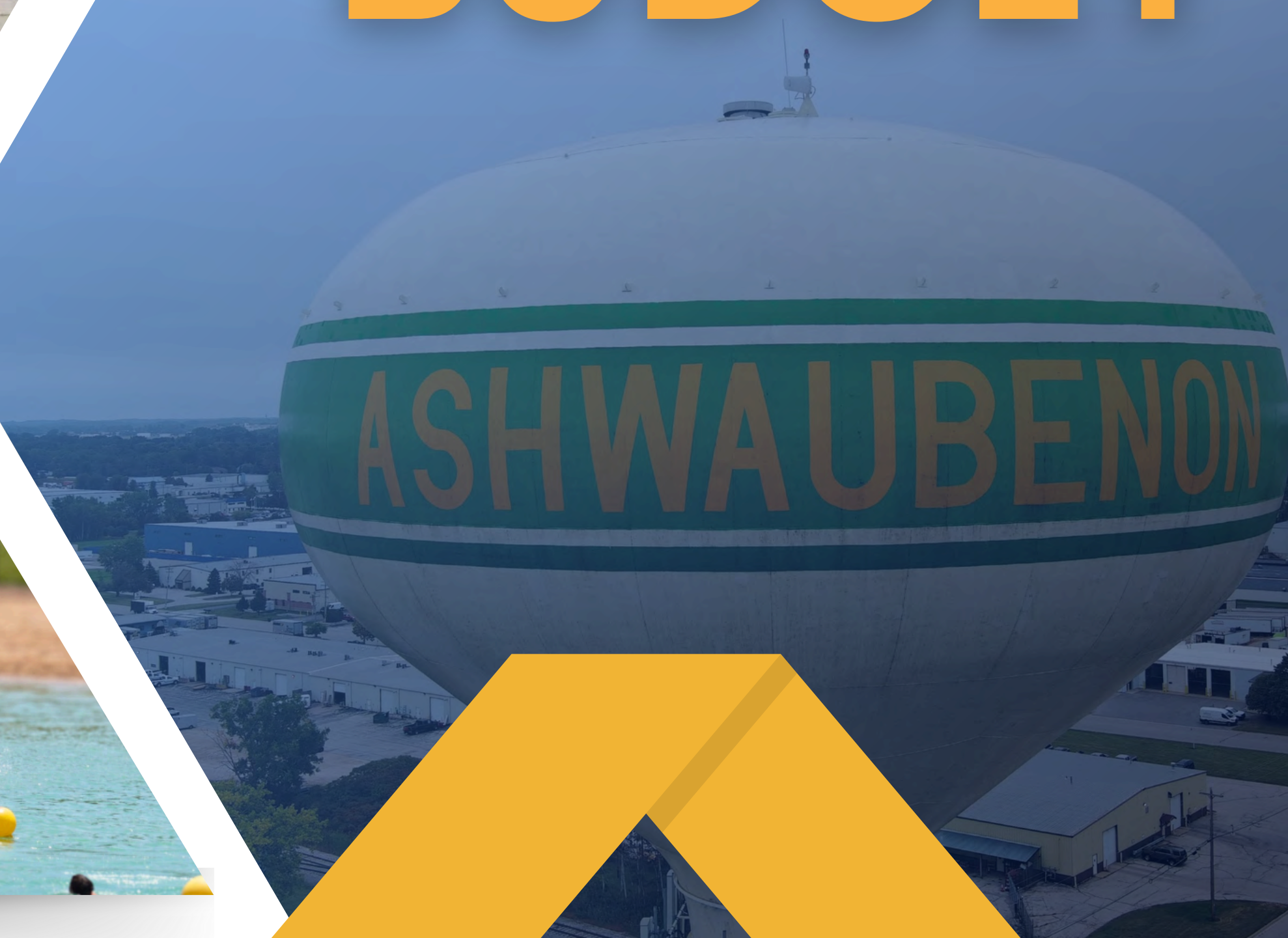




# 2026 BUDGET







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## 2026 Budget

### Village of Ashwaubenon

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# INTRODUCTION





Honorable Members of the Village of Ashwaubenon Village Board & Members of the Public:

We are pleased to present the 2026 budget for the Village of Ashwaubenon. This document serves to meet statutory requirements, provide transparency, and facilitate decision-making and prioritization of the Village Board. The budget strives to continue the Village’s commitment to prudent fiscal management, effective service delivery, and providing the highest quality of services to the citizens of the community. Ashwaubenon continues to be a strong, financially sound local municipal unit of government.

The 2026 fiscal year budget is a financial plan that continues moving the Village toward achieving our shared vision. The budget document is a means for allocating the resources of the Village to a variety of services necessary to achieve our strategic directives of – enhancing the quality of life, securing public health & safety, improving, and maintaining our public infrastructure & facilities, supporting community and economic development, striving for organizational & financial excellence, and providing for effective communication & engagement.

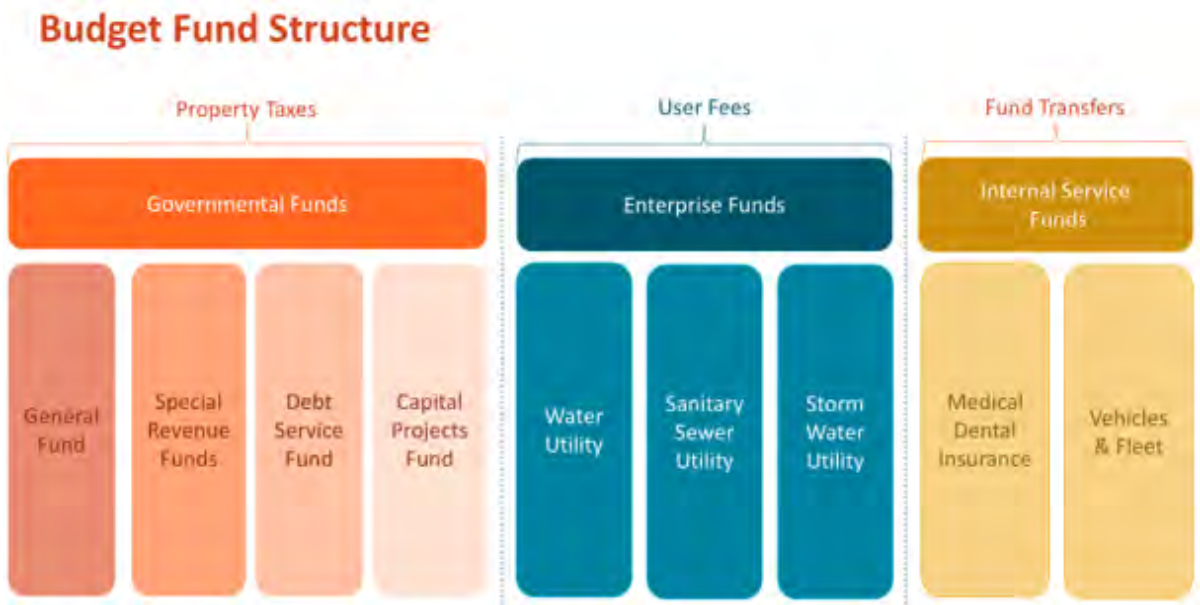
General Budget Summary

Tax Rate & Levy

The 2026 Budget reflects an increase of \$0.10 in the tax rate from 2024 to \$5.03. The primary reason for the increase is related to negotiated wage settlements and employee benefit cost of living increases. Property taxes support the four components of governmental funds, the general fund, special revenue funds, debt service fund, and capital projects fund.

2026 Budget Major Figures

- ❖ \$21,626,238 in general fund operating expenditures, 5.09% increase from 2025.
- ❖ \$15,089,145 Village tax levy, a 7.16% increase from 2024 (payable in 2025).
- ❖ Municipal tax rate of \$5.03/\$1,000 of assessed value, a 1.96% increase from 2024 (payable in 2025).
- ❖ Total tax rate (Ashwaubenon Schools) of \$14.76/\$1,000 of assessed value, a 0.51% decrease from 2024 (payable in 2025).
- ❖ Total tax rate (West De Pere Schools) of \$15.16/\$1,000 of assessed value, a





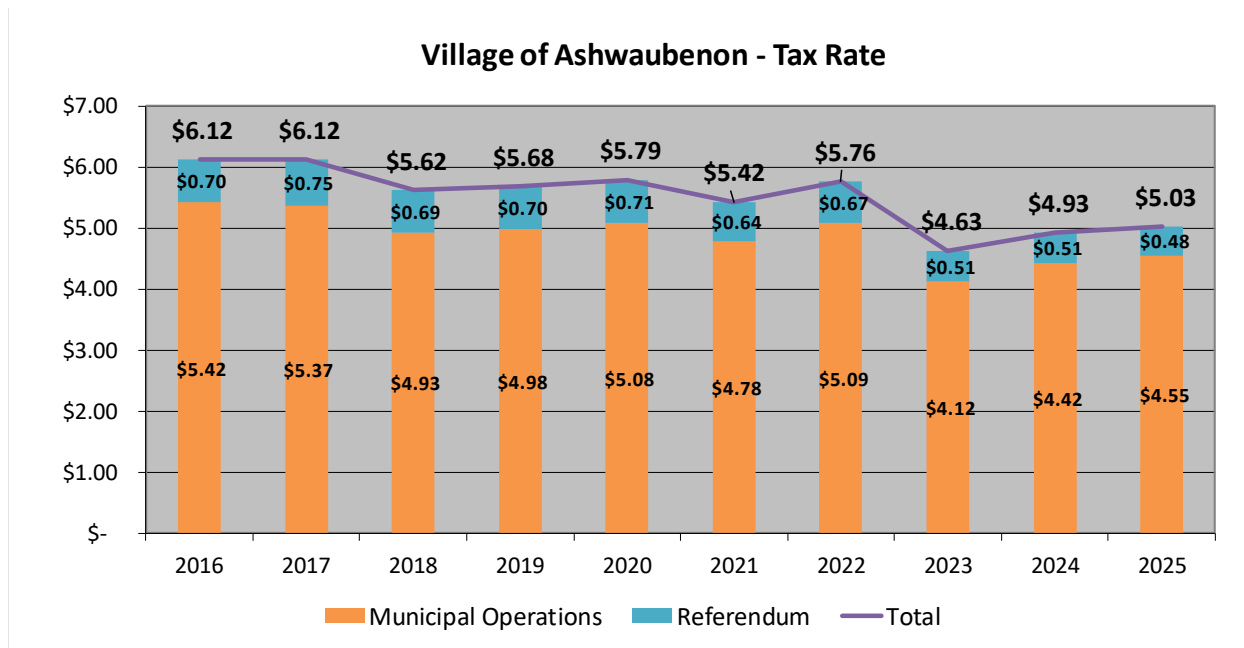
## Budget Transmittal Letter

These four components combined with the 2016 referendum bonding for the community center, indoor aquatics facility, and the performing arts center equate to the total Village property tax levy.

### Fiscal Year Tax Levy Changes

The property tax levy for the 2025 Levy (collected in 2026), required for all governmental funds, which includes the general fund, special revenue funds, debt service fund and capital projects fund, increased \$1,008,336 (7.16%). Increased levy to cover higher debt service obligations and wage and benefit increases.

	2026 BUDGET	2025 BUDGET	Increase/(Decrease)	Percent Change
	2025 Levy	2024 Levy		
General Fund	\$ 12,405,469	\$ 11,341,284	\$ 1,064,185	9.38%
Capital Projects Funds	550,000	750,000	(200,000)	-26.67%
Debt Service Fund	694,526	548,125	146,401	26.71%
Referendum Bonding	1,439,150	1,441,400	(2,250)	-0.16%
<b>Total Municipality Levy</b>	<b>\$ 15,089,145</b>	<b>\$ 14,080,809</b>	<b>\$ 1,008,336</b>	<b>7.16%</b>
Municipal Operations Tax Rate	\$ 4.55	\$ 4.42	\$ 0.13	2.86%
Referendum Related Tax Rate	\$ 0.48	\$ 0.51	\$ (0.03)	-5.88%
<b>Total Municipal Tax Rate</b>	<b>\$ 5.03</b>	<b>\$ 4.93</b>	<b>\$ 0.10</b>	<b>1.96%</b>



### Equalized Value & Budget Effect on Residents

The base equalized value of the Village (excluding tax incremental finance districts) is \$3,299,521,800. The total tax increment value for the Village's two Tax Increment Districts is \$810,750,900. This equates to a total equalized value of \$4,110,272,700, a 1.23% increase from the previous year.

The total assessed value of the village is \$3,736,831,800, resulting in an assessment ratio of 90.91%. Our assessment ratio is marginally within state compliance. The village last completed a full market adjustment in 2023. The Village will complete a market adjustment in 2026 to maintain statutory compliance.



## 2026 Proposed Budget – Tax Levy & Rate

Year	Total Equalized Value of Village*	Total Assessed Value of Village	Total Village Tax Levy	Village Tax Rate per \$1,000
<b>2025 Adopted Budget</b>	\$4,060,268,800	\$3,652,838,700	\$14,080,809	\$4.93365
<b>2026 Proposed Budget</b>	\$4,110,272,700	\$3,736,831,800	\$15,089,145	\$5.03015
<b>Number Change</b>	\$50,003,900	\$ 83,993,100	\$1,008,336	\$0.0965
<b>Percent Change</b>	<b>+1.23%</b>	<b>+2.30%</b>	<b>+7.16%</b>	<b>+1.96%</b>

\*Including Tax Incremental Finance Districts

The 2026 budget results in a tax rate of \$5.03 per \$1,000 of assessed value. For the average assessed home of \$247,300, this results in a total Village tax of \$1,243.96 (not including any changes to special charges).

## 2026 Proposed Budget – Impact\*

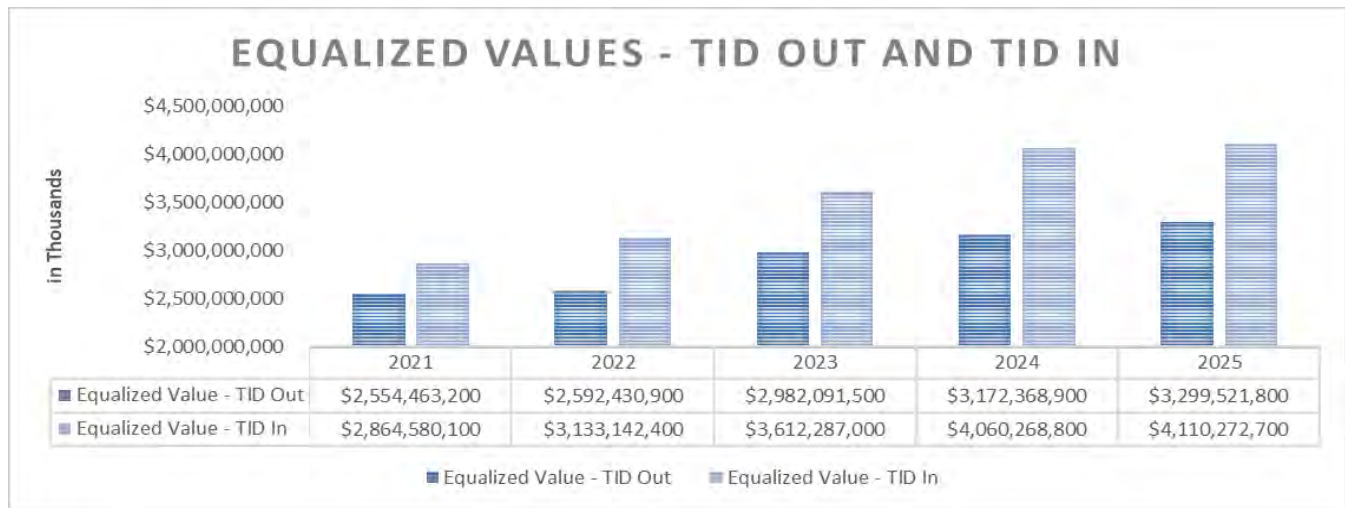
	\$100,000 Value	\$150,000 Value	\$200,000 Value	\$250,000 Value
Tax Rate 2024 Budget (\$4.93365)	\$493.36	\$740.05	\$986.73	\$1,233.41
Tax Rate 2025 Budget (\$5.03015)	\$503.02	\$754.53	\$1,006.03	\$1,257.54
Difference	\$ 9.66	\$ 14.48	\$ 19.30	\$ 23.59
2026 Cost per Month*	\$41.92	\$62.88	\$83.84	\$104.80
<b>2025 Budget</b> Median Assessed Home ('24) - \$247,300 Village Taxes (\$4.93365)      \$1,220.09**		<b>2026 Budget</b> Median Assessed Home ('25) - \$247,300 Village Taxes (\$5.03015)      \$1,243.96**		

\* Affordable Services? According to JD Power, American households spent on average \$141 per month for cellular phone services in 2024.

\*\* Village property taxes on a median-valued home of \$247,300 would increase \$23.87 from the prior year.

## Budget Transmittal Letter

The following chart displays the Village's total equalized values from 2021 through 2025 (2026 budget):



### Ashwaubenon - Largest Taxpayers

Listed below are the largest taxpayers in the Village.

Taxpayers	Type of Business/Property	2025 Assessed Valuation	2025 Equalized Valuation
Titletown Development LLC	Lodge Kohler/Hinterland/Bellin	\$110,689,000	\$121,750,700
Bellin Memorial Hospital Inc. (1)	Clinics/Ambulatory Surgery Center	107,409,100	118,143,000
Oneida Tribe of Indians WI	Tribal Enterprises	48,778,600	53,653,300
Titletown Office Partners LLC	Office Buildings	44,460,700	48,903,900
Green Bay Packaging Inc.	Manufacturing	43,946,200	48,338,000
Simon Capital LTD Partnerships	Shopping center/department store	42,524,500	46,774,200
Titletown Apartment Development LLC	Apartments	33,627,000	36,987,500
Green Bay Packers	Commercial/Residential holding	26,081,000	28,687,400
Schneider National Properties	Transportation	25,564,100	28,118,900
Bergstrom GW Chevrolet, Inc.	Auto Dealership	24,982,600	27,479,200
Total		\$508,062,800	\$558,836,100
The above taxpayers represent 13.47% of the Village's 2025 Equalized Value (TID In) (\$4,110,272,700).			



