitorial Supplies: \$410 increase to match actual trends.
- \* Account 6211-Repairs Building/Equipment: \$2,000 increase for repairs and hardscape combined (separate line items in prior years).
- \* Account 8400-Gas & Electric: Reduction of \$4,602 to match actual trends.
- \* Account 8401-Water/Sewer/Storm Water: Reduction of \$4,073 to match actual trends.

# Fund 100 - General Government Department: Park Maintenance - 5541

		2016	2017	2018	2018	2019	2019 vs 201	18 Budget
Accou	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	0.1	102.040	100.010	100 540	102.712	204.040	10 107	c 4.40/
	Salaries And Wages	182,960	189,319	192,542	192,542	204,949	12,407	6.44%
	Overtime/Comptime	3,731	2,273	3,000	3,000	3,000	10.407	0.00%
	Total Salaries And Wages	186,691	191,592	195,542	195,542	207,949	12,407	6.34%
5210	Medicare/Fica	13,415	13,643	14,959	14,959	15,909	950	6.35%
5220	Health Insurance	31,587	35,078	30,313	35,350	29,886	(5,464)	-15.46%
5221	Dental Insurance	1,926	2,023	2,283	2,284	2,284	-	0.00%
5222	Life Insurance	287	326	561	561	574	13	2.32%
5230	Disability	-	-	-	300	-	(300)	-100.00%
5240	Retirement	7,541	8,163	8,207	8,207	8,198	(9)	-0.11%
	Total Benefits	54,755	59,232	56,324	61,661	56,851	(4,810)	-7.80%
	Total Personnel Services	241,446	250,824	251,866	257,203	264,800	7,597	2.95%
6113	Maintenance Supplies	2.874	3,652	2,700	2,700	2,700	_	0.00%
6116	Janitorial Supplies	1,664	2,664	1,590	1,590	2,000	410	25.79%
6117	Athletic Field Supplies	26,031	32,730	29,862	29,862	29,862	-	0.00%
0117	Total Supplies	30,569	39,046	34,152	34,152	34,562	410	1.20%
-100	G 0.07	10.754	17.004	1 6 7 5 0	21 722	16750	(4.000)	22.020/
6122	Gas & Oil	19,756	17,284	16,752	21,732	16,752	(4,980)	-22.92%
6211	Repairs-Building/Equipment	38,015	42,249	38,000	38,000	40,000	2,000	5.26%
6402	Shoe Allowance	875	739	525	525	525	(2.000)	0.00%
	Total Operating	58,645	60,272	55,277	60,257	57,277	(2,980)	-4.95%
8100	Contracted Services	4,913	9,867	8,400	8,400	8,400	-	0.00%
8201	Vehicle Repairs	20,439	25,808	16,000	16,000	16,000	-	0.00%
8202	Equipment Use Charge	31,623	28,774	25,601	25,601	28,790	3,189	12.46%
8205	Equipment Rental	8,122	8,063	8,300	8,300	8,300	-	0.00%
	Total Purchased Services	65,097	72,512	58,301	58,301	61,490	3,189	5.47%
8300	Physical/Psych Exams	-	-	495	-	-	-	N/A
8400	Gas & Electric	36,314	39,174	40,000	44,604	40,000	(4,604)	-10.32%
8401	Water/Sewer/Storm Water	23,939	21,049	21,000	28,073	24,000	(4,073)	-14.51%
	Total Utilities	60,253	60,223	61,000	72,677		(8,677)	-11.94%
9121	Equipment < \$5000	-	-	-	3,200	-	(3,200)	-100.00%
	Total Expenditures	\$ 456,010	\$ 482,878	\$ 461,091	\$ 485,790	\$ 482,129	\$ (3,661)	-0.75%

## **Department: Community Center - 5551**

#### **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 (FTE Positions):

	2017	2018	2019 - Budget						
Community Center Supervisor	0.60	0.60	0.60						
Weekend Permit Staff	Part-Time	Part-Time	Part-Time						
Total Full-Time Equivalents 0.60 0.60 0.60									
Note: Part-time positions are shown as budgeted; actuals vary as services are needed.									

#### 2018 ACCOMPLISHMENTS:

- \* Community Center held over 350 paid rentals.
- \* Additional 1,100 facility uses for Park and Recreation programming, community meetings and events, and school district needs.
- \* Revenue increased in 2018 due to increased usage.
- \* Permits booked every Saturday and Sunday during summer months.

#### 2019 OBJECTIVES:

- \* Continue to increase revenue through increased rental utilization.
- \* Programming will continue to increase as we try offering new classes and special events. Continued partnerships will help us offer unique programming and help us draw larger audiences.
- \* Maximize and balance facility utilization through programming, rentals and community based organization usage.

- \* Personnel Services: Increase of \$71,644 due to the hire of an additional maintenance employee who's primary responsibility is maintenance and cleaning of the community center.
- \* Account 6214-Fire Alarm/Security Maintenance: Decrease \$100 based on actual trend.
- \* Account 8106-Cleaning Contract: Decrease of \$11,000 with the hire of additional employee.
- \* Account 8400-Gas & Oil: Decrease \$1,344 based on actual trend.

		2016		2017		2018	1	2018		2019	2019 vs 20	018 Budget
Account	<b>Description</b>	Actual	1	Actual	F	orecast	В	udget	F	Budget		% Change
	Salaries And Wages	14,135		25,764		29,900		29,900		72,385	42,485	142.09%
5210	Medicare/Fica	1,059		1,950		2,287		2,287		5,538	3,251	142.15%
5220	Health Insurance	774		329		2,207		2,207		22,414	22,414	N/A
5221	Dental Insurance	53		20		_		_		1,142	1,142	N/A
5222	Life Insurance	4		20		_		_		35	35	N/A
5240	Retirement	191		243		_		_		2,756	2,756	N/A
	Total Benefits	2,081		2,544		2,287		2,287		31,885	29,598	1294.18%
	Total Personnel Services	16,215		28,309		32,187		32,187		104,270	72,083	223.95%
6113	Maintenance Supplies	1,188		435		1,200		2,200		2,200	-	0.00%
6114	Concession Supplies	219		406		350		350		350	-	0.00%
6116	Janitorial Supplies	3,477		3,671		3,610		3,610		3,610	-	0.00%
6118	Program Supplies	324		593		600		1,000		1,000	-	0.00%
	Total Supplies	5,208		5,104		5,760		7,160		7,160	-	0.00%
6211	Repairs-Building/Equipment	3,700		150		5,000		5,000		5,000	_	0.00%
6214	Fire Alarm/Security Maint	-		365		500		500		400	(100)	
021.	Total Operating	3,700		515		5,500		5,500		5,400	(100)	
8106	Cleaning Contract	874		9,517		15,000		15,000		4,000	(11,000)	-73.33%
0100	Cleaning Contract	071		,,517		15,000		15,000		1,000	(11,000)	73.3370
8305	Property & Liability Insurance	1,291		-		-		-		-	-	N/A
8400	Gas & Electric	11,314		19,689		21,453		22,800		21,456	(1,344)	-5.89%
8401	Water/Sewer/Storm Water	2,037		3,198		3,400		2,300		2,300	_	0.00%
8405	Television Expenses	983		1,395		1,440		1,440		1,452	12	0.83%
	Total Utilities	14,334		24,282		26,293		26,540		25,208	(1,332)	-5.02%
	Total Expenditures	\$ 41,622	\$	67,727	\$	84,740	\$	86,387	\$	146,038	\$ 59,651	69.05%
	•										,	
RENTAL	REVENUES											
Activity R	oom	-		-		-		-		18,390	18,390	N/A
-	k Room - All	26,402		53,637		50,000		50,000		26,050	(23,950)	-47.90%
Grand Par	k Room - East	-		-		-		-		10,758	10,758	N/A
Grand Par	k Room - West	-		-		-		-		570	570	N/A
Grand Park Room - Kitchen		-		-		-		-		540	540	N/A
Lifelong Learning Institute		-		-		-		-		735	735	N/A
	<b>Total Revenues</b>	\$ 26,402	\$	53,637	\$	50,000	\$	50,000	\$	57,043	\$ 7,043	14.09%
_	-			<u></u>						(00.005		
Revenue	s over (under) Expenditures	\$ (15,220)	\$	(14,090)	\$	(34,740)	\$	(36,387)	\$	(88,995)		

## **Department: Community Center - 5551**

#### **PERSONNEL REQUESTS:**

Position Title: Park Maintenance Worker I (1.0 FTE; 50/50 with Community Center)

Salary/Hourly Rat \$ 20.23

Benefits: Full Total Annual Cost \$71,644

#### **Description:**

Request is to hire a full-time employee witht the primary responsibility to clean and maintain the community center. The new position would replace \$11,000 of existing contracted maintenance in the Community Center budget and \$7,500 of cleaning contracted services in the Village Hall Maintenance budget. In addition to community center cleaning responsibilities, the position would also do cleaning tasks at Village Hall. Also, the position could be used to assist Park Maintenance and Forestry as needed when existing staffing struggles to keep up with various tasks throughout the year. Historically, this exact position was previously in place and funded doing this exact work, but was eliminated in 2006. The community center at that time was not needing anything close to the amount of attention that the current facility demands. There would be \$4,000 left in the contracted maintenance budget to account for carpet cleaning, window washing, specialty floor buffing, and other required items.

#### Justification:

The new community center is requiring more attention and care in cleaning than the contracted maintnenace company can provide. This includes general cleaning, kitchen cleaning, wall washing and repair, touch-up painting, etc. All administrative staff have been trying to pick up cleaning deficiencies throughout the week, from exterior trash pickup, table cleaning, wall washing, kitchen and bathroom wipedowns, etc..., but there is a limit to how much time administrative staff can devote to these endeavors and still get their own work done. The wear and usage is already starting to show. This position would address multiple areas: both community center and field staff assistance.

**Department: Performing Arts Center - 5561** 

#### **DEPARTMENT DESCRIPTION:**

The Performing Arts Center department funds the Village's share of the cost of the PAC manager and technical assistant positions. The overall personnel services costs of the position is split 50/50 with the Ashwaubenon School District. The primary function of these positions are to manage the use of the facility.

#### **STAFFING (FTE Positions):**

Both the PAC manager and technical assistant position are paid positions through the Ashwaubenon School District where the Village is billed for 50% of the overall personnel services costs.

#### **BUDGET SUMMARY:**

\* Assume 2.0% increase to PAC staff salary effective 07/01/19.

Accoun	<b>Description</b>	2016 Actual	2017 Actual	2018 Forecast	2018 Budget	2019 Budget	2019 vs 20 \$ Change	18 Budget % Change
8100	Contracted Services	-	42,297	58,400	80,688	75,276	(5,412)	93.29%
Total Expenditures		\$ -	\$ 42,297	\$ 58,400	\$ 80,688	\$ 75,276	\$ (5,412)	93.29%

## **Department: Forestry Administration - 5610**

#### **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 and Village staff on issues related to trees.
- \* Coordinate Village's volunteer based Adopt-A-Park and Adopt-A-Garden programs.

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Forester	1.00	1.00	1.00
Forestry Seasonal	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	1.00	1.00	1.00

#### 2018 ACCOMPLISHMENTS:

- \* Planted 129 trees throughout the Village in the past year. Participated in the "Packer's First Down for Trees" tree planting program that provided 37 trees to plant throughout the Village.
- \* Continued implementation of the Village's EAB readiness plan.
- \* Completed sectional street tree pruning in Management Area 1 (Cormier School, Klipstine Park and Ashwaubomay Park neighborhoods) and continued into Management Area 3 (Fort Howard Park neighborhood) as budget resources allowed.
- \* Hosted Wisconsin Arborist Association summer conference in July at the Community Center and Klipstine Park. Included a special tree planting event that same day for the Green Bay Packers "First Down for Trees" tree planting program that was well attended by media and local officials.
- \* Tree work completed this year (through September 19 or under contract): pruned 468 trees (283 standard, 142 raising, 17 storm damage, 26 misc. prune) removed 44 trees and ground 80 stumps.
- \* Jointly purchased a 75 HP stump grinder with the Village of Allouez . Created a written user-agreement between both communities.
- \* Researched and wrote bid specifications to purchase a replacement aerial lift truck. Anticipate delivery the end of mid-October (ahead of schedule).
- \* Received a \$7,000 tree planting grant from the US Forest Service Great Lakes Restoration Initiative to mitigate the canopy loss due to EAB. The grant covered the planting of 20 trees at Klipstine Park and 15 at Ashwaubomay Park.
- \* Assisted on NRDA/GLRI Grant at Ashwaubomay Park to remove and manage buckthorn and create various habitat structures for wildlife.
- \* Coordinated invasive species removal along riverfront near the Marina, Manseau Flats development and former Tillmann property.

#### 2019 OBJECTIVES:

- \* Continue EAB advanced planning for the Village's 1156 Village owned ash trees.
- \* Finish Sectional Street Tree Pruning in Management Area 3 (Fort Howard Park and Cormier School neighborhoods) continuing into Management Area 7 (Sherwood Forest neighborhood) as resources
- \* Removal and replacement of street and park trees as identified in annual fall survey.

## **Department: Forestry Administration - 5610**

- \* Continue to strive for a 6-year pruning cycle for Village maintained trees that includes a young tree training program for trees less than 10" in diameter.
- \* Provide assistance to NRDA/GLRI Grant at Ashwaubomay Park to provide material (ash trees) for "fish crib" structures along the river front. Monitor follow-up herbicide applications to establish control of buckthorn removed last summer.

#### **BUDGET SUMMARY:**

\*

Currently the Village maintains 5,964 street trees and 1,797 park trees. With current staffing and the current budget allocation of \$35,000 for tree pruning, the current street tree pruning cycle (number of years it takes to prune every tree in the Village) using actual production numbers from the last 7 years is calculated to be 18.9 years.

The 2018 Street Tree Pruning project was less productive than budgeted due to a 77% increase in costs above prior year equivalent cost-per-project rates. Higher cost-per-project rates are likely due to a higher demand for contractor services. In short, higher demand creates lower supply which drives up the cost to the Village. Contractor availability is also more limited with the contractors having more projects. Therefore, a portion of 2018's pruning project will need to be carried over into 2019 for completion.

A request is being made for a 75% increase (\$26,250) in the budget allocation for street tree pruning in 2019. This amount is NOT asking to complete additional work but rather simply maintain the previous level of service. A 77% increase in price is significant but the individual prices we are getting are a value due to the scope of the projects put out to bid. For example, the cost to prune a 18-24" tree is \$180 which includes complete cleanup.

Since 2012, in house crews completed 3,121 (annual average of 445) request/complaint type pruning tasks, either generated internally or by residents. These request/complaint type of tasks have steadily increased as our pruning cycle gets longer due to the lack of a regular, systematic pruning program. These tasks include: storm damage, clearance (sidewalk, street light, stop sign), crown raising and young tree training (generally <10" diameter) and are generally more time consuming and less efficient from a production standpoint. Think of it similar to picking up garbage or recycling on a request basis rather than simply having a set systematic schedule for pickup.

- \* Account 6122 Gas and Oil New software created a revised fuel charge allocation to various departments based on the equipment using the gas pumps.
- \* Account 8202 Equipment Use Charge This account is the annual depreciation charge for all Forestry vehicles. Recent years' purchases of new equipment have replaced older, fully-depreciated equipment; thus generating a larger depreciation charge to the department.

# **Department: Forestry Administration - 5610**

		2016	2017	2018	2018	2019		18 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	Salaries And Wages	93,291	103,890	120,801	98,901	110,256	11,355	11.48%
	A 6 11 (F)	c # c1	<b>5.000</b>	0.041	<b>5</b> 5 4 4	0.405	0.60	11 100/
5210	Medicare/Fica	6,561	7,202	9,241	7,566	8,435	869	11.49%
5220	Health Insurance	16,738	19,442	10.000	16,336	- 0.221	(16,336)	-100.00%
5220.1	Health Insurance - HSA	1.250	2,620	12,262	1 140	9,331	9,331	N/A
5221	Dental Insurance	1,250	1,401	1,142	1,142	1,142	- 20	0.00%
5222	Life Insurance	97	110	136	136	156	20	14.71%
5230	Disability	4 400	- - 225	4.074	145	- 4 222	(145)	-100.00%
5240	Retirement	4,408	5,225	4,074	4,074	4,333	259	6.36%
	Total Benefits	29,054	36,001	26,854	29,399	23,397	(6,002)	-20.42%
	Total Personnel Services	122,345	139,891	147,655	128,300	133,653	5,353	4.17%
6101	Operational Supplies	2,614	5,611	4,700	4,700	4,700	-	0.00%
6122	Gas & Oil	-	2,679	6,552	-	6,552	6,552	N/A
6123	Landscaping Supplies	6,837	6,759	9,000	9,200	9,200	-	0.00%
6213	Software Maintenance	1,350	1,350	1,350	1,350	1,350	-	0.00%
6402	Shoe Allowance	, -	137	175	175	175	-	0.00%
	Total Operating	8,187	10,924	17,077	10,725	17,277	6,552	61.09%
7100	Training/Conference	228	855	1,100	1,100	1,100	-	0.00%
7120	Dues & Subscriptions	350	355	330	330	330	-	0.00%
	Total Travel/Training	578	1,210	1,430	1,430	1,430	-	0.00%
8100	Contracted Services	25,574	24,805	46,500	46,500	72,750	26,250	56.45%
8114	Tree Planting - Village	7,303	5,611	9,000	11,000	11,000	-	0.00%
8117	Tree Planting - Residents	9,354	5,928	8,163	3,000	3,000	-	0.00%
8201	Vehicle Repairs	4,765	4,251	2,570	2,500	2,500	-	0.00%
8202	Equipment Use Charge	249	2,428	11,707	11,707	17,063	5,356	45.75%
	Total Purchased Services	47,244	43,023	77,940	74,707	106,313	31,606	42.31%
8300	Physical/Psych Exams	-	-	225	-	-	-	N/A
	Total Expenditures	\$ 180,969	\$ 200,660	\$ 249,027	\$ 219,862	\$ 263,373	\$ 43,511	19.79%
REVEN	UES							
Resident	Tree Planting	10,083	2,465	3,000	3,000	3,000	-	0.00%
	Total Revenues	\$ 10,083	\$ 2,465	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	0.00%
	i otal Kevenues	φ 10,0 <b>0</b> 3	φ 4,405	φ <b>3,000</b>	φ 3,000	φ 3,000	φ -	0.00%

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 and/or trapping animals at large.
- \* Transporting injured animals.
- \* Rescue animals the tare in danger, sick, injured, lost or unwanted.
- \* Investigating animal bites.
- \* Investigating cruelty and neglect cases.

#### **STAFFING (FTE Positions):**

No staffing needs are required for the Animal Control budget. Existing Community Service Officers handle responsibilities.

#### **2018 ACCOMPLISHMENTS:**

- \* Handled 326 animal complaints, January September.
- \* Transported 37 animals to the Wisconsin Humane Society & 16 to the Wildlife Sanctuary.
- \* 67 incidents of animals in vehicles.

#### **2019 OBJECTIVES:**

- Educate and enforce all State and local animal control laws.
- \* Educate animal owners on the risks of leaving animals in vehicles.
- \* Maintain the highest quality of services to the community.
- Monitor rodent issues in the Village.

		2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
6101	Operational Supplies	262	123	250	1,200	1,200	-	0.00%
7100	Training/Conference	70	-	-	-	-	-	N/A
8100	Contracted Services	-	_	_	2,500	-	(2,500)	-100.00%
8103	Rodent Control	2,136	-	1,283	900	1,395	495	55.00%
8105	Humane Society	2,833	5,901	5,000	7,500	6,000	(1,500)	-20.00%
	Total Purchased Services	4,968	5,901	6,283	10,900	7,395	(3,505)	-32.16%
	Total Expenditures	\$ 5,301	\$ 6,024	\$ 6,533	\$ 12,100	\$ 8,595	\$ (3,505)	-28.97%

### **Department: Economic Development - 5651**

#### **DEPARTMENT DESCRIPTION:**

The Economic Development Department coordinates activities for the recruitment and retention of businesses, communicates the economic development vision, and facilitates redevelopment opportunities that reflect the vision.

#### **SERVICES:**

- \* Assist with the Village's tax incremental financing programs.
- \* Assist with business processing.
- \* Act as liaison between Village and existing business community.
- \* Manage the Village's Inspection Department

#### STAFFING (FTE Positions):

	2017	2018	2019 - Budget
Director of Community Development	1.00	1.00	1.00

#### 2018 ACCOMPLISHMENTS:

- \* Rewrote and created a more user-friendly Village's Site Plan and Design Review ordinance.
- \* Worked with Village Administration to secure a location for the Green Bay Booyah.
- \* Assumed responsibility for managing the Inspection Department of the Village.
- \* Developed new B-4 Commerce District and coordinated rezoning of Southwestern Ashwaubenon.
- \* Coordinated rezoning of the remaining light industrial areas near the stadium district to Sports & Entertainment District.
- \* Wrote an Idle Sites Grant application to WEDC for Bullfrogs stadium site preparation.
- \* Coordinated the environmental testing for the Village-owned properties on Mike McCarthy Way.
- \* Completed writing the text and prepared the maps for the Village's Bike and Pedestrian Plan Update.

#### 2019 OBJECTIVES:

- \* Develop efficient processes for permitting and inspections.
- \* Promote redevelopment within TID #5.

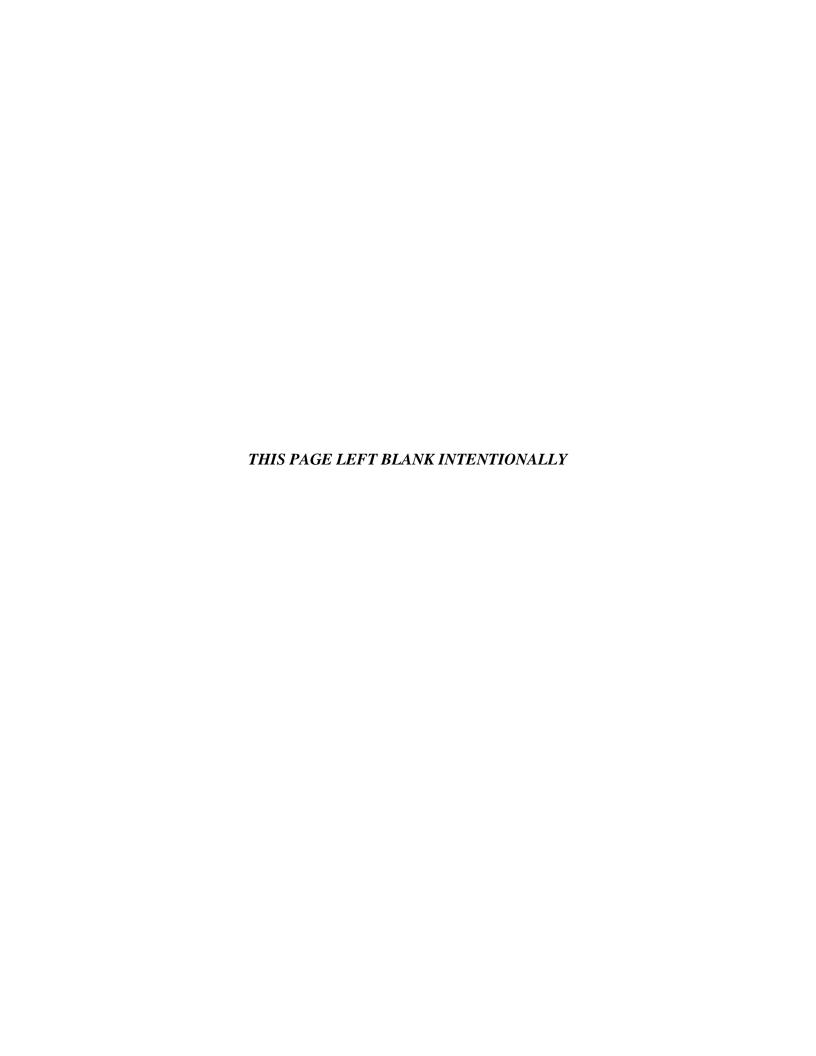
Fund 100 - General Government

Department: Economic Development - 5651

		2016	2017	2018	2018	2019	2019 vs 201	18 Budget
Accou	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	70,785	67,586	75,477	75,477	88,804	13,327	17.66%
5210	Medicare/Fica	4,839	4,730	5,774	5,774	6,794	1,020	17.67%
5220	Health Insurance	13,247	11,004	-	-	-	-	N/A
5221	Dental Insurance	1,038	958	1,142	-	1,142	1,142	N/A
5222	Life Insurance	117	94	170	170	209	39	22.94%
5230	Disability	-	-	-	160	-	(160)	-100.00%
5240	Retirement	4,648	4,597	5,057	5,057	5,817	760	15.03%
	Total Benefits	23,888	21,384	12,143	11,161	13,962	2,801	25.10%
	Total Personnel Services	94,673	88,970	87,620	86,638	102,766	16,128	18.62%
6100	Office Supplies	257	1,348	300	600	600	-	0.00%
6213	Software Maintenance	619	800	800	-	800	800	N/A
6302	Newspaper Publishing	10	560	-	-	-	-	N/A
	Total Operating	629	1,360	800	-	800	800	N/A
7100	Training/Conference	3,318	759	1,200	3,500	2,250	(1,250)	-35.71%
7120	Dues & Subscriptions	550	-	195	500	500	-	0.00%
7130	Mileage Reimbursement	401	123	125	450	100	(350)	-77.78%
	Total Travel/Training	4,270	882	1,520	4,450	2,850	(1,600)	-35.96%
8100	Contracted Services	60	5,857	-	_	-	-	N/A
8115	Engineering Services	9,048	-	-	-	-	-	N/A
8116	Economic Development	5,347	5,370	6,785	6,201	7,503	1,302	21.00%
	Total Purchased Services	14,455	11,227	6,785	6,201	7,503	1,302	21.00%
	Total Expenditures	\$ 114,283	\$ 103,787	\$ 97,025	\$ 97,889	\$ 114,519	\$ 16,630	16.99%

# Village of ASHWAUBENON 2019 Operating Budget

# SPECIAL REVENUE FUNDS



	ъ. т	Oneida	T7 0	DADE/	C'4	T. 1	P. 1	
Account	Park Development	Service Agreement	K-9 Program	DARE/ Liaison	Citizens Academy	Explorers Program	Employee Retirement	TOTAL
		8	<del></del>		•	8		
REVENUES								
General Property Taxes	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ -	\$ 25,000	,
Intergovernmental	-	350,848	-	-	-	-	-	350,848
Public Charges for Services	72,000	-	-	-	-	-	-	72,000
Interest	480	-	-	-	-	-	-	480
Donations	-	-	1,500	2,000	500	-	-	4,000
Miscellaneous	17,386	-	2,500	-	-	7,500	-	27,386
Total Revenues	89,866	350,848	4,000	14,500	500	7,500	25,000	492,214
EXPENDITURES								
Current								
General Government	-	_	-	-	-	-	20,000	20,000
Public Safety	-	_	4,000	16,505	4,541	10,232	100,000	135,278
Capital Outlay	18,500	119,308	-	-	-	_	-	137,808
Total Expenditures	18,500	119,308	4,000	16,505	4,541	10,232	120,000	293,086
Excess of Revenues over (under) Expenditures	71,366	231,540	_	(2,005)	(4,041)	(2,732)	(95,000)	199,128
OTHER FINANCING SOURCES (USES)								
Transfers In	_	_	_	_	4,541	4,082	_	8,623
Transfer Out	_	(231,540)	_	_	_	-	_	(231,540)
Total Other Financing Sources (Uses)		(231,540)	-	-	4,541	4,082	-	(222,917)
Net Change in Fund Balance	71,366	-	-	(2,005)	500	1,350	(95,000)	(23,789)
Fund Balance - January 1	172,047		22,709	17,728	4,638	12,290	367,779	597,191
Fund Balance - December 31	\$ 243,413	\$ -	\$ 22,709	\$ 15,723	\$ 5,138	\$ 13,640	\$ 272,779	\$ 573,402

#### Park Development - Fund 200

#### **DEPARTMENT 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.

#### STAFFING (FTE Positions):

\* Projects are completed with various village employees or through contracted services.

#### 2018 ACCOMPLISHMENTS:

- \* Installation of new Canterbury Park amenities.
- \* Installation of Pioneer Park trail extension.
- \* Assistance with concrete work for new shelter area with Ashwaubenon Girls Softball Association.
- \* Completed Pioneer Park trail extension.
- \* Constructed new Canterbury Park open-air picnic shelter.
- \* Constructed AGSA hardscape for picnic shelter.

#### 2019 OBJECTIVES:

- \* Planning and coordination of eligible projects as approved by Village Board.
- \* Continued planning of Village of Ashwaubenon fitness trail system.
- \* Installation of additional electrical panels at Ashwaubomay to meet increased demand.

#### **CAPITAL REQUESTS:**

Project Name:	Smith Park Pathway
Cost:	\$9,500
Type:	Infrastructure - New
<b>Useful Life:</b>	25 Years
<b>Description:</b>	New pathway at Smith Park between existing baseball diamond, tennis court and playground equipment. Project costs split evenly between Park Development and Capital Projects funds. Funded by park impact fees and general tax levy.
<b>Justification:</b>	Smith an ADA quadrant park. Allows for interior access from View on east side of park.
Project Name:	Ashwaubomay Park Utility (electrical) additions
Cost:	\$9,000
Type:	Infrastructure - New
<b>Useful Life:</b>	25 Years
<b>Description:</b>	Installation of additional electrical access points for use by special events or other large gatherings.
Justification:	

	2016	2017	2018	2018	2019	2019 vs 2018 Budget	
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change   % Change	
REVENUES							
Park Development Acquisition Fees	\$ 47,405	\$ 84,704	\$ 100,000	\$ 65,000	\$ 72,000	\$ 7,000 10.77%	
Interest	706	594	480	480	480	- 0.00%	
Miscellaneous	15,933	16,411	16,903	18,000	17,386	(614) -3.41%	
Total Revenues	64,044	101,709	117,383	83,480	89,866	6,386 7.65%	
EXPENDITURES  Total Capital Outlay	21,567	139,198	100,000	119,000	18,500	(100,500) -84.45%	
Total Expenditures	21,567	139,198	100,000	119,000	18,500	(100,500) -84.45%	
Net Change in Fund Balance	42,477	(37,489)	17,383	(35,520)	71,366		
Fund Balance - January 1	149,676	192,153	154,664	245,393	172,047		
Fund Balance - December 31	\$ 192,153	\$ 154,664	\$ 172,047	\$ 209,873	\$ 243,413		

This fund is used to account for revenue 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.

#### STAFFING (FTE Positions):

\* Projects are completed with various village employees or through contracted services.

#### **2018 ACCOMPLISHMENTS:**

- \* Transferred \$32,000 to General Fund for transit services (as directed in service agreement).
- \* Village market reevaluation (\$63,000).
- \* Funded the following capital items:

Mobile radios, Emergency Paging System, Crossing Guard Signs, Handgun Replacement, SWAT Tactical Vests, Concrete Saw, Barricades, Garbage & Recycling Cans, Chalet Women's Bathroom Wall Partitions, Lake Fencing, Lake Sand, Garage Door Safety Eye Replacement, Gillis Park Playground Equipment, Fort Howard Park Playground Path, Summer Concert Tent, ASC Tennis Court Repair, Pioneer Park Bleachers, and Building Boiler (partial cost).

#### **BUDGET SUMMARY:**

- \* Transfer \$32,000 to General Fund for transit services (as directed in service agreement).
- \* Transfer \$190,917 to Public Safety Capital Projects Fund to pay a portion of the \$250,000 replacement of SCBA equipment (remainder of cost is funded with 2018 excess funds).
- \* Transfer \$4,451 to Citizens Academy Program.
- \* Transfer \$4,082 to Explorers Program.
- \* \$119,308 designated for the capital requests listed below.

#### **CAPITAL REQUESTS:**

**Project Name: SAN Storage Server** 

**Cost:** \$42,533

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** HPE Nimble Storage HF20 Hybrid Array

**Justification:** This replaces both of our existing SAN Servers that were installed in 2013. We have extended the

warranty already on them once. By stepping up to an hybrid array, applications and VM's will preform better. It will also add an additional layer of disaster recovery (DR) by creating snapshots of our VM's. With this vendor includes controller upgrades every 3 years which means we could get at least 10 years of life out of this device. The unit would come fully populated with drives about 33.7 TB which after dedup and compression is about 50-60TB. It allows in the future to simply add storage as needed

without need of migration of data every 5 years.

#### **Oneida Service Agreement - Fund 241**

**Project Name: Host Server 1** 

**Cost:** \$18,000

**Type:** Asset - Replacement

Useful Life: 5 Years

**Description:** Dell PowerEdge 630

**Justification:** Replaces VAVirtual 1 Host server. Server warranty expires January of 2019 (which as already been

extended once). Based on how we move forward with a new SAN, we would size the new server appropriately. We would also directly connect this to the new SAN and bypassing a SAN switch.

Project Name: Village Hall/Public Safety PC Replacement

**Cost:** \$15,000

**Type:** Asset - Replacement

**Useful Life:** 5 Years

**Description:** Annual replacement of existing computer hardware.

Justification: This replaces existing pc and laptop units based on an annual replacement schedule. Most pc's and/or

laptops have a 5-8 year life. The replacement schedule is maintained and updated each year and all pc's

are evaluated for replacement.

**Project Name: SAN Switches** 

Cost: \$11,000

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** 2 x Dell N4032F

Justification: These 10 Gb switches provide connections between host server and SAN. Having two switches will

provide high availability and network redundancy.

#### **Oneida Service Agreement - Fund 241**

**Project Name: Layer 2 Switch Replacement** 

**Cost:** \$3,000

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Dell N2048P Switch

**Justification:** Goal is to replace 1 of our existing switches each year. The current switches are 10/100 mb. The new

switches would be 1 Gb which would increase throughput as well as increase port density.

Project Name: Replace/Rewire Garage Network Cabinet

**Cost:** \$2.800

**Type:** Asset - Replacement

Useful Life: 15 Years

**Description:** Remove existing cabinet and install a new one. Remove, reroute and reterminate cables inside box.

The new cabinet will also have a PDU to supply power to existing equipment.

**Justification:** This network cabinet is located in the Village Garage area and supplies the network connection back to

Village Hall. Several years ago the cabinet was damaged by a plow running into the cabinet. We have also added several network runs into the cabinet. Because of the damage to the cabinet and the additional runs the cabinet is mess and does not hold the all network equipment properly. We would

like to replace and retrminate the cables to allow for easier maintenance and access in the future.

**Project Name: Windows 10 License Upgrades** 

**Cost:** \$875

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** Instead of upgrading these 5 PC's (Al, Doug, Aaron, Tim & PW intern, SRO1 SRO2) we would just

upgrade the OS Software to Windows 10. The PC's do not warrant a replacement as they are plenty

powerful. The only expectation would be if they didn't already have an SSD.

**Justification:** There are 7 PC's that don't warrant a PC replacement but rather just a OS upgrade. These PC currently

has Windows 7 installed. The end of support for Windows 7 is January 14, 2020. Each Windows 10

License which is about \$125.

Project Name: Express Vote - Universal Voting System

**Cost:** \$24,500

**Type:** Asset - Replacement

**Useful Life:** 20 Years

**Description:** ADA ballot marking equipment replacing outdated AutoMark equipment

Justification: County-wide initiative to replace outdated AutoMarks, thus lower amount of repair and replacement

part costs. This latest technology utilizes only thermal paper, with no ink cartridges required for purchase. The ExpressVote system may also be utilized more than the Automark when casting ballots,

thus lessening ballot and print costs.

**Project Name: DS-200 Voting Tabulator Batteries** 

**Cost:** \$1,100

**Type:** Asset - Maintenance

**Useful Life:** 5 Years

**Description:** Replace battery sets (two per set) for each DS-200 Tabulator. The village employs seven (7) DS-200

on each election day.

**Justification:** County-wide initiative to replace all DS-200 Tabulators batteries through the auspices of ESS. The last

replacement was 2014.

**Project Name: Wireless 4G Modem** 

**Cost:** \$500

**Type:** Asset - New

**Useful Life:** 5 Years

**Description:** The Wireless 4G Modem shall replace the analog line which is used to convey election results to the

Brown County Clerk on election nights. By utilizing the wireless modem, there would no longer be transmission delays as it is experienced at present with all municipalities attempting to convey

information to one or two telephone lines via analog.

Justification: Allows for one DS-200 tabulator to forward election results to Brown County Clerk's Office digitially

wireless modem rather than by analog telephone.

	2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Account	Actual	Actual	Forecast Budget		Budget	\$ Change	% Change
REVENUES							
Intergovernmental	\$ 311,560	\$ 350,848	\$ 350,848	\$ 350,848	\$ 350,848	\$ -	0.00%
Total Revenues	311,560	350,848	350,848	350,848	350,848	-	0.00%
EXPENDITURES							
Total Capital Outlay	_	400,289	318,848	318,848	119,308	(199,540)	-62.58%
Total Expenditures	-	400,289	318,848	318,848	119,308	(199,540)	-62.58%
•		ĺ	·				
Excess of Revenues over (under) Expenditures	311,560	(49,441)	32,000	32,000	231,540	199,540	623.56%
1			,	,		,	
OTHER FINANCING SOURCES (USES)							
Transfer Out	(111,070)	(196,439)	(63,837)	(32,000)	(231,540)	(199,540)	623.56%
Timisto out	(111,0,0)	(1)0,.0)	(02,027)	(52,000)	(201,010)	(155,8.0)	020.0070
Net Change in Fund Balance	200,490	(245,880)	(31,837)	_	_		
The change in Fund Barance	200,470	(243,000)	(31,037)				
Fund Balance - January 1	77,227	277,717	31,837	29,717	_		
i und Dalance - January 1	11,221	2//,/1/	31,037	27,717		ł	
Fund Balance - December 31	\$ 277,717	\$ 31,837	\$ -	\$ 29,717	\$ -		
runu Dalance - December 31	Ψ 4/1,/1/	Ψ 31,037	Ψ •	Ψ 49,111	Ψ •		

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 and fire duties.
- \* Patrol with, and care for a police dog in specialized duties such as; narcotic detection, building searches, suspect and missing persons tracking, and related law enforcement duties.
- \* Provide approved canine demonstrations and talks to foster positive community relations.

#### STAFFING (FTE Positions):

\* Ashwaubenon Public Safety allocates one officer to the program.

#### 2018 ACCOMPLISHMENTS:

- \* 67 deployments (Ole was not on the road from 04-08-18 to 06-12-18)
- \* 109 pieces of drug paraphernalia confiscated, 19 drug seizures and 5 money seizures.
- \* There were two large methamphetamine seizures of 34.2g and 29.45g, one large marijuana seizure of 3.95lbs, and \$2,740 in cash was seized.

- \* Ongoing training and recertification of dog and handler.
- \* Working with officers in the deployment of the K-9 Unit as a resource.
- \* Collaboration with other Brown County K-9 Units for mutual aid quests.
- \* Continue to work with US Postal Service on narcotics detection.

	2016	2017	2018	2018	2019	2019 vs 201	0
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
Interest	4	66	51	-	-	-	N/A
Donations	1,170	2,670	4,700	1,500	1,500	-	0.00%
Merchandise Sales	2,185	1,758	1,749	-	-	-	N/A
Raffle Ticket Sales	-	-	12,708	-	-		
Refunds	-	-	3,394	2,500	2,500	-	0.00%
Total Revenues	3,359	4,494	22,602	4,000	4,000	-	0.00%
EXPENDITURES							
Supplies / Equipment / Services	2,243	5,680	303	-	2,390	2,390	N/A
Travel - Training	300	300	5,350	_	500	500	N/A
Insurance	-	2,220	1,110	-	1,110	1,110	N/A
Merchandise Sales (shirts and coins)	1,702	-	-	-	-	-	N/A
Donor Board	2,039	-	-	-	-	-	N/A
Raffle Costs	-	-	11,380	-	-	-	N/A
Total Expenditures	6,284	8,200	18,143	-	4,000	4,000	N/A
Net Change in Fund Balance	(2,925)	(3,706)	4,459	4,000	-		
Fund Balance - January 1	24,881	21,956	18,250	22,360	22,709		
Fund Balance - December 31	\$ 21,956	\$ 18,250	\$ 22,709	\$ 26,360	\$ 22,709		

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 Jeff Everetts 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. Curriculum gives students the tools needed to avoid peer pressure, getting involved in alcohol, drugs, gangs and violence and teaches them to look for friends who will not get them involved in aforementioned items.
- \* The Liaison officers are a resource for kids. 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 Liaison officers are a resource for schools as well. 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.

#### **STAFFING (FTE Positions):**

\* Ashwaubenon Public Safety allocates one officer to the program.

#### 2018 ACCOMPLISHMENTS:

- \* Instituted Human Trafficking awareness in the schools.
- \* Registered 120 kids for the Bike Safety Program.
- \* Worked with school administration to improve school safety.

- \* Continue to build and foster positive relationships between Law Enforcement and students.
- \* Plan and coordinate Bike Safety Program.
- \* Teach Human Trafficking awareness in the schools.
- \* Continue to coordinate with school officials on Homecoming activities and education.

	2016	2017	2018	2018	2019	2019 vs 201	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	134,113	9,204	12,500	9,204	12,500	3,296	35.81%
Intergovernmental	134,113	-	-	-	-	-	N/A
Interest	4	62	5	5	-	(5)	-100.00%
Donations	2,000	-	2,000	2,000	2,000	-	0.00%
Miscellaneous	24,942	-	-	-	-	-	N/A
Total Revenues	295,172	9,266	14,505	11,209	14,500	3,291	29.36%
EXPENDITURES							
Personnel Services	264,501	_	12,500	9,204	12,500	3,296	35.81%
Supplies	6,827	3,447	4,005	4,005	4,005	_	0.00%
Travel/Training	731	-	-	-	-	-	N/A
Total Expenditures	272,059	3,447	16,505	13,209	16,505	3,296	24.95%
Excess of Revenues over (under) Expenditures	23,113	5,819	(2,000)	(2,000)	(2,005)	(5)	0.25%
OTHER FINANCING SOURCES (USES)							
Transfer Out	-	-	(9,204)	-	-	-	N/A
Total Other Financing Sources (Uses)	-	-	(9,204)	-	-	-	N/A
Net Change in Fund Balance	23,113	5,819	(11,204)	(2,000)	(2,005)		
Fund Balance - January 1		23,113	28,932	20,118	17,728		
Fund Balance - December 31	\$ 23,113	\$ 28,932	\$ 17,728	\$ 18,118	\$ 15,723		

#### Citizen's Academy Program - Fund 244

#### **DEPARTMENT DESCRIPTION:**

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 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.
- \* 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.

#### **STAFFING (FTE Positions):**

\* Officers receive overtime for time spent overseeing the program.

#### 2018 ACCOMPLISHMENTS:

- \* Generated record high interest in program.
- \* Class was filled a year prior for 2019 Class and 2020 is over half full.
- \* Several members of recent classes have taken leadership roles in the VIPS

- \* Continue to build VIPS Membership through recruitment of Academy Class Attendees.
- \* Educate and inform our residents about our community and Public Safety.
- \* Continue to look for supplemental funding sources.