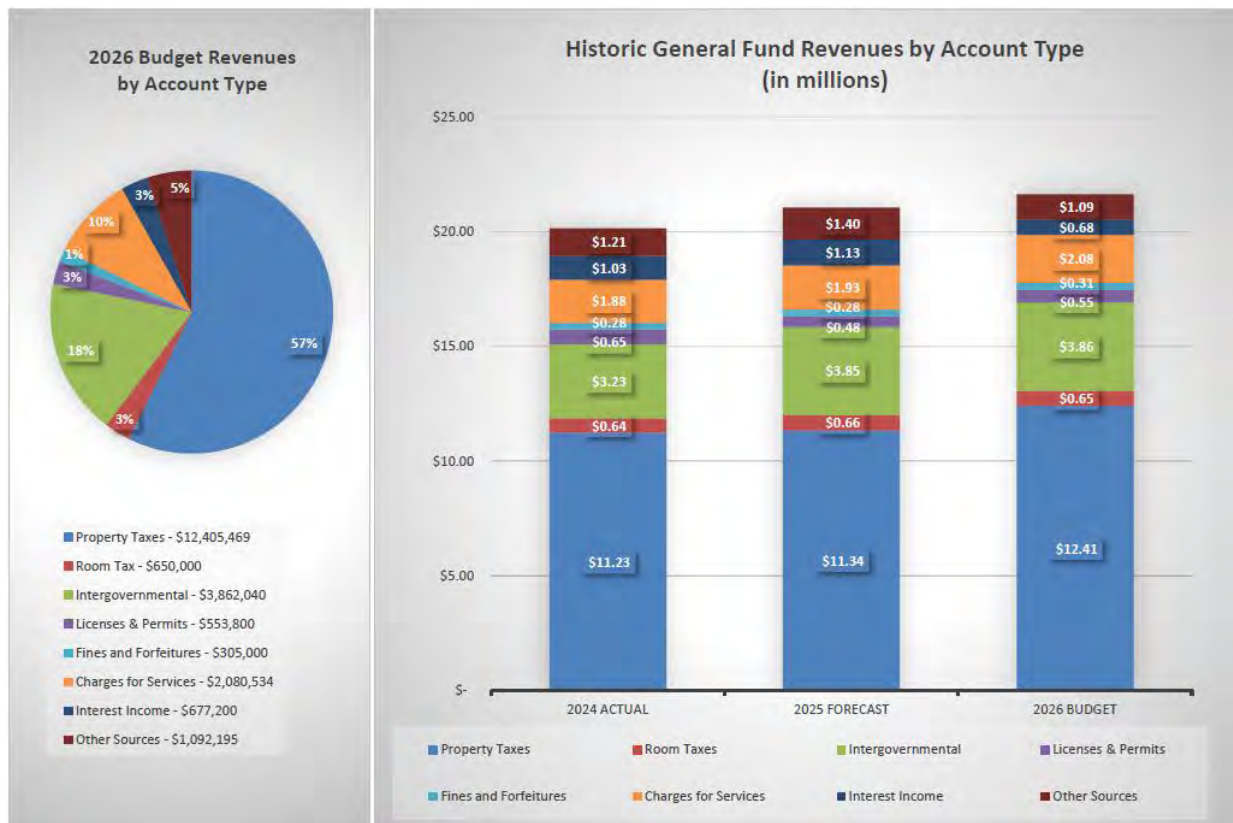
## Budget Transmittal Letter

### General Fund Revenues Summary

The Village's \$12,405,469 general fund property tax levy is only a portion of the Village's total revenue source. As shown in the following table, total revenues are \$21,626,238.

	2025 FY	2026 FY	#Change 2025-2026	% Change 2025-2026
<b>Taxes</b>	\$ 11,966,284	\$ 13,055,469	\$ 1,089,185	9.10%
<b>Special Assessments</b>	0	0	0	0.00%
<b>Intergovernmental Revenues</b>	3,738,687	3,862,040	123,353	3.30%
<b>Licenses &amp; Permits</b>	532,900	553,800	20,900	3.92%
<b>Fines, Forfeitures &amp; Penalties</b>	305,000	305,000	0	0.00%
<b>Public Charges for Services</b>	1,915,642	2,080,534	164,892	8.61%
<b>Interest Income</b>	677,400	677,200	(200)	(0.03%)
<b>Miscellaneous Revenues</b>	446,280	410,195	(36,085)	(8.09%)
<b>Transfers In</b>	745,000	682,000	(63,000)	(8.46%)
<b>Fund Balance Applied</b>	252,542	0	(252,542)	(100.00%)
<b>Total Revenues</b>	\$ 20,579,735	\$ 21,626,238	\$1,046,503	5.09%

The following pie chart details the Village's total general fund revenue by source. General Fund taxes are currently 57% of the total budget revenues for the Village.

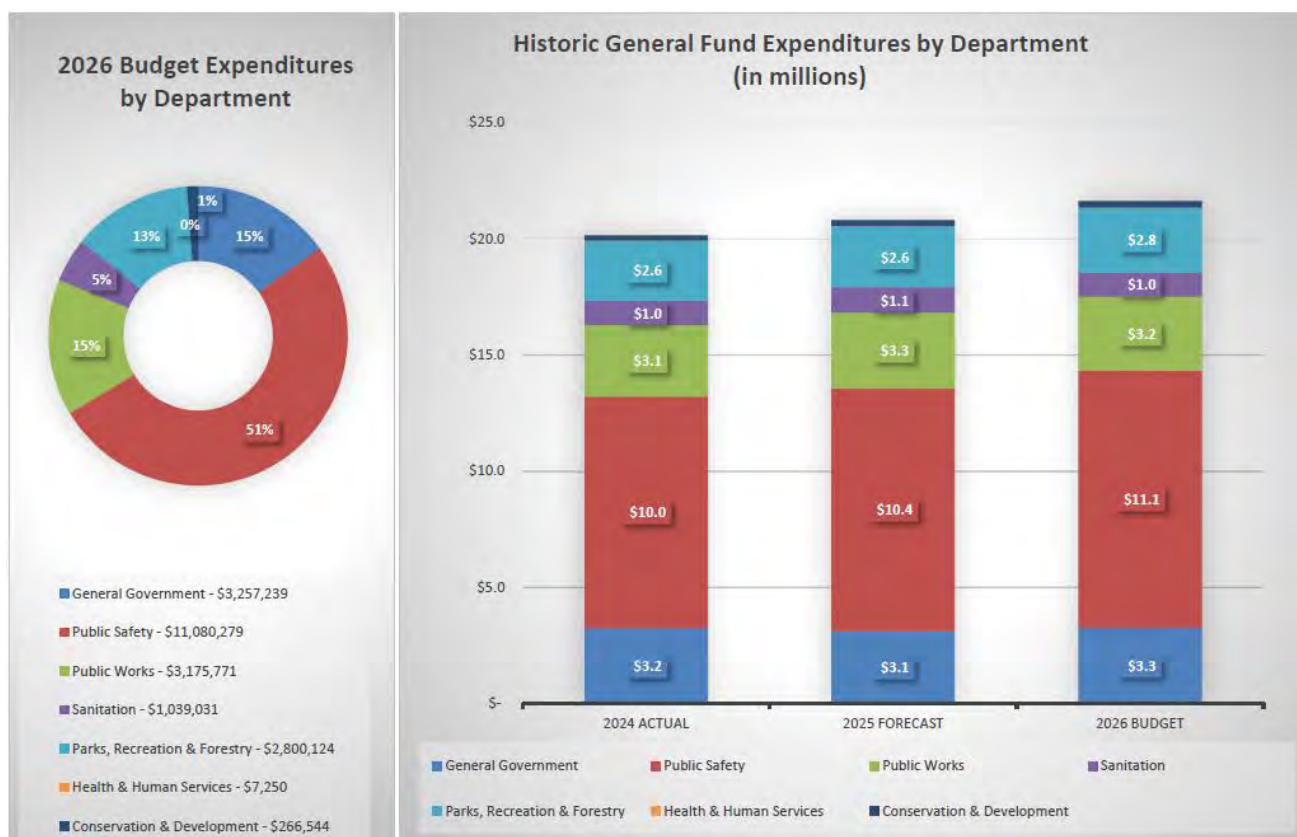


## Budget Transmittal Letter

### General Fund Expenditures Summary

The following chart details the Village's total General Fund expenditures by area. Public Safety is the largest single expenditure category at 51% spending followed by Public Works.

	2025 FY	2026 FY	#Change 2025-2026	% Change 2025-2026
<b>General Government</b>	\$ 3,013,648	\$ 3,257,239	\$ 243,591	8.08%
<b>Public Safety</b>	10,252,014	11,080,279	828,265	8.08%
<b>Public Works</b>	3,310,567	3,175,771	(134,796)	(4.07%)
<b>Sanitation</b>	1,068,371	1,039,031	(29,340)	(2.75%)
<b>Parks, Recreation &amp; Forestry</b>	2,665,371	2,800,124	134,753	5.06%
<b>Health &amp; Human Services</b>	7,250	7,250	0	0.00%
<b>Conservation &amp; Development</b>	262,514	266,544	4,030	1.54%
<b>Other Financial Uses</b>	0	0	0	N/A
<b>General Fund Operating Expenditures</b>	\$ 20,579,735	\$ 21,626,238	\$ 1,046,503	5.09%





State Levy Limits & Major Aids

2011 Wisconsin Act 32

The Village continues to be constrained in its ability to increase the property tax levy by State imposed levy limits. Under 2011 Wisconsin Act 32, the Village is allowed to increase its levy over the amount it levied in the prior year by the percentage increase in equalized value from net new construction or zero percent. The Village can only exceed limits if approved by referendum. Carry forward of an unused portion of the previous year’s levy may occur up to a maximum of 0.5% and an extraordinary vote of the Village Board and upon approval of the electors at the budget meeting. Levy limits continue to not apply to debt service on G.O. debt authorized after July 1, 2005.

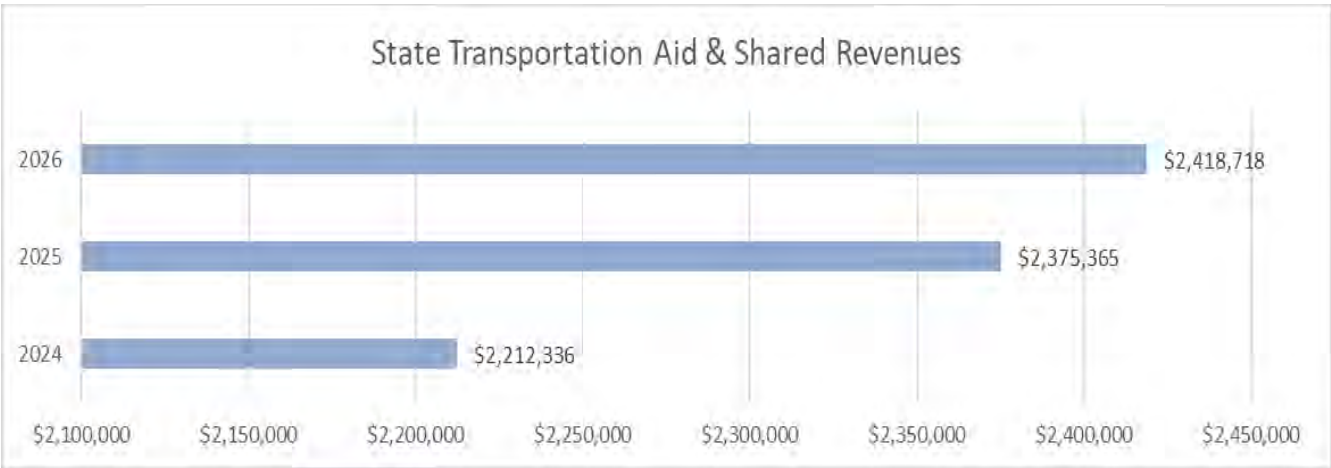
From 2024 to 2025 the Village experienced a 2.525% growth in net new construction; therefore, the Village is allowed to increase its levy by this amount for 2026.

2023 Wisconsin Act 12 & State of Wisconsin Major Aids

Monetary aid from the State of Wisconsin is a major source of Village revenues, particularly General Transportation Aids and State Shared Revenues.

The State of Wisconsin passed 2023 Wisconsin Act 12 which provides additional municipal aid throughout the state. Ashwaubenon is expected to receive an additional \$24,778 in state shared revenue, \$53,472 in personal property aid, and an additional \$44,202 in general transportation aid in 2026 as a result.

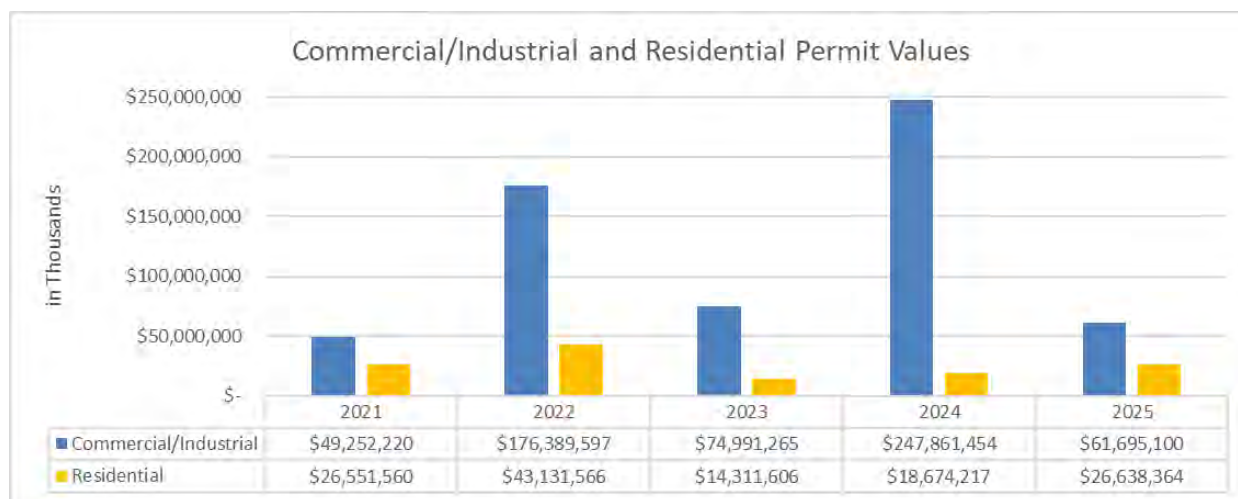
The following table illustrates these aids for the last three years.



### Growth & Development

Population estimates provided by the Wisconsin Department of Administration indicate the Village has experienced moderate population growth since the 2020 Census at 8.35%. In comparison, Brown County has had a 3.53 % population growth since 2020. The Village's estimated population for 2025 is 18,409. This population growth in the Village is due in part to two factors: the continued redevelopment of multi-family residential dwelling units in the stadium and sports & entertainment districts and the favorable tax and utility rates in Ashwaubenon.

Although recent residential population growth has been relatively new, continued investment in commercial and industrial enterprises has occurred. Monitoring the amount of permitting occurring in the Village can be a key indicator of growth and development. Planning of services will be necessary to meet the demands of municipal services.



As shown in the charts, the value of commercial/industrial building permits issued in the Village has significantly increased over the past seven years, slowed only by the Covid pandemic. Continued investment in existing business has occurred. Continued development of this nature will be necessary to advance the Village's equalized value and provide additional year-over-year net new growth.

### Overview of Personnel & Salaries

One of the most valuable assets for the Village of Ashwaubenon is its loyal, well-trained, and dedicated employees and volunteers.

Details on total staffing for 2026 by department are provided later in this report and within the respective Department sections of the document.

For 2026, there are no substantive changes to the Village staffing beyond planned wage and salary adjustments.



Employee benefits, particularly health insurance options, are reviewed in depth annually by the Village in October of each calendar year. No plan design changes were made for 2026. However, the Village is fully self-insured and premium equivalent rates needed to be increased by 6.0% to account for increased costs from plan participants.

Provided on the next page is the Village's approved organizational chart. This includes all positions assigned by department. For budgeting purposes, each position may also be allocated to several budget sections. For example, the Village Manager's salary is allocated within four funds, including General Fund, Water, Sewer, and Stormwater Funds.

### Fund Balance Health

A significant focus of Ashwaubenon's financial health continues to be maintaining a contingency fund. Through well-managed spending, the Village has been able to build a reserved contingency fund. The Village established a fund balance policy to maintain the General Fund's unassigned fund balance to be not less than 20% but not more than 30% of subsequent year's budgeted expenditures. The projected 2025 unassigned fund balance of \$5,408,604 divided by the proposed budgeted 2026 General Fund expenditures of \$21,626,238 yields a ratio of 25.0% which is within the Village's policy.

The Unassigned fund balance is intended to serve as a measure of the financial resources available to mitigate risk. It is prudent to maintain unrestricted fund balance to respond to financial emergencies, such as revenue shortfalls, natural disasters, and unanticipated service level cost increases. Rating agencies like Moody's also monitor the Village's financial reserves for our credit rating which impacts the cost of borrowed money. The Village has a projected General Fund Unassigned fund balance of \$5,408,604 as of December 31, 2025. The proposed 2026 budget results in no change to the unassigned fund balance.

The Village should continue to focus on maintaining funds into the segregated contingency fund to have funds permanently set-aside. Unreserved and undesignated funds can fluctuate year to year and are part of the Village's overall general fund.

### Other Fiscal Considerations & Challenges

Local economic conditions are growing and expanding at a moderate pace, and the Village is seeing positive improvements. However, the Village continues to experience increasing demands for general services and capital infrastructure repair & replacement.

The priorities and funding recommendations for the 2026 fiscal year reflect the conditions of the current economy, demands for general services, and Village goals. The budget is a continuation of previous Village strategic discussions from 2021, the comprehensive plan, the comprehensive outdoor recreation plan, and other short and long-range plans and reports.

## Budget Transmittal Letter

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There are several other key challenges that face the Village of Ashwaubenon which always make balancing the budget a challenging task.

- Despite increases in state aid payments, unfunded mandates continue to be a significant financial constraint.
- Balancing demands on employees for additional service and hours with the need to maintain a small but high-quality workforce.
- Significantly increasing demand for public safety services, in particular emergency medical services.
- Staffing shortages for key and highly technical positions and the continuation of staff turnover from retirements and other voluntary resignations; particularly in public safety.
- Previous deferred vehicle and fleet replacement activities have placed a significant constraint on the Village's ability to find affordable replacement vehicles & apparatus, given ongoing supply chain and inflationary cost increases.

★★★★★★★★

### 2025 Key Development Statistics

- 47 Single family homes
- 89 Two-family/Multi-family dwelling units
- 8 Commercial-industrial permits (new buildings/major renovations)

★★★★★★★★

### Closing Statement

The Village's financial administration and overall financial position stands poised to meet our organizational challenges and strategic priorities for 2026. The Village will continue implementation of the Village's strategic plan, serving as our formal blueprint for the allocation of taxpayer resources for key strategic directives.

I would like to thank the efforts of the Finance Director, Village President, Village Board, department managers and staff in discussing our fiscal priorities and crafting a budget document that maintains core essential services yet respects the financial contributions of Village taxpayers.