	2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
				J	J		U
REVENUES							
General Property Taxes	3,678	-	-	-	-	-	N/A
Interest	-	8	-	-	-	-	N/A
Donations	360	2,030	500	500	500	-	0.00%
Miscellaneous	-	-	597	-	-	-	N/A
Total Revenues	4,038	2,038	1,097	500	500	-	0.00%
EXPENDITURES							
Personnel Services	2,678	3,541	3,541	3,541	3,541	-	0.00%
Supplies	1,329	428	1,706	1,000	1,000	-	0.00%
Total Expenditures	4,007	3,969	5,247	4,541	4,541	-	0.00%
Excess of Revenues over (under) Expenditures	31	(1,931)	(4,150)	(4,041)	(4,041)	-	0.00%
OTHER FINANCING SOURCES (USES)							
Transfers In	-	4,541	4,541	4,541	4,541	-	0.00%
Transfer Out	-	_	(894)	-	-	-	N/A
Total Other Financing Sources (Uses)	-	4,541	3,647	4,541	4,541	-	0.00%
Net Change in Fund Balance	31	2,610	(503)	500	500		
Fund Balance - January 1	2,500	2,531	5,141	3,031	4,638		
			_				
Fund Balance - December 31	\$ 2,531	\$ 5,141	\$ 4,638	\$ 3,531	\$ 5,138		

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 department requested event, at no additional expense to the Village of Ashwaubenon.

#### **STAFFING (FTE Positions):**

\* Officers receive overtime for time spent overseeing the program.

#### 2018 ACCOMPLISHMENTS:

- \* Explorers raised money through parking cars on village owned lots during Packer games.
- \* Explorers worked Ashwaubenon events such as Valley View Spring Carnival, GB Marathon, NNO and Shop with a Cop.

- \* Work on recruitment to program.
- \* Get newer Explorers to the State Conference in Wisconsin Dells.
- \* Replenish funds used to attend the National Conference which occurs every other year.

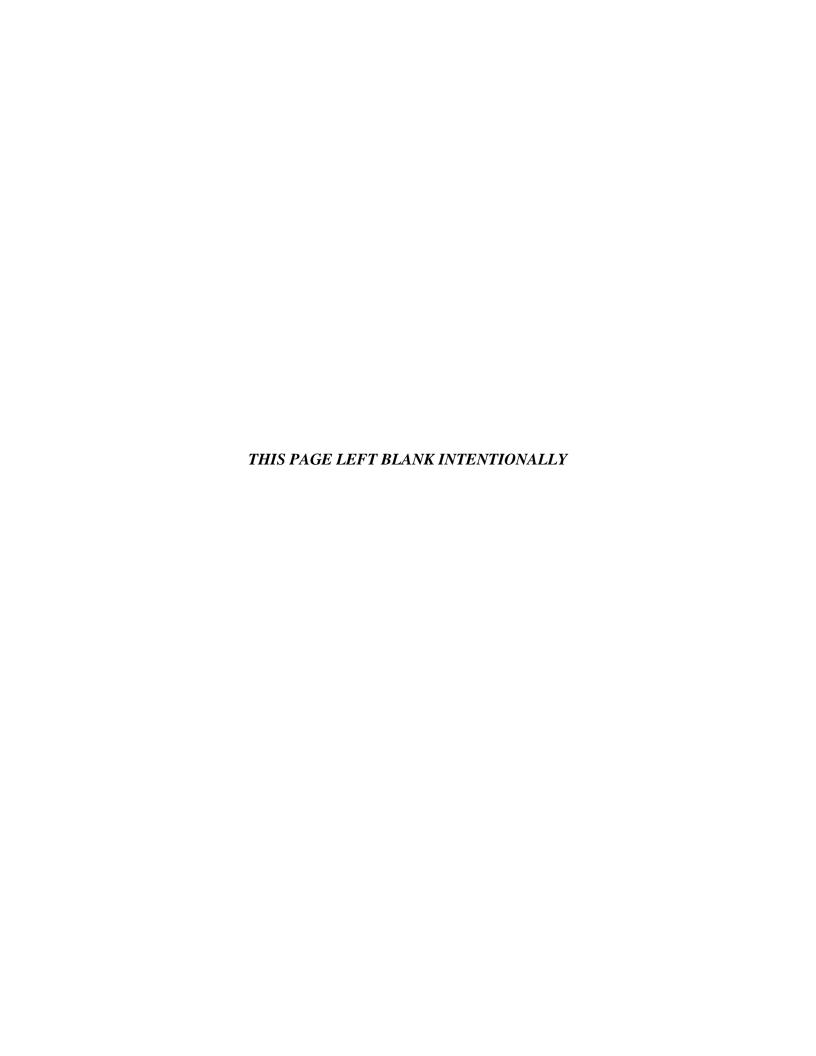
	2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	3,455	_	-	-	-	-	N/A
Interest	1	25	-	-	-	-	N/A
Donations	1,200	-	-	-	-	-	N/A
Parking Revenue	8,408	5,715	7,500	7,500	7,500	-	0.00%
Miscellaneous	1,000	-	-	-	-	-	N/A
Total Revenues	14,064	5,740	7,500	7,500	7,500	-	0.00%
EXPENDITURES							
Personnel Services	2,205	2,832	2,832	2,832	2,832	-	0.00%
Supplies	2,447	2,838	1,250	1,250	2,400	1,150	92.00%
Travel/Training	4,569	3,516	6,750	6,750	5,000	(1,750)	-25.93%
Total Expenditures	9,221	9,186	10,832	10,832	10,232	(600)	-5.54%
Excess of Revenues over (under) Expenditures	4,843	(3,446)	(3,332)	(3,332)	(2,732)	600	-18.01%
OTHER FINANCING SOURCES (USES)							
Transfers In	-	4,082	4,082	4,082	4,082	-	0.00%
Net Change in Fund Balance	4,843	636	750	750	1,350		
Fund Balance - January 1	6,061	10,904	11,540	3,031	12,290		
Fund Balance - December 31	\$ 10,904	\$ 11,540	\$ 12,290	\$ 3,781	\$ 13,640		

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.

#### 2018 ACCOMPLISHMENTS:

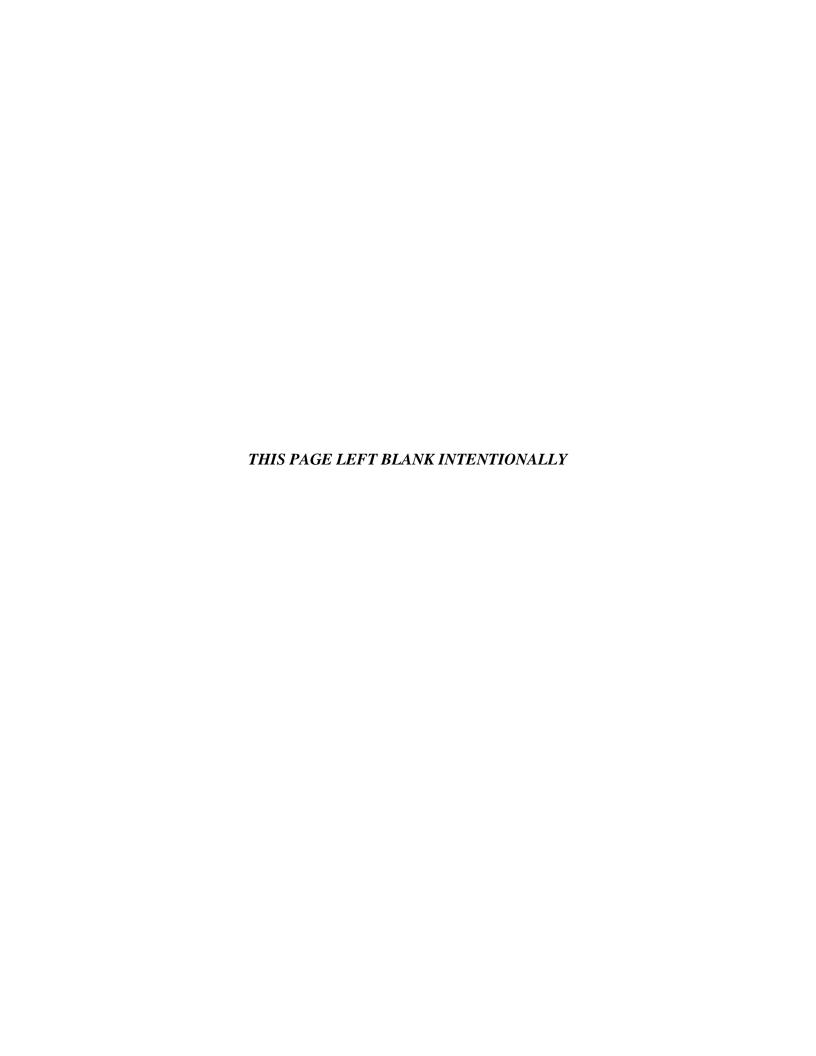
\* No retirements in 2018.

	2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes			25,000	25,000	25,000	-	0.00%
EXPENDITURES	222 004	04.005		100.000	120 000	20.000	20.000
Personnel Services	222,091	94,985	-	100,000	120,000	20,000	20.00%
Excess of Revenues over (under) Expenditures	(222,091)	(94,985)	25,000	(75,000)	(95,000)	(20,000)	26.67%
OTHER FINANCING SOURCES (USES) Transfers In		68,330	240,000	240,000	-	(240,000)	-100.00%
Net Change in Fund Balance	(222,091)	(26,655)	265,000	165,000	(95,000)		
Fund Balance - January 1	351,525	129,434	102,779	102,779	367,779		
Fund Balance - December 31	\$ 129,434	\$ 102,779	\$ 367,779	\$ 267,779	\$ 272,779		



## Village of **ASHWAUBENON**2019 Operating Budget

## DEBT SERVICE FUND



The debt service fund accounts for the resources accumulated and payments made for principal and interst on long-ter 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.

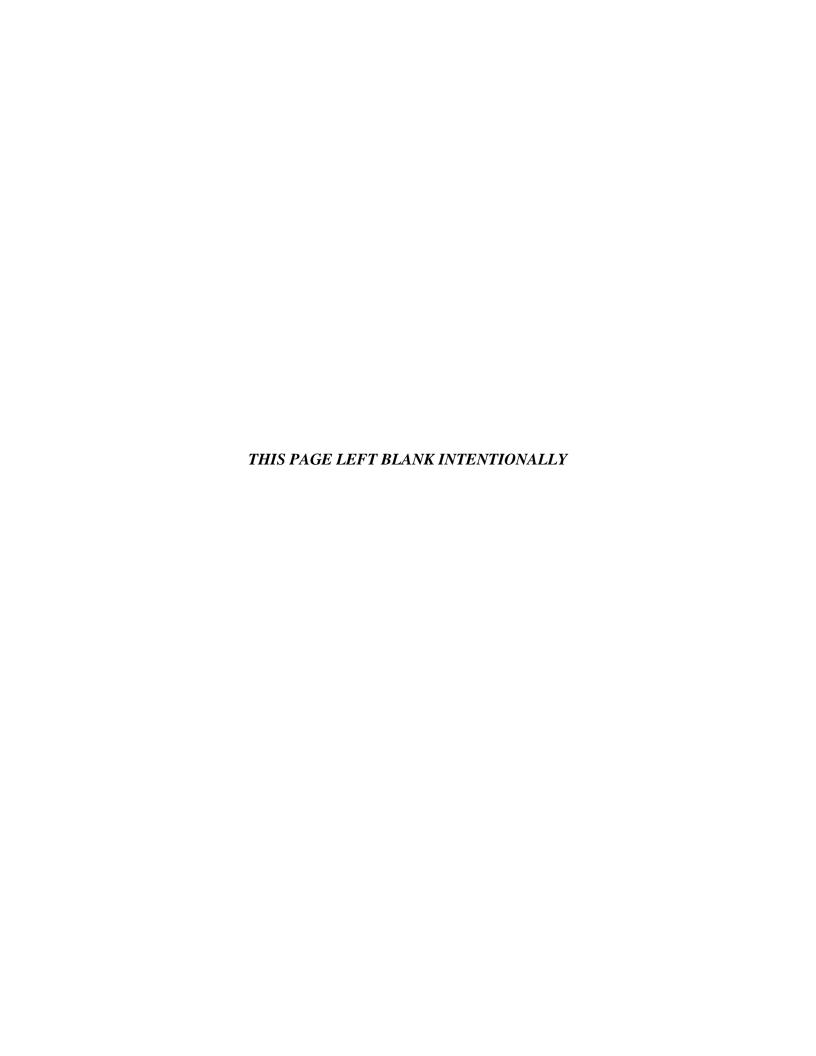
	2016	2017	2018	2018	2019	2019 vs 201	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	\$ 2,098,841	\$ 2,719,058	\$ 2,638,909	\$ 2,638,909	\$ 2,239,163	\$ (399,746)	-15.15%
EXPENDITURES							
Debt Service							
Principal	3,933,972	4,903,972	4,953,972	4,957,472	4,813,972	(143,500)	-2.89%
Interest and fiscal charges	1,098,170	1,035,187	957,518	954,018	1,734,487	780,469	81.81%
Total Expenditures	5,032,142	5,939,159	5,911,490	5,911,490	6,548,459	636,969	10.78%
Total Emperiorities	2,002,112	0,505,105	0,511,150	5,511,150	0,0 10,109	020,707	10.7070
Excess of Revenues (under) Expenditures	(2,933,301)	(3,220,101)	(3,272,581)	(3,272,581)	(4,309,296)	(1,036,715)	31.68%
OTHER FINANCING SOURCES (USES)							
Long Term Debt Issued	9,230,000	_	_	_	_	_	N/A
Premium on Debt Issued	478,911	_	_	-	-	_	N/A
Payment to current noteholder	(9,500,000)	-	-	-	-	-	N/A
Transfers In	2,724,390	3,381,623	3,272,581	3,272,581	4,147,774	875,193	26.74%
Total Other Financing Sources (Uses)	2,933,301	3,381,623	3,272,581	3,272,581	4,147,774	875,193	26.74%
-			, ,	, ,		,	
Net Change in Fund Balance	-	161,522	-	-	(161,522)		
Fund Balance - January 1		-	161,522	-	161,522		
Fund Balance - December 31	\$ -	\$ 161,522	\$ 161,522	\$ -	\$ 0		

## Village of Ashwaubenon Debt Service Obligations

Debt Service Obligation		2019	
Issue	Principal	Interest	Total
General Government	1.00,000,00	2 400 00	162 400 00
2009-10-09 G.O. Promissory Notes - \$1.245M (2006 Nan Refunding)	160,000.00	3,400.00	163,400.00
2011-12-13 G.O. Promissory Notes - \$3.0M (Oneida Street Reconstruction)	400,000.00	31,050.00	431,050.00
2011-12-13 G.O. Promissory Notes - \$485K (WRS Unfunded Pension Liability Payoff) 2016-06-01 GO Prom Notes - \$9.035M (Fund 430-Klipstine Remediation - \$1.7M)	50,000.00 160,000.00	4,125.00 26,100.00	54,125.00 186,100.00
2010-00-01 GO From Notes - \$9.055M (Fund 450-Knipstine Remediation - \$1.7M) 2019 - Cormier Road (\$1.0M)	100,000.00	35,000.00	35,000.00
Fiscal Charges	_	1,125.00	1,125.00
	770,000.00	100,800.00	870,800.00
Referendum			
2014-12-17 GO Prom Notes - \$7.27M (Referendum Bonding #1)	705,000.00	97,950.00	802,950.00
2016-04-12 GO Refunding Bonds - \$8.525M (Refunding 12/15/15 Referendum Bonding #2)	405,000.00	255,750.00 79,550.00	255,750.00
2016-06-01 GO Prom Notes - \$9.035M (Referendum Bonding #3 - \$4.88M)	1,110,000.00	433,250.00	484,550.00 1,543,250.00
Tax Incremental District #3		, in the second	1,5 .5,25 0.00
2009-10-09 G.O. Promissory Notes - \$1.2M (TID #3 Land Purchase)	170,000.00	3,612.50	173,612.50
2009-10-09 G.O. Promissory Notes - \$300K (TID #3 Technology Enhancements)	40,000.00	850.00	40,850.00
2010-09-14 G.O. Prom Note Series 2010A (BABs) - \$2.065M (TID #3 Capital Projects)	390,000.00	19,542.50	409,542.50
2011-12-13 G.O. Promissory Notes - \$2.395M (TID #3 Oneida Street Reconstruction)	255,000.00	19,725.00 1,495.00	274,725.00 116,495.00
2011-12-13 G.O. Promissory Notes - \$865K (TID #3 Cash Incentives - Wesco, PCM, Prevea) 2013-06-18 G.O. Prom Notes - \$1.055M (TID #3 Oneida St, Bart Starrt Rd, Brookwood SS, Lombardi, Argonne St WM)	115,000.00 115,000.00	10,950.00	125,950.00
2013-00-16 G.O. Pfolii Notes - \$1.035M (11D #3 Official St, Balt Stafft Rd, Brookwood SS, Lofficialdi, Argonile St WM) 2014-03-18 GO Prom Notes - \$100K (TID #3 Pilgrim Way Reconstruction)	10,000.00	1,600.00	11,600.00
2014-03-18 GO Prom Notes - \$10K (TID #3 Gordmans Cash Incentive)	45,000.00	5,776.00	50,776.00
2015-12-15 GO From Notes - \$3.05M (TID #3 Gordmans Property Purchase and \$100k demolition)	290,000.00	53,337.50	343,337.50
2016-06-01 GO Prom Notes - \$9.035M (TID #3 Titletown-\$1.5M, Pilgrim/Cormier-\$250K)	170,000.00	26,800.00	196,800.00
2016-06-01 GO Prom Notes - \$9.035M (TID #3 Refunding 12/15/15 Pilgrim Way Reconstruction - \$705k))	65,000.00	10,850.00	75,850.00
2016-06-01 Tax GO Prom Notes - \$2.225M (TID #3 Mariott Cash Incentive \$750k)	75,000.00	12,162.50	87,162.50
2016-06-01 Tax GO Prom Notes - \$2.225M (TID #3 Neibler&Nault Land Acquistion/Prop Demo - \$1.46M)	140,000.00	23,095.00	163,095.00
2017-06-01 Tax GO Prom Notes - \$2.630M (TID #3 Trails/Road Reconstruction - \$1.225M)	110,000.00	27,450.00	137,450.00
2018-11-15 Taxable GO Refunding Bonds Series 2018B- \$12.08M (TID #3 Manseau Flat Incentive - \$520K)	45,000.00	17,942.03	62,942.03
2018-11-15 Taxable GO Refunding Bonds Series 2018A- \$1.1M (TID #3 Ridge Sidewalks - \$85K)	-	2,976.67	2,976.67
2018-11-15 Taxable NAN Series 2018D - \$1.780M (TID #3 Schneider National Site)	-	54,685.56	54,685.56
2019 - Cormier Rd (\$1.0M); Schneider National Site (\$2.0M); Waube Ln Sidewalks (\$150K)	<del>-</del>	100,000.00	100,000.00
FISCAL CHARGES	-	3,000.00	3,000.00
Tax Incremental District #4	2,035,000.00	395,850.26	2,430,850.26
2013-06-18 G.O. Prom Notes - \$600K (TID #4 Green Bay Packaging Road Construction)	65,000.00	6,250.00	71,250.00
2014-03-18 GO Prom Notes - \$2.5M (TID #4 Sand Acres Drive Reconstruction)	265,000.00	36,700.00	301,700.00
2014-12-17 GO Prom Notes - \$1.835M (TID #4 GB Packaging Incentive & Truck Equipment)	200,000.00	29,820.00	229,820.00
2017-06-01 Tax GO Prom Notes - \$2.630M (TID #4 Main Ave Trail - \$275K)	25,000.00	6,100.00	31,100.00
Tax Incremental District #5	555,000.00	78,870.00	633,870.00
2014-03-18 GO Prom Notes - \$2.24M (TID #5 Truck Equipment Purchase)	245,000.00	31,701.00	276,701.00
2017-06-01 Tax GO Prom Notes - \$2.630M (TID #5 William Chrls Ct Redevel/Road, Prop Demo-\$1.130M)	105,000.00	25,300.00	130,300.00
2018-11-15 GO Refund Bonds - \$16.050M (TID #5 Mike McCarthyWay - \$1.055M)	-	34,362.00	34,362.00
2018-11-15 Taxable GO Refunding Bonds Series 2018B- \$12.08M (TID #5 Stadium, Land Acq, Demo - \$11.560M)	-	491,703.56	491,703.56
2018-11-15 Taxable GO Refunding Bonds Series 2018A- \$1.1M (TID #5 William Chls Crt - \$1.015M)	-	41,934.44	41,934.44
2018-11-15 Taxable GO Prom Notes Series 2018C - \$2.84M (TID #5 Additioanl Baseball Stadium - \$2.84M)	-	105,052.83	105,052.83
FISCAL CHARGES	- 250,000,00	3,000.00	3,000.00
	350,000.00	733,053.83	1,083,053.83
Total Debt Service Obligation	\$4,820,000.00	\$1,741,824.09	\$6,561,824.09
Debt Service Funding Sources			
Operating Transfers			
Operating Transfers: Tax Incremental District #3	2,035,000.00	395,850.26	2,430,850.26
Tax Incremental District #4	555,000.00	78,870.00	633,870.00
Tax Incremental District #5	350,000.00	733,053.83	1,083,053.83
Revenues:			
Taxes			695,912.44
Referendum Taxes	1,110,000.00	433,250.00	1,543,250.00
Water & Sewer Share of 12/13/11 \$485k Prom Note	6,028.04	497.32	6,525.36
Subsidized Interest from Federal Government on BABs) - TID #3	•	6,839.87	6,839.87
Excess Fund Balance			161,522.33
Total Funding Sources			\$6,561,824.09
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## Village of ASHWAUBENON 2019 Operating Budget

# CAPITAL PROJECTS FUNDS



	Street	Village	Parks and	Public	TID	TID	TID	
Account	Construction	Buildings	Recreation	Safety	#3	#4	#5	TOTAL
REVENUES								
General Property Taxes	\$ 625,000	\$ 25,000	\$ -	\$ -	\$ 2,656,335	\$ 1.311.433	\$ 6.904	\$ 4.624.672
Intergovernmental	-	-	-	-	924,019	17,677	4,200	945,896
Parking Revenue	_	_	_	-	-	-	30,000	30,000
Miscellaneous	_	_	4,000	_	_	_	_	4,000
Total Revenues	625,000	25,000	4,000	-	3,580,354	1,329,110	41,104	5,604,568
EXPENDITURES								
Current								
General Government	_	_	_	_	175,000	52,500	150,000	377,500
Debt Service					,	,	,	,
Interest and Fiscal Charges	_	_	_	-	30,000	_	_	30,000
Capital Outlay	625,000	29,365	80,127	349,794	4,150,000	320,613	1,500,000	7,054,899
Total Expenditures	625,000	29,365	80,127	349,794	4,355,000	373,113	1,650,000	7,462,399
Excess of Revenues over (under) Expenditures		(4,365)	(76,127)	(349,794)	(774,646)	955,997	(1,608,896)	(1,857,831)
OTHER FINANCING SOURCES (USES)								
Long Term Debt Issued	-	-	-	-	4,150,000	-	1,750,000	5,900,000
Sale of Land	-	-	-	-	-	-	653,400	653,400
Transfers In	-	-	-	190,917	-	-	-	190,917
Transfer Out	-	-	-	-	(2,430,850)	(633,870)	(1,083,054)	(4,147,774)
TIF Grant Incentive	-	-	-	-	(806,452)	-	-	(806,452)
Total Other Financing Sources (Uses)	-	-	-	190,917	912,698	(633,870)	1,320,346	1,790,091
Net Change in Fund Balance	-	(4,365)	(76,127)	(158,877)	138,052	322,127	(288,550)	(67,740)
Fund Balance - January 1	9,882	282,501	105,972	158,877	(5,075,707)	135,968	(2,356,815)	(6,739,322)
Fund Balance - December 31	\$ 9,882	\$ 278,136	\$ 29,845	\$ -	\$(4,937,655)	\$ 458,095	\$(2,645,365)	\$(6,807,062)

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.

#### **SERVICES:**

- \* Annual mill-pave of predetermined village roadways.
- \* Reconstruction of existing roadways as determined by long-term capital planning.
- \* Maintenance of existing curb, parking lot or other street related infrastructure.

#### **STAFFING (FTE Positions):**

\* Majority of projects are contracted. Other maintenance work is staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly.

#### **CAPITAL REQUESTS:**

Project Name: Village Streets Mill/Pave Program

**Cost:** \$625,000

Type: Infrastructure - Replacement

Useful Life: 20 Years

**Description:** Annual milling and resurfacing of Village asphalt roadways (Village has approximately 100 centerline miles of

asphalt roadway). Annual program is based of PASER Roadway Rating Program in order to determine the streets

that are in the worst condition and in need of resurfacing.

Justification: The annual Mill/Pave Program is a vital cog in keeping the existing Village street network in driveable condition.

The Village is adding \$25,000/year to this program to get it to an annual operating budget of at least \$800,000 (amount needed in current-day dollars to repave 4-5 miles of roadway per year and, in turn, repave every Village

roadway within a 20-25 year period).

	2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	\$ 360,000	\$ 550,000	\$ 600,000	\$ 600,000	\$ 625,000	\$ 25,000	4.17%
Intergovernmental	47,963	-	-	-	-	-	N/A
Total Revenues	407,963	550,000	600,000	600,000	625,000	25,000	4.17%
EXPENDITURES  Total Capital Outlay	547,872	550,609	600,000	600,000	625,000	25,000	4.17%
Total Expenditures	547,872	550,609	600,000	600,000	625,000	25,000	4.17%
Net Change in Fund Balance	(139,909)	(609)	-	-	-		
Fund Balance - January 1	150,400	10,491	9,882	10,491	9,882		
Fund Balance - December 31	\$ 10,491	\$ 9,882	\$ 9,882	\$ 10,491	\$ 9,882		

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.

#### STAFFING (FTE Positions):

\* Majority of projects are contracted. Minor maintenance done by Public Works staff as needed.

#### 2018 ACCOMPLISHMENTS:

- \* Replaced Public Safety Village Hall garage door safety-eyes, bringing all doors into code compliance.
- \* Village Hall boiler system (3-unit system vintage 1993) was replaced with a 2-unit system allowing for more efficient natural gas usage (approximately 15% gain in burning efficiency) and more reliability as the previous boilers no longer had in-stock repair parts (averaging 14 service calls per heating season).
- \* Future Capital Planning Document updated in 2018 and is reflected in future budget submittals.

#### **CAPITAL REQUESTS:**

**Project Name: Public Safety Station 2 Roof Replacement** 

Cost: \$25,000

Type: Infrastructure - Replacement

**Useful Life:** 25 Years

**Description:** Replacement of the roof at the Ponderosa Fire Station #2 Building

**Justification:** Station #2 (1310 Ponderosa Ave) serving Paid on Call and Ashwaubenon Co-Op, needs to be replaced.

The roof has been patched many times due to water leaks and is at the end of its life cycle. The roof should have been replaced several years ago but at the time it was unknown if the Ashwaubenon Co-Op and the Fire Station #2 was going to remain at this site. Both entities still remain in the shared building

and there are no immediate plans for either one to vacate the building.

**Project Name: Public Safety Station Garage Door Opener Replacements** 

**Cost:** \$4,365

**Type:** Infrastructure - Replacement

**Useful Life:** 25 Years

**Description:** Replacement of three (3) garage door openers at the Ponderosa Avenue Station.

**Justification:** Three (of four total) overhead garage door openers at Fire Station #2 on Ponderosa Ave need to be

replaced (fourth was replaced as an emergency repair). The remaining three openers date back to the 1970's and parts are no longer available. The new openers will match current code standards having safety-door reverse eye beams installed along with the automatic timed door closures. Requesting all openers replaced at the same time in order to properly program all four remotes. The individual cost for

an overhead door opener and remote is \$ 1,455, for a total cost of \$ 4,365.

	2016	2017	2018	2018	2019	2019 vs 201	8 Rudget
Account	Actual	Actual	Forecast	Budget	Budget		% Change
						,	
REVENUES							
General Property Taxes	\$ -	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -	0.00%
EXPENDITURES							
Total Capital Outlay	4,588	104,764	186,334	180,000	29,365	(150,635)	-83.69%
Total Expenditures	4,588	104,764	186,334	180,000	29,365	(150,635)	-83.69%
Excess of Revenues (under) Expenditures	(4,588)	(79,764)	(186,334)	(155,000)	(4,365)	150,635	-97.18%
OTHER FINANCING SOURCES (USES)							
Transfers In		117,000	250,000	37,855	-	(37,855)	-100.00%
Net Change in Fund Balance	(4,588)	37,236	63,666	(117,145)	(4,365)		
Fund Balance - January 1	186,187	181,599	218,835	208,599	282,501		
Ennd Dalamas Dassuck on 21	¢ 101 500	¢ 210 025	¢ 202 501	¢ 01.454	¢ 270 12 <i>(</i>		
Fund Balance - December 31	\$ 181,599	\$ 218,835	\$ 282,501	\$ 91,454	\$ 278,136		

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.

#### **STAFFING (FTE Positions):**

\* Projects are usually a mix between contracted and Village employee assistance. Projects work is staffed by the Park and Recreation maintenance and/or Public Works Field Operators as needs arise. Each employee codes their timecards accordingly.

#### 2018 ACCOMPLISHMENTS:

- \* Layout and installation of Gillis Park playground. Funding split between tax levy and Oneida Service agreement dollars.
- \* NRDA grant funds issued for clean-up related to marina area shoreline. All costs are reimbursement with grant funds. Total grant awarded is \$280,000.

#### **CAPITAL REQUESTS:**

<b>Project Name:</b>	Argonne Park East Enhancement
Cost: Type: Useful Life:	\$47,000 Asset - Replacement 25 Years
<b>Description:</b>	Review and propose enhancement to the existing east Argonne Park playground equipment. Explore new ideas for park versus just replacing with new playground equipment. Funded by 2018 excess funds.
Justification:	Current structure and some equipment 25-30 years old. Park upgrade.
<b>Project Name:</b>	Bleacher Replacement
Project Name: Cost:	Bleacher Replacement \$10,000
Cost:	\$10,000
Cost: Type:	\$10,000 Infrastructure - Maintenance

#### Capital Projects Funds

#### Parks and Recreation - Fund 430

Project Name: Smith Park Pathway

**Cost:** \$9,500

**Type:** Infrastructure - New

Useful Life: 25 Years

Description: New pathway at Smith Park between existing baseball diamond, tennis court and playground

equipment. Project costs split evenly between Park Development and Capital Projects funds.

Justification: Smith an ADA quadrant park. Allows for interior access from View on east side of park.

Project Name: Ashwaubomay Lake Sun Shades

Cost: \$6,627 Type: Asset - New Useful Life: 30 Years

**Description:** Addition of one new sun shade structure at Ashwaubomay Lake. Plan is to purchase one new sun

shade each year in 2019, 2020 and 2021.

Justification: Continued development of amenities and facility. Current shade structures at lake are occupied

immediately and visitors frequently ask if more shades could be added to the facility.

**Project Name: ASC Cricket Field Pitch** 

Cost: \$4,000

**Type:** Infrastructure - New

**Useful Life:** 25 Years

**Description:** New pitch on the existing Ashwaubenon Sports Complex cricket field.

Justification: Paid for by cricket association and existing WPS grant.

**Project Name:** Fort Howard Park Accessibility Path

**Cost:** \$3,000

**Type:** Infrastructure - New

**Useful Life:** 25 Years

**Description:** New crusher dust pathway for accessibility to the Fort Howard Park soccer fields. Ashwaubenon Youth

Soccer Assocation will fund half of the project costs with the remaining half unded by general tax levy.

Justification: FH an ADA targeted quadrant park. Allows more access to soccer fields and player/coaching area.

	2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
							_
REVENUES							
General Property Taxes	-	-	19,608	19,608	-	(19,608)	-100.00%
Intergovernmental	-	-	70,735	-	-	-	N/A
Donations	-	3,671	3,671	-	4,000	4,000	N/A
Miscellaneous		128,378	-	-	-	-	N/A
Total Revenues	-	132,049	94,014	19,608	4,000	(15,608)	-79.60%
EXPENDITURES							
Debt Service							
Interest and Fiscal Charges	22,481	_	_	_	_	_	N/A
Capital Outlay	2,505,733	67,988	113,620	19.608	80,127	60.519	308.64%
Total Expenditures	2,528,214	67,988	113,620	19,608	80,127	60,519	308.64%
Excess of Revenues over (under) Expenditures	(2,528,214)	64,061	(19,606)	-	(76,127)	(76,127)	N/A
OTHER FINANCING SOURCES							
Long Term Debt Issued	1,700,000	-	-	-	-	-	N/A
Premium on Debt Issued	48,943	-	-	-	-	-	N/A
Transfers In	793,310	-	47,000	-	-	-	N/A
Total Other Financing Sources (Uses)	2,542,253	-	47,000	-	-	_	N/A
Net Change in Fund Balance	14,039	64,061	27,394	-	(76,127)		
Fund Balance - January 1	478	14,517	78,578	-	105,972		
Fund Balance - December 31	\$ 14,517	\$ 78,578	\$ 105,972	\$ -	\$ 29,845		

This fund is used to account for the cost of new and replacement Public Safety equipment. Financing is provided by general property tax levies, general obligation debt proceeds, and/or transfers from other funds.

#### **STAFFING (FTE Positions):**

\* Costs are typically only equipment related. However, projects including labor costs would either be contracted from an outside vendor or completed by existing public works staff.

#### **BUDGET SUMMARY:**

- \* All prior years' costs were contained with the General Fund (100), Public Safety department (5210) budget. The 2019 budget is separating these costs to help provide a more consistent operating budget within the General Fund and help segregate capital related costs.
- \* Total project costs have been split between the general fund and the Oneida Service Agreement fund in recent prior years. Here is the breakout of the total Public Safety capital projects' costs:
- \* Actual Costs:

2015: Total - \$42,988	General Fund - \$	Oneida Agreement Fund - \$42,988
2016: Total - \$29,538	General Fund - \$29,538	Oneida Agreement Fund - \$
2017: Total - \$66,133	General Fund - \$48,878	Oneida Agreement Fund - \$17,255
1 .		

\* Budget:

2018: Total - \$97,323 General Fund - \$33,172 Oneida Agreement Fund - \$64,151

- \* 2019 Budget:
  - Oneida Service Agreement Fund transfer of \$190,917 for the SCBA equipment replacement.
  - Remaining \$158,877 of capital requests funded with 2018 excess funds (transferred in 2018).

#### **CAPITAL REQUESTS:**

**Project Name: SCBA Tank Replacements** 

Cost: \$250,000

Type: Asset - Replacement

**Useful Life:** 15 Years

**Description:** Replacement of all SCBA equipment manufactures expiration date 2019

#### Justification:

Association (NFPA) in 2019, required to be removed from service 15 years after the manufacture date. Public Safety will need to replace 28 SCBA packs, 56 SCBA bottles, 85 SCBA breathing masks, and 4 RIT packs. The new SCBA packs will meet the newest, approved 2017 NFPA standards. All SCBA packs will be replaced on Public Safety apparatus and all SCBA masks assigned to Public Safety Officers and Paid On Call firefighters are planned to be replaced. After reviewing five SCBA equipment manufactures (of which three submitted bids), Public Safety recommends MSA be awarded the bid for the purchase of SCBA equipment. The MSA SCBA has a 15-year warrantee (life cycle for the product), The MSA SCBA have a rechargeable battery pack as compared to deposable batteries. Public Safety currently uses MSA; therefore, would not require training on different equipment.

Project Name: APX6000 Portable Radio

**Cost:** \$30,350

**Type:** Asset - Replacement

Useful Life: 15 Years

**Description:** Purchase of the APX6000 Motorola portable radio to replace the non-technically supported XTS2500

Motorola radio.

**Justification:** The department has two styles of radios: APX 6000 and XTS 2500. The past three years the XTS 2500

have had battery failures. The department and other users of the XTS 2500 was informed at the end of 2018 that the older style XTS 2500 radio will no longer be serviced for any malfunctions and have to be replaced by the APX 6000 style radio. Public Safety had a total of 35 XTS 2500 portable radios at the beginning of 2018. Eightteen (18) APX6000 radios wer purchased in 2018. Requesting to purchase eight (8) portable radios in 2019 along with one charging bank specific to the new radios. In 2020, another request of five radios will be made to complete the transition to the APX6000 radios. Public Safety will not replace the existing four Explorer radios (XTS2500).

2019: APX6000 portable radios \$3,700 x 8, plus \$750 charger = \$30,350

**Project Name: In-Car Video Cameras** 

Cost: \$12,000

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** Annual replacement of existing patrol car in-car video cameras. There are currently a total of 12 units,

one in each police vehicle and in one supervisor vehicle. Video cameras have an asset use life of 10 years. Here is the five year replacement schedule: 2019) 3 units, 2020) 3 units, 2021) 0 units, 2022) 3

units, and 2023) 3 units.

**Justification:** There are currently 12 in-car cameras, one in each patrol vehicle and one supervisor vehicle. The older

cameras are breaking down and have high-cost repair due to old-age. The current model (DVM 500+) is no longer available. The new style camera is cheaper and is now wireless allowing for an automated uploading process to the Village network. The new camera comes with a 5-year warranty, helping to reduce down-time and mainteance costs until replaced. The replacement cycle is five years versus the current four year cycle. The video from these cameras are extremely valuable. It aids in the prosecution of traffic offenses and criminal activities, and also mitigates complaints against officers.

The cost includes the instillation and trade-in of the older units (\$500.00 per unit).

Project Name: APX6500 Mobil Radio (In Vehicle)

**Cost:** \$9,126

**Type:** Asset - Replacement

Useful Life: 15 Years

**Description:** Purchase of the APX6500 Motorola vehicle radio to replace the non-supported ATX6000 mobile radio.

**Justification:** The department has two styles of mobile (in vehicle) radios: XTL 5000 and APX 6500. The

department and other users of the XTL 5000 was informed at the end of 2018 that the older style XTL 5000 radio will no longer be serviced for any malfunctions and have to be replaced by the APX 6500 style mobile radio. Currently Public Safety has 28 XTL 5000 mobile radios that will need to be replaced by the newer style APX 6500 mobile radio. Each radio has a cost estimate of \$4,500. The plan is to replace the mobile radio in the squad cars at the time that they are being changed out to a new vehicle. In 2019 the plan is to have squad cars 6 and 7 replaced with APX 6500 when the squad cars are being transitioned out to a new vehicle. This request is to replace radios in Ambulances 312 and 313 in 2019. Future replacements are as follows: 2020) Ladder 311, 2021) Engine 321, 2022) Support 321, 2023) Engine 312, 2024) Engine 322.

**Project Name: Bullet Proof Vest Replacements** 

**Cost:** \$8,500

Type: Asset - Replacement

Useful Life: 5 Years

**Description:** Annual replacement of existing officer bullet-proof vests. There are currently a total of 51 vests, one

for each member of Public Safety. Vests have a 5-year life. Here is the five year replacement schedule:

2019) 10 vests 2020) 10 vests 2021) 16 vests 2022) 12 vests 2023) 3 vests.

Justification: The ballistic vest National Institute of Justice or (NIJ) certifications expire every five years. The cost of

each bullet proof vest is estimated at \$850.00 a vest. Public Safety will submit to the Ballistic Vest

Partnership program for a grant in 2019 for a possible 50% reimbursement.

**Project Name: Turnout Gear** 

**Cost:** \$7,950

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Annual replacement of fire turnout gear.

**Justification:** Turn out gear cannot be used 10 years after the date of manufacturing. Plan is to replace 4 sets (jackets

and pants) annually.

Project Name: School Resource Officer (SRO) Tactical Long Gun and Tactical Equipment

Cost: \$6,700 Type: Asset - New Useful Life: 10 Years

**Description:** Purchase of (2) Long Guns and (2) Tactical Equipment for Public Safety's School Resource Officers.

**Justification:** 

We are all aware of incidents of "Active Shooter" and violence in the workplace. It has become apparent that schools have become a target for active shooter incidents. School districts and law enforcement agencies have trained and have put emergency plans together in the event an active shooter incident were to happen. The number one goal when an active shooter incident were to happens is to stop the threat. In most cases the individual(s) involved in an active shooter event will be using a long gun like a semi automatic rifle or a shot gun. Currently the SRO's in our schools only have the use of their sidearm to attack the attacker. In the event of an active shooter event the Public Safety patrol cars are all equipped with .223 long gun, ballistic vest, ballistic helmet, and a go bag. The would have the SRO's to be equipped with the same equipment that patrol officers have access to. If the active shooter event in not taking place in the school that they are at, the SRO would also be responding to the school where the active shooter would be taking place. In the school district four of the five schools are within blocks of one another. The responding SRO to another school would be valuable asset with an entry team since they would be more familiar with the school building as compared to one of the patrol officers.

Tactial Long Gun \$3,600; Tactical Equipment \$1,700; Gun Vault \$700; Go Bag \$250

**Project Name: Fire Helmets/Gloves/Boots** 

**Cost:** \$5,420

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Annual replacement of fire helmets, gloves and boots.

**Justification:** The ten year life span of the firefighter helmet is based on 10 years from the date of manufacturing,

baring damage to the helmet due to use. There are 70 total helmets with a 10-year life. Inventory includes PSO and POC employees. Goal is to replace 8-10 helmet/glove/boot sets each year. 2019

request is for 9 helmets with shields, 8 sets of fire gloves and hoods and 8 pair of boots.

**Project Name: Taser Replacements** 

Cost: \$5,318

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** Annual replacement of existing X-26 Taser to new X-26P Taser

2019) 5 units 2020) 5 units

**Justification:** Currently transitioning from the X-26 to the X-26P Taser model. The X-26 is outdated and no longer

supported or serviceable by Taser. Several of the Tasers in the current inventory are reaching seven

years of service and are nearing the end of their reliable life span.

**Project Name:** Fire Hose Replacement

**Cost:** \$3,000

Type: Asset - Replacement

Useful Life: 10 Years

**Description:** Annual replacement of existing fire hose. Replace up to \$3,000 each year with replacement quantity

based on pricing.

**Justification:** Life span for fire hose is 10-15 years depending on what materail the hose is made and number for

times that it used on the fireground. The hose is preassure tested annually to check for leaks and hose

failure.

#### Capital Projects Funds Public Safety - Fund 440

**Project Name: Fitness Equipment** 

**Cost:** \$3,000

**Type:** Asset - Replacement

**Useful Life:** 1-5 Years

**Description:** Replacement and maintenance of Public Safety fitness room equipment. Replacement schedule

includes the following equipment for the next five years: 2019) 1 treadmill, 2020) 1 stationary bike,

2021) 1 stationary bike, 2022) 1 treadmill, and 2023) 2 weight training equipment sets.

**Justification:** On a rotational basis or based on the condition of a piece of fitness equipment a piece of fitness

equipment is replaced every year. The fitness equipment is the fitness room is open to be used by all

Village employees.

**Project Name: SWAT Tactical Vest** 

**Cost:** \$2,400

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Seven year replacement of SWAT Tactical Vest

Justification: The Ashwaubenon Public Safety Department has two members of the department on the Brown County

Sheriff's Department SWAT team. The departments that have members on the multi-jurisdiction SWAT team are responsible for the purchase of the team member's SWAT vest and helmet. The tactical SWAT vests have s seven year life cycle and in 2018 the vests has expired. There is no resale of the old tactical vests and the vests will be disposed of when they are take out of service. In the 2018 budget cycle money was appropriated for the purchase of one SWAT tactical vest and helmet with the second

SWAT vest and helmet purchase to be differed to the 2019 budget cycle.