Sincerely,



Joel Gregozeski, Village Manager





*Front Row: President Mary Kardoskee  
Back Row: Trustees Gary Paul, Kelly Servais, Chris Zirbel, Chris Atkinson, Jay Krueger, Tracy Flucke*

**Term Expires**

**President**

Mary Kardoskee.....April 2028

**Trustees**

Kelly Servais..... Wards 1 & 2 .....April 2026  
Gary Paul ..... Wards 3 & 4 .....April 2026  
Chris Zirbel..... Wards 5 & 6 .....April 2026  
Chris Atkinson..... Wards 7 & 8 .....April 2027  
Jay Krueger ..... Wards 9 & 10 .....April 2027  
Tracy Flucke ..... Wards 11 & 12 .....April 2027

### **VILLAGE PRESIDENT**

Mary Kardoskee

### **VILLAGE TRUSTEES**

Kelly Servais  
Wards 1 & 2

Chris Atkinson  
Wards 7 & 8

Gary Paul  
Wards 3 & 4

Jay Krueger  
Wards 9 & 10

Chris Zirbel  
Wards 5 & 6

Tracy Flucke  
Wards 11 & 12

### **VILLAGE JUDGE**

Gary Wickert

### **VILLAGE LEADERSHIP TEAM**

Joel Gregozeski, Village Manager, 5 years

Greg Wenholz, Finance Director/Treasurer, 19 years

Kris Teske, Village Clerk, 5 years

Tom Rolling, Public Safety Chief, 1 year

Brian Rickert, Public Works Director, 3 years

Aaron Schuette, Community Development Director, 9 years

Rex Mehlberg, Parks, Recreation & Forestry Director, 21 years

Jeremy Moeller, IT Network Administrator, 14 years

Megan Noltner, Human Resources Generalist, 2 years

Sarah Zambon, Multimedia Communications Specialist, 1 year

### **VILLAGE CONSULTANTS**

Ashley Lehocky, Town and Counsel, Legal Services

Paul Denor, Fair Market Assessments, Assessment Services

Baker Tilly US, Auditing Services

Robert W. Baird & Co., Financial, Debt, & TIF Services

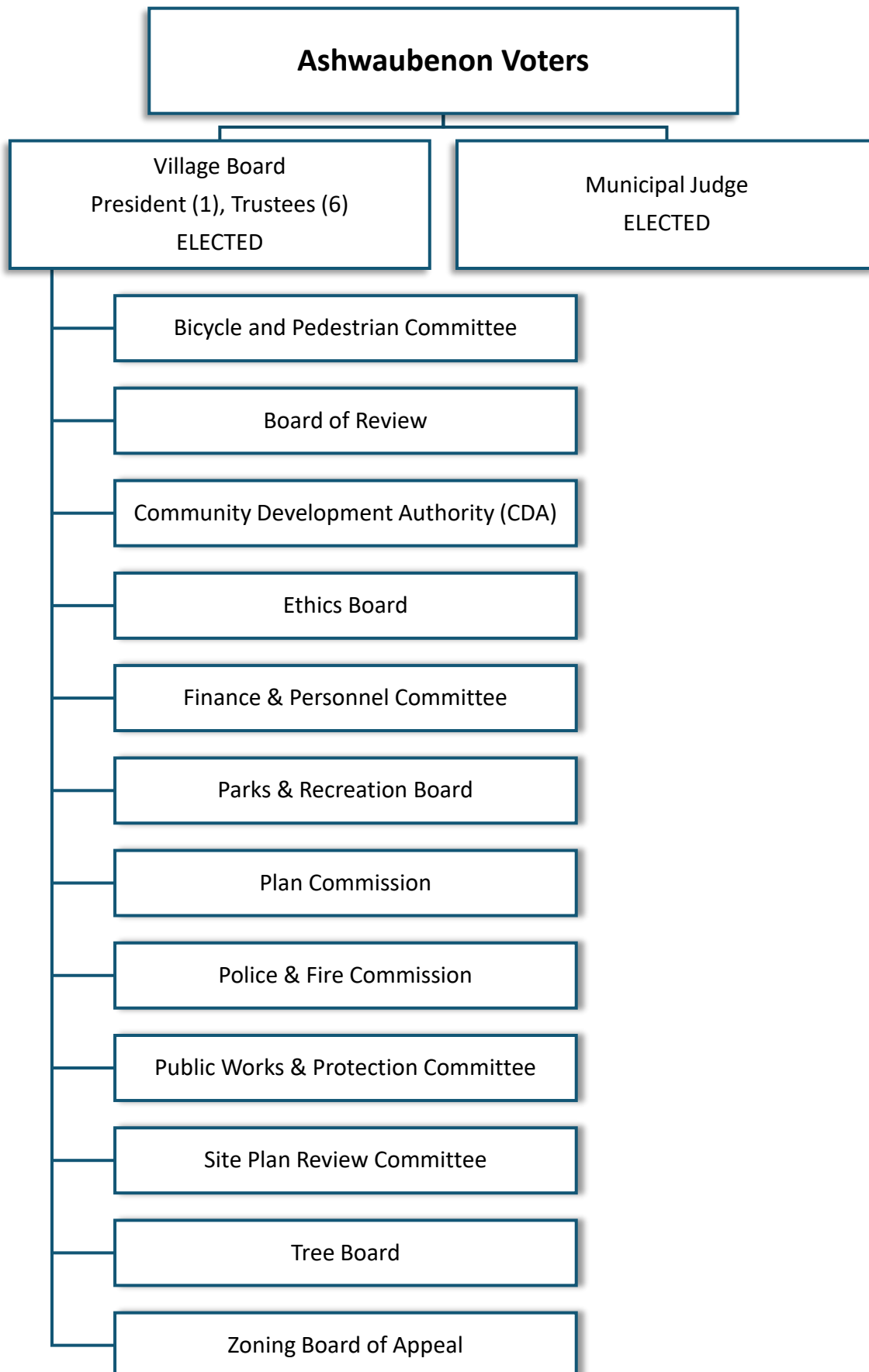
Quarles & Brady, Bond Counsel

Associated Banc Corp, Banking Services

Associated Trust Company, Investment Services

Brown & Brown, Medical and Dental Insurance Plan Services

Harbor Technologies, IT Programming Services





Village of Ashwaubenon Organizational & Functional Structure

Proposed by Village Administration—November 11, 2025 (FY Budget 2026)

CITIZEN BOARDS, COMMITTEES, & COMMISSIONS

- Bicycle & Pedestrian Committee
- Board of Review
- Community Development Authority
- Ethics Board
- Finance & Personnel Committee
- Parks & Recreation Board
- Plan Commission
- Police & Fire Commission
- Public Works & Protection Committee
- Site Plan Review Committee
- Tree Board
- Zoning Board of Appeals

CITIZENS OF ASHWAUBENON

President: 3-yr Term, At-Large, Non-Partisan  
Trustees: 3-yr Term, Non-Partisan

VILLAGE BOARD

President (1) & Trustees (6)

Appointments Made by Village President, Confirmed by Board

MUNICIPAL JUDGE

Election:  
4-yr Term

TEAM

Municipal Judge  
Clerk of Courts (1.5)

FUNCTIONS

- Operation of Municipal Court

Full Time: 1 Part Time: 1 (0.5 FTE) Seasonal/Temp: 0

Village Manager

TEAM

Village Manager (1)  
HR Generalist (1)  
Multimedia Com. Specialist (1)  
Confidential Exec. Assistant (1)

FUNCTIONS

- Village Meeting Coordination
- Village Board/Committee Relations / Policy Execution / Recording Secretary
- Strategic Planning / Performance Management
- Departmental Supervision
- Collective Bargaining
- Personnel, HR, and Benefits Administration
- Insurance / Risk / Safety / Liability Program Management
- External and Internal Communications Management (Newsletter, Website, Blog, Social Media, Intranet)

Village Attorney

TEAM

Village Attorney (Contracted)  
Legal Services  
Village Prosecution  
Special Legal Counsel  
Collective Bargaining

FUNCTIONS

- Legal Services
- Village Prosecution
- Special Legal Counsel
- Collective Bargaining

Village Clerk

TEAM

Village Clerk (1)  
Deputy Clerk II (1)  
Deputy Clerk I (0.75)

FUNCTIONS

- Village Board Records & Proceedings
- Municipal Code Administration
- Election Administration
- Public Records Management
- Public Hearings/Notices
- Competitive Bid Openings
- Customer Service / Front Desk
- License/Permit Administration
- Room Tax Reporting

Village Assessor

TEAM

Village Assessor (Contracted)  
Deputy Clerk I (0.25)

FUNCTIONS

- Assessment Administration

PUBLIC WORKS / UTILITIES

TEAM

Director of Public Works (1)  
Customer Services Rep (0.5)  
Engineer / Asst Director (1)  
Engineering Technician (1)  
GIS Coordinator (1)  
Seasonal Office Assistant (1)  
Operations Supervisor (1)  
Street Foreman (2)  
Street Worker (13)  
Inventory Control Specialist (1)  
Seasonal Laborer (4)  
Mechanic (3)  
Utility Foreman (1)  
Utility Worker (4)

FUNCTIONS

- Construction and Development Oversight
- Infrastructure Maintenance
- Village Facility Management
- Street Repair and Maintenance
- Winter Road & Sidewalk Maintenance
- Fleet Maintenance
- Water & Sanitary Sewer Utilities
- Stormwater Management
- Sign Maintenance
- Refuse & Recycling Collection
- Geographic Information Systems
- Street & ROW Excavation Permits
- Recepting

Full Time: 31 (30.5 FTE) Part Time: 0 Seasonal/Temp: +/- 5

COMMUNITY DEVELOPMENT

TEAM

Director of Community Dev. (1)  
Customer Services Rep (0.5)  
Chief Building Inspector (1)  
Building Inspector (1)  
Assistant Zoning Administrator / Code Enforcement Officer (1)

FUNCTIONS

- Planning and Zoning
- Development & Zoning Permitting
- Building Inspection
- Zoning Code Enforcement
- Comprehensive Planning
- Plan Commission Administration
- Site Plan Review Administration
- Short Term Rental Administration
- Farm Animal Permitting (Chickens, pigeons, etc.)
- Recepting

Full Time: 4 (4.5 FTE) Part Time: 0 Seasonal/Temp: 0

PARKS, RECREATION & FORESTRY

TEAM

Dir. of Parks, Rec. & Forestry (1)  
Administrative Assistant (1)  
Program Supervisor (1)  
Senior Prog. Coordinator (0.5)  
Program Staff (100 PT Seas.)  
Aquatics Supervisor (1)  
Aquatics Personnel (75 PT Seas.)  
Park Maintenance Foreman (1)  
Park Workers (3)  
Seasonal Laborer (15)  
Forester (1)  
Forestry Workers (5 PT Seas.)

FUNCTIONS

- Park & Green Space Planning
- Parks & Grounds Maintenance
- Forestry and Turf Management
- Recreation & Enrichment Programs (All Ages)
- Community Center Management & Operations
- Facility Rental Administration
- Community Wide Special Events
- Aquatics Beach & Pool Management & Operations
- Recepting

Full Time: 9 Part Time: 1 (0.5 FTE) Seasonal/Temp: +/- 195

FINANCE / INFORMATION TECHNOLOGY

TEAM

Finance Director (Treasurer) (1)  
Assistant Finance Director/Accountant (1)  
Financial/Payroll Analyst (1)  
Accounts Receivable / Utility Clerk (1)  
Cash Receiving Clerk (1)  
Tax Collections (4 PT Seas.)  
IT Network Administrator (1)  
IT Network Specialist (1)

FUNCTIONS

- Accounting
- Budget Administration
- Accounts Receivable and Payable
- Investment Administration
- Treasury Management
- Financial Reporting
- Purchasing Oversight
- Payroll Accounting
- Information Technology Administration
- Property Tax Collection
- Utility Account Support
- Utility Billing
- Audit Oversight
- Weights & Measures

Full Time: 7 Part Time: 0 Seasonal/Temp: +/- 4

PUBLIC SAFETY

TEAM

Chief of Public Safety (1)  
Confidential Assistant (1)  
Information Manager (1)  
Records Clerk (1.5)  
Deputy Chief (1)  
Commander (1)  
Captain—Shift A/B/C (3)  
Lieutenant (6)  
PSO (27)  
Night Shift PSO (4)  
K-9 (1)  
Captain—Investigations (1)  
Investigators (4)  
DTF (1)  
PT CSO (2)  
Evidence Tech (1)  
SRO (2)  
Crossing Guard (15 PT Seas.)  
Traffic Enforcement PSO (1)  
Fire Marshall (1)  
POC Captain (2)  
POC Lieutenant (4)  
POC FF/EMTs (16)

FUNCTIONS

- Public Safety
- Traffic Control
- Community Policing
- Parking Enforcement
- Animal Control
- Emergency Management
- Records Management
- Crime Investigation
- School Liaison
- Citizen Education / Engagement
- K9 Program
- Fire Inspection
- Fire Prevention
- Fire Suppression
- Advanced/Basic EMS
- Rescue
- Alarm Permitting
- Escort/Massage Licensing

Full Time: 59 Part Time: 4 (1.5 FTE) Seasonal/Temp: +/- 37

CITIZENS OF ASHWAUBENON

Total Village Staffing (w/o Utility)

Full Time: 118 Part Time: 6 (2.5 FTE) Seasonal/Temp: +/- 237

COLOR LEGEND

- Green = Department: Head
- Purple = Reports to Green
- Blue = Reports to Purple
- Orange = Reports to Blue
- Sky Blue = Reports to Orange
- Red = Contract Service
- Yellow = Village Staffing Levels
- Indirect Reporting Relationship

## Village of Ashwaubenon Personnel Summary

### Full Time Equivalents (FTE) - Authorized Positions

	2022 FTE	2023 FTE	2024 FTE	2025 FTE	2026 FTE	2025 to 2026 Change
<b>GENERAL FUND</b>						
President & Trustee <sup>(1)</sup>	*	*	*	*	*	*
Administration	2.00	2.00	2.00	2.00	1.80	(0.20)
Municipal Court <sup>(1)</sup>	1.60	1.60	1.60	1.60	1.60	0.00
Communications	1.00	1.00	1.00	1.00	1.00	0.00
Village Clerk	1.70	1.70	2.45	2.45	2.75	0.30
Human Resources	0.00	0.00	0.00	0.00	1.00	1.00
Assessment Services	1.00	1.00	0.25	0.25	0.25	0.00
Finance	3.30	4.30	4.30	4.30	4.30	0.00
Information Technology	1.00	1.00	2.00	2.00	2.00	0.00
Legal Services	1.30	1.30	2.30	2.30	0.20	(2.10)
Police / Fire / Rescue <sup>(2) (3)</sup>	57.30	60.30	62.30	62.30	62.30	0.00
Fire Inspection <sup>(2)</sup>	1.00	1.00	0.00	0.00	1.00	1.00
Building Inspection	2.80	2.80	2.40	2.40	2.40	0.00
DPW Administration/Engineering	3.85	3.85	4.85	4.85	4.85	0.00
Street Maintenance <sup>(2)</sup>	16.00	16.00	16.00	16.00	16.00	0.00
Sanitation Services	5.00	5.00	5.00	5.00	5.00	0.00
Parks Administration	4.00	4.00	4.00	4.00	4.00	0.00
Park Maintenance <sup>(2)</sup>	2.25	2.25	2.75	2.75	2.75	0.00
Community Center <sup>(2)</sup>	0.50	0.50	0.50	0.50	0.50	0.00
Forestry <sup>(2)</sup>	1.25	1.25	1.75	1.75	1.75	0.00
Economic Development	1.00	1.00	2.00	2.00	2.00	0.00
<b>ASHWAUBENON UTILITIES</b>						
Water Utility	4.50	4.50	4.50	4.50	4.50	0.00
Sewer Utility	2.50	2.50	2.50	2.50	2.50	0.00
Storm Water Utility	2.45	2.45	2.45	2.45	2.45	0.00
<b>Total All Funds</b>	<b><u>117.30</u></b>	<b><u>121.30</u></b>	<b><u>126.90</u></b>	<b><u>126.90</u></b>	<b><u>126.90</u></b>	<b><u>0.00</u></b>

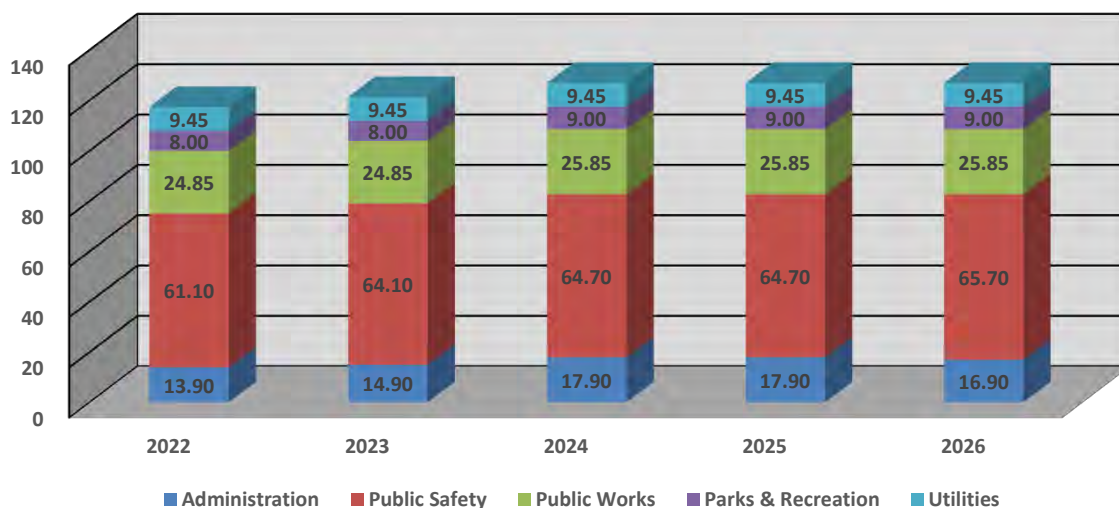
NOTE: The table above does not reflect interdepartmental allocations. FTE allocations are referenced in the Department Budget Narrative reports.

(1) The Village President, Village Trustee members, and Village Judge are elected positions and not included in this table.

(2) LTE and seasonal positions are not included in the FTE count. These totals are referenced in the Department Budget Narrative reports.

(3) Public Safety Officers perform all services (police, fire, and rescue) in their positions.

Full Time Equivalents (FTE) - Authorized Positions





## Village History, Profile, and Location Map

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### Village History

Ashwaubenon, a thriving village rich in the heritage from which it draws its name, strives to maintain the past in its goals for the future. The legend of the name is a source of deep pride for all Ashwaubenonites; so much so, that an 86-acre park located on a peninsula, surrounded by Ashwaubenon Creek and the Fox River, was dedicated in honor of the man behind the legend.

It is said that in 1795, Little Crow, son of a powerful Ottawa Chief, from L'Arbor Croche, near Mackinac, came here to be in the employ of a pioneer named Jacob Franks. Little Crow made the acquaintance of Ahkeeneibeway (Standing Earth), a Menominee Chief, and was welcomed into his family. One day, about two years after Little Crow's arrival, a party of young maidens went berry picking and when it was time to return to the village, it was discovered that one was missing. The girls looked for the missing one, but due to darkness, were forced to give up the search and return and report that she could not be found.

Chief Standing Earth launched a widespread search which lasted many days, but no trace of the maiden could be found. Shortly thereafter, he learned that a band of Chippewas, returning home from a visit to the white settlement at LaBaye, had kidnapped the girl, and taken her to their camp at Shawano Lake. After much discussion, a war party was organized, and Little Crow was appointed to lead it. They set out immediately and arrived at the camp around midnight. The Indian warrior decided, however, to stay their search until morning when the Chippewa braves would be away hunting. In the morning, with the rest of the braves concealed in the forest, Little Crow went alone to search for the girl.

Little Crow proceeded cautiously and searched among the lodges and wigwams and finally reached the girl in a large wigwam being guarded by several older women. With his tomahawk held high he entered and motioned the girl to follow him and while retreating with the girl the women gave him vicious side long looks full of hate and silent threats. Runners were sent ahead to tell them that the girl had been found and was returning safely. There was a great celebration, during which Little Crow was to be known as As- ha-wau-bo-my, or Side Looks, in memory of the reaction of the Chippewa women. As further reward, he was given his choice of two of the prettiest maidens of the Village. But he requested as his bride, the youngest daughter of Chief Standing Earth, who was named Wahbenukqua, or Morning Star.

Ashwaubomay and Wahbenukqua lived on the South side of the Creek and were friends with both Indians and Whites alike. Among their white friends was Judge Raume, who held the first court West of Detroit in the area. They raised a large family and Ashwaubomay was buried on the bank of the stream which was named after him.

### Village Profile

The Village of Ashwaubenon is located in central Brown County, as a part of the greater Green Bay Metropolitan Area. Ashwaubenon is bounded by the City of Green Bay to the north, Village of Hobart to the west, Town of Lawrence to the south and the Fox River to the east. The Village of Allouez is located east across the Fox River from Ashwaubenon. The Oneida Nation Reservation overlays portions of the westernmost parts of the Village. The Village is approximately 212 miles north of Chicago, 115 miles north of Milwaukee, and 285 miles east of Minneapolis - St. Paul. Since Ashwaubenon's incorporation in 1977, it has grown to an area of 8,408 acres, or 13.39 square miles.