**Project Name: PBT Replacements** 

**Cost:** \$2.340

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** Annual replacement of existing PBT devices. There are currently a total of 26 units. PBT's have an

asset life of 10 years. Here is the five year replacement schedule:

2019) 4 units; 2020) 9 units; 2021) 9 units; 2022) 2 units; 2023) 5 units.

**Justification:** Manufacturers recommendation is to replace the PBT unit every 7 years as the fuel cell for the unit goes

bad and it cost prohibitive to have the fuel cell replaces.

### Capital Projects Funds Public Safety - Fund 440

**Project Name: Pagers** 

**Cost:** \$1,940

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Annual replacement of existing Paid On Call firefighter pagers. There are currently a total of 25

pagers, one for each member of the paid on call. Pagers have a 10-year life and four pagers are

replaced each year.

Justification: Currently the department is transition from the older Minitor V Motorola pager to the new Minior VI

Motorola pager. The new Minitor VI pagers provide more channels and programing options.

**Project Name: Radar Detecter Replacements** 

**Cost:** \$1,750

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** Annual replacement of existing radar detecters. There are currently a total of 10 units, one in each

police vehicle. Radar detecters have an asset life of 10 years. The five-year replacement schedule is as

follows:

2019) 1 unit (Car 10)

2020) 2 units (Car 5 & bench police garage)

2021) 2 units (Car 3 & Traffic Car) 2022) 2 units (Car 6 and Car 8)

**Justification:** The radar unit being requested is for squad #10, the unmarked Crown Vic, that is used for traffic

enforcement and grant programs by the Public Safety Officers. The original radar unit that was in Car #10 was purchased in 2007. Three years ago, the electronics in the radar went bad and the radar was out of warrantee. The cost to repair the radar unit was over half the cost to purchase a new one. At the end

of Car #10 life cycle the radar unit can be installed in any make or model patrol car.

Account	2016 Actual	2017 Actual	2018 Forecast	2018 Budget	2019 Budget		18 Budget % Change
REVENUES				J	Ü		
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
EXPENDITURES Capital Outlay		_			349,794	349,794	N/A
Capital Gunay					347,774	347,774	11/11
Excess of Revenues (under) Expenditures		-	-	-	(349,794)	(349,794)	N/A
OTHER FINANCING SOURCES Transfers In		-	158,877	-	190,917	190,917	N/A
Net Change in Fund Balance	-	-	158,877	-	(158,877)		
Fund Balance - January 1		-	-	-	158,877		
Fund Balance - December 31	\$ -	\$ -	\$ 158,877	\$ -	\$ -		

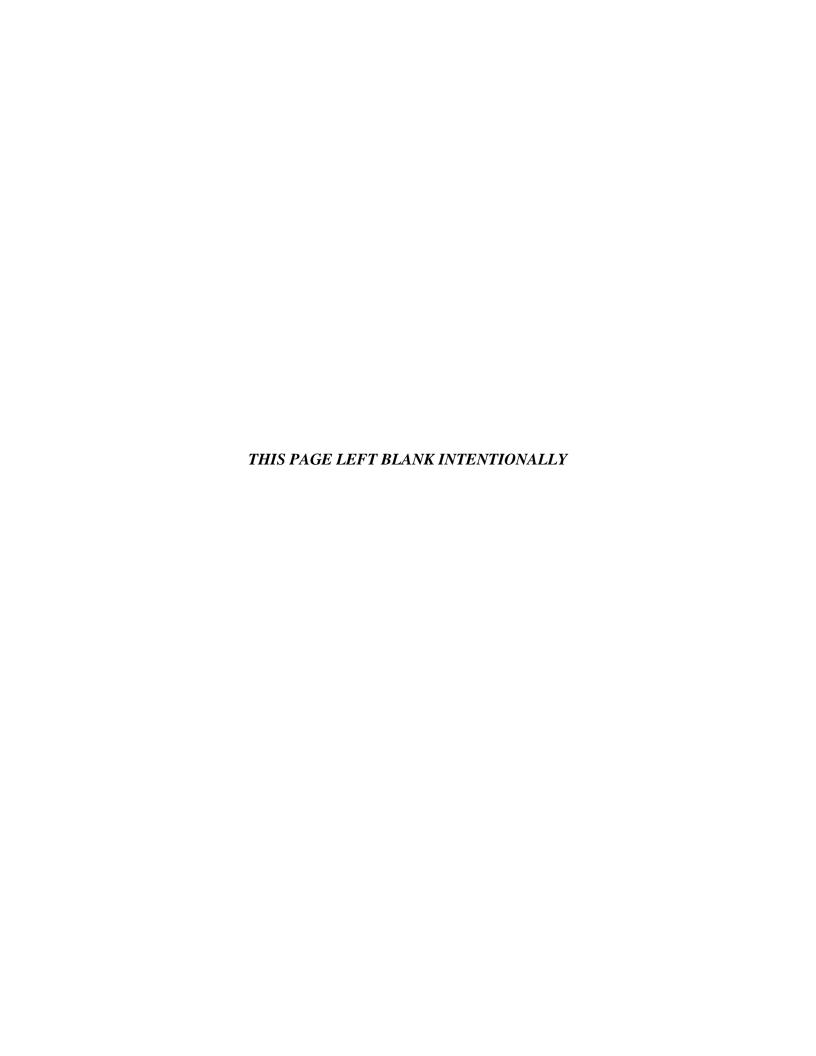
	2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	
						. 8	8
REVENUES							
General Property Taxes	793,576	967,925	2,038,738	2,125,870	2,656,335	530,465	24.95%
Intergovernmental	71,486	946,945	924,019	100,000	924,019	824,019	824.02%
Interest	_	-	_	-	-	-	N/A
Miscellaneous	_	-	-	-	-	-	N/A
Total Revenues	865,062	1,914,870	2,962,757	2,225,870	3,580,354	1,354,484	60.85%
EXPENDITURES							
Current							
General Government	211,318	242,852	200,000	225,000	175,000	(50,000)	-22.22%
Public Works	63,747			,	-	-	N/A
Conservation and Development	750,000	_	_	_	_	_	N/A
Debt Service	,						
Interest and Fiscal Charges	46,042	29,212	26,125	26,125	30,000	3,875	14.83%
Capital Outlay	1,573,665	1,203,634	2,409,764	195,000	4,150,000	3,955,000	2028.21%
Total Capital Outlay	2,644,772	1,475,698	2,635,889	446,125	4,355,000	3,908,875	876.18%
Total Expenditures	2,644,772	1,475,698	2,635,889	446,125	4,355,000	3,908,875	876.18%
r		, ,	, ,	-,	,,		
Excess of Revenues over (under) Expenditures	(1,779,710)	439,172	326,868	1,779,745	(774,646)	(2,554,391)	-143.53%
OTHER FINANCING SOURCES (USES)							
Long Term Debt Issued	2,515,000	1,225,000	2,325,000	695,000	4,150,000	3,455,000	497.12%
Premium on Debt Issued	50,378	53,103	· · ·	-	-	-	N/A
Proceeds from Sale of Capital Assets	_	-	_	-	-	-	N/A
Transfers In	_	-	_	-	-	-	N/A
Transfer Out	(1,539,498)	(2,323,515)	(2,228,608)	(2,220,227)	(2,430,850)	(210,623)	9.49%
TID Grant Incentive	_	-	(660,733)	(593,309)	(806,452)	(213,143)	35.92%
Total Other Financing Sources (Uses)	1,025,880	(1,045,412)	(564,341)	(2,118,536)	912,698	3,031,234	-143.08%
Net Change in Fund Balance	(753,830)	(606,240)	(237,473)	(338,791)	138,052		
Fund Balance - January 1	(3,478,164)	(4,231,994)	(4,838,234)	(5,611,577)	(5,075,707)		
Fund Balance - December 31	\$(4,231,994)	\$(4,838,234)	\$(5,075,707)	\$(5,950,368)	\$(4,937,655)		

	2016	2017	2018	2018	2019	2019 vs 201	O Dudget
A							U
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	1,237,361	1,280,463	1,330,851	1,441,485	1,311,433	(130,052)	-9.02%
Intergovernmental	9,885	17,079	17,330	17,000	17,677	677	3.98%
Interest	, -	_	, -	, -	, -	-	N/A
Miscellaneous	-	-	-	-	-	-	N/A
Total Revenues	1,247,246	1,297,542	1,348,181	1,458,485	1,329,110	(129,375)	-8.87%
EXPENDITURES							
Current							
General Government	166,915	53,900	50,150	52,500	52,500	-	0.00%
Public Works	5,000	-	-	-	-	-	N/A
Debt Service							
Interest and Fiscal Charges	2,510	7,256	-	-	-	-	N/A
Capital Outlay		411,988	446,919	660,000	320,613	(339,387)	-51.42%
Total Capital Outlay	174,425	473,144	497,069	712,500	373,113	(339,387)	-47.63%
Total Expenditures	174,425	473,144	497,069	712,500	373,113	(339,387)	-47.63%
Excess of Revenues over Expenditures	1,072,821	824,398	851,112	745,985	955,997	210,012	28.15%
OTHER FINANCING SOURCES (USES)							
Long Term Debt Issued	_	275,000	_	-	-	_	N/A
Premium on Debt Issued	-	11,921	-	-	-	-	N/A
Transfer Out	(824,940)	(604,638)	(639,184)	(639,184)	(633,870)	5,314	-0.83%
Total Other Financing Sources (Uses)	(824,940)	(317,717)	(639,184)	(639,184)	(633,870)	5,314	-0.83%
Net Change in Fund Balance	247,881	506,681	211,928	106,801	322,127		
Fund Balance - January 1	(830,522)	(582,641)	(75,960)	163,334	135,968		
Frank Dalamas Dasamban 21	¢ (502 (A1)	¢ (75 0(0)	¢ 125 0/0	¢ 270.125	¢ 450.005		
Fund Balance - December 31	\$ (582,641)	\$ (75,960)	\$ 135,968	\$ 270,135	\$ 458,095		

	2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Account	Actual	Actual	Forecast	Budget	Budget		% Change
						, , , ,	
REVENUES							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 6,904	\$ 6,904	N/A
Intergovernmental	3,436	4,140	4,201	4,500	4,200	(300)	-6.67%
Miscellaneous	53,180	58,998	26,138	35,000	30,000	(5,000)	-14.29%
Total Revenues	56,616	63,138	30,339	39,500	41,104	1,604	4.06%
EXPENDITURES							
Current							
General Government	224,366	314,315	200,000	225,000	150,000	(75,000)	-33.33%
Public Works	-	244,041	-	-	-	-	N/A
Debt Service							
Interest and Fiscal Charges	24,144	24,575	-	-	-	-	N/A
Capital Outlay	1,408,841	190,366	17,645,000	250,000	1,500,000	1,250,000	500.00%
Total Capital Outlay	1,657,351	773,297	17,845,000	475,000	1,650,000	1,175,000	247.37%
Total Expenditures	1,657,351	773,297	17,845,000	475,000	1,650,000	1,175,000	247.37%
Excess of Revenues (under) Expenditures	(1,600,735)	(710,159)	(17,814,661)	(435,500)	(1,608,896)	(1,173,396)	269.44%
OTHER FINANCING SOURCES (USES)							
Long Term Debt Issued	1,460,000	1,130,000	15,395,000	-	1,750,000	1,750,000	N/A
Premium on Debt Issued	-	48,983	-	-	-	-	N/A
Sale of Land	-	, <u>-</u>	-	-	653,400	653,400	N/A
Transfers In	=	=	1,000,000	1,000,000	-	(1,000,000)	-100.00%
Transfer Out	(359,952)	(291,948)	(589,822)	(413,170)	(1,083,054)	(669,884)	162.13%
Total Other Financing Sources (Uses)	1,100,048	887,035	15,805,178	586,830	1,320,346	733,516	125.00%
Net Change in Fund Balance	(500,687)	176,876	(2,009,483)	151,330	(288,550)		
Fund Balance - January 1	(23,521)	(524,208)	(347,332)	168,539	(2,356,815)		
Fund Balance - December 31	\$ (524,208)	\$ (347,332)	\$ (2,356,815)	\$ 319,869	\$(2,645,365)		

# Village of **ASHWAUBENON**2019 Operating Budget

## ENTERPRISE FUNDS



A		Water	Sewer	St	orm Water	
Account Name		Utility	Utility		Utility	Total
SOURCES AND USES OF FUNDS						
OPERATING REVENUES						
Residential Sales	\$	1,500,000	\$ 1,650,000	\$	270,000	\$ 3,420,000
Commercial Sales		1,152,000	1,400,000		790,000	3,342,000
Restaurant Sales		300,000	465,000		57,000	822,000
Industrial Sales		900,000	1,750,000		85,000	2,735,000
Public Authority Sales		60,000	45,000		140,000	245,000
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		7,500	65,000
Total Operating Revenues		4,796,000	5,329,500		1,352,600	11,478,100
OPERATING EXPENSES						
Source of Supply		3,169,407	_		_	3,169,407
Operation		3,107,407	90,083		259,968	350,051
Maintenance			425,264		237,700	425,264
Pumping		66,837	423,204		_	66,837
Treatment		23,046	4,625,400		_	4,648,446
Transmission & Distribution		592.655	1,023,100		_	592,655
Regulatory Compliance		372,033			72,100	72,100
Accounting & Collecting		28,754	19,470		6,500	54,724
Administration & General		438,924	247,361		361,641	1,047,926
Depreciation		875,000	695,000		125,000	1,695,000
Total Operating Expenses		5,194,623	6,102,578		825,209	12,122,410
Total Operating Expenses		3,174,023	0,102,576		623,207	12,122,410
Operating Income (Loss)		(398,623)	(773,078)		527,391	(644,310)
NONOPERATING REVENUES (EXPENSES)	)					
Interest Revenue	•	45,000	40,000		4,500	89,500
Interest Expense		(110,688)	(4,284)		-	(114,972)
Total Nonoperating Revenues (Expenses)		(65,688)	35,716		4,500	(25,472)
Income (loss) before Contributions & Transfers		(464,311)	(737,362)		531,891	(669,782)
Transfers Out		(500,000)	(12,000)		-	(512,000)
Change in Net Position		(964,311)	(749,362)		531,891	(1,181,782)
Net Position - January 1		6,817,756	1,787,876		7,691,500	7,350,241
Net Position - December 31	\$	5,853,445	\$ 1,038,514	\$	8,223,391	\$ 6,168,459

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 of all Village metered sites to comply with WDNR requirements.
- \* Meter reading, billing and processing of all utility bills.
- \* Master planning activities for future Village infrastructure replacement programs that includes working jointly with the GBWU to provide safe economical water for future demand and growth.

#### **STAFFING (FTE Positions):**

	2017	2018	2019 - Budget
Public Works Director (1)	0.20	0.20	0.20
Utility Operations Supervisor (2)	0.45	0.45	0.45
Utility Foreman (3)	0.70	0.70	0.70
Utility Department Lead (3)	0.70	0.70	0.70
Utility Department Lead (3)	0.70	0.70	0.70
Utility Department Worker (3)	0.70	0.70	0.70
Utility Department Worker (3)	0.70	0.70	0.70
Clerk (4)	0.40	0.40	0.20
GIS Coordinator (5)	0.10	0.10	0.10
Customer Service Rep/Secretary (6)	0.05	0.05	0.05
Summer Help - Sewer Jetter (7)	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	4.70	4.70	4.50

#### Notes

- 1. Public Works Director allocated to multiple departments with 20% allocated to the Water Utility.
- 2. Utility Operations Supervisor covers all utilities with 45% allocated to the Water Utility.
- 3. Foreman, Lead & Worker positions are split 70% to the Water Utility and 30% to the Sewer Utility.
- 4. Clerk allocated to multiple departments with 20% allocated to the Water Utility.
- 5. GIS Coordinator allocated to multiple departments with 10% to the Water Utility.
- 6. Customer Service/Secretary allocated to multiple departments with 5% to the Water Utility.
- 7. Summer help is shown as budgeted cost; actual costs vary as services are needed.

#### 2018 ACCOMPLISHMENTS:

- \* Completed 12th year of water supply via the Green Bay Water Utility. The water agreement is reviewed annually as the Village maintains a seat on the Green Bay Water Commission. The projected 2019 wholesale water rate (\$2.50 per 1,000 gallons) matches the projected contract rate in the 2006 Water Agreement.
- \* Completed second full year of water transmission and sales to the Village of Wrightstown via a joint agreement between the GBWU, Village of Wrightstown and Village of Ashwaubenon.
- \* Completed the rehabilitation of the Shady Lane #3 Emergency Well Pump Station.
- \* Completed water main reconstruction projects in conjunction with the Cormier Road Utility Reconstruction Project (Oneida Street to Ashland Avenue) and Mike McCarthy Way Reconstruction Project (Holmgren Way to Ashland Avenue).
- \* Completed the WDNR-mandated underwater inspection of the Marvelle Elevated Storage Tank.
- \* Completed initial scoping of Village CIP Plan for use in preparing future budgets.
- \* Attended GBWU Commission meetings and GBWU Technical Committee meetings to provide input on future projects in order to maintain equitable rates for ratepayers.
- \* Completed ninth year of WDNR-mandated cross connection inspections. Village personnel is certified in completing inspections saving the Utility from hiring outside consultants.
- \* Maintained all WDNR-mandated meter changes, hydrant flushing programs, valve exercising programs and system maintenance activities.

#### 2019 OBJECTIVES:

\*

- \* Complete the rehabilitation of Ridge Road #4 Emergency Well Pump Station. The Village operates a system of four emergency back-up wells for an emergency water supply. The WDNR requires these wells to be pulled and inspected every 10 years to maintain emergency status.
- \* 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 an large-scale emergency event.
- \* Initiate the planning stages of the Village CIP Plan in order to start developing project budgets for use in future Utility budget seasons.
- \* Evaluation and potential implementation of contracting all utility billing services to GBWU. Currently, the Village collects all meter reads, creates billing files for GBWU to bill and accepts utility payments.
- \* Complete water system inspection with WDNR and implement any items of note found during inspection. The WDNR conducts an audit of water utility operations and maintenance every three years. The Village will undergo such an inspection in December of 2018.
- \* Continue WDNR required testing and repair protocols on meters, hydrants, valves and other water infrastructure.
- \* Continue certified operator course training to keep all Water Utility personnel certified as Wisconsin Waterworks Operators.

#### **BUDGET SUMMARY:**

\* The 2019 Water Utility Budget is relatively constant in all accounts except for an increase in the wholesale purchased water account and in the contracted services account. There is a rate increase anticipated from the GBWU for the wholesale water rate. The Village will be reviewing the Water Utility financial foundation and implementing a rate increase as well to keep the Utility reserves in check for upcoming CIP implementation. In terms of contracted services, the Village has been working with the Green Bay Water Utility to collaborate in assisting the Village by taking over full billing operations starting in 2019.

#### **CAPITAL REQUESTS:**

Project Name: Annual Meter Testing And Rehabilitation

Cost: \$100,000

**Type:** Infrastructure - Maintenance

**Useful Life:** 20 Years

**Description:** WDNR-mandated program whereby the Village tests or replaces its water meters based on PSC

standards ranging from typical residential water meters of 1" are replaced every 20 years whereas a

facility with an 8" water meter is tested yearly (approximately 7,915 meters as of 2017).

**Justification:** The annual meter testing program is mandated by the WDNR and PSC to ensure that customers are

being accurately billed and so that the Utility can monitor unaccounted-for-water in order to plan future CIP upgrades. Water meters for the Village of Ashwaubenon have a PSC-granted highest rating of a 20-

year life expectancy.

**Project Name: Ridge Station #4 Pump Rehabilitation** 

Cost: \$100,000

**Type:** Infrastructure - Maintenance

Useful Life: 10 Years

**Description:** As part of maintaining the Village wells as emergency back-up water supply sites should the

transmission main connection to Green Bay Water fail, the WDNR requires the emergency well pumps

to be pulled/inspected/repaired every 10 years and reported to the WDNR.

**Justification:** Last pulled and inspected in 2007, the Ridge Station Well Pump is scheduled for work in 2019. This

timeframe is slightly longer than the 10-year requirement as all four Village wells were brought online as emergency wells in 2007 and the WDNR is allowing the spreading out of inspections over the course

of three years for budgetary reasons.

Project Name: Annual Hydrant Testing And Rehabiliation

**Cost:** \$50,000

**Type:** Infrastructure - Maintenance

**Useful Life:** 75 Years

**Description:** WDNR-mandated program whereby the Village flushes, tests and then completes necessary repairs on

all Village-owned hydrants (approximately 1,309 hydrants as of 2017).

**Justification:** The annual hydrant flushing program is mandated by the WDNR to ensure that communities are

providing the necessary operation and maintenance on its emergency fire flow infrastructure. Hydrants typically have a 70-75 year life expectancy and beyond but proper flushing, testing and periodic repair

is necessary.

**Project Name: Annual Valve Testing And Rehabilitation** 

**Cost:** \$50,000

**Type:** Infrastructure - Maintenance

**Useful Life:** 75 Years

**Description:** WDNR-mandated program whereby the Village operates approximately 25% of the system valves in a

year and then completes necessary repairs on any valves to be found in substandard condition

(approximately 2,533 total system valves as of 2017).

**Justification:** The annual valve testing and rehabilitation program is mandated by the WDNR to ensure that

communities are maintaining system infrastructure so that sections of pipeline can be closed during water main breaks and not cause large scale boil water advisories. Water system valves have a 70-75

year life expectancy and beyond with a proper operation and maintenance schedule.

Project Name: Drain Down Inspection - 1060 Glory Road Elevated Tank

**Cost:** \$15,000

**Type:** Infrastructure - Maintenance

**Useful Life:** 5 Years

**Description:** WDNR-mandated water storage inspection of the storage tank interior whereby a fully-drained tank

inspection is required every ten years and an underwater (in-service) inspection is allowed at the 5 year

interval between the fully-drained inspections.

**Justification:** Underwater inspection completed in 2014. Drain down inspection required in 2019.

Project Name: Underwater Reservoir Inspection - Mike Vann Reservoir

Cost: \$10.000

**Type:** Infrastructure - Maintenance

**Useful Life:** 5 Years

**Description:** WDNR-mandated water storage inspection of the storage tank interior whereby a fully-drained tank

inspection is required every ten years and an underwater (in-service) inspection is allowed at the 5 year

interval between the fully-drained inspections.

**Justification:** Drain down inspection completed in 2014. Underwater inspection required for 2019.

#### **Department: Water Utility - Fund 510**

**Project Name: Underwater Inspection - 2916 Ridge Road Standpipe** 

**Cost:** \$10,000

**Type:** Infrastructure - Maintenance

**Useful Life:** 5 Years

**Description:** WDNR-mandated water storage inspection of the storage tank interior whereby a fully-drained tank

inspection is required every ten years and an underwater (in-service) inspection is allowed at the 5 year

interval between the fully-drained inspections.

**Justification:** Drain down inspection completed in 2014. Underwater inspection required for 2019.

Project Name: Drain Down Reservoir Inspection - Shady Lane #3 Reservoir

**Cost:** \$7,500

**Type:** Infrastructure - Maintenance

**Useful Life:** 5 Years

**Description:** WDNR-mandated water storage inspection of the storage tank interior whereby a fully-drained tank

inspection is required every ten years and an underwater (in-service) inspection is allowed at the 5 year

interval between the fully-drained inspections.

**Justification:** Underwater inspection completed in 2014. Drain down inspection required in 2019.

Project Name: Underwater Reservoir Inspection - Argonne #5 Reservoir

**Cost:** \$7,500

**Type:** Infrastructure - Maintenance

**Useful Life:** 5 Years

**Description:** WDNR-mandated water storage inspection of the storage tank interior whereby a fully-drained tank

inspection is required every ten years and an underwater (in-service) inspection is allowed at the 5 year

interval between the fully-drained inspections.

**Justification:** Drain down inspection completed in 2014. Underwater inspection required for 2019.

#### **Department: Water Utility - Fund 510**

Project Name: Drain Down Reservoir Inspection - Fernando #7 Reservoir

**Cost:** \$7,500

**Type:** Infrastructure - Maintenance

**Useful Life:** 5 Years

**Description:** WDNR-mandated water storage inspection of the storage tank interior whereby a fully-drained tank

inspection is required every ten years and an underwater (in-service) inspection is allowed at the 5 year

interval between the fully-drained inspections.

**Justification:** Underwater inspection completed in 2014. Drain down inspection required in 2019.

Project Name: Drain Down Inspection - 2634 Babcock Standpipe

**Cost:** \$7,500

**Type:** Infrastructure - Maintenance

Useful Life: 5 Years

**Description:** WDNR-mandated water storage inspection of the storage tank interior whereby a fully-drained tank

inspection is required every ten years and an underwater (in-service) inspection is allowed at the 5 year

interval between the fully-drained inspections.

**Justification:** Not in service at this time. Drain down inspection required in 2019.

### Enterprise Funds Department: Water Utility - Fund 510

	2016	2017	2018	2018	2019	2019 vs 201	& Rudget
Account Name	Actual	Actual	Forecast	Budget	Budget		% Change
Tecount i tune	Hetuul	Hetuui	1 of cease	Dauget	Dauget	ψ Change	70 Change
SOURCES AND USES OF FUNDS							
OPERATING REVENUES							
Residential Sales	1,456,280	1,403,039	1,500,000	1,500,000	1,500,000	-	0.00%
Commercial Sales	1,146,849	1,125,150	1,152,000	1,152,000	1,152,000	-	0.00%
Restaurant Sales	252,282	255,915	300,000	300,000	300,000	-	0.00%
Industrial Sales	911,736	880,715	900,000	900,000	900,000	-	0.00%
Public Authority Sales	69,873	58,508	60,000	60,000	60,000	-	0.00%
Public Fire Protection	441,553	440,407	460,000	460,000	460,000		
Private Fire Protection	42,455	51,498	48,000	48,000	48,000		
Forfeited Discounts	16,451	114,178	20,000	20,000	20,000	-	0.00%
Tower Rentals	279,747	16,308	300,000	300,000	300,000		
Other	196,485	299,142	56,000	56,000	56,000	-	0.00%
Total Operating Revenues	4,813,711	4,644,860	4,796,000	4,796,000	4,796,000	-	0.00%
OPERATING EXPENSES							
Source of Supply	2,879,686	2,799,669	2,834,721	3,034,118	3,169,407	135,289	4.46%
Pumping	58,369	61,416	59,807	69,322	66,837	(2,485)	-3.58%
Treatment	16,171	2,590	16,435	22,935	23,046	111	0.48%
Transmission & Distribution	552,124	562,379	528,608	592,108	592,655	111	0.1070
Accounting & Collecting	16,020	30,697	28,680	28,680	28,754	74	0.26%
Administration & General	357,463	384,806	388,804	380,027	438,924	58,897	15.50%
Depreciation	877,950	857,914	900,000	900,000	875,000	(25,000)	-2.78%
Total Operating Expenses	4,757,783	4,699,471	4,757,055	5,027,190	5,194,623	166,886	3.32%
Operating Income (Loss)	55,928	(54,611)	38,945	(231,190)	(398,623)	34,082	-14.74%
NONOPERATING REVENUES (EXPENSES	2)						
Interest Revenue	26,960	14,703	45,000	45,000	45,000	_	0.00%
Interest Expense	(181,698)	(172,556)	(126,783)	(126,783)	•	16,095	-12.69%
Gain (Loss) on sale of capital assets	110,000	(172,550)	(120,703)	(120,703)	(110,000)	10,075	N/A
Total Nonoperating Revenues (Expenses)	(44,738)	(157,853)	(81,783)	(81,783)	(65,688)	16,095	-19.68%
Income (loss) before Contributions & Transfers	11,190	(212,464)	(42,838)	(312,973)	· · · · · ·		-5.14%
	,		(+2,030)	(312,773)	(404,511)	10,073	-3.1470
Capital Contributions	463,268	50,524	- (525,000)	- (525,000)	- (500.000)	-	N/A
Transfers Out	(516,177)	(490,106)	(535,000)	(535,000)	(500,000)	35,000	-6.54%
Change in Net Position	(41,719)	(652,046)	(577,838)	(847,973)	(964,311)	(116,338)	13.72%
Net Position - January 1	8,089,359	8,047,640	7,395,594	7,350,241	6,817,756	(532,485)	-7.24%
Net Position - December 31	\$ 8,047,640	\$ 7,395,594	\$ 6,817,756	\$ 6,502,268	\$ 5,853,445	\$ (648,823)	-9.98%
SOURCES AND USES OF FUNDS							
Coch Bosinning of Voca			¢ 0 606 506	¢ 0 502 012	¢ 0 165 140		
Cash - Beginning of Year			\$ 8,696,506	\$ 8,593,812			
Plus: Net Income			(577,838)	(847,973)			
Plus: Depreciation/Amortization			900,000	900,000			
Less: Debt Repayment Less: Fixed Assets			(511,028) (342,500)	(511,028) (342,500)			
Cash - End of Year				\$ 7,792,311			
Casii - Eliu Vi Teai			φ 0,103,140	ψ 1,174,311	ψ 7,199,001		

### Enterprise Funds Department: Water Utility - Fund 510

PUMPING EXPENSES	_
SOURCE OF SUPPLY EXPENSES           5399         600 Labor & Benefits         48,871         42,023         55,118         55,118         59,907         4,789         8.6           6101         603 Operational Supplies         62         -         250         1,000         1,000         -         0.0           6113         602 Purchased Water         2,830,738         2,757,558         2,774,153         2,967,000         3,100,000         133,000         4.4           6113         614 Maintenance Supplies         15         88         5,000         10,000         7,500         (2,500)         -25.0           8400         603 Licenses         -         -         200         1,000         1,000         -         0.0           Total Source of Supply Expenses         2,879,686         2,799,669         2,834,721         3,034,118         3,169,407         135,289         4.4	inge
5399       600 Labor & Benefits       48,871       42,023       55,118       55,118       59,907       4,789       8.6         6101       603 Operational Supplies       62       -       250       1,000       1,000       -       0.0         6113       602 Purchased Water       2,830,738       2,757,558       2,774,153       2,967,000       3,100,000       133,000       4.4         6113       614 Maintenance Supplies       15       88       5,000       10,000       7,500       (2,500)       -25.0         8400       603 Licenses       -       -       200       1,000       1,000       -       0.0         Total Source of Supply Expenses       2,879,686       2,799,669       2,834,721       3,034,118       3,169,407       135,289       4.4	
5399       600 Labor & Benefits       48,871       42,023       55,118       55,118       59,907       4,789       8.6         6101       603 Operational Supplies       62       -       250       1,000       1,000       -       0.0         6113       602 Purchased Water       2,830,738       2,757,558       2,774,153       2,967,000       3,100,000       133,000       4.4         6113       614 Maintenance Supplies       15       88       5,000       10,000       7,500       (2,500)       -25.0         8400       603 Licenses       -       -       200       1,000       1,000       -       0.0         Total Source of Supply Expenses       2,879,686       2,799,669       2,834,721       3,034,118       3,169,407       135,289       4.4	
6101       603 Operational Supplies       62       -       250       1,000       1,000       -       0.00         6113       602 Purchased Water       2,830,738       2,757,558       2,774,153       2,967,000       3,100,000       133,000       4.4         6113       614 Maintenance Supplies       15       88       5,000       10,000       7,500       (2,500)       -25.0         8400       603 Licenses       -       -       -       200       1,000       1,000       -       0.0         Total Source of Supply Expenses       2,879,686       2,799,669       2,834,721       3,034,118       3,169,407       135,289       4.4	50%
6113       602 Purchased Water       2,830,738       2,757,558       2,774,153       2,967,000       3,100,000       133,000       4.4         6113       614 Maintenance Supplies       15       88       5,000       10,000       7,500       (2,500)       -25.0         8400       603 Licenses       -       -       -       200       1,000       1,000       -       0.0         Total Source of Supply Expenses       2,879,686       2,799,669       2,834,721       3,034,118       3,169,407       135,289       4.4	
6113       614 Maintenance Supplies       15       88       5,000       10,000       7,500       (2,500)       -25.0         8400       603 Licenses       -       -       200       1,000       1,000       -       0.0         Total Source of Supply Expenses       2,879,686       2,799,669       2,834,721       3,034,118       3,169,407       135,289       4.4	
8400       603 Licenses       -       -       200       1,000       1,000       -       0.0         Total Source of Supply Expenses       2,879,686       2,799,669       2,834,721       3,034,118       3,169,407       135,289       4.4         PUMPING EXPENSES	
Total Source of Supply Expenses 2,879,686 2,799,669 2,834,721 3,034,118 3,169,407 135,289 4.4 <b>PUMPING EXPENSES</b>	
PUMPING EXPENSES	46%
	.070
5399 624 Labor & Benefits 30,956 31,752 23,094 23,094 23,309 215 0.9	
	93%
6101 626 Operational Supplies 533 125 4,000 4,000 - 0.0	00%
	00%
	92%
	58%
TREATMENT EXPENSES	
	93%
	00%
	00%
	00%
Total Treatment Expenses 16,171 2,590 16,435 22,935 23,046 111 0.4	48%
TRANSMISSION & DISTRIBUTION EXPENSES	
Labor & Benefits  5200 664 There & Distribution 17,006 722 12,757 12,757 12,075	20/
	92%
	91%
	93%
	93%
5399 676 Meters Maintenance 100,618 115,519 87,352 87,352 87,230 (122) -0.1 5399 677 Hydrants Maintenance 22,652 22,415 16,901 16,901 17,057 156 0.9	92%
6101 665 Operational Supplies 3,569 88 6,000 6,000 5,000 (1,000) -16.6  Maintenance Supplies	)/%
	00%
	00%
	00%
	00%
	00%
	00%
	09%
Total Transmission & Distribution Expenses 332,124 302,379 328,000 392,100 392,033 347 0.0	J
ACCOUNTING & COLLECTING EXPENSES	
Labor & Benefits	
i i	91%
*	15%
	00%
	26%
20,000	•

### Enterprise Funds Department: Water Utility - Fund 510

Account	&	2016	2017	2018	2018	2019	2019 vs 201	8 Budget
Project (	Code Description	Actual	Actual	Forecast	Budget	Budget	\$ Change %	<b>6 Change</b>
		•						
ADMINI	STRATIVE & GENERAL EXPE	NSES						
5399	920 Labor & Benefits	194,865	175,876	143,889	143,889	160,318	16,429	11.42%
6100	921 Operational Supplies	775	1,869	1,000	1,000	1,000	-	0.00%
6122	930 Gas & Oil	6,398	12,320	15,480	7,032	15,480	8,448	120.14%
6213	923 Software Maintenance	4,206	7,521	5,000	5,000	5,000	-	0.00%
6302	930 Newspaper Publishing	2,258	424	500	4,000	2,000	(2,000)	-50.00%
6304	921 Postage	568	1,061	1,200	1,800	1,800	-	0.00%
6401	930 Uniforms	1,483	415	500	2,000	2,000	-	0.00%
6402	930 Shoe Allowance	423	437	500	1,000	1,000	-	0.00%
7100	930 Training & Conferences	1,216	2,706	1,500	3,000	3,000	-	0.00%
7120	930 Dues & Subscriptions	1,735	1,079	1,000	1,000	1,000	-	0.00%
8100	923 Contracted Services	32,225	38,806	48,000	48,000	88,000	40,000	83.33%
8100	928 Regulatory Commission	4,688	4,588	5,400	5,400	5,400	-	0.00%
8101	923 Computer Consulting	6,600	4,077	7,800	7,800	7,800	-	0.00%
8102	923 Accounting & Auditing	3,000	3,000	5,410	3,000	3,000	-	0.00%
8115	923 Engineering Services	7,950	20,506	48,000	48,000	48,000	-	0.00%
8201	930 Vehicle Repairs	3,658	8,782	10,000	6,600	6,600	-	0.00%
8206	931 Building Rental	42,303	43,590	44,892	44,892	46,262	1,370	3.05%
8300	930 Physical Exams	145	186	-	-	-	-	N/A
8305	924 Property Insurance	27,780	38,175	31,608	31,608	27,420	(4,188)	-13.25%
8309	924 Workers' Compensation	12,036	16,620	10,968	10,968	9,444	(1,524)	-13.89%
8401	930 Storm Water Charges	1,031	765	900	1,400	1,400	-	0.00%
8402	930 Telephone	816	900	835	1,200	1,200	-	0.00%
8403	921 Cell Phone	1,304	1,103	4,422	1,438	1,800	362	25.17%
Total Adn	ninistrative & General Expenses	357,463	384,806	388,804	380,027	438,924	58,897	15.50%
	OPERATING EXPENSES							
9880 "	Depreciation	877,950	857,914	900,000	900,000	875,000	(25,000)	-2.78%
9881	Interest and Fiscal Charges	181,698	172,556	126,783	126,783	110,688	(16,095)	-12.69%
9882 "	Taxes	516,177	490,106	535,000	535,000	500,000	(35,000)	-6.54%
Total Othe	er Operating Expenses	1,575,825	1,520,576	1,561,783	1,561,783	1,485,688	(76,095)	-4.87%
TOTAL (	OPERATING EXPENSES	\$ 5,455,658	\$ 5,362,133	\$ 5,418,838	\$ 5,688,973	\$ 5,805,311	\$116,338	2.04%
Fixed Ass	sets - Capital Outlay	\$ 928,328	\$ 56,322	\$ 342,500	\$ 342,500	\$ 365,000	\$ 22,500	6.57%

The Village of Ashwaubenon Sewer Utility is responsible for all operational and maintenance activities involving the sanitary sewer collection system and lift station systems that transport 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
- \* 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 (FTE Positions):

	2017	2018	2019 - Budget
Public Works Director (1)	0.20	0.20	0.20
Utility Operations Supervisor (2)	0.45	0.45	0.45
Utility Foreman (3)	0.30	0.30	0.30
Utility Department Lead (3)	0.30	0.30	0.30
Utility Department Lead (3)	0.30	0.30	0.30
Utility Department Worker (3)	0.30	0.30	0.30
Utility Department Worker (3)	0.30	0.30	0.30
Clerk (4)	0.40	0.40	0.20
GIS Coordinator (5)	0.10	0.10	0.10
Customer Service Rep/Secretary (6)	0.05	0.05	0.05
Summer Help - Sewer Jetter (7)	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	2.70	2.70	2.50

#### Notes:

- 1. Public Works Director allocated to multiple departments with 20% allocated to the Sewer Utility.
- 2. Utility Operations Supervisor covers all utilities with 45% allocated to the Sewer Utility.
- 3. Foreman, Lead & Worker positions are split 70% to the Water Utility and 30% to the Sewer Utility.
- 4. Clerk allocated to multiple departments with 20% allocated to the Sewer Utility.
- 5. GIS Coordinator allocated to multiple departments with 10% to the Sewer Utility.
- 6. Customer Service/Secretary allocated to multiple departments with 5% to the Sewer Utility.
- 7. Summer help is shown as budgeted cost; actual costs vary as services are needed.

#### 2018 ACCOMPLISHMENTS:

- \* Completed sanitary sewer reconstruction projects in conjunction with the Cormier Road Utility Reconstruction Project (Oneida Street to Ashland Avenue) and Mike McCarthy Way Reconstruction Project (Holmgren Way to Ashland Avenue).
- \* Completed interceptor sewer review in conjunction with NEW Water to develop master CIP for future budgeting. At this time, there is a 2020 budgeted interceptor project within the Village.
- \* Completed initial scoping of Village CIP Plan for use in preparing future budgets.
- \* Completed all Capacity, Management, Operation and Maintenance (CMOM) recommendations based off of the WDNR review.
- \* Attended NEW Water Commission meetings and sat on rate/budgeting subcommittees to provide customer input in maintaining fair and equitable rates.
- \* Completed installation of an emergency generator at the Globe Avenue Lift Station. This was the final list station site in need of an emergency power source.
- \* Village Utility staff completed jet cleaning, televising and spot repairs on approximately 25% of the sanitary sewer system.

#### 2019 OBJECTIVES:

- \* Coordinate in conjunction with NEW Water, the interceptor sewer design projects involving the Village of Ashwaubenon for late 2019 or 2020 construction.
- \* Initiate the planning stages of the Village CIP Plan in order to start developing project budgets for use in future Utility budget seasons.
- \* Complete a CMOM update with WDNR review and approval.
- \* Village Utility staff goal to complete jet cleaning, televising and spot repairs on additional 25-30% of system.

#### **BUDGET SUMMARY:**

- \* NEW Water is forecasting, at the time of budget preparation, at 0% rate increase for 2019.
- \* Reduction of Engineering Services as initial scoping of CIP Plan is now completed.

#### **CAPITAL REQUESTS:**

<b>Project Name:</b>	NEW Water/Village Easement Interceptor Study
Cost:	\$30,000
Type:	Administrative
Useful Life:	5 Years
<b>Description:</b>	NEW Water is currently completing the review and rehabilitation design of the interceptor sewers crossing the Village of Ashwaubenon. As details of this information become available, the Village Sewer Utility can then analyze it's trunk sewers (Industrial Park Easement, Buffalo Street Easement, Marlee Lane) that tie into the NEW Water Interceptor to determine any necessary upgrades.
<b>Justification:</b>	The NEW Water Interceptor Sewers are the large sewers that serve the entire Village sewer system. The flow monitoring data and sizing of any NEW Water upgrades provides the data necessary for the Village to review its sanitary sewer system. No upgrades are anticipated but it is opportunities like this the Village can use to review its system.