Ashwaubenon serves as the primary retail and entertainment hub for the Green Bay Metropolitan Area and has substantial business and industrial development, balanced with residential areas and recreational opportunities. Although the 2024 Census lists the population of Ashwaubenon at 17,870, the weekday population is approximately double due to the number of people that commute to the Village for employment. Furthermore, as the primary retail and entertainment hub, Ashwaubenon hosts tens of thousands of visitors for Green Bay Packers

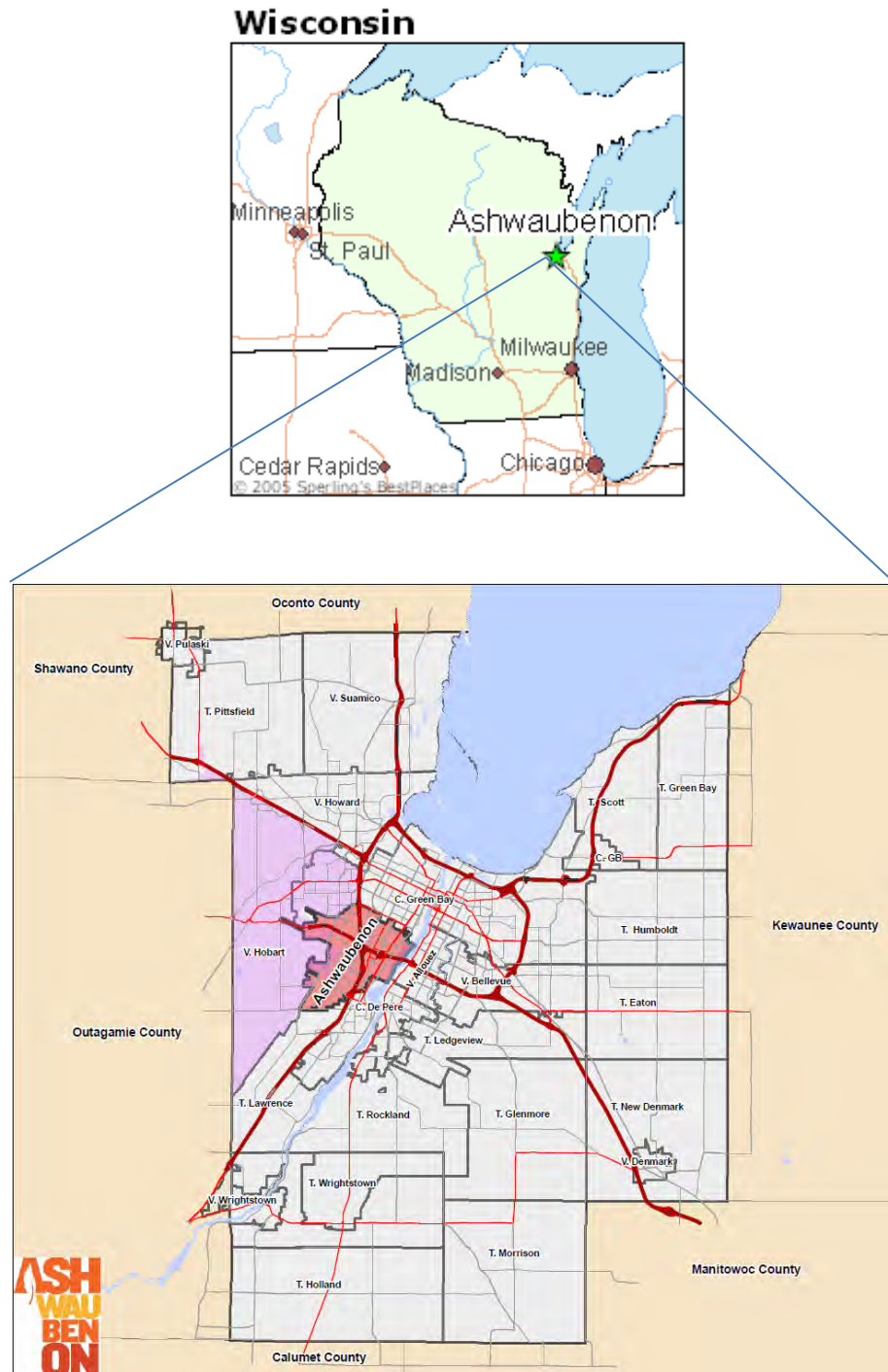


## Village History, Profile, and Location Map

games, Resch Center and Expo events, and dining and entertainment options on evenings and weekends.

The Village is generally split into four quadrants by the interchange of Interstate 41, which is the primary north-south interstate connecting the Green Bay and Fox Valley areas to Milwaukee and points south, and State Highway 172, which serves as an east-west freeway connecting Interstate 41 and Interstate 43 through the middle of the Green Bay Metropolitan Area. Residential areas are primarily located in the northwest and southwest parts of the Village with the Lambeau Field entertainment area located to the northeast and extending into the commercial areas to the south. The Ashwaubenon Industrial and Business Parks comprise much of the center of the Village.

### Location Map





### LOCATION:

Brown County, WI  
Borders south of  
Green Bay.

### INCORPORATED:

1977

### FORM OF GOVERNMENT:

- President/Trustee
- President: 3-year term.
- 6 Trustees; 1 per two districts. 3-year term.

### POPULATION:

18,409  
(WI DOA)



### HOUSEHOLDS:

8,120  
(Data USA)



### MEDIAN AGE:

42.5  
(Data USA)



### AVERAGE HOUSEHOLD INCOME:

\$71,180

### MEDIAN ASSESSED HOME VALUE (single family):

\$247,300

### RETAIL:

- Bay Park Square is the only enclosed mall in Brown County.
- Numerous other shopping centers and stores.

### HOTELS:

- 22 hotels
- 23 short-term rentals

### EQUALIZED VALUE:

\$4,110,272,700  
(2025 WI DOR)

### 2025/2026 MUNICIPAL TAX RATES

(per \$1,000 assessed valuation):

- Village: \$5.03
- Ashwaubenon Schools: \$7.35

### 2025/2026 MUNICIPAL TAX RATES

(per \$1,000 assessed valuation):

- Village: \$5.03
- West De Pere Schools: \$7.74

### PUBLIC SCHOOLS:

- 3 Elementary
- 1 Middle School
- 1 High School
- Total Students: 3,182

### AVIATION TRANSPORTATION:

- 1 International airport within Village and neighboring municipality.

### BUS TRANSPORTATION:

- Green Bay Transit Authority runs service throughout Ashwaubenon.

### TRANSPORTATION:

- I-41 runs north/south, bisecting the Village.
- STH 172 runs east/west, bisecting the Village.

### MEDIA:

- 1 Community weekly newspaper
- 1 regional daily newspaper.
- Green Bay area: 8 broadcast TV channels.

### PARKS:

- 22 parks, 296 acres
- 1 Community Pool
- 1 Lake
- Numerous recreational activities

### PLACES OF WORSHIP:

- 17 churches
- Multiple denominations

## Budget Summary

### Budget Overview

The following is a summary for the Village of Ashwaubenon 2026 adopted budget. Total budgeted expenditures for all village funds are \$66.4 million, which is a 1.5% increase over the prior year. This is primarily due to increased expenses for the Village's General Fund, which increased 5.1% (\$1.0 million) due to negotiated and cost-of-living wage increases. The overall increase was offset by a 2.6% reduction in the Capital Projects Funds. Budgeted expenditures for the general fund, which includes most operating departments, increased by 5.1% to \$21.6 million.

### BUDGETED EXPENDITURES BY FUND TYPE

	2025 Approved Budget	2026 Approved Budget	Dollar Change	Percent Change
General Fund	\$ 20,579,735	\$ 21,626,238	\$ 1,046,503	5.1%
Special Revenue Funds	723,265	673,287	(49,978)	-6.9%
Debt Service Fund	7,978,450	8,636,124	657,674	8.2%
Capital Projects Funds	16,841,054	16,410,232	(430,822)	-2.6%
Enterprise Funds	15,757,107	15,754,155	(2,952)	0.0%
Internal Service Funds	3,595,837	3,344,793	(251,044)	-7.0%
	\$ 65,475,448	\$ 66,444,829	\$ 969,381	1.5%

### Property Taxes

Property taxes are the primary source of revenue for the village. Ashwaubenon levies property taxes for its general, debt service, and capital projects funds. The operating (general fund) levy is constrained by state-imposed levy limits which are based primarily on the percentage change in Net New Construction (NNC). Taxes levied for debt service are limited to the principal and interest due on the Village's outstanding debt. Tax increment is collected for the Village's two TIF districts based on the apportioned levies of the village, county, school district, and technical college district.

### PROPERTY TAX LEVY BY FUND

	Tax Year 2024 Levy	Tax Year 2025 Levy	Dollar Change	Percent Change
General Fund	\$ 11,341,284	\$ 12,405,469	\$ 1,064,185	9.4%
Debt Service Fund	1,989,525	2,133,676	144,151	7.2%
Capital Projects Funds	750,000	550,000	(200,000)	-26.7%
	\$ 14,080,809	\$ 15,089,145	\$ 1,008,336	7.2%

The Village of Ashwaubenon had \$102.5 million of Net New Construction in 2024 which would allow for a 2.96% adjustment in the allowable operating levy for the 2026 budget. The debt service levy increased 7.2%. The capital projects' levy decreased 26.7% due to lowering the levy allocation for the annual street mill-pave program since other funding is available. Overall, the Village's property tax levy increased 7.2% which resulted in a 1.96% increase in the village mill rate and increase in the village taxes on a median value home. This equals an increase of \$23.87 for a median home with an assessed value of \$247,300.

Ashwaubenon has two open TIF districts which have a combined value increment of \$810.8 million in 2025. As a result, the Village will collect a total of \$18.8 million in tax increment in 2025. This is an increase of 4.3% over the prior year which is due primarily to continued development and growth in the equalized value of the districts. As the equalized value of the village and the overlapping tax jurisdictions continue to increase, the mill rate used in tax increment calculation has decreased.



## Budget Summary

### TAX INCREMENT BY DISTRICT

	Tax Year 2023 Increment	Tax Year 2024 Increment	Dollar Change	Percent Change
TIF District #3	\$ 493,685,000	\$ 536,957,000	\$ 43,272,000	8.8%
TIF District #5	304,771,700	273,793,900	(30,977,800)	-10.2%
	\$ 798,456,700	\$ 810,750,900	\$ 12,294,200	1.5%

### Operating Budget Highlights

#### Compensation and Benefits

Personnel costs are the largest single component of the village budget with wages and benefits representing 72.9% of the general fund expenditures. Non-union salaries are being adjusted in 2026 for a 2.9% cost-of living adjustment and market adjustments of 2.0% based on position within range. The village plans to conduct compensation studies every three to five years which will provide market comparables against existing village pay rates.

The Village Board approved a 6.0% cost-of-living adjustment to the new village's Public Safety Officers Association union contract for 2026. The new contracts will expire at the end of 2028.

Health care costs continue to rise faster than the general rate of inflation. In 2026 there are no changes to the health insurance plan design. However, there will be a 6.0% increase in the premium to account for normal inflationary price increases. Dental care costs continue to remain constant with only minor cost increases year-over-year. The dental insurance plan design has no changes in 2026 with only a 5% increase in the premium costs.

The Village of Ashwaubenon participates in the Wisconsin Retirement System (WRS). This system requires that employees and employers share in required pension contributions. In 2026 the employer contribution rate for general employees is increasing from 6.95% to 7.20% and the rate for protective employees (public safety officers) is increasing from 15.37% To 15.41%.

#### Staffing

Departments requested a total of 2.0 new Full-Time Equivalent (FTE) positions in 2026. Of these, 1.0 FTE was funded. The approved new position is a return of a full-time position in the Fire Inspection Department. In 2023, the existing fire inspector resigned, and the Village began contracting for fire inspection services. These contracted services were fully budgeted in 2024 and 2025 without a budgeted fire inspector. The Village is now replacing the contracted inspection services, as well as, removing two part-time fire inspection positions in the 2026 budget with one full-time fire marshal position. The position requested but not funded was an additional Public Works Field Operator position. This position was not approved due to lack of funding and the inability to raise more levy to cover the position.

### STAFFING REQUESTS

Position	Department	Requested FTE	Approved FTE
Fire Marshall	Fire Inspection	1.00	1.00
Field Operator I	Public Works	1.00	0.00

#### Other Operating Changes

Personnel services account for \$571,874 (54.6%) of the total General Fund expenditure budget increase of \$1,046,503. Listed below are some of the other notable operating initiatives included in the 2026 budget.

## Budget Summary

- **Legal Services:** The village entered a contract in late 2025 for all its legal services after the existing village attorney resigned. The move eliminated the attorney position from the personnel services budget but increased the contracted services line item by \$129,000.
- **Village Hall Maintenance Budget:** In an effort to better maintain existing buildings, the Village added \$32,000 in funds for preventative maintenance tasks such as air handling cleaning.
- **General Government:** The village continues to increase funding for future employee retirement payouts. The 2026 budget added \$75,000 to this line item. The Village currently has \$474,049 of committed fund balance to help offset current retirement costs as the village continues to increase this budget.
- **Public Safety Budget:** The public safety budget includes \$143,915 for Axon body/fleet cameras and other like equipment and \$50,830 of additional vehicle depreciation chargebacks related to newer equipment. ARPA funds and the Green Bay Packers funded the previous five-year Axon contract. The new contract (2026-2030) will now be funded through this operating budget.
- **Water Utility:** The Ashwaubenon Water Utility purchases its water from Green Bay Water Utility. Capital projects budgeted for the water utility in 2026 total \$889,800 which is an increase of \$115,300 over the prior year. The projects include Ridge Road Standpipe removal, annual meter testing and rehabilitation, Parkview Watermain Relay, Argonne Water Reserve Repairs, and a new fleet pickup truck (shared with the Sewer Utility). The Public Service Commission regulates water utility rates. The last water rate increase, through a simplified rate case was effective November 18, 2025.
- **Sewer Utility:** Ashwaubenon's sewer utility maintains a collection system and contracts with NEW Water (Green Bay Metropolitan Sewerage District (GBMSD) for the treatment of sewage. NEW Water's capital improvement plans have increased their cost to the Village for sewerage services. The Village approved a 9% rate increase effective 1/1/25 but will again seek approval of another rate increase effective 1/1/26 of approximately 20%. The 2026 approved budget includes additional revenue from a sewer rate increase that passes the NEW Water charges on to sewer utility customers. The only capital project for 2026 is a shared purchase with the Water Utility for a new fleet pickup truck.
- **Storm Water Utility:** Ashwaubenon's storm water utility has \$1,865,000 of capital projects funded for 2026, up from \$1,490,000 from prior year. The projects include the construction of Willard Pond, replacement of Ashwaubenon Street culvert, Allied Pond land purchase and construction, new woodchipper, new slope mower, various streambank stabilization work. The last storm water rate increase was effective 1/1/25 but another rate increase of 10% will go into effect on 1/1/26.

### General Fund Budget Highlights

General Fund Revenue	General Fund Expenditures	Unassigned Fund Balance
<ul style="list-style-type: none"><li>• General Fund operating revenues are \$21,626,238, an increase of 5.09% from prior year.</li><li>• Three factors associated with the increase to GF revenues: closure of TID #4, increases in state shared aids, and increases to EMS billing rates.</li></ul>	<ul style="list-style-type: none"><li>• General Fund operating expenditures are \$21,626,238, an increase of 5.09% from prior year.</li><li>• Collective Bargaining and inflationary cost increases are the main driver of increased expenditures; this includes wages, benefits, and equipment/material costs.</li></ul>	<ul style="list-style-type: none"><li>• \$0 of existing fund balance is being applied in 2026.</li><li>• The projected unassigned fund balance of \$6,018,930 yields a fund balance ratio of 25%, which is within the Village's policy range of at least 20% but not more than 30%.</li></ul>

## Budget Summary

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### Debt Service Fund

Principal and interest payments on Ashwaubenon's general debt issues are recorded in a debt service fund. In 2026, total expenditures are budgeted at \$8,636,124 which is an increase of 8.2% over the prior year. Property taxes are the primary source of revenue with a levy of \$2,133,676 budgeted for 2026. Other sources of funds include a planned transfer of \$6,502,448 from TID #3 and TID #5.

### Capital Projects Funds

#### Capital Improvement Plan

The Village Board reviews a five-year Capital Improvement Plan (CIP) annually as part of the budget process. The 2026 CIP projects are included in the 2026 approved budget. The CIP includes projects for equipment, vehicles, facilities, and infrastructure. A detailed list of projects is listed in the Capital Budget section of the budget document.

#### Funding Sources

Like most years, the funding sources for the different capital projects funds vary. For Street Construction, the primary funding source is village property taxes. Taxes are used to cover the annual mill-pave program, but larger road reconstruction projects would require debt services. The Village Building Fund uses general obligation debt and excess general fund dollars. For 2026, the Village Building Fund will require a large debt issue for the anticipated village garage expansion project. The Parks and Recreation capital project fund primarily uses park impact fees to fund its projects. Finally, the TIF districts rely on either debt service or incremental tax revenues to fund its projects.

Over the past five years, the Village of Ashwaubenon has issued an average of \$4.1 million in general obligation debt annually to fund its general capital projects. The 2026 approved budget includes \$4.7 million in general borrowing.

#### Capital Projects Funds Budget Highlights

Street Construction	Parks and Recreation	Other Capital Projects
<ul style="list-style-type: none"><li>• \$875,000 in street related maintenance, including:<ul style="list-style-type: none"><li>• Annual Mill/Pave</li><li>• Packerland Drive / Grant Street Roundabout Construction</li></ul></li></ul>	<ul style="list-style-type: none"><li>• \$517,500 in Parks and Forestry related projects, including:<ul style="list-style-type: none"><li>• Ashwaubomay Trail maintenance (Marina)</li><li>• Canterbury Park Playground</li><li>• Ashwaubomay Chalet Roof Replacement</li></ul></li></ul>	<ul style="list-style-type: none"><li>• \$5.34 Million Phase I of building maintenance &amp; expansion (DPW) - debt issuance.</li></ul>



## Budget Summary

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### Tax Increment Financing Districts

**Tax Increment Financing District #3 (TID3):** TID 3 has a projected fund balance of approximately \$9.6 million at the end of 2025. The expenditure period for TID #3 ended on 9/11/23. The Village is planning to close the district in April 2026. The only outstanding project costs are for the existing Lombardi Avenue Reconstruction / Phragmites Removal projects.

**Tax Increment Financing District #5 (TID 5):** TID 5 has a projected negative fund balance of approximately \$6.0 million at the end of 2025; however, the district will have a positive fund balance by 2028. Major TID 5 projects in 2026 include Morris Avenue reconstruction (\$293,670) and minor mill-pave road reconstruction. The primary reason for the large negative fund balance is due to heavy investment in land acquisition and TIF incentives early in the district to support several multi-family residential projects. The district also has had several new commercial projects completed in the past two years that will help generate significant tax increment. The expenditure period for TID 5 ends in 2036 and the district is required to close by 2041.

### Enterprise Funds Budget Highlights

Water Utility	Sewer Utility	Stormwater Utility
<ul style="list-style-type: none"><li>•\$6,212,572 in operating revenues, a decrease of (\$75,815). Accounts for rate increases approved by Village Board.</li><li>•A \$314,902 decrease for purchased water from Green Bay Water Utility.</li><li>•Positive change in Net Position of \$49,226.</li><li>•\$850,700 in capital outlay projects.</li></ul>	<ul style="list-style-type: none"><li>•\$7,040,153 in operating revenues, an increase of \$290,242. Accounts for rate increases approved by Village Board.</li><li>•\$144,000 increase for NEW Water treatment fees.</li><li>•Negative change in Net Position of (\$729,924).</li><li>•\$0 in capital outlay projects for 2026.</li></ul>	<ul style="list-style-type: none"><li>•\$1,867,160 in operating revenues, a decrease of (\$165,021). Accounts for rate increases approved by Village Board.</li><li>•\$159,434 increase in operating expenditures for leaf and brush pickup operations.</li><li>•Positive change in Net Position of \$547,828.</li><li>•\$1,700,000 in capital outlay projects.</li></ul>

### Changes from Proposed to Adopted Budget

There were no changes between the recommended and adopted budgets. The Joint Village Board / Finance & Personnel Committee approved, with no changes, and recommended approval by the Village Board at their November 11, 2025, meeting. The Village Board approved and adopted the final 2026 budget, with no changes, on November 25, 2025.

### Conclusion

The 2026 approved budget supports the operations of village departments to continue to provide quality services to Ashwaubenon residents and businesses. It also maintains investment in existing infrastructure and contributes toward the goals and strategic priorities identified by the Village Board.

**Amended Budget Summary for Year Beginning January 1, 2026**  
**General Fund, Special Revenue Funds, Debt Service Fund, and Capital Projects Funds**  
**With Comparative Data for 2024 and 2025**



FUND, SOURCE, AND FUNCTION DESCRIPTIONS	2024 ACTUAL	2025 APPROVED BUDGET	2025 ESTIMATED YEAR-END	2026 PROPOSED BUDGET	BUDGET AMT CHANGE	BUDGET % CHANGE
<b>General Fund Revenues</b>						
Taxes	\$ 11,866,750	\$ 11,966,284	\$ 12,001,284	\$ 13,055,469	\$ 1,089,185	9.10%
Special Assessments	30	-	8,871	-	-	0.00%
Intergovernmental	3,229,600	3,738,687	3,847,638	3,862,040	123,353	3.30%
Licenses & Permits	650,498	532,900	480,072	553,800	20,900	3.92%
Fines and Forfeitures	283,442	305,000	280,000	305,000	-	0.00%
Public Charges for Services	1,875,394	1,915,642	1,931,159	2,080,534	164,892	8.61%
Interest Income	1,034,840	677,400	1,128,121	677,200	(200)	-0.03%
Miscellaneous	481,780	446,280	403,150	410,195	(36,085)	-8.09%
Other Financing Sources	728,070	997,542	732,000	682,000	(315,542)	-31.63%
<b>Total General Fund Revenues</b>	<b>20,150,404</b>	<b>20,579,735</b>	<b>20,812,295</b>	<b>21,626,238</b>	<b>1,046,503</b>	<b>5.09%</b>
<b>General Fund Expenditures</b>						
General Government	3,199,257	3,013,648	2,932,236	3,257,239	243,591	8.08%
Public Safety	9,978,231	10,252,014	10,448,907	11,080,279	828,265	8.08%
Public Works	3,077,219	3,310,567	3,263,795	3,175,771	(134,796)	-4.07%
Sanitation	1,047,761	1,068,371	1,085,264	1,039,031	(29,340)	-2.75%
Parks, Recreation & Forestry	2,569,870	2,665,371	2,627,775	2,800,124	134,753	5.06%
Health & Human Services	6,708	7,250	7,250	7,250	-	0.00%
Conservation & Development	228,041	262,514	263,548	266,544	4,030	1.54%
Other Financing Uses	43,316	-	183,520	-	-	0.00%
<b>Total General Fund Expenditures</b>	<b>20,150,404</b>	<b>20,579,735</b>	<b>20,812,295</b>	<b>21,626,238</b>	<b>1,046,503</b>	<b>5.09%</b>
<b>General Fund Tax Levy</b>	<b>\$ 11,247,780</b>	<b>\$ 11,341,284</b>	<b>\$ 11,341,284</b>	<b>\$ 12,405,469</b>	<b>\$ 1,064,185</b>	<b>9.38%</b>
<b>Special Revenue Funds Revenues</b>						
Intergovernmental	\$ 940,240	\$ 278,386	\$ 297,618	\$ 297,618	\$ 19,232	6.91%
Public Charges for Services	161,018	100,000	128,184	100,000	-	0.00%
Other	75,090	332,250	433,262	81,000	(251,250)	-75.62%
<b>Total Special Revenue Funds Revenues</b>	<b>1,176,348</b>	<b>710,636</b>	<b>859,064</b>	<b>478,618</b>	<b>(232,018)</b>	<b>-32.65%</b>
<b>Special Revenue Funds Expenditures</b>						
General Government	-	-	173,636	142,341	142,341	#DIV/0!
Public Safety	15,455	23,364	148,874	188,971	165,607	708.81%
Parks, Recreation & Forestry	-	12,985	40,463	16,975	3,990	30.73%
Capital Outlay	1,303,468	686,916	481,867	325,000	(361,916)	-52.69%
<b>Total Special Revenue Funds Expenditures</b>	<b>1,318,923</b>	<b>723,265</b>	<b>844,840</b>	<b>673,287</b>	<b>(49,978)</b>	<b>-6.91%</b>
<b>Special Revenue Funds Tax Levy</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Debt Service Fund Revenues</b>						
Taxes	\$ 2,083,029	\$ 1,989,525	\$ 1,972,939	\$ 2,133,676	\$ 144,151	7.25%
Other	5,919,441	5,988,687	5,988,687	6,502,448	513,761	8.58%
<b>Total Debt Service Fund Revenues</b>	<b>8,002,470</b>	<b>7,978,212</b>	<b>7,961,626</b>	<b>8,636,124</b>	<b>657,912</b>	<b>8.25%</b>
<b>Debt Service Funds Expenditures</b>						
Principal Payments	5,945,000	6,165,000	6,165,000	6,885,000	720,000	11.68%
Interest and Fiscal Charges	1,918,238	1,813,450	1,936,334	1,751,124	(62,326)	-3.44%
<b>Total Debt Service Fund Expenditures</b>	<b>7,863,238</b>	<b>7,978,450</b>	<b>8,101,334</b>	<b>8,636,124</b>	<b>657,674</b>	<b>8.24%</b>
<b>Debt Service Fund Levy</b>	<b>\$ 2,083,029</b>	<b>\$ 1,989,525</b>	<b>\$ 1,972,939</b>	<b>\$ 2,133,676</b>	<b>\$ 144,151</b>	<b>7.25%</b>

Amended Budget Summary for Year Beginning January 1, 2026  
General Fund, Special Revenue Funds, Debt Service Fund, and Capital Projects Funds  
With Comparative Data for 2024 and 2025



FUND, SOURCE, AND FUNCTION DESCRIPTIONS	2024 ACTUAL	2025 APPROVED BUDGET	2025 ESTIMATED YEAR-END	2026 PROPOSED BUDGET	BUDGET AMT CHANGE	BUDGET % CHANGE
Capital Projects Funds Revenues						
Taxes	\$ 750,000	\$ 750,000	\$ 750,000	\$ 550,000	\$ (200,000)	-26.67%
Proceeds from Debt	624,000	-	590,000	4,700,000	4,700,000	#DIV/0!
Other	-	383,374	183,520	102,861	(280,513)	-73.17%
Total Capital Projects Funds Revenues	1,374,000	1,133,374	1,523,520	5,352,861	4,219,487	372.29%
Capital Projects Funds Expenditures						
Capital Equipment	103,560	539,159	602,583	91,100	(448,059)	-83.10%
Capital Improvements	1,059,280	1,379,000	900,000	6,355,000	4,976,000	360.84%
Other	-	710,113	210,550	287,000	(423,113)	-59.58%
Total Capital Projects Funds Expenditures	1,162,840	2,628,272	1,713,133	6,733,100	4,104,828	156.18%
Capital Projects Funds Levy	\$ 750,000	\$ 750,000	\$ 750,000	\$ 550,000	\$ (200,000)	-26.67%

Total Property Tax Levy	\$ 14,080,809	\$ 14,080,809	\$ 14,064,223	\$ 15,089,145	\$ 1,008,336	7.16%
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	2024	2025	Increase	Percentage
Mill Rate (In Dollars per Thousand)	\$ 4.93365	\$ 5.03015	\$ 0.09650	1.96%

ALL GOVERNMENTAL AND PROPRIETARY FUNDS COMBINED	FUND BALANCE 1/1/2026	TOTAL REVENUES	TOTAL EXPENDITURES	FUND BALANCE 12/31/2026	PROPERTY TAX CONTRIBUTION
General Fund	\$ 6,018,930	\$ 21,626,238	\$ 21,626,238	\$ 6,018,930	\$ 12,405,469
Special Revenue Funds	409,040	478,618	673,287	214,371	-
Debt Service Fund	-	8,636,124	8,636,124	-	2,133,676
Capital Projects Funds (includes TID's 3, 4, and 5)	5,177,001	19,257,478	16,410,232	8,024,247	550,000
Enterprise Funds	43,684,554	15,621,385	15,754,155	43,551,784	-
Internal Service Funds	6,375,194	3,518,505	3,344,793	6,548,906	-
Total	\$ 61,664,719	\$ 69,138,348	\$ 66,444,829	\$ 64,358,238	\$ 15,089,145



## Major Revenue Sources

The Village of Ashwaubenon adopts an annual budget using the modified accrual basis, which is consistent with Generally Accepted Accounting Principles (GAAP). The accounting records of the Village are maintained on the modified accrual basis of accounting for the General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds. The accrual basis of accounting is used for the Enterprise Funds. In general, under the modified basis of accounting, revenues are recognized when they become measurable and available as new current assets. Expenditures are generally recognized when the related fund liability is incurred. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when liabilities are incurred without regard to receipt or disbursement of each.

### Revenue Overview

The Village of Ashwaubenon is projecting total revenues of \$54,417,395 in the 2026 approved budget. This includes \$38,317,392 in governmental activities funds and \$15,621,385 in business-type activities funds. Major revenue sources include property and hotel taxes, intergovernmental aids, and utility revenues. These areas represent approximately 85% of total municipal revenues.

### Property Taxes

Property taxes are the primary source of revenue for the village's governmental activities funds. Property taxes are levied upon all Village property owners at a calculated rate per \$1,000 of assessed real property valuation. Ashwaubenon's village board adopts annual tax levies for the general and debt service funds. Property tax increment is also collected for the village's Tax Increment Financing (TIF) districts based on the combined tax rates of the overlying taxing jurisdictions. The combined general and debt service levy approved for the 2026 budget is \$15,089,145. Ashwaubenon anticipates receiving an additional \$11,804,083 in tax increment in 2026. Revenues are projected based on historic trends for increases in property values and net construction.

### Property Taxes by Fund

Fund	2022	2023	2024	2025	2026
General Fund	\$ 10,225,389	\$ 10,517,736	\$ 11,229,754	\$ 11,355,569	\$ 12,405,469
Debt Service Fund	2,025,508	2,080,645	2,083,029	1,989,525	2,133,676
Capital Projects Funds	756,490	725,000	750,000	750,000	550,000
Total Local Levy	13,007,387	13,323,381	14,062,783	14,095,094	15,089,145
Percent Change	2.7%	2.4%	5.5%	0.2%	7.1%
TIF District 3	\$ 3,745,896	\$ 6,476,868	\$ 7,079,342	\$ 7,159,753	\$ 7,817,796
TIF District 4	1,206,730	1,288,899	1,524,613	1,296,660	-
TIF District 5	534,315	922,919	1,106,935	4,420,005	3,986,287
Total Tax Increment	\$ 5,486,941	\$ 8,688,686	\$ 9,710,890	\$ 12,876,418	\$ 11,804,083
Percent Change	1.7%	58.4%	11.8%	32.6%	-8.3%

The State of Wisconsin restricts property tax levies through levy limits. The increase in the general property tax levy is limited to the percentage change in Net New Construction (NNC) as a percentage of total Equalized Value (EQV). Adjustments are allowed for several items including the closure or subtraction of territory of a TIF district, an approval of a referendum to exceed the levy limit, and an allowance for debt service payments on debt issued after 2005. The levy for debt service is limited to the actual principal and interest payments required for outstanding issues.

### Net New Construction as a Percent of Equalized Value

Tax Year	Net New Construction (NNC)	Total Equalized Value (EQV)	NNC as a Percent of Total EQV
2021	73,169,900	2,684,430,400	2.73%
2022	91,281,900	2,864,580,100	3.19%
2023	80,049,400	3,133,142,400	2.55%
2024	137,446,700	3,612,287,000	3.80%
2025	102,530,800	4,060,268,800	2.53%
<i>Average percent increase in Net New Construction</i>			2.96%

Source: State of Wisconsin Department of Revenue

### Hotel Room Tax

The other major local tax source for the Village is the lodging tax imposed on hotels and similar lodging facilities with the Village, including short-term rental properties. Room tax started in 1999 with the creation of the Brown County Room Tax Commission at the time of the construction of the new “Resch Center” arena to fund the debt issuance created for the project. The debt was issued through the Ashwaubenon Community Development Authority (CDA). From 1999 to 2011, the lodging tax rate was established throughout Brown County at 8%, the maximum rate allowed under state law and used to pay off debt established for the funding of a new arena. Since 2012 to current, the Village of Ashwaubenon collects a 10% room tax where an additional 2% is collected to help fund Greater Green Bay Convention and Visitors Bureau operations. All room tax collected in each municipality within Brown County is first submitted to Associated Trust Company, who was retained to manage the new arena debt and room tax collection and distribution process. All municipalities within Brown County follow the same room tax rules and processes. In addition, the Brown County Room Tax Commission approved room tax to pay for upgrading the City of Green Bay’s KI Convention Center, financing through a 2016 debt issue by City of Green Bay Redevelopment Authority (RDA). Room tax collections in Brown County now support debt repayment for both the Resch Center and the KI Convention Center projects.

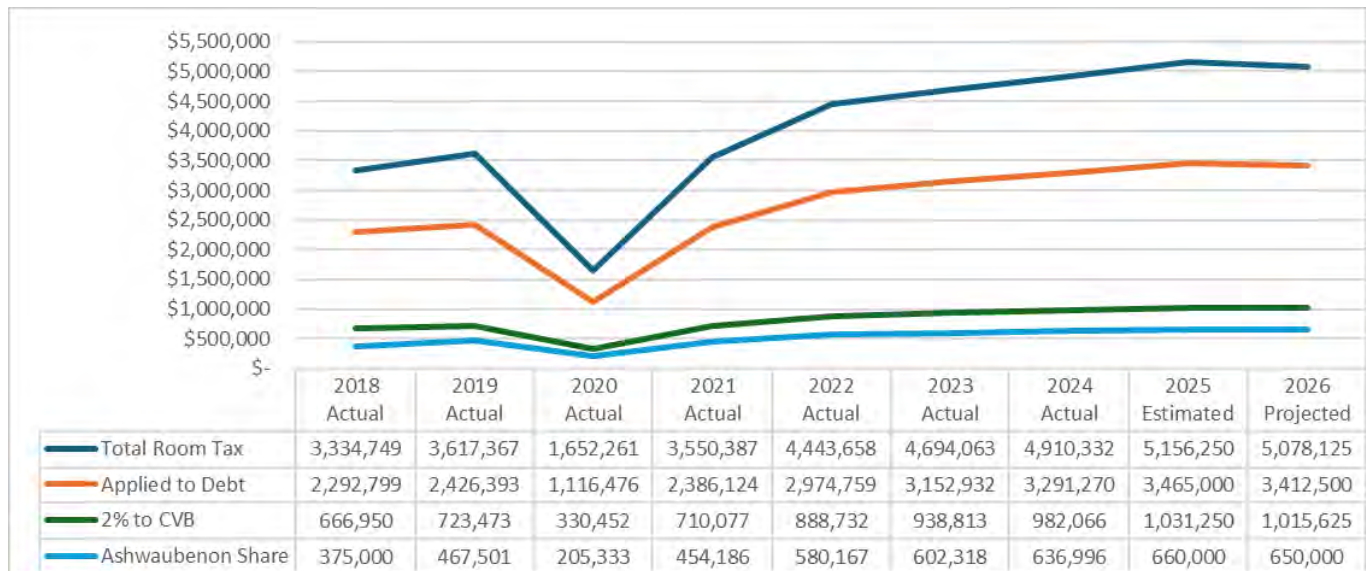
Eighty-four percent (84%) of the eight percent (8%) room tax collected by Ashwaubenon hotels is used to pay off the debt issued for the new arena. The Village retains 16% of the eight percent room tax collected. The other two percent of room tax collected is paid directly to the Convention and Visitors Bureau as approved by the Brown County Board. The Village currently collects room tax for the 22 hotels located in the village as well as short-term lodging marketplaces. By state law, 70% of room tax collections must be used for tourism promotion and development. The remaining 30% of revenue goes towards general fund operations as directed by Village Board. This law is achieved through the collection and application towards debt service obligations by Associated Trust Company. Of the funds returned to Ashwaubenon, the Village does not segregate the room tax received monthly from Associated Trust but uses the funds as directly by state statute. Room tax projections are prepared based on trend analysis and event projections from the Greater Green Bay Convention and Visitors Bureau.

Revenues were down significantly in 2020 due to the impact of the COVID-19 pandemic. However, 2021 collections almost match 2019 and growth continued to pre-pandemic levels in 2022. Room tax collections have been steadily increasing since the 2020 pandemic. There have also been new hotel facilities opened in recent years helping to generate increased room tax. Collection projections for 2026 are slightly below 2025 levels because 2025 collections were boosted from the abnormally high April volumes due to the 2025 NFL Draft. See the following graph showing room tax collection and allocation history since 2018.



## Major Revenue Sources

### Room Tax Allocations



### Intergovernmental Revenue

Intergovernmental revenues are another significant source of revenue for the Village. Ashwaubenon receives aid through several State of Wisconsin programs including general transportation, shared revenue, expenditure restraint, fire insurance dues, and a state recycling grant. The state also provides aid to municipalities based on the value of exempt computer equipment and personal property as well as state-owned property through the payment for municipal services program.

### State Transportation Aids

The largest source of state funding is the General Transportation Aid provided by the Wisconsin Department of Transportation (WisDOT). Funding for this program is based on a formula that includes a rolling six-year average of eligible transportation related expenditures such as storm water drainage services, maintenance to the highway and streets, and law enforcement costs. Future revenue projections are prepared based on eligible cost trends and the level of state funding for the program. The total transportation aid budgeted for 2026 is \$1,428,091.

### Shared Revenue

The State of Wisconsin provides unrestricted shared revenue aid which includes a base flat amount and a component based on the value of exempt utility property in the municipality. This includes funding for maintaining existing shared revenue payments and added funding for supplemental municipal aid payments, of which the Village will receive an additional \$449,858 in 2026. This revenue source is expected to grow in the future as the funding is tied to growth in state sales collections, which have only shown a decline twice in the past fifty years. The total shared revenue budgeted for 2026 is \$990,627.

### Expenditure Restraint Incentive Program

The expenditure restraint program (ERP) provides supplemental state aid to the Village based on a formula that restricts the rate of growth of General Fund expenditures plus changes in property tax levy to other funds (except debt service) to a limit that considers inflation and growth in new construction. The formula for the payments under this program includes a comparison of a qualifying municipality's equalized tax rate (total property tax levy divided by equalized value) relative to the minimum qualification rate of 5 mills, or \$5 per \$1,000 of equalized value. Ashwaubenon has qualified for this program in most years; however, will not qualify in 2026 since the Village's tax

## Major Revenue Sources

rate was \$4.93 in 2024 (collected in 2025). The Village will again qualify in 2027 since the 2025 tax rate (collected in 2026) is \$5.03. The amount of aid will vary based on the Village's tax rate.

### Exempt Computer Aid

Computer exemption aid is a supplemental payment from the state to compensate the Village for the loss of property taxes on computers and related equipment, which was made tax-exempt in 1998. These aids were historically based on the market value of the equipment and fluctuated based on the depreciating value of computer equipment. The 2017-19 state budget changed the nature of this aid program to eliminate the reporting of computer values by businesses and provide that the 2018 payment be equal to the 2017 payment plus an inflation factor. An inflationary adjustment was made for the 2019 budget. Computer aids will continue to be frozen at the 2019 amount unless adjusted in future state budgets.

### Personal Property Aids

Personal property aid was a new state revenue source for 2019 resulting from a provision in the 2017-19 state budget that exempted an additional class of business personal property (machinery/tools) from taxation. That provision provided additional state aid to local jurisdictions to make up for the property taxes lost from the exemption. In 2022 the state made a one-time retroactive adjustment for past TID terminations. However, this aid will increase in 2025 as the state enacted a repeal of the personal property tax as part of the 2023-25 state budget and included a provision to increase personal property aid to municipalities to offset this loss in tax revenue. As with computer exemption aid, this source is expected to remain unchanged in the future, absent further action by the state government.

### State Intergovernmental Aids

Category	2022 Actual	2023 Actual	2024 Actual	2025 Estimated	2026 Projected
General Transportation Aid	\$ 1,116,636	\$ 1,163,542	\$ 1,248,508	\$ 1,394,268	\$ 1,428,091
Shared Revenue	503,615	523,736	963,828	981,097	990,627
Expenditure Restraint	55,602	21,098	32,462	32,462	-
Exempt Computer Aid	243,697	243,697	243,697	243,697	248,710
Personal Property Aid	141,818	141,818	141,818	523,635	577,117
Payment Municipal Services	-	11,892	25,513	12,422	12,422
Video Service Provider Aid	43,325	43,325	43,325	43,325	43,325
Fire Insurance Dues	107,826	117,989	137,617	165,854	165,850
State Recycling Grant	76,250	76,287	76,398	76,346	76,398
<b>Total State Aids</b>	<b>\$ 2,288,769</b>	<b>\$ 2,343,384</b>	<b>\$ 2,913,167</b>	<b>\$ 3,473,106</b>	<b>\$ 3,542,540</b>
Percent Change	7.7%	2.4%	24.3%	19.2%	2.0%

### Utility Revenues

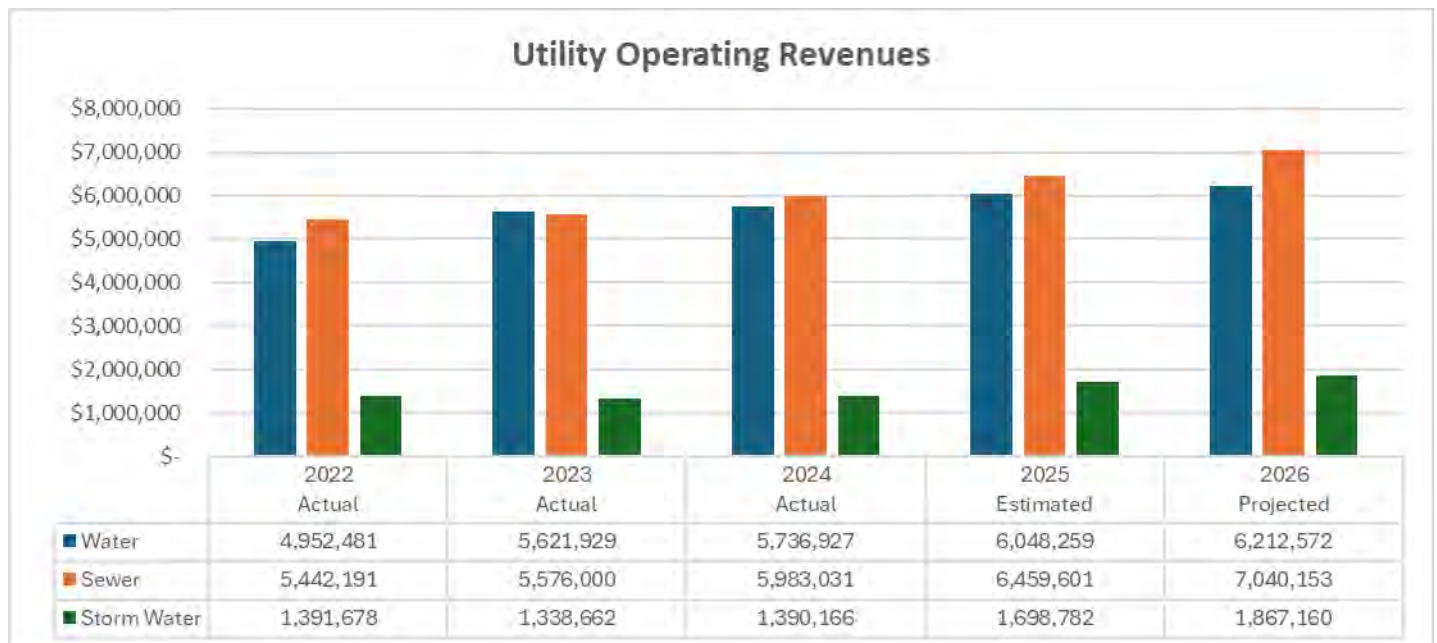
The Village of Ashwaubenon water, sewer, and storm water utilities are self-funded enterprise funds that finance operations and capital improvements with current revenue or through financing for larger capital projects. See the graph below show all Utility revenues, which have increased annually due to rate increases to cover pass-through capital related fee increases from the water and sewer third party partners.

The Wisconsin Public Service Commission (PSC) regulates water rates. The last rate increase was effective in November 2025 based on a simplified rate case. PSC analyses trends and determines the authorized rate of return. Ashwaubenon partners with Green Bay Water Utility (GBWU) for water purchasing, distribution, and billing services. GBWU fees have been increasing by approximately 10% per year, which is driven by their capital reinvestments.

## Major Revenue Sources

Sewer Rates are reviewed and adjusted by the Ashwaubenon Village Board periodically. A sewer rate increase was approved for 1/1/25 and staff will seek an additional rate increase up to 20% effective 1/1/26 to cover the NEW Water capital pass-through costs to the Village. Ashwaubenon partners with the NEW Water (Green Bay Metropolitan Sewerage District (GBMSD) for wastewater treatment. NEW Water fees have been increasing by approximately 9% per year, which is driven by their capital reinvestment. The Village of Ashwaubenon has passed these increases on to sewer customers through annual rate adjustments. All other operational costs are kept constant except for normal inflation and cost-of-living increases.

Storm Waters are also reviewed and adjusted by the Ashwaubenon Village Board periodically. The Ashwaubenon Storm Water Utility manages its rates based on capital projects that are defined in the Village's Capital Improvement Plan. Since its inception in 2013, this Utility has focused on the creation of required storm water detention/retention ponds and more recently replacement of existing culverts throughout the Village.





## Budget Process and Timeline

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### BUDGET PURPOSE

The Village of Ashwaubenon budget has three primary purposes:

1. Meet Statutory Requirements
2. Provide Transparency
3. Facilitate Decision Making & Prioritization

#### **Meet Statutory Requirements**

- Budget, Levy & Taxation
- Allocation of financial resources for mandated obligations:
  - Elections
  - Fire & Rescue; Emergency management
  - Property Assessment
  - Stormwater Management
  - Snow & Ice Control

#### **Provide Transparency**

- Detailed proposed spending by function and service.
- Historical spending detail by function and service.
- Organizational performance data.
- Human resources: staffing, wages, benefits.

#### **Facilitate Decision Making & Prioritization**

- Match resources to community needs & goals:
  - Public Safety
  - Capital Infrastructure: Repair & Replacement
  - Economic Development
  - Financial Planning
  - Continual Improvement Process

### BUDGET DEVELOPMENT

The Village of Ashwaubenon utilizes four primary financial tools to support informed financial decision-making.

The tools are:

1. Strategic Plan
2. Five-Year Capital Improvement Plan (CIP)
3. Five-Year Financial Management Plan (FMP)
4. Annual Budget

### STRATEGIC PLAN

The Village adopted its current Strategic Plan on November 23, 2021. This document is the driving force to the overall goals and long-term vision of the Village. This plan is monitored each year by staff to ensure the directives and initiatives listed in the plan are completed in a timely manner. The Strategic Plan will be reviewed and updated in 2026 to set up a new plan for the next five-year period of 2027-2031. Please see Appendix A for the complete Village of Ashwaubenon Strategic Plan.



### FIVE-YEAR CAPITAL IMPROVEMENT PLAN

The Village updates its five-year Capital Improvement Plan (CIP) as part of the annual budget process. The CIP updates begin in February when Department Heads begin to review the prior year plan and make necessary modifications. The CIP focuses on Village assets with a value greater than \$25,000 and an expected life of more than 5 years. It includes road projects, facility improvements, equipment needs, vehicles, and other capital asset maintenance and needs. The 2026 Approved Budget includes anticipated projects for 2026-2030.

The cost of the capital expense and an estimated cost of the asset's operating budget are included in the preparation of the plan. Departments propose projects based on the direction of the Village's development, the Village's Strategic Plan, the Village's Comprehensive Plan, and the Parks Comprehensive Outdoor Recreation Plan.

In August, the draft CIP is submitted to the Village Board for review and published on the Village's website and in hard copy for public review. Village Board will again review the plan at the September Board Meeting and establish any priorities or recommend any modifications. Village Administration works with Department Heads to finalize the plan and forwards the document to the Village Board. The first year of the CIP is incorporated into the Annual Budget that is presented to Village Board in November.

### FIVE-YEAR FINANCIAL MANAGEMENT PLAN

The second phase of budget development is the creation of the Five-Year Financial Management Plan (FMP). Village departments have varied, unique operational needs that may not be included in traditional budgeting or prediction modeling. The FMP provides valuable insight, scenarios, and projections to utilize for analysis and communication, both internally and within the community.

The plan provides tools to use for short and long-term financial planning, including:

1. Current Financial Position
  - Review outstanding debt.
  - Bond credit rating analysis.
  - Bond rating comparison analysis.
  - Policy review.
2. Property Tax Impacts
  - Review capital improvement plan.
  - Develop capital improvement finance plan.
  - Operating budget projections.
  - Valuation analysis.
3. Tax Increment District Analysis
  - Executive summary of outstanding TIDs.
  - Cash flow proformas.
  - Economic development future initiatives.
4. Utility Review
  - Evaluate revenues and expenditures.
  - Create debit service coverage tables.

The Village currently does not have an FMP but entered into an agreement with Robert W Baird in October 2025 to begin development of a five-year Financial Management Plan.

### ANNUAL VILLAGE BUDGET

The third phase of budget development is the operating budget. During the budget preparation, village departments have four tasks:

1. Identify budget expenditures to maintain current operation service levels.
2. Identify goals and initiatives for the coming year.
3. Project current year end expenditures.
4. Forecast and budget revenues (if applicable).

The Finance Department updates revenues and expenditures in August following the release of the State of Wisconsin's Equalized Property Values on August 15th. Village Administration provides guidelines to Department managers for developing the Village's Annual Budget.

On or around the end of the fourth week of September, or otherwise directed by the Village Manager, each department head, or assigned department budget preparer, shall complete their respective online budget submittals that include department line-item budgets. Also completed are corresponding narrative explanations of budget objectives, budget variances from the prior year, and new personnel requests. All capital projects and vehicle requests are compiled from the Capital Improvement Plan. The Finance Director is responsible for consolidating all Village budgets and submitting a draft budget to the Village President and Village Manager.



## Budget Process and Timeline

The President and Village Manager review departmental budget requests and determine which goals and initiatives will be included in the Recommended Budget. The Village President, Village Manager, and Finance Director meet directly with all Department Heads to review and discuss submitted budgets and recommended modifications. The Recommended Budget and the Budget approved by Village Board must be in balance. General Fund revenues must be equal to General Fund expenditures.

The Recommended Budget is presented at the joint Village Board/Finance & Personnel Committee meeting held in early November. The Recommended Budget is simultaneously made available to the public and the Village Board. The public can view a printed copy at the Village Clerk's office, or the public can view and download the document from the Village's website.

The Village Board reviews the Recommended Budget and makes desired modifications. A public hearing provides residents with the opportunity to present input concerning the budget. A summary of the budget and notice of the time and place of the public hearing shall be posted in three public places at least 15 days prior to the time of the public hearing [per State Statute 65.90(3)(a)]. Once the budget is finalized, the tax levy rate is calculated and sent to Brown County where the property tax bill distribution begins.

The budget takes effect January 1 of each year.

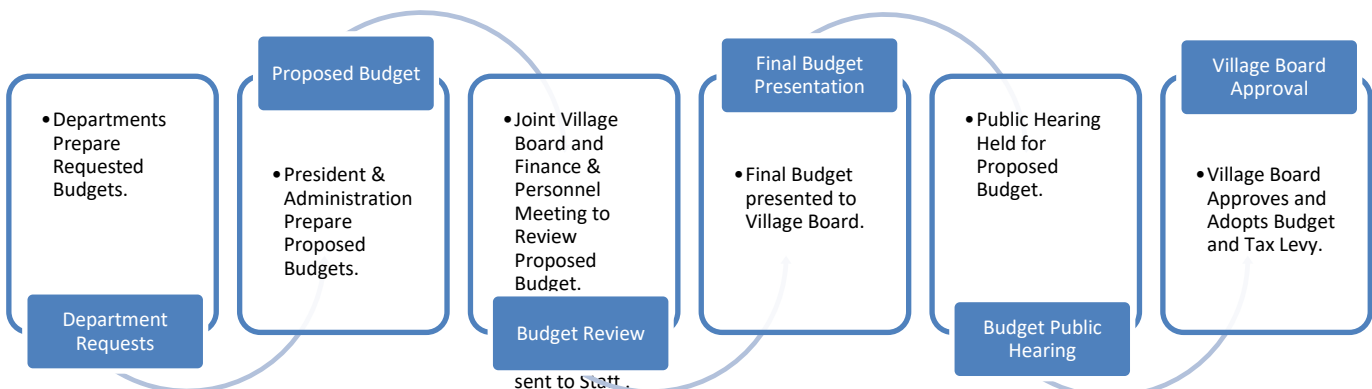
### BUDGET MONITORING

The budget is monitored throughout the year to ensure Village departments remain within budget and complete planned actions. Department Heads received bi-weekly departmental reports to help monitor their respective departments. Village Board receives monthly financial reports. If unplanned expenditures occur, the budget can be amended.

### BUDGET AMENDMENTS

Budget amendments may be required over the course of the year due to unanticipated revenues, expenditures, or a decision by elected officials to modify the services and programs provided by the Village. An amendment is required to transfer funds between departments, to increase total expenditures within a fund, or to transfer budget funds between capital projects. Budget amendments are completed in the last half of the year; ensuring adequate information related to revenue and expenditure trends, performance, and other factors prior to the passage of a budget amendment.

### BUDGET DEVELOPMENT CALENDAR



## Budget Process and Timeline

Operational Development Calendar – Major Events	
Month	Event
February	<ul style="list-style-type: none"> <li>Department Heads begin annual update and modification to Capital Improvement Plan (CIP) documentation.</li> </ul>
June	<ul style="list-style-type: none"> <li>Prepare Budget Timeline for review by Administration, Village President, Finance &amp; Personnel Committee, and Village Board.</li> <li>Finance Department prepares budget documents.</li> </ul>
July	<ul style="list-style-type: none"> <li>CIP draft is prepared and presented to Village Board.</li> <li>FMP: Creation of Draft Financial Management Plan.</li> <li>Budget priorities, strategic objectives, cost of living adjustments, and updates on health insurance are discussed at the Village Board.</li> </ul>
August	<ul style="list-style-type: none"> <li>FMP: Review Draft Financial Management Plan with Key Stakeholders.</li> <li>Budget Kick-Off Meeting with Department Managers.</li> </ul>
Aug – Sep	<ul style="list-style-type: none"> <li>Department managers complete annual budgets.</li> </ul>
September	<ul style="list-style-type: none"> <li>Department managers submit proposed operational budgets.</li> </ul>
Sep – Oct	<ul style="list-style-type: none"> <li>President, Manager, and Finance Director meet with Department Heads to review budget request.</li> <li>Prepare proposed budget and budget book.</li> <li>FMP: Presentation of finalized Financial Management Plan.</li> </ul>
November	<ul style="list-style-type: none"> <li>Village Board and Finance &amp; Personnel Committee hold joint meeting to review budget, update with any modifications, and approve budget.</li> <li>Village Board holds a public hearing on proposed budget, considers amendments, approves budget, and adopts proposed budget and tax levy.</li> </ul>
January 1	<ul style="list-style-type: none"> <li>New Fiscal Year begins.</li> </ul>

### 2026 BUDGET PROCESS CALENDAR

June 17, 2025	<b>Finance &amp; Personnel Committee:</b> Budget Timeline Distributed.
June 24, 2025	<b>Village Board:</b> Budget Timeline Distributed.
July 22, 2025	<b>Village Board:</b> Communicate Key Budget Priorities, Targets, Objectives, and CIP.
August 20, 2025	<b>Budget Kick-Off Meeting with Department Heads and Managers.</b>
September 23, 2025	<b>Village Board:</b> Communicate Key Budget Updates.
September 26, 2025	<b>Department Operating and Capital Budget Requests Due.</b>
October 10, 2025	<b>Village President &amp; Village Manager:</b> Draft Budget Distributed.
Oct 11 – 31, 2025	<b>President &amp; Administration:</b> Meet & Review Requests with Department Heads, and Prepare Proposed Budget
November 5, 2025	<b>Village Board and Finance &amp; Personnel:</b> Proposed Budget Distributed.
November 11, 2025	<b>Village Board and Finance &amp; Personnel:</b> Hold Joint Meeting to Review and Approve Budget.
November 25, 2025	<b>Village Board:</b> Budget Public Hearing and Adoption of Budget and Property Tax Levy.

## Budget Policies

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The full budget policies are shown in Appendix B.

The Village of Ashwaubenon has adopted financial policies that align with GFOA recommended best practices and that align with State of Wisconsin statutes. These policies provide financial security and provide guidelines to budget for and manage Village finances. Below are highlights of the Village of Ashwaubenon financial policies:

### Structurally Balanced Budget Policy

- The Village shall annually adopt a structurally balanced budget for the General Fund where operating revenues and other funding sources are equal to, or exceed, operating expenditures. Funding sources that can be considered in adhering to this provision include that portion of general fund balance more than the minimum per the Village's fund balance policy that may be budgeted to reduce the ensuing year's tax levy.
- Enterprise Funds (water, sewer, and storm water utilities) shall be supported by their own rates and specified revenue sources, including property taxes as deemed appropriate by Village Board, and not be subsidized by the General Fund.
- Sufficient charges shall be levied to operating departments to support activities accounted for in the Internal Service Funds (health insurance, dental insurance, and vehicle replacement).
- The operating budget shall serve as the annual financial plan for the Village and as the policy document for implementing Village goals and objectives outlined in the Village Strategic Plan. The budget shall provide the staff with the resources necessary to accomplish Village Board determined service levels.
- Budget control is maintained at the fund, function, and department level.

### Fund Balance Policy

The Village's fund balance policy addresses the desired level of fund balance to be maintained in the general fund, the Village's primary operating fund.

- In general, the policy guidelines are to maintain an unassigned fund balance of 20% - 30% of the subsequent year's budgeted General Fund expenditures.
- The Village also follows the GFOA fund balance recommendation of maintaining an unassigned fund balance of not less than 2 months of subsequent year's budgeted General Fund expenditures.
- This policy helps mitigate financial risk and ensures the Village maintains adequate fund balances and reserves to:
  - Provide sufficient cash flow for daily financial needs.
  - Secure and maintain investment grade bond ratings.
  - Offset significant economic downturns or revenue shortfalls, and
  - Provide funds for unforeseen expenditures related to emergencies.
- In addition to the formal policy, particular attention in making budgetary decisions is given to maintaining sufficient fund equity in the Utility Enterprise Funds for capital replacement needs, operating budget flexibility, and contingencies.

### Debt Management Policy

The Village's debt management policy provides guidelines to ensure long-term debt is utilized appropriately and in a fiscally responsible manner. Elements of the policy include:

- Limiting long-term borrowing to capital improvements or other long-term projects which cannot be financed from current revenues and/or funds established for equipment replacement.
- Debt will not be used to finance current operations, nor will long-term debt be used to finance the cost of short-lived depreciable assets (for example, light-duty vehicles).



## Budget Policies

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- The final maturity of bonds and notes should not exceed the expected useful life of the underlying project for which it is being issued.
- The statutory limit on general obligation debt is five percent (5%) of the equalized valuation of the Village.

### Purchasing Policy

The following policy is established for the purchase of goods and services on behalf of the Village of Ashwaubenon. The policy provides purchasing guidance to all departments and helps with the budget monitoring process. The purpose of this policy is to:

- Clarify the system of purchasing contractual services, material, and equipment for the Village.
- Determine the levels of approval necessary before purchasing contractual and professional services (not including professional engineering), material, and equipment for the Village.
- Provide public confidence in the procedures used in public purchasing.
- Ensure fair treatment of all persons who deal with the Village procurement system.
- Provide economy and value in Village purchasing activities.
- Foster competition within the free enterprise system where possible and appropriate.
- Promote detailed operating and capital improvement budgeting processes.
- Provide safeguards for the assurance of a purchasing system of quality and integrity.

## Basis of Budgeting

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The Village of Ashwaubenon adopts an annual budget using the modified accrual basis, which is consistent with Generally Accepted Accounting Principles (GAAP). The accounting records of the Village are maintained on the modified accrual basis of accounting for the General Fund, Special Revenue Funds, Debt Service Funds and Capital Project Funds. The accrual basis of accounting is used for the Enterprise Funds. In general, under the modified basis of accounting, revenues are recognized when they become measurable and available as new current assets. Expenditures are generally recognized when the related fund liability is incurred. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when liabilities are incurred without regard to receipt or disbursement of each.

The major differences between the adopted budget and the GAAP for Governmental Funds are:

1. Encumbrances are recorded as the equivalent of expenditures (budget) as opposed to a reservation of fund balance (GAAP).
2. Certain revenues and expenditures are not recognized for budgetary purposes are accrued (GAAP).

The major differences for Enterprise Funds are:

1. Encumbrances are recorded as the equivalent of expenses (budget basis) as opposed to an expense of the following accounting period (GAAP).
2. Certain items, such as principal expense and capital outlay, are recorded as expenditures for budgetary purposes as opposed to adjustments of the appropriate balance sheet accounts (GAAP).

Property taxes are recorded in the year levied as receivables and deferred revenues. They are recognized as revenues in the succeeding year when services financed by the levy are being provided. In addition to property taxes for the Village, taxes are collected for and remitted to the county government, local school districts, and technical college district. Taxes for all county and local governmental units billed in the current year for the succeeding year are reflected as deferred revenues and due to other taxing units on the accompanying balance sheet. Taxes are levied in December on the assessed value as of the prior January 1.

Intergovernmental aids and grants are recognized as revenues in the period the related expenditures are incurred, if applicable, or when the Village is entitled to the aids.

Special assessments are recorded as revenues when collected. Annual installments due in future years are reflected as receivables and deferred revenues.

Revenues susceptible to accrual include property taxes, miscellaneous taxes, public charges for services and interest.

Other general revenues such as fines and forfeitures, fees for services, and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above. The Village reports deferred revenues on its combined balance sheet. Deferred revenues arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred revenues also arise when resources are received before the Village has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the Village has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

The preparation of the financial statements is in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

### FUND STRUCTURE

The Village of Ashwaubenon funds are divided into two types: Governmental Fund Types and Proprietary Fund Types.

#### Governmental Funds

Most Village functions are accounted for in the governmental fund group. These funds are prepared utilizing an accounting method and budgetary method in conformance with Generally Accepted Accounting Procedures (GAAP) and are budgeted on a modified accrual basis of accounting. The focus of the modified accrual basis of accounting is on available spendable resources; that is, the flow of resources into and out of the organization in providing services. The reported fund balance of a governmental fund represents a measure of the available spendable resources. Under the modified accrual basis of accounting, revenues are recognized when measurable and available. Available means collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures, other than interest on long term debt, are recorded when the liability is incurred, if measurable. The following are the City's governmental fund types:

**General Fund (100):** The General Fund accounts for all financial activities funded by non-specifically designated and defined revenues, such as property and room taxes, permits and fees, non-designated intergovernmental revenue, parking fees, fines and forfeitures, interest income, and charges for services. The General Fund accounts for expenditures such as general government, public safety policing, emergency medical services, and fire services, public works, sanitation, parks and recreation, and conservation and development.

**Special Revenue Funds:** This group of funds accounts for revenues and related disbursement activities having specific purposes, regulations, and designations. The funds in this group include:

- **Park Development (200):** The Park Development Fund accounts for the revenue collection and related expenditures of the park impact fees charged to developers as a building fee. Funds are used to finance new park development and new park equipment.
- **Cable TV (210):** This fund is used to account for revenue and expenditures related to cable, fiber, or other media related activities. No budget is established for this fund.
- **Donation (240):** This fund is used to account for revenue and expenditures related to various donations made to the Village of Ashwaubenon for specific purposes.
- **Oneida Service Agreement (241):** This fund is used to account for revenue through the Oneida Nation Tribe service agreement to be used on projects and/or other one-time capital purchases as determined by Village Board. The Oneida Service Agreement is a negotiated contract between the Village and the Oneida Nation Tribe, updated every three to five years.
- **K9 Program (242):** The K9 Program is used to assist Ashwaubenon Public Safety in search and seizure operations such as drug searches, criminal tracking, and missing person searches. The fund also applies donations received toward the K9 Program. Expenditures are realized only as needed and if proper funding exists. K9 Officer and vehicle are funded in the General Fund. This fund covers K9 dog care and maintenance.
- **Excess Sales Tax (246):** This fund is used to account for excess Green Bay/Brown County Football Stadium District tax funds received from the State of Wisconsin. Funds spent must be for one of the three following purposes: providing property tax relief, providing tax levy supported debt relief, or economic development.



## Fund Structure and Fund Descriptions

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**Component Funds:** The Village acts as the fiduciary for two component units. Component units are legally separate from the Village while the Village remains financially accountable for the entities. No budgets are established for the two component funds.

- **Resch Center (220):** Financial transactions related to the CDA's lease revenue bonds and notes are recorded in this fund.
- **Community Development Authority (CDA) (225):** The CDA fund accounts for costs of programs and projects within the Village for redevelopment, blight prevention and elimination, rehabilitation, conservation, and urban renewal purposes.

**Debt Service Fund (300):** Financial transactions related to the Village's general obligation bonds and notes are recorded in Fund 300. Specifically, these include principal and interest payments as well as paying agent service fees.

**Capital Projects Funds:** Capital projects funds are used to accumulate resources that are restricted, committed, or assigned for the acquisition/construction of capital facilities or capital assets, including equipment. The Village utilizes two major capital projects funds: Tax Increment Financing (District) #3 Fund (231) and Tax Increment Financing (District) #5 Fund (233). The Village also utilizes four non-major capital projects funds; Street Construction Fund (400), Village Building Fund (410), Parks Recreation and Forestry Fund (430), and Public Safety Fund (440). Financing for non-major capital funds is primarily provided by general property tax levy, general obligation debt proceeds, or excess general funds.

### Major Capital Projects Funds

- **Tax Increment Financing (District) #3 Fund (231):** Tax Increment District #3 was initially established in 2008. The property tax increments resulting from development activities are recorded in Fund 231. Tax increment is defined as the amount of new taxes above the property taxes generated prior to development. The property taxes generated prior to development are referred to as the base property tax amount. Expenditures in Fund 231 include payments to developers as incentives for new development activity in the Tax Increment District or TID and other capital projects related to disbursements. Major projects within the district include: Titletown District development, Aldon Station development, Marina Circle development, Fresh Thyme, Manseau Flats development, Ashwaubomay Park Pedestrian Bridge, Oneida Street reconstruction, Cormier Road reconstruction, Potts Avenue reconstruction, San Luis property acquisition, and various other road reconstruction projects.
- **Tax Increment Financing (District) #5 Fund (233):** Tax Increment District #5 was initially established in 2014. The property tax increments resulting from development activities are recorded in Fund 233. Tax increment is defined as the amount of new taxes above the property taxes generated prior to development. The property taxes generated prior to development are referred to as the base property tax amount. Expenditures in Fund 233 include payments to developers as incentives for new development activity in the Tax Increment District or TID and other capital projects related disbursements. Major projects within the district include Element Way development, Bohemian development, Bergstrom Subaru dealership, Merge development, Bellin Health facility development, and Home 2 Suites hotel.

### Non-major Capital Projects Funds

- **Street Construction Fund (400):** The Public Works Department is responsible of the oversight of major capital construction in the Village. This activity is segregated in Fund 400. Revenues are from property tax levy, sale of general obligation debt, and excess General Funds. Projects include road reconstruction and rejuvenation, sidewalk and trail (re)construction and rehabilitation, traffic studies, street enhancements, street improvements, and other street related equipment.
- **Village Building Fund (410):** This fund is used to account for Village owned building capital projects such as building repairs, improvements, upgrades, rejuvenation, or maintenance requirements.

## Fund Structure and Fund Descriptions

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- **Parks, Recreation, and Forestry Fund (430):** This fund is used to account for Parks, Recreation, and Forestry related capital projects such as park planning and design, new or improved park equipment, park enhancements, forestry projects, and other park-related capital needs.
- **Public Safety Fund (440):** This fund is used as needed to account for Public Safety capital projects such as new or replacement equipment.

### Proprietary Funds

Proprietary Funds are used to account for a government's ongoing organizations and activities that are like those often found in the private sector (enterprise funds). All assets, liabilities, equities, revenues, expenses, and transfers relating to the government's business and quasi-business activities (where net income and capital maintenance are measured) are accounted for through proprietary funds.

**Enterprise Funds:** Enterprise funds are governmental accounting funds in which the services provided are financed and operated like those of a private business. User fees are established and revised to ensure that revenues are adequate to meet all necessary expenditures. Revenues in enterprise funds are restricted to the funds within which they reside. Major enterprise funds are the Water, Sewer, and Storm Water Utilities.

- **Water Utility Fund (510):** This fund accounts for the operations of the water system.
- **Sewer Utility Fund (530):** This fund accounts for the operation of the sewer system.
- **Storm Water Utility Fund (550):** This fund accounts for the operations of the storm water system.

### Internal Service Funds

Internal Service Funds are used to account for and report the financing of goods or services provided by one department or agency to other departments or agencies of the Village, or to other governmental units, on a cost-reimbursement basis.

- **Self-Funded Dental Insurance Fund (600):** This 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.
- **Self-Funded Health Insurance Fund (610):** This 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.
- **Equipment Replacement Fund (620):** This fund accounts for the provision of vehicle and related equipment for the 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 sum of each respective department's asset annual depreciation.

### Custodial Funds

Custodial funds are used to account for and report assets controlled by the Village and the assets are for the benefit of individuals, private organizations, and/or other governmental units. The Village of Ashwaubenon has three custodial funds. Annual budgets are not created for custodial funds.

## Fund Structure and Fund Descriptions

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- **Parks and Recreation Scholarship Fund (700):** This fund is used to account for park and recreation program scholarships given out on an as needed basis.
- **Sunshine Club Fund (710):** Through a voluntary employee program, this fund collects bi-weekly employee contributions to be used for various non-operational employee related expenses such as employee wedding gifts, condolence gifts for family losses, and food options for the break room.
- **Tax Collection Fund (800):** The Village of Ashwaubenon collects the first installment of property taxes for the overlying taxing jurisdictions of Brown County, Northeast Wisconsin Technical College, Ashwaubenon School District, and West De Pere School District. Funds collected for these jurisdictions are accounted for in a tax collection fiduciary fund.



## Funds by Type

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### GENERAL FUND

#### GENERAL GOVERNMENT

DEPT #	DEPARTMENT
5100	General Government
5111	Village Board/Administration
5121	Municipal Court
5131	Communications
5141	Village Clerk
5152	Assessment Services
5155	Finance
5157	Information Technology
5161	Legal Services
5171	Village Hall Maintenance

#### PUBLIC WORKS

DEPT #	DEPARTMENT
5405	Engineering
5410	Garage
5421	Street Administration
5431	Street Maintenance
5433	Curb & Gutter
5435	Snow & Ice Control
5441	Traffic Control
5442	Street Lighting
5444	Sidewalk Maintenance
5447	School District Maintenance
5449	Labor for Others
5455	Transit System

#### SANITATION

DEPT #	DEPARTMENT
5710	Garbage & Refuse Collection
5720	Recycling
5730	Landfill
5740	Weed Control
5760	Wood Chipping

#### HEALTH & HUMAN SERVICES

DEPT #	DEPARTMENT
5810	Animal Control

#### PUBLIC SAFETY

DEPT #	DEPARTMENT
5210	Police / Fire / Rescue
5230	Fire Inspection
5241	Building Inspection

#### PARKS, RECREATION & FORESTRY

DEPT #	DEPARTMENT
5521	Parks & Recreation Administration
5523	Community Pool
5524	Ashwaubomay Lake
5525	Adult Recreation
5527	Co-Sponsored Recreation
5530	Youth Recreation
5541	Park Maintenance
5551	Community Center
5561	Performing Arts Center
5610	Forestry

#### CONSERVATION & DEVELOPMENT

DEPT #	DEPARTMENT
5651	Economic Development

### SPECIAL REVENUE FUNDS

FUND #	FUND
200	Park Development Fund
210	Cable TV Fund
240	Donation Fund
241	Oneida Service Agreement Fund
242	K9 Program Fund
246	Excess Sales Tax Fund

### DEBT SERVICE FUNDS

FUND #	FUND
300	Debt Service Fund

### CAPITAL PROJECTS FUNDS

FUND #	FUND
400	Street Construction Fund
410	Village Building Fund
430	Parks, Recreation & Forestry Fund
440	Public Safety Fund
231	Tax Incremental Financing #3 Fund
233	Tax Incremental Financing #5 Fund

### COMPONENT FUNDS

FUND #	FUND
220	Resch Center
225	Community Development Authority

### ENTERPRISE FUNDS

FUND #	FUND
510	Water Utility
530	Sewer Utility
550	Storm Water Utility

### INTERNAL SERVICE FUNDS

FUND #	FUND
600	Self-Funded Dental Insurance Fund
610	Self-Funded Health Insurance Fund
620	Equipment Replacement Fund

### CUSTODIAL FUNDS

FUND #	FUND
700	Parks and Recreation Scholarship Fund
710	Sunshine Club Fund
800	Tax Collection Fund

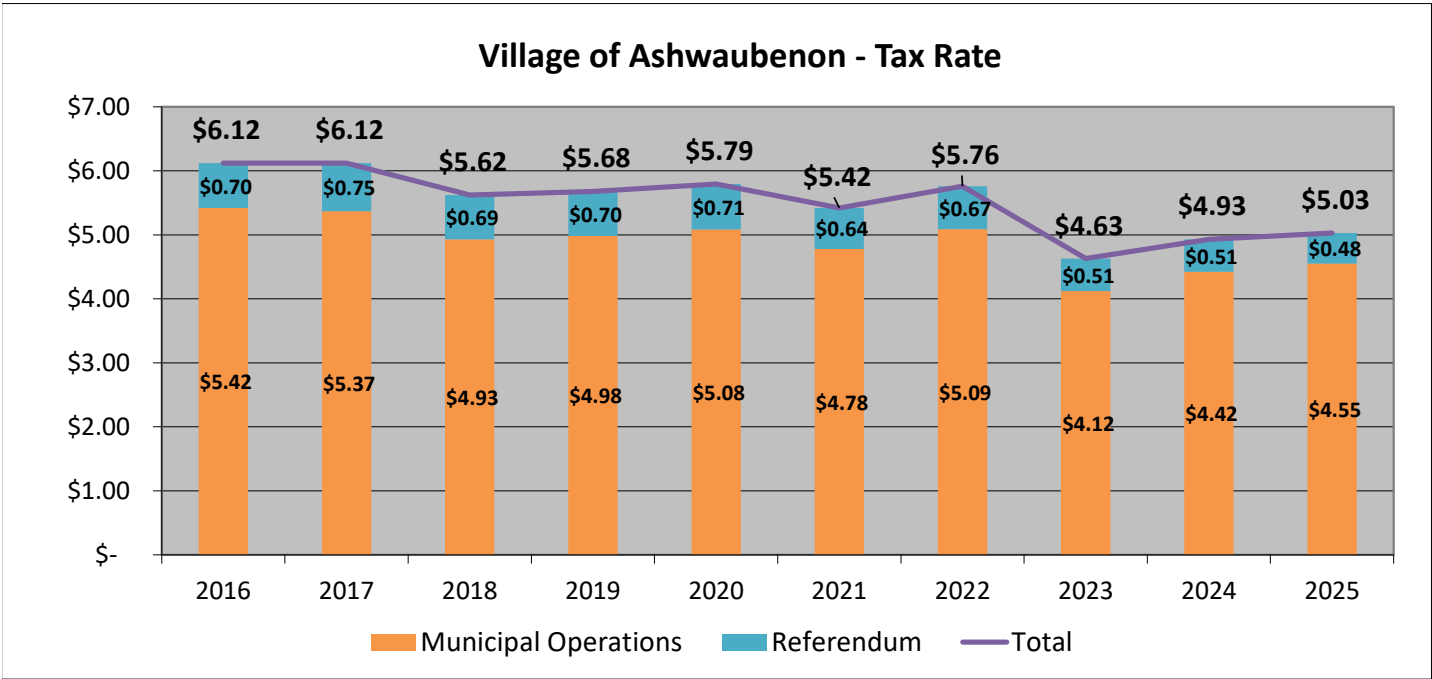
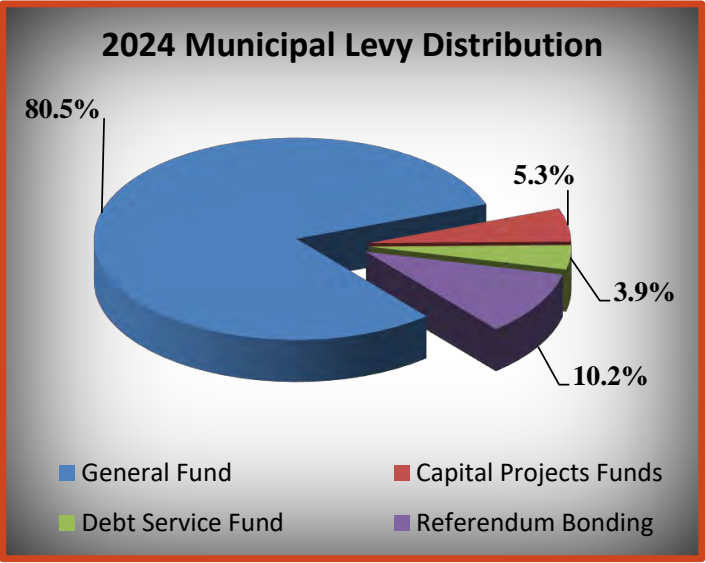
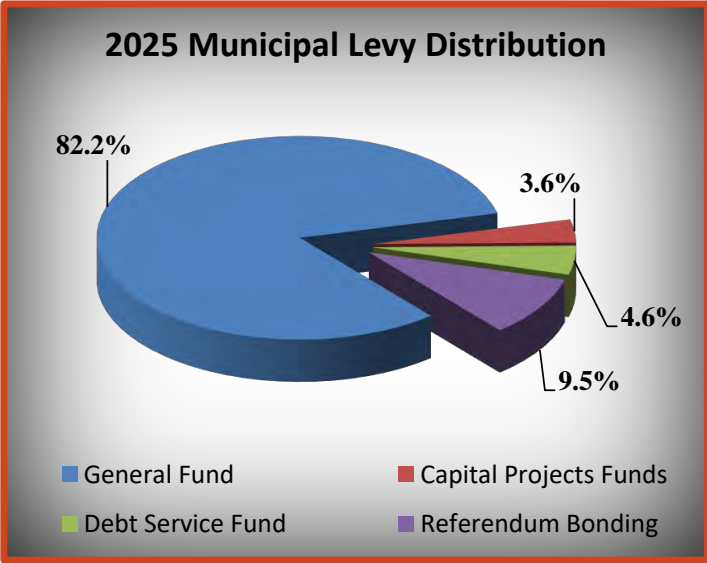
## Department/Fund Relationship <sup>(1)</sup>

Department/Division	Governmental Funds															Enterprise Funds		
	GENERAL FUND	Special Revenue Funds							Capital Projects Funds							Water Utility	Sewer Utility	Storm Water Utility
		Park Development	Cable TV	Donation	Oneida Service Agreement	K9 Program	Excess Sales Tax	Street Construction	Village Buildings	Parks and Recreation	Public Safety	TIF #3	TIF #5					
<b>General Government</b>																		
Village Board/Administration	X																	
Municipal Court	X																	
Communications	X																	
Village Clerk	X																	
Assessment Services	X																	
Finance	X																	
Information Technology	X				X	X												
Legal Services	X																	
Village Hall Maintenance	X																	
General Government	X						X			X			X	X				
<b>Public Safety</b>																		
Police / Fire / Rescue	X				X	X	X					X						
Fire Inspection	X											X						
Building Inspection	X																	
<b>Public Works</b>																		
Public Services/Administration	X			X					X	X								
Engineering/GIS	X																	
Street Maintenance	X								X				X	X				
Street Lighting	X																	
Transit System	X																	
Refuse and Recycling	X																	
Water Utility																X		
Sewer Utility																	X	
Storm Water Utility																		X
<b>Parks, Recreation &amp; Forestry</b>																		
Recreation	X		X		X						X							
Aquatics	X										X							
Park Maintenance	X		X		X						X		X	X				
Community Center	X									X	X							
Performing Arts Center	X																	
Forestry	X				X						X							
<b>Health &amp; Human Services</b>																		
Animal Control	X											X						
<b>Conservation &amp; Development</b>																		
Economic Development	X						X						X	X				

(1) This table is intended to show the relationship between operating units and the funds in which the related activities are accounted. The General Fund, TIF #3, and TIF #5 funds are considered major funds. Special Revenue and other Capital Projects funds are part of the Village's non-major funds. Debt service expenditures are not allocated by functional unit.

2026 Budget  
Village of Ashwaubenon  
Summary of Municipal Tax Levy Distributions and Tax Rate

	2026 BUDGET	2025 BUDGET		
	2025 Levy	2024 Levy	Increase/(Decrease)	Percent Change
General Fund	\$ 12,405,469	\$ 11,341,284	\$ 1,064,185	9.38%
Capital Projects Funds	550,000	750,000	(200,000)	-26.67%
Debt Service Fund	694,526	548,125	146,401	26.71%
Referendum Bonding	1,439,150	1,441,400	(2,250)	-0.16%
Total Municipality Levy	\$ 15,089,145	\$ 14,080,809	\$ 1,008,336	7.16%
Municipal Operations Tax Rate	\$ 4.55	\$ 4.42	\$ 0.13	2.86%
Referendum Related Tax Rate	\$ 0.48	\$ 0.51	\$ (0.03)	-5.88%
Total Municipal Tax Rate	\$ 5.03	\$ 4.93	\$ 0.10	1.96%





## 2026 Budget

### Village Services' Costs for Average Tax Payer



#### Village of Ashwaubenon Only Tax Payment:

Median Village of Ashwaubenon Home Assessed Value	\$	247,300
2025 Village of Ashwaubenon Budgeted Tax Rate	\$	5.03015
<b>Tax Payment - Village of Ashwaubenon Only <sup>(1)</sup></b>	<b>\$</b>	<b>1,243.96</b>

#### Total Tax Payment

Median Village of Ashwaubenon Home Assessed Value	\$	247,300
2025 Total Tax Rate (Ashwaubenon School District)	\$	14.78515
<b>Total Tax Payment</b>	<b>\$</b>	<b>3,656.37</b>

#### Village Services' Cost Breakout to the Average Tax Payer:

##### Village of Ashwaubenon Municipal Government:

Public Safety	\$	524.93
Public Works		
Engineering, Streets Maintenance, Curb & Gutter, Garage, Admin	\$	132.19
Snow Removal	\$	13.90
Street Lighting	\$	27.87
Annual Mill/Pave Road Reconstruction	\$	45.34
Sanitation (garbage, recycling, wood chipping, yard waste collection)	\$	58.14
Parks, Recreation, Forestry		
Pool, Lake, Youth / Adult / Co-Sponsored Programming, Administration	\$	57.13
Park Maintenance and Forestry	\$	64.06
General Government		
Administration, Court, Clerk, Assessor, Finance, Building Inspection, Attorney	\$	64.10
Other Government (insurance, village hall maintenance, building fund, IT)	\$	65.49
Economic Development	\$	14.91
Debt Service - Municipal (Klipstine Park, Cormier Rd, McCarthy Way, EAB)	\$	57.26
Debt Service - Referendum	\$	118.64
<b>Total Village of Ashwaubenon Municipal Government Tax Payment</b>	<b>\$</b>	<b>1,243.96</b>
<b>Other Taxing Jurisdiction Share of Total Tax Payment:</b>		
Ashwaubenon School District	\$	1,515.64
Brown County	\$	747.83
NWTC	\$	144.30

Average Homeowner	2025
Village of Ashwaubenon, WI	
DATE	January 1, 2026
PAY TO	Village of Ashwaubenon
	\$ 3,656.37
	Three thousand, six hundred, fifty-six and 37/100
	DOLLARS
FOR	Annual Property Tax
	Average Homeowner

#### Footnotes:

- (1) This rate is for the Village of Ashwaubenon municipal government taxing jurisdiction only, which is a portion of the Total Tax Payment.

2026 Budget  
Village of Ashwaubenon  
Property Tax Rates - All Direct and Overlapping Governments

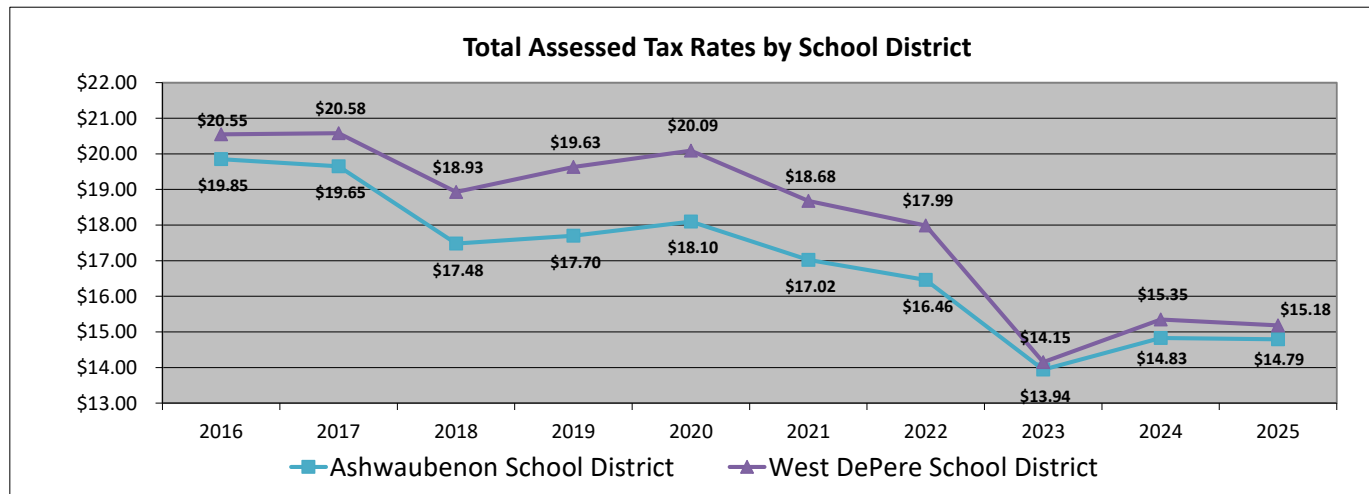
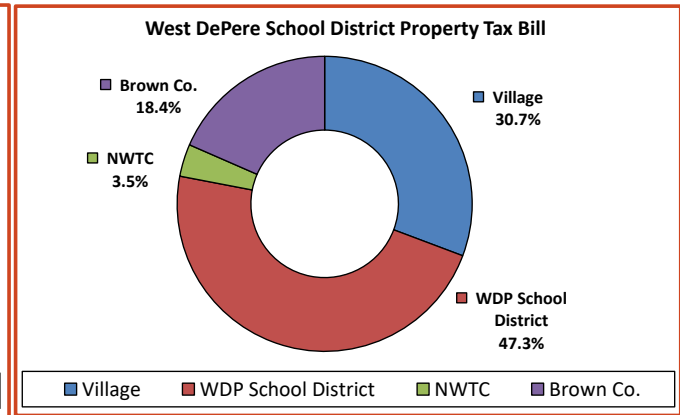
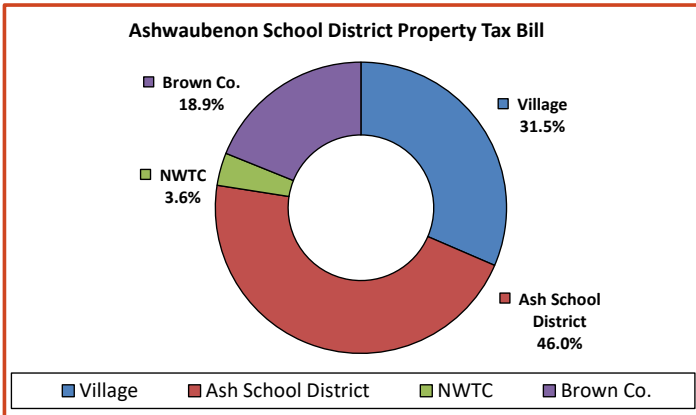
VILLAGE OF ASHWAUBENON - ASHWAUBENON SCHOOL DISTRICT

Fiscal Year/ Tax Roll Year	Village of Ashwaubenon						Overlapping Rates							
	General Fund	Debt Service		Capital Projects/ Spec Rev	Total Rate	Percent of Total Tax Bill	Ashwaubenon School District		NWTC		Brown County		State	
		Municipal	Referendum				Rate	Percent	Rate	Percent	Rate	Percent	Rate	Percent
2017/2016	\$ 4.54	\$ 0.60	\$ 0.70	\$ 0.28	\$ 6.12	28.3%	\$ 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%	\$ 9.62	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%	\$ 8.24	43.0%	\$ 0.81	4.2%	\$ 4.49	23.4%	\$ -	0.0%
2020/2019	\$ 4.44	\$ 0.23	\$ 0.70	\$ 0.31	\$ 5.68	29.5%	\$ 8.24	42.8%	\$ 0.85	4.4%	\$ 4.50	23.4%	\$ -	0.0%
2021/2020	\$ 4.45	\$ 0.27	\$ 0.71	\$ 0.36	\$ 5.79	29.6%	\$ 8.50	43.4%	\$ 0.87	4.4%	\$ 4.42	22.6%	\$ -	0.0%
2022/2021	\$ 4.24	\$ 0.20	\$ 0.64	\$ 0.34	\$ 5.42	29.6%	\$ 8.07	44.1%	\$ 0.78	4.3%	\$ 4.04	22.1%	\$ -	0.0%
2023/2022	\$ 4.54	\$ 0.23	\$ 0.67	\$ 0.32	\$ 5.76	32.5%	\$ 7.38	41.7%	\$ 0.74	4.2%	\$ 3.82	21.6%	\$ -	0.0%
2024/2023	\$ 3.70	\$ 0.17	\$ 0.51	\$ 0.25	\$ 4.63	30.7%	\$ 6.81	45.1%	\$ 0.59	3.9%	\$ 3.07	20.3%	\$ -	0.0%
2025/2024	\$ 3.97	\$ 0.19	\$ 0.51	\$ 0.26	\$ 4.93	30.7%	\$ 7.31	45.5%	\$ 0.63	3.9%	\$ 3.21	20.0%	\$ -	0.0%
2026/2025	\$ 4.14	\$ 0.23	\$ 0.48	\$ 0.18	\$ 5.03	31.5%	\$ 7.35	46.0%	\$ 0.58	3.6%	\$ 3.02	18.9%	\$ -	0.0%

VILLAGE OF ASHWAUBENON - WEST DE PERE SCHOOL DISTRICT

Fiscal Year/ Tax Roll Year	Village of Ashwaubenon						Overlapping Rates							
	General Fund	Debt Service		Capital Projects/ Spec Rev	Total Rate	Percent of Total Tax Bill	West DePere School District		NWTC		Brown County		State	
		Municipal	Referendum				Rate	Percent	Rate	Percent	Rate	Percent	Rate	Percent
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%
2020/2019	\$ 4.44	\$ 0.23	\$ 0.70	\$ 0.31	\$ 5.68	26.8%	\$ 10.17	48.0%	\$ 0.85	4.0%	\$ 4.50	21.2%	\$ -	0.0%
2021/2020	\$ 4.45	\$ 0.27	\$ 0.71	\$ 0.36	\$ 5.79	26.8%	\$ 10.49	48.6%	\$ 0.87	4.0%	\$ 4.42	20.5%	\$ -	0.0%
2022/2021	\$ 4.24	\$ 0.20	\$ 0.64	\$ 0.34	\$ 5.42	27.1%	\$ 9.74	48.7%	\$ 0.78	3.9%	\$ 4.04	20.2%	\$ -	0.0%
2023/2022	\$ 4.54	\$ 0.23	\$ 0.67	\$ 0.32	\$ 5.76	30.0%	\$ 8.91	46.3%	\$ 0.74	3.8%	\$ 3.82	19.9%	\$ -	0.0%
2024/2023	\$ 3.70	\$ 0.17	\$ 0.51	\$ 0.25	\$ 4.63	30.2%	\$ 7.02	45.9%	\$ 0.59	3.9%	\$ 3.07	20.1%	\$ -	0.0%
2025/2024	\$ 3.97	\$ 0.19	\$ 0.51	\$ 0.26	\$ 4.93	29.7%	\$ 7.83	47.2%	\$ 0.63	3.8%	\$ 3.21	19.3%	\$ -	0.0%
2026/2025	\$ 4.14	\$ 0.23	\$ 0.48	\$ 0.18	\$ 5.03	30.7%	\$ 7.74	47.3%	\$ 0.58	3.5%	\$ 3.02	18.4%	\$ -	0.0%

**Notes:** The basis for property tax is per \$1,000 assessed valuation. The Village of Ashwaubenon completed property valuation reassessments in 2013, 2018, and 2021.



## 2026 Budget

### Village of Ashwaubenon

#### Assessed Tax Rates - Comparative Summary of Jurisdictional Levies

##### ASHWAUBENON SCHOOL DISTRICT

Jurisdiction	2025 Levy	2024 Levy	Increase/(Decrease) in Levy	% Change
Village of Ashwaubenon	\$ 15,089,145	\$ 14,080,809	\$ 1,008,336	7.16%
Ashwaubenon School District	19,163,300	18,404,422	758,878	4.12%
N.W.T.C. Vocational School	1,750,418	1,786,339	(35,921)	-2.01%
Brown County	9,049,207	9,160,730	(111,523)	-1.22%
Tax Incremental Districts	11,776,679	12,470,254	(693,575)	-5.56%
Subtotal	56,828,749	55,902,554	926,195	1.66%
School Levy Tax Credit	(3,988,139)	(4,068,500)	80,361	1.98%
<b>Net Levy</b>	<b>\$ 52,840,610</b>	<b>\$ 51,834,054</b>	<b>\$ 1,006,556</b>	<b>1.94%</b>

Jurisdiction	2025 Tax Rate	2024 Tax Rate	Increase/(Decrease) in Tax Rate	% Change
Village of Ashwaubenon	\$ 5.030148	\$ 4.93365	\$ 0.09650	1.96%
Ashwaubenon School District	7.34694	7.31156	0.03538	0.48%
N.W.T.C. Vocational School	0.58352	0.62590	(0.04238)	-6.77%
Brown County	3.01666	3.20975	(0.19308)	-6.02%
Subtotal	15.97727	16.08086	(0.10359)	-0.64%
School Levy Tax Credit	(1.19212)	(1.24623)	0.05411	4.34%
<b>Net Tax Rate</b>	<b>\$ 14.78515</b>	<b>\$ 14.83463</b>	<b>\$ (0.04948)</b>	<b>-0.33%</b>

##### WEST DE PERE SCHOOL DISTRICT

Jurisdiction	2025 Levy	2024 Levy	Increase/(Decrease) in Levy	% Change
Village of Ashwaubenon	\$ 15,089,145	\$ 14,080,809	\$ 1,008,336	7.16%
West DePere School District	3,030,873	2,636,706	394,168	14.95%
N.W.T.C. Vocational School	1,750,418	1,786,339	(35,921)	-2.01%
Brown County	9,049,207	9,160,730	(111,523)	-1.22%
Tax Incremental Districts	6,361,326	7,406,584	(1,045,258)	-14.11%
Subtotal	35,280,969	35,071,168	209,801	0.60%
School Levy Tax Credit	(466,599)	(483,763)	17,164	3.55%
<b>Net Levy</b>	<b>\$ 34,814,370</b>	<b>\$ 34,587,405</b>	<b>\$ 226,966</b>	<b>0.66%</b>

Jurisdiction	2025 Tax Rate	2024 Tax Rate	Increase/(Decrease) in Tax Rate	% Change
Village of Ashwaubenon	\$ 5.03015	\$ 4.93365	\$ 0.09650	1.96%
West DePere School District	7.74359	7.82712	(0.08353)	-1.07%
N.W.T.C. Vocational School	0.58352	0.62590	(0.04238)	-6.77%
Brown County	3.01666	3.20975	(0.19308)	-6.02%
Subtotal	16.37392	16.59641	(0.22249)	-1.34%
School Levy Tax Credit	(1.19212)	(1.24623)	0.05411	4.34%
<b>Net Tax Rate</b>	<b>\$ 15.18181</b>	<b>\$ 15.35019</b>	<b>\$ (0.16838)</b>	<b>-1.10%</b>



**2026 Budget**  
**Village of Ashwaubenon**  
**Equalized Tax Rates - Comparative Summary of Jurisdictional Levies**

**ASHWAUBENON SCHOOL DISTRICT**

<b>Jurisdiction</b>	<b>2025 Levy</b>	<b>2024 Levy</b>	<b>Increase/(Decrease) in Levy</b>	<b>% Change</b>
Village of Ashwaubenon	\$ 15,089,145	\$ 14,080,809	\$ 1,008,336	7.16%
Ashwaubenon School District	19,163,300	18,404,422	758,878	4.12%
N.W.T.C. Vocational School	1,750,418	1,786,339	(35,921)	-2.01%
Brown County	9,049,207	9,160,730	(111,523)	-1.22%
Tax Incremental Districts	11,776,679	12,470,254	(693,575)	-5.56%
Subtotal	56,828,749	55,902,554	926,195	1.66%
<i>School Levy Tax Credit</i>	<i>(3,873,488)</i>	<i>(4,014,934)</i>	<i>141,446</i>	<i>3.52%</i>
<b>Net Levy</b>	<b>\$ 52,955,262</b>	<b>\$ 51,887,620</b>	<b>\$ 1,067,642</b>	<b>2.06%</b>

<b>Jurisdiction</b>	<b>2025 Tax Rate</b>	<b>2024 Tax Rate</b>	<b>Increase/(Decrease) in Tax Rate</b>	<b>% Change</b>
Village of Ashwaubenon	\$ 4.57313	\$ 4.43858	\$ 0.13455	3.03%
Ashwaubenon School District	6.67943	6.57790	0.10153	1.54%
N.W.T.C. Vocational School	0.53051	0.56309	(0.03259)	-5.79%
Brown County	2.74258	2.88766	(0.14508)	-5.02%
Subtotal	14.52565	14.46724	0.05841	0.40%
<i>School Levy Tax Credit</i>	<i>(1.35012)</i>	<i>(1.43497)</i>	<i>0.08486</i>	<i>5.91%</i>
<b>Net Tax Rate</b>	<b>\$ 13.17553</b>	<b>\$ 13.03226</b>	<b>\$ 0.14327</b>	<b>1.10%</b>

**WEST DE PERE SCHOOL DISTRICT**

<b>Jurisdiction</b>	<b>2025 Levy</b>	<b>2024 Levy</b>	<b>Increase/(Decrease) in Levy</b>	<b>% Change</b>
Village of Ashwaubenon	\$ 15,089,145	\$ 14,080,809	\$ 1,008,336	7.16%
West DePere School District	3,030,873	2,636,706	394,168	14.95%
N.W.T.C. Vocational School	1,750,418	1,786,339	(35,921)	-2.01%
Brown County	9,049,207	9,160,730	(111,523)	-1.22%
Tax