### Enterprise Funds Department: Sewer Utility - Fund 530

	2016	2017	2018	2018	2019	2019 vs 201	Q Budget
Account Name	Actual	Actual	Forecast	Budget	Budget		% Change
SOURCES AND USES OF FUNDS	Actual	Actual	Torcast	Duaget	Budget	ψ Change	70 Change
OPERATING REVENUES							
Residential Sales	1,569,429	1,539,561	1,650,000	1,650,000	1,650,000	_	0.00%
Commercial Sales	1,385,484	1,422,224	1,400,000	1,400,000	1,400,000	_	0.00%
Restaurant Sales	456,628	475,129	465,000	465,000	465,000	-	0.00%
Industrial Sales	1,880,496	1,742,705	1,750,000	1,750,000	1,750,000	-	0.00%
Public Authority Sales	47,070	45,659	45,000	45,000	45,000	-	0.00%
Forfeited Discounts	19,464	16,857	18,000	18,000	18,000	-	0.00%
Other	7,879	-	1,500	1,500	1,500	-	0.00%
Total Operating Revenues	5,366,450	5,242,135	5,329,500	5,329,500	5,329,500	-	0.00%
OPERATING EXPENSES							
Operation	26,491	31,146	80,182	86,442	90,083	3,641	4.21%
Maintenance	372,144	367,030	405,441	432,441	425,264	(7,177)	-1.66%
Treatment	3,984,758	4,073,112	4,250,000	4,579,800	4,625,400	45,600	1.00%
Accounting & Collecting	3,732	13,891	19,016	19,016	19,470	454	2.39%
Administration & General	325,559	303,284	247,970	263,225	247,361	(15,864)	-6.03%
Depreciation	677,491	695,710	695,000	622,000	695,000	73,000	11.74%
Total Operating Expenses	5,390,175	5,484,173	5,697,609	6,002,924	6,102,578	99,654	1.66%
Operating Income (Loss)	(23,725)	(242,038)	(368,109)	(673,424)	(773,078)	103,190	-15.32%
NONOPERATING REVENUES (EXPENSES	S)						
Interest Revenue	23,087	28,777	40,000	40,000	40,000	-	0.00%
Interest Expense	(11,235)	(7,928)	(7,652)	(7,652)	(4,284)	3,368	-44.01%
Total Nonoperating Revenues (Expenses)	11,852	20,849	32,348	32,348	35,716	3,368	10.41%
Income (loss) before Contributions & Transfers	(11,873)	(221,189)	(335,761)	(641,076)	(737,362)	3,368	-0.53%
Capital Contributions Transfers Out	837,733 (14,240)	114,358 (13,741)	(13,500)	(13,500)	(12,000)	- 1,500	N/A -11.11%
Change in Net Position	811,620	(120,572)	(349,261)	(654,576)	(749,362)	(94,786)	14.48%
Net Position - January 1	1,446,089	2,257,709	2,137,137	2,018,061	1,787,876	(230,185)	-11.41%
Net Position - December 31	\$ 2,257,709	\$ 2,137,137	\$ 1,787,876	\$ 1,363,485	\$ 1,038,514	\$(324,971)	-23.83%
SOURCES AND USES OF FUNDS							
Cash - Beginning of Year Plus: Net Income Plus: Depreciation/Amortization Less: Debt Repayment Less: Fixed Assets Cash - End of Year			\$ 4,343,448 (349,261) 695,000 (55,723) (92,500) \$ 4,540,964	622,000	(749,362) 695,000 (55,723) (30,000)		

Account	&	2016	2017	2018	2018	2019	2019 vs 201	18 Budget
Project (	Code Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPEDAT	MON EXPENSES							
5399	FION EXPENSES 690 Labor & Benefits	3,767	11,984	55,118	55,118	59,907	4,789	8.69%
6101	692 Operational Supplies	485	-	500	1,000	1,000		0.00%
6113	691 Maintenance Supplies	2,713	595	2,000	6,000	5,500	(500)	-8.33%
6122	693 Gas & Oil	5,942	764	7,032	7,032	7,500	468	6.66%
8201	693 Vehicle Repairs	537	5,043	3,600	3,600	3,600	-	0.00%
8400	694 Electric	13,047	12,760	11,932	13,692	12,576	(1,116)	-8.15%
Total Ope	ration Expenses	26,491	31,146	80,182	86,442	90,083	(51,477)	-59.55%
MAINTE	NANCE EXPENSES							
MAINTE	Labor & Benefits							
5399	696 Collecting System	58,170	63,856	110,208	110,208	110,283	75	0.07%
5399	697 Lift Station	16,176	15,301	27,233	27,233	27,481	248	0.91%
	Maintenance Supplies	,	,	,		1		
6113	696 Collecting System	267,130	261,555	240,000	240,000	240,000	-	0.00%
6113	697 Lift Station	29,775	26,318	27,000	40,000	40,000	-	0.00%
6113	698 Meters	893	-	1,000	15,000	7,500	(7,500)	-50.00%
Total Mai	ntenance Expenses	372,144	367,030	405,441	432,441	425,264	(7,177)	-1.66%
TEDE A TEX	AENIO EXPENICEC							
8100	<b>IENT EXPENSES</b> 695 Sewerage Treatment Services	3,984,758	4,073,112	4,250,000	4,579,800	4,625,400	45,600	1.00%
8100	093 Sewerage Treatment Services	3,764,736	4,073,112	4,230,000	4,379,800	4,023,400	45,000	1.00%
ACCOUN	NTING & COLLECTING EXPENS	ES						
	Labor & Benefits							
5399	902 Meter Reading	689	1,965	2,975	2,975	3,001	26	0.87%
5399	903 Accounting & Collections	1,079	10,723	13,541	13,541	13,969	428	3.16%
6119	905 Operational Supplies	1,964	1,203	2,500	2,500	2,500	-	0.00%
Total Acc	ounting & Collecting Expenses	3,732	13,891	19,016	19,016	19,470	454	2.39%
ADMINI	CTD ATIVE & CENIED AL EVDENI	NTC						
5399	STRATIVE & GENERAL EXPENS 920 Labor & Benefits	186,762	145,264	98,519	98,519	95,419	(3,100)	-3.15%
6100	921 Operational Supplies	304	734	800	800	93,419	(3,100)	0.00%
6122	930 Gas & Oil	456	226	2,016	-	2,016	2,016	N/A
6213	923 Software Maintenance	4,229	4,000	4,000	4,000	4,000		0.00%
6302	930 Newspaper Publishing	· -	182	-	-	-	-	N/A
6304	930 Postage	545	980	1,200	2,400	1,500	(900)	-37.50%
6401	930 Uniforms	758	228	750	1,000	1,000	-	0.00%
6402	930 Shoe Allowance	423	437	500	1,000	1,000	-	0.00%
7100	930 Training & Conferences	-	820	1,000	1,000	1,000	-	0.00%
7120	930 Dues & Subscriptions	20.102	22.094	21.000	500	500	-	0.00%
8100 8101	<ul><li>923 Contracted Services</li><li>923 Computer Consulting</li></ul>	29,193 2,829	32,084 1,747	21,000 4,000	21,000 6,900	21,000 4,000	(2,900)	0.00% -42.03%
8102	923 Accounting & Auditing	3,000	7,365	7,310	5,000	8,000	3,000	60.00%
8113	930 Printing	5,000	7,303	7,310	5,000		-	N/A
8115	923 Engineering Services	4,500	705	5,000	30,000	20,000	(10,000)	-33.33%
8119	930 Investment Fees	8,119	8,140	8,150	-	-	-	N/A
8206	931 Building Rental	42,303	43,590	44,892	44,892	46,262	1,370	3.05%
8300	930 Physical/Psychological Exams	145	86	-	-	-	-	N/A
8305	924 Property Insurance	27,780	38,175	31,608	31,608	27,420	(4,188)	-13.25%
8309	924 Workers' Compensation	12,072	16,620	10,968	10,968	9,444	(1,524)	-13.89%
8401 8402	930 Storm Water Charges	20 817	20 758	1,000	1,000	1,000 1,200	-	0.00% 0.00%
8402	930 Telephone 921 Cell Phone	1,304	1,123	835 4,422	1,200 1,438	1,200	362	25.17%
	ninistrative & General Expenses	325,559	303,284	247,970	263,225	247,361	(15,864)	-6.03%
- 5mi / idil	Zaa C C Conorm Daponsos	323,337	303,204	217,270	203,223	217,301	(13,004)	0.05/0
OTHER (	OPERATING EXPENSES							
9880 "	Depreciation	677,491	695,710	695,000	622,000	695,000	73,000	11.74%
9881	Interest and Fiscal Charges	11,235	7,928	7,652	7,652	4,284	(3,368)	-44.01%
9882 "		14,240	13,741	13,500	13,500	12,000	(1,500)	-11.11%
Total Othe	er Operating Expenses	702,966	717,379	716,152	643,152	711,284	68,132	10.59%
TOTAL 4	OPERATING EXPENSES	\$ 5,415,650	\$ 5,505,842	\$ 5,718,761	\$ 6,024 076	\$ 6,118,862	\$ 39,668	0.66%
IJIAL	CAMPAGE TO EAST ENTINEED	Ψ υ,πιυ,υυυ	ψ 0,000,0 <del>1</del> 2	Ψ 0,/10,/01	Ψ 0,027,070	ψ 0,110,002	Ψ 52,000	3.00 /0
Fixed Ass	sets - Capital Outlay	\$ 928,328	\$ 56,322	\$ 92,500	\$ 92,500	\$ 30,000	\$ (62,500)	-67.57%

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. Impervious surface calculations have been updated utilizing 2017 Brown County Aerial Mapping.

#### **SERVICES:**

- \* Regulatory Compliance.
- \* Storm Sewer Maintenance and Cleaning
- \* Street Sweeping
- \* Leaf Collection and Storage
- \* Storm Water Management Facility Maintenance
- \* Pond Design and Construction
- \* Stream Bank Stabilization
- \* Flood Control

#### **STAFFING (FTE Positions):**

	2017	2018	2019 - Budget
Village Engineer (1)	0.60	0.60	0.60
Public Works Director (2)	0.20	0.20	0.20
Utility Operations Supervisor (3)	0.10	0.10	0.10
Public Works Field Operator (4)	1.20	1.20	1.20
Clerk (5)	0.15	0.15	0.10
GIS Coordinator (6)	0.10	0.10	0.10
Customer Service Rep/Secretary (7)	0.05	0.05	0.05
Total Full-Time Equivalents	2.40	2.40	2.35

#### Notes

- 1. Village Engineer allocated to multiple departments with 60% allocated to the Storm Water Utility.
- 2. Public Works Director allocated to multiple departments with 20% allocated to the Storm Water Utility.
- 3. Utility Operations Supervisor covers all utilities with 10% allocated to the Storm Water Utility.
- 4. Two Public Works Field Operators split time with village (40%) and Storm Water Utility (60%).
- 5. Clerk allocated to multiple departments with 10% allocated to the Storm Water Utility.
- 6. GIS Coordinator allocated to multiple departments with 10% to the Storm Water Utility.
- 7. Customer Service/Secretary allocated to multiple departments with 5% to the Storm Water Utility.

#### **Department: Storm Water Utility - Fund 550**

#### 2018 ACCOMPLISHMENTS:

- \* Reconstruction of the Main Avenue Pond, located between Main Avenue, Commodity Lane, Contract Drive and Sand Acres Drive. This pond will help the Village meet WDNR MS4 permitting requirements for water quality.
- \* Construction of the Coronis Pond, located off of Coronis Circle (east of Holmgren Way/north of Glory Road). This pond will help the Village meet WDNR MS4 permitting requirements for water quality. A WDNR Urban Non-Point Source Storm Water Management Grant was obtained to help offset costs of land, design and construction.
- \* Construction of the Ashland Pond Expansion project. This pond will help the Village meet WDNR MS4 permitting requirements for water quality. This expansion incorporated an additional 200 acres of land that will have its storm water runoff treated prior to discharge to Dutchmans Creek.
- \* Installation of additional storm sewer along the Ashland Frontage Road and Hansen Road to provide additional storm sewer system capacity. A portion of the cost was paid for by Wisconsin Public Service.

#### 2019 OBJECTIVES:

- \* Identify potential future storm water pond sites and streambank stabilization areas.
- \* Purchase parcels that have been identified as potential future storm water ponds.
- \* Install new storm sewer systems in areas where property owners experience extensive flooding.
- \* Design and permit the Marhill Pond in order to meet WDNR MS4 permitting requirements. A WDNR Urban Non-Point Source Storm Water Management Grant has been applied for.
- \* Review and analyze the Allied Street storm sewer system for capacity issues and formulate a plan to help the flooding issue in this area.

#### **BUDGET SUMMARY:**

\* The 2019 Storm Water Utility budget remains consistent with the 2018 Budget trends.

#### **CAPITAL REQUESTS:**

<b>Project Name:</b>	Marhill Pond Land Purchase for Pond Construction
Cost:	\$250,000
Type:	Asset - New
<b>Useful Life:</b>	50 Years
<b>Description:</b>	Land acquisition for pond construction in an area identified in the Villages' Storm Water Mgt. Plan ranking high in achieving WDNR Fox River TMDL Goals.
Justification:	Water quality components of the storm water ponds help ensure the Village stays in compliance with man-dated WDNR water quality requirements.

#### **Department: Storm Water Utility - Fund 550**

**Project Name: Storm Sewer Maintenance and Rehabilitiation** 

**Cost:** \$100,000

Type: Infrastructure - Replacement

**Useful Life:** 5 Years

**Description:** Inspection, cleaning and fixing of the storm sewer system, including catch basins, manholes and

laterals.

**Justification:** Prevention of potential flooding areas.

**Project Name: Street Sweeping** 

Cost: \$100,000

Type: Infrastructure - Replacement

Useful Life: 1 Year

**Description:** Street sweeping of all curb and gutter roadways to achieve water quality goals of the Village.

**Justification:** Street sweeping helps ensure the Village stays in compliance with man-dated WDNR water quality

requirements.

**Project Name: Storm Water Pond Maintenance** 

Cost: \$50,000

**Type:** Asset - Maintenance

**Useful Life:** 15 Years

**Description:** On-going maintenance of existing stormwater ponds - includes spraying for noxious weeds, invasive

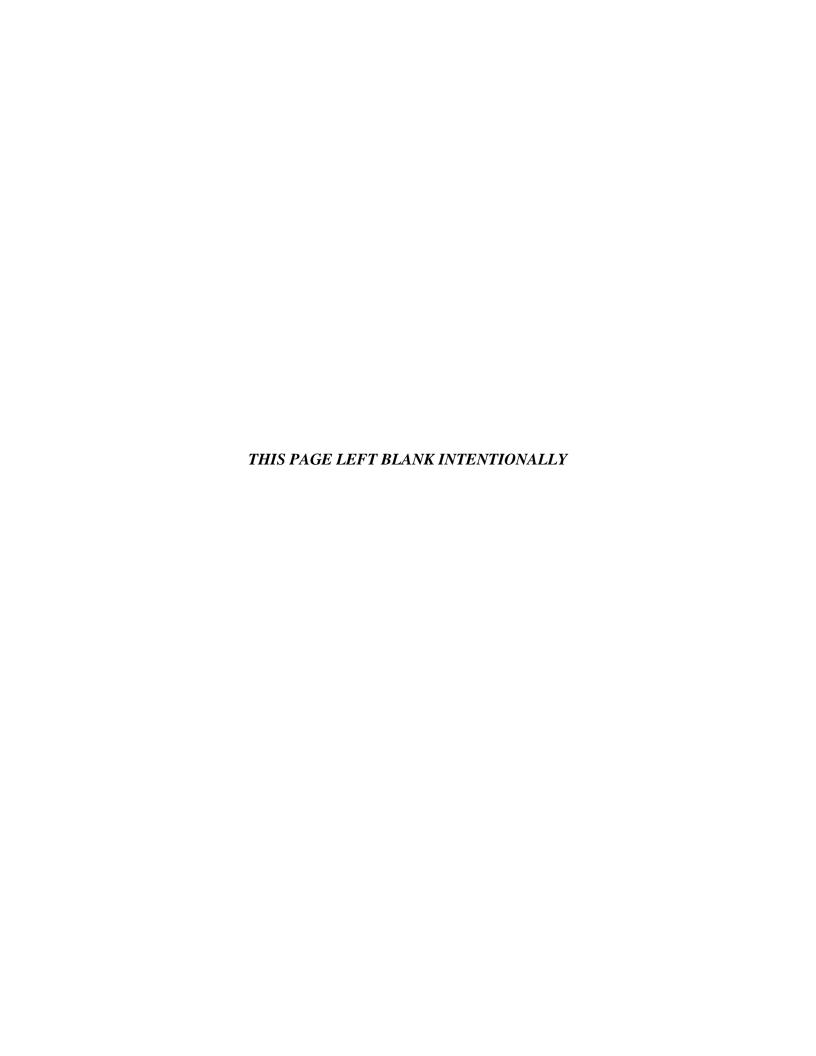
species plants, dredging of sediment and sediment disposal, erosion control repair and structure repair.

Justification: Water quality components of the storm water ponds help ensure the Village stays in compliance with

man-dated WDNR water quality requirements.

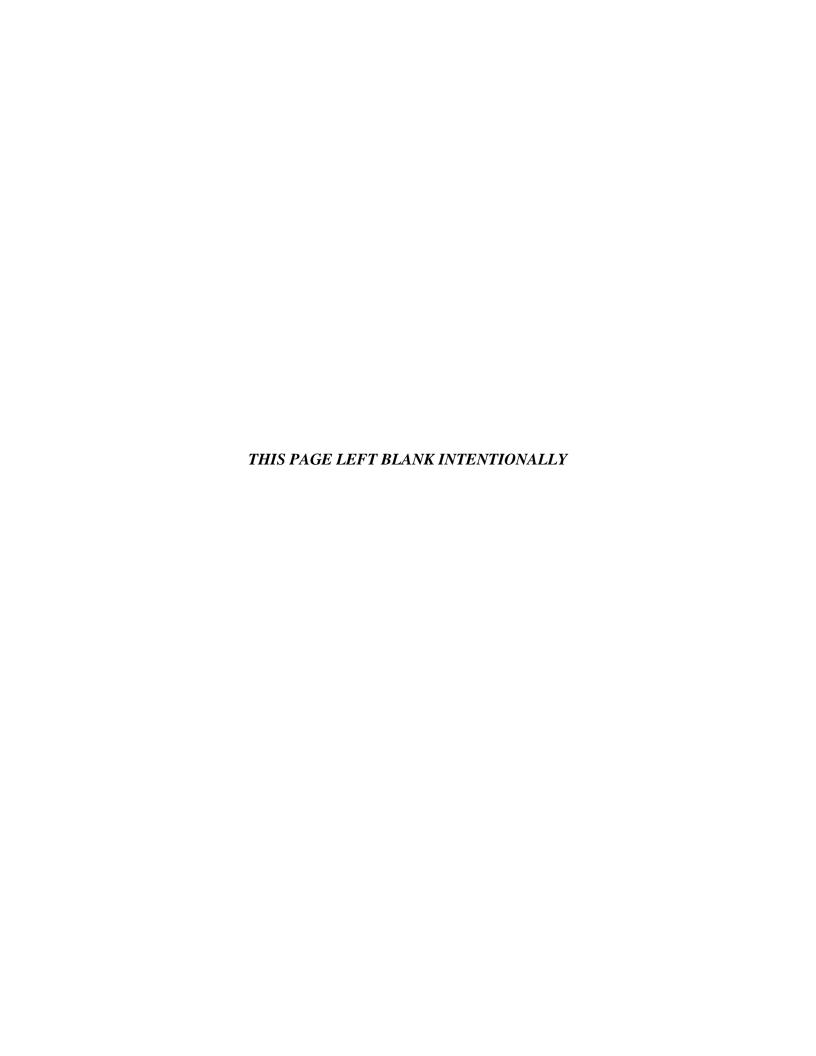
	2016	2017	2018	2018	2019	2019 vs 201	18 Rudget
Account Name	Actual	Actual	Forecast	Budget	Budget		% Change
recount rune	Hetuai	Hettur	Torcust	Buaget	Buaget	ψ Change	70 Change
SOURCES AND USES OF FUNDS							
OPERATING REVENUES							
Residential Sales	274,985	275,072	270,000	270,000	270,000	-	0.00%
Commercial Sales	797,741	784,216	790,000	790,000	790,000	-	0.00%
Restaurant Sales	56,515	56,570	57,000	57,000	57,000	-	0.00%
Industrial Sales	77,428	65,153	85,000	85,000	85,000	-	0.00%
Public Authority Sales	139,053	139,345	140,000	140,000	140,000	-	0.00%
Private Fire Protection	546	540	600	600	600	-	0.00%
Forfeited Discounts	2,662	2,795	2,500	2,500	2,500	-	0.00%
Other	6,586	3,205	7,500	7,500	7,500	_	0.00%
Total Operating Revenues	1,355,516	1,326,896	1,352,600	1,352,600	1,352,600	-	0.00%
OPERATING EXPENSES							
Operation	172,522	180,470	153,014	248,764	259,968	11,204	4.50%
Regulatory Compliance	1,882	16,549	33,000	72,100	72,100	-	0.00%
Capital Improvement	90,822	24,149	48,000	96,000	72,100	(96,000)	-100.00%
Accounting & Collecting	90,822	6,029	6,500	6,500	6,500	(90,000)	0.00%
Administration & General	214,377	218,640	344,198	340,744	361,641	20,897	6.13%
Depreciation	119,709	120,850	122,500	110,000	125,000	15,000	13.64%
Total Operating Expenses	599,312		707,212	874,108	825,209		
Total Operating Expenses	399,312	566,687	707,212	6/4,106	823,209	(48,899)	-5.59%
Operating Income (Loss)	756,204	760,209	645,388	478,492	527,391	(60,103)	-12.56%
NONOPERATING REVENUES (EXPEN	NSES)						
Interest Revenue	3,681	4,297	4,500	4,500	4,500	-	0.00%
Gain (Loss) on sale of capital assets	11,162	_	_	-	-	-	N/A
Grant Proceeds	, <u> </u>	124,235	_	-	-	-	N/A
Total Nonoperating Revenues (Expenses)	14,843	128,532	4,500	4,500	4,500	-	0.00%
Income before Contributions & Transfers	771,047	888,741	649,888	482,992	531,891	-	0.00%
			,	,	,		
Capital Contributions	267,716	4,712	-	-	-	-	N/A
<b>Change in Net Position</b>	1,038,763	893,453	649,888	482,992	531,891	48,899	10.12%
Net Position - January 1	5,109,396	6,148,159	7,041,612	6,831,867	7,691,500	859,633	12.58%
Net Position - December 31	\$ 6,148,159	\$ 7,041,612	\$ 7,691,500	\$ 7,314,859	\$ 8,223,391	\$ 908,532	12.42%
SOURCES AND USES OF FUNDS							
Cook Designing of Veer			¢ 2 212 076	\$ 2 200 246	¢ 1 725 264		
Cash - Beginning of Year Plus: Net Income			\$ 2,212,976	\$ 2,390,246 482,992	\$ 1,735,364		
Plus: Net income Plus: Depreciation/Amortization			649,888		531,891		
Less: Fixed Assets			122,500 (1,250,000)	110,000 (1,250,000)	125,000 (500,000)		
Cash - End of Year			\$ 1,735,364		\$ 1,892,255		
Casii - Eliu Oi Teal			φ 1,733,304	φ 1,733,238	φ 1,092,233		

Account &	2016	2017	2018	2018	2019	2019 vs 201	
<b>Project Code Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPERATION EXPENSES							
Labor & Benefits 5399 802 Storm Sewer Cleaning/Repair	9,473	15,601	12,500	12,500	12,500	_	0.00%
5399 803 Street Sweeping	28,206	21,332	15,000	15,000	15,000	-	0.00%
5399 804 Leaf Collection	56,665	63,611	40,000	40,000	52,000	12,000	30.00%
Maintenance Supplies							
6113 802 Storm Sewer Cleaning/Repair 6113 803 Street Sweeping	2,033 2,438	67	9,000 1,500	12,000 5,000	12,000 5,000	-	0.00% 0.00%
6113 803 Street Sweeping 6113 804 Leaf Collection	2,438	1,573	1,500	3,000	3,000	-	0.00%
6113 820 Facility Maintenance	18	1,373	750	2,500	2,500	_	0.00%
6122 801 Gas & Oil	7,062	9,483	7,764	7,764	13,968	6,204	79.91%
Contracted Services							
8100 802 Storm Sewer Cleaning/Repair		18,706	24,000	48,000	48,000	-	0.00%
8100 804 Leaf Collection	600	-	-	12 000	3,000	3,000	N/A
8100 810 Ashland Pond 8100 820 Facility Maintenance	349	-	1,000	13,000 12,000	12,000	(13,000)	-100.00% 0.00%
8110 803 Grass & Leaf Disposal	14,495	21,851	25,000	36,000	36,000	_	0.00%
Engineering Services	- 1,		,		,		
8115 810 Ashland Pond	2,800	-	-	-	-	-	N/A
8115 811 Holmgren Pond	444		-	-	-	-	N/A
8115 812 Main Avenue Pond	2,114	5,841	-	-	-	-	N/A
Vehicle Repairs 8201 802 Storm Sewer Cleaning/Repair	15,418	3,125		12,000	15,000	3,000	25.00%
8201 803 Street Sweeping	13,899	12,231	7,500	15,000	15,000	3,000	0.00%
8201 804 Leaf Collection	2,069	7,049	7,500	15,000	15,000	-	0.00%
Total Operation Expenses	172,522	180,470	153,014	248,764	259,968	11,204	4.50%
REGULATORY COMPLIANCE							
6101 840 Operational Supplies	-	196	1,000	3,600	3,600	-	0.00%
6303 840 WPDES Annual Permit Fee	3,123	3,000	3,000	3,000	3,000	-	0.00%
7120 840 NEWSC Membership Fee	3,150	1,650	2,500	2,500	2,500	-	0.00%
8100 840 Contracted Services 8115 840 Engineering Services	(1,423)		2,500	15,000	15,000 48,000	-	0.00%
8115 840 Engineering Services Total Regulatory Compliance	(2,968) 1,882	11,703 16,549	24,000 33,000	48,000 72,100	72,100	-	0.00%
	,		,	, , , , ,	, , , , , ,		
CAPITAL IMPROVEMENT	E4 500	2010	2 - 000	<b>72</b> 000		(52.000)	100.000
<ul><li>8100 870 Flood/Quality Control Contracted</li><li>8115 870 Flood/Quality Control Engineering</li></ul>	71,632	3,818	36,000	72,000 24,000	-	(72,000)	-100.00%
Total Capital Improvement	90,822	20,331	12,000 48,000	96,000	-	(24,000) (96,000)	-100.00% -100.00%
Total Suprair Improvement	>0,022	2.,1.,	.0,000	,0,000		(>0,000)	100.0070
ACCOUNTING & COLLECTNG EXPENSES	5						
Labor & Benefits		092	1 000	1 000	1 000		0.000/
5399 902 Meter Reading 5399 903 Accounting & Collections	-	982 5,047	1,000 5,500	1,000 5,500	1,000 5,500	_	0.00% 0.00%
Total Accounting & Collecting Expenses	_	6,029	6,500	6,500	6,500	_	0.00%
	ng.	,	,	,	ŕ		
ADMINISTRATIVE & GENERAL EXPENSE 5399 920 Labor & Benefits	184,923	179,966	312,940	312,940	334,769	21,829	6.98%
6100 921 Operational Supplies	177	1,110	1,000	1,000	1,000	-	0.00%
6213 923 Software Maintenance	1,947	1,211	1,750	1,750	1,750	-	0.00%
6302 930 Newspaper Publishing	-	76	1,000	1,000	1,000	-	0.00%
6304 930 Postage	-	1,000	1,000	1,000	1,000	-	0.00%
7100 930 Training & Conferences	235	220	750	750	750	1.000	0.00%
8100 923 Contracted Services 8102 923 Accounting & Auditing	1,831 2,000	7,573 2,000	1,640 3,190	2,000	1,000 2,000	1,000	N/A 0.00%
8305 924 Property & Liability Insurance	15,360	14,670	12,240	12,240	11,100	(1,140)	-9.31%
8309 924 Workers' Compensation	7,584	10,455	7,704	7,704	6,252	(1,452)	-18.85%
8400 930 Electric	320	359	360	360	360		0.00%
8403 921 Cell Phone		-	624	-	660	660	N/A
Total Administrative & General Expenses	214,377	218,640	344,198	340,744	361,641	20,897	6.13%
OTHER OPERATING EXPENSES							
9880 " Depreciation	119,709	120,850	122,500	110,000	125,000	15,000	13.64%
TOTAL OPERATING EXPENSES	\$ 599,312	\$ 566,687	\$ 707,212	\$ 874,108	\$ 825,209	\$ (48,899)	-5.59%
Fixed Assets - Capital Outlay	\$ 312,699	\$ 423,627	\$ 1,250,000	\$ 1,250,000	\$ 500,000	\$ (750,000)	-60.00%



### Village of ASHWAUBENON 2019 Operating Budget

# INTERNAL SERVICE FUNDS



		Dental		Health	E	quipment		
Account	In	surance	1	Insurance	Re	placement		TOTAL
REVENUES								
Premiums - Employer	\$	110,724	\$	1,759,964	\$	_	\$	1,870,688
Premiums - Employee	Ψ	12,303	ψ	173,698	Ψ	_	ψ	186,001
Premiums - Retiree		5,593		100,183		-		105,776
Stop Loss Reimbursements		3,373		25,000		_		25,000
Insurance Refunds				25,000		_		25,000
Vision Premiums				5,800				5,800
Equipment Use Charge		_		5,000		485,253		485,253
Total Revenues		128,620		2,089,645		485,253		2,703,518
Total Revenues		120,020		2,000,012		100,200		2,703,310
EXPENDITURES								
Insurance Expense		123,000		1,325,000		_		1,448,000
Prescription Expense		_		325,000		-		325,000
Insurance Administration		5,340		390,000		-		395,340
Wellness Program		-		30,000		-		30,000
Vision		-		5,800		-		5,800
Depreciation		-		-		505,253		505,253
Total Expenditures		128,340		2,075,800		505,253		2,709,393
Operating Income (Loss)		280		13,845		(20,000)		(5,875)
NON OPERATING REVENUES								
Gain on Sale of Assets		-		-		20,000		20,000
Change in Net Position		280		13,845		-		14,125
Net Position - January 1		364,108		666,956		3,778,979		4,810,043
Net Position - December 31	\$	364,388	\$	680,801	\$	3,778,979	\$	4,824,168

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.

#### **PLAN PREMIUMS**

		2019 Monthly Premium						2019 Annual Premium					
	V	Village			<b>Employee</b> Total			Village		Employee		Total	
Single	\$	31.46	\$	3.51	\$	34.97	\$	377.52	\$	42.12	\$	419.64	
Family / Employee+1	\$	95.14	\$	10.57	\$	105.71	\$	1,141.68	\$	126.84	\$	1,268.5	
		2018	Mor	thly Pre	miuı	m		2018	3 An	nual Pren	iur	n	
		/illage	En	nployee		Total		Village	Eı	nployee		Total	
Single	\$	31.46	\$	3.51	\$	34.97	\$	377.52	\$	42.12	\$	419.6	
Family / Employee+1	\$	95.14	\$	10.57	\$	105.71	\$	1,141.68	\$	126.84	\$	1,268.5	

#### **FINANCIALS**

	2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPERATING REVENUES							
Dental Premiums							
Employer Share	96,600	96,724	106,193	109,205	110,724	1,519	1.39%
Employee Share	10,971	10,990	12,077	12,134	12,303	169	1.39%
Retirees	7,606	5,840	6,170	7,325	5,593	(1,731)	-23.64%
<b>Total Operating Revenues</b>	115,177	113,554	124,440	128,664	128,620	(43)	-0.03%
OPERATING EXPENSES							
Dental Claims	130,693	137,351	110,000	137,500	123,000	(14,500)	-10.55%
Administrative	-	· -	5,212	-	5,340	5,340	N/A
Total Operating Expenses	130,693	137,351	115,212	137,500	128,340	(9,160)	-6.66%
Operating Income (Loss)	(15,516)	(23,797)	9,228	(8,836)	280		
Net Position - January 1	394,193	378,677	354,880	355,405	364,108		
Net Position - December 31	\$ 378,677	\$ 354,880	\$ 364,108	\$ 346,569	\$ 364,388		

The self-funded Health Insurance Fund accounts for the provision of medical 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.

#### **PLAN PREMIUMS**

	2019	Moi	nthly Pre	miu	m	201	9 Annual Pre	mium
	 Village	Eı	nployee		Total	Village	Employee	Total
Single	\$ 622.61	\$	76.95	\$	699.56	\$ 7,471.32	\$ 923.40	\$ 8,394.72
Employee + 1	\$ 1,245.22	\$	153.90	\$	1,399.12	\$ 14,942.64	\$ 1,846.80	\$ 16,789.44
Family	\$ 1,867.83	\$	230.85	\$	2,098.68	\$ 22,413.96	\$ 2,770.20	\$ 25,184.10
	 2018	Moi	nthly Pre	miu	<u>m</u>	201	8 Annual Pre	mium
	 Village	Eı	nployee		Total	Village	Employee	Total
Single	\$ 825.40	\$	102.02	\$	927.42	\$ 9,904.80	\$ 1,224.24	\$ 11,129.04
Employee + 1	\$ 1,263.05	\$	156.11	\$	1,419.16	\$ 15,156.60	\$ 1,873.32	\$ 17,029.92
Family	\$ 1,682.76	\$	207.98	\$	1,890.74	\$ 20,193.12	\$ 2,495.76	\$ 22,688.88
Plan								
	2019	Moi	nthly Pre	miu	m	201	9 Annual Pre	mium
	 Village	Eı	nployee		Total	Village	Employee	Total
Single	\$ 594.63	\$	-	\$	594.63	\$ 7,135.56	\$ -	\$ 7,135.50
Employee + 1	\$ 1,189.25	\$	-	\$	1,189.25	\$ 14,271.00	\$ -	\$ 14,271.00
Family	\$ 1,783.88	\$	-	\$	1,783.88	\$ 21,406.56	\$ -	\$ 21,406.56
	 2018	Moi	nthly Pre	miu	<u>m</u>	201	8 Annual Pre	mium
	 Village	Eı	nployee		Total	Village	Employee	Total
Single	\$ 667.75	\$		\$	667.75	\$ 8,013.00	\$ -	\$ 8,013.00

\$ 1,021.80

\$ 1,361.33

\$ 12,261.60 \$

\$ 16,335.96 \$

\$ 12,261.60

\$ 16,335.96

\$ 1,021.80 \$

\$ 1,361.33 \$

#### **FINANCIALS**

Family

Employee + 1

	TO	TAL HEALT	TH INSURAN	CE			
	2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPERATING REVENUES							
Health Premiums							
Employer Share	1,708,991	1,718,666	1,668,741	1,733,045	1,759,964	26,919	1.55%
Employee Share	152,163	182,763	156,740	183,176	173,698	(9,478)	-5.17%
Retirees	83,721	124,913	112,545	112,545	100,183	(12,362)	-10.98%
Stop Loss Reimbursements	790,256	-	-	75,000	25,000	(50,000)	-66.67%
Insurance Refunds/Discounts/Rebates	13,120	61,861	46,293	15,000	25,000	10,000	66.67%
Vision Premiums	4,777	4,716	5,757	4,800	5,800	1,000	20.83%
Total Operating Revenues	2,753,028	2,092,919	1,990,076	2,123,566	2,089,645	(33,921)	-1.60%
OPERATING EXPENSES							
Medical Claims	2,200,025	1,322,383	1,212,658	1,400,000	1,325,000	(75,000)	-5.36%
Prescription Claims	294,488	294,706	255,302	311,000	325,000	14,000	4.50%
Administrative	300,732	402,028	374,219	345,000	390,000	45,000	13.04%
Wellness	17,907	1,096	30,220	30,000	30,000	-	0.00%
Vision Claims	4,777	4,716	5,757	4,900	5,800	900	18.37%
Total Operating Expenses	2,817,929	2,024,929	1,878,156	2,090,900	2,075,800	(15,100)	-0.72%
Operating Income (Loss)	(64,901)	67,990	111,920	32,666	13,845		
Net Position - January 1	551,947	487,046	555,036	800,798	666,956		
Net Position - December 31	\$ 487,046	\$ 555,036	\$ 666,956	\$ 833,464	\$ 680,801		

		PPO HEAD	LTH PLAN				
	2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPERATING REVENUES							
Health Premiums							
Employer Share	1,337,311	1,334,566	1,250,659	1,359,285	1,405,375	46,090	3.39%
Employee Share	152,163	182,763	156,740	183,176	173,698	(9,478)	-5.17%
Retirees	74,891	107,507	96,198	96,198	85,626	(10,572)	-10.99%
Stop Loss Reimbursements	790,256	-	-	75,000	25,000	(50,000)	-66.67%
Insurance Refunds/Discounts/Rebates	12,979	60,104	34,047	15,000	25,000	10,000	66.67%
Vision Premiums	4,777	4,716	5,757	4,800	5,800	1,000	20.83%
Total Operating Revenues	2,372,377	1,689,656	1,543,401	1,733,459	1,720,499	(12,960)	-0.75%
OPERATING EXPENSES							
Medical Claims	2,126,811	1,096,018	1,003,364	1,300,000	1,100,000	(200,000)	-15.38%
Prescription Claims	293,753	294,002	235,829	300,000	300,000	-	0.00%
Administrative	241,351	310,372	272,613	249,714	280,000	30,286	12.13%
Wellness	13,484	1,046	25,220	25,000	25,000	-	0.00%
Vision Claims	4,777	4,716	5,757	4,900	5,800	900	18.37%
Total Operating Expenses	2,680,176	1,706,154	1,542,783	1,879,614	1,710,800	(168,814)	-8.98%
Operating Income (Loss)	(307,799)	(16,498)	618	(146,155)	9,699		
Net Position - January 1	551,947	244,148	227,650	362,265	228,268		
Net Position - December 31	\$ 244,148	\$ 227,650	\$ 228,268	\$ 216,110	\$ 237,967		

	HSA HEALTH PLAN												
	2016	2017	2018	2018	2019	2019 vs 20	18 Budget						
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change						
OPERATING REVENUES													
Health Premiums													
Employer Share	371,680	384,100	418,082	373,760	354,589	(19,171)	-5.13%						
Retirees	8,830	17,406	16,347	16,347	14,557	(1,790)	-10.95%						
Insurance Refunds/Discounts/Rebates	141	1,757	12,246	-	-	-	N/A						
Total Operating Revenues	380,651	403,263	446,675	390,107	369,146	(20,961)	-5.37%						
OPERATING EXPENSES													
Medical Claims	73,214	226,365	209,294	100,000	225,000	125,000	125.00%						
Prescription Claims	735	704	19,473	11,000	25,000	14,000	127.27%						
Administrative	59,381	91,656	101,606	95,286	110,000	14,714	15.44%						
Wellness	4,423	50	5,000	5,000	5,000	-	0.00%						
Total Operating Expenses	137,753	318,775	335,373	211,286	365,000	153,714	72.75%						
Operating Income	242,898	84,488	111,302	178,821	4,146								
Net Position - January 1	-	242,898	327,386	438,533	438,688								
Net Position - December 31	\$ 242,898	\$ 327,386	\$ 438,688	\$ 617,354	\$ 442,834								

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.

#### 2019 VEHICLE REQUESTS

**Department:** Public Works - Streets

Vehicle Name: Sidewalk Snow Removal Machine

Cost: \$ 120,000 Type: Replacement

Existing Vehicle Age 14 Useful Life: 12

**Description:** Multi-purpose machine used for sidewalk snow removal and leaf pile staging.

**Justification:** The sidewalk snow removal machines serve dual purposes at the Village. In the fall, this units are

outrigged with a rake system so that they can be used to stage the leaf piles into the roadway for leaf vacuuming. During the winter, this unit is outrigged with a v-plow or brush for clearing sidewalks and

Village facilities.

**Department:** Parks and Recreation

Vehicle Name: Lawnmower

Cost: \$ 111,000 Type: Replacement

Existing Vehicle Age 17 Useful Life: 15

**Description:** Large Riding Mower used to cut grass in parks and other large, grassy areas.

Justification: Current Toro580 machine is 18 years with a high level of maintenance. Village mechanics recommend

purchase of new unit since they have exhausted their efforts to continue with effective maintenance on this old asset. This is the large, rotary style lawnmaster mower used to cut grass in large, open grass

spaces in parks.

#### **Equipment Replacement - Fund 620**

**Department:** Public Works - Streets

Vehicle Name: Skid Steer

Cost: \$ 70,000 Type: Replacement

Existing Vehicle Age 19 Useful Life: 15

**Description:** General all-purpose tractor. It is use during the winter months for snow clearing, and during the spring,

summer and fall months for construction operations.

**Justification:** The skid steer is the jack-of-all trades piece of equipment in the Public Works fleet. It is used year-round from snow removal, to roadway and sewer construction projects, to ball field maintenance.

Department: Public Safety
Vehicle Name: Patrol Vehicle

Cost: \$ 60,000 Type: Replacement

Existing Vehicle Age 6 Useful Life: 5

**Description:** 2019 Ford Pursuit Utility Vehicle

Justification: Existing vehicle has 82,959 miles and would be repurposed to replace an older SRO vehicle. Purchase

of a new partol vehcile would include the purchase of all equipment to outfit the squad to include MDT,

radio, and transport cage.

Department: Public Safety
Vehicle Name: Patrol Vehicle

Cost: \$ 60,000 Type: Replacement

Existing Vehicle Age 4
Useful Life: 5

**Description:** 2019 Ford Pursuit Utility Vehicle

**Justification:** Existing vehicle has 102,000 miles and would be repurposed to replace an older SRO vehicle. Purchase

of a new partol vehcile would include the purchase of all equipment to outfit the squad to include MDT,

radio, and transport cage.

#### **Equipment Replacement - Fund 620**

**Department:** Public Works - Streets

Vehicle Name: Pick Up Truck

Cost: \$ 30,000 Type: Replacement

Existing Vehicle Age 21 Useful Life: 13

**Description:** General fleet pick-up truck.

**Justification:** General half-ton, 2WD pick-up truck used in all daily operations and deliveries. This truck is in use 3-4

days of each work week.

Department: Public Works - Streets
Vehicle Name: Equipment Trailer

Cost: \$ 6,000 Type: Replacement

Existing Vehicle Age 19 Useful Life: 15

**Description:** Maintenance vehicle trailer.

Justification: This equipment trailer is used in moving maintenance equipment, primarily the skid steer, to and from

its various job sites.

**Department:** Public Works - Streets

Vehicle Name: Sidewalk Snow Clearing Attachment

Cost: \$ 4,750 Type: New Existing Vehicle Age N/A Useful Life: 20

**Description:** Snow Brush Attachment for Skid Steer

Justification: The Village has a skid steer that it uses for construction during the summer and snow removal during

the winter. A brush attachment would give another option for use during the summer for cleaning

construction areas and for clearing sidewalks and entryways of snow during the winter.

#### 2019 Budget

#### **Internal Service Funds**

#### **Equipment Replacement - Fund 620**

Department: Public Works - Streets Vehicle Name: Equipment Trailer

Cost: \$ 4,000 Type: Replacement

Existing Vehicle Age 17 Useful Life: 15

**Description:** Curb construction equipment trailer.

**Justification:** This equipment trailer is used for storing and hauling all of the curb construction equipment.

	2016	2017	2018	2018	2019	2019 vs 20	18 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPERATING REVENUES							
Equipment Use Charge	\$ 426,232	\$ 431,644	\$ 363,895	\$ 363,895	\$ 485,253	\$ 121,358	33.35%
Miscellaneous		684	8,111	-	-	-	N/A
<b>Total Operating Revenues</b>	426,232	432,328	372,006	363,895	485,253	121,358	33.35%
OPERATING EXPENSES							
Depreciation	456,851	459,274	442,875	457,711	505,253	47,542	10.39%
Operating (Loss)	(30,619)	(26,946)	(70,869)	(93,816)	(20,000)	73,816	-78.68%
Gain on Sale of Capital Assets	43,642	-	21,514	25,000	20,000	(5,000)	-20.00%
Income (Loss) before Transfers	13,023	(26,946)	(49,355)	(68,816)	-	68,816	-100.00%
Transfers In	100,430	-	-	-	-	-	N/A
Change in Net Position	113,453	(26,946)	(49,355)	(68,816)	-	68,816	-100.00%
Net Position - January 1	3,741,827	3,855,280	3,828,334	3,841,926	3,778,979		
Net Position - December 31	\$ 3,855,280	\$ 3,828,334	\$ 3,778,979	\$ 3,773,110	\$ 3,778,979		
NET DOGUETON							
NET POSITION	1 007 200	2 297 211	2 907 107	2 909 255	2767.605	(120.500)	4.500/
Net Investment in Capital Assets Unrestricted	1,897,280	2,286,211	2,807,197	2,898,255	2,767,695	(130,560)	-4.50%
Unrestricted	1,958,000	1,542,123	971,782	874,855	1,011,284	136,429	15.59%
<b>Total Net Position</b>	\$ 3,855,280	\$ 3,828,334	\$ 3,778,979	\$ 3,773,110	\$ 3,778,979		

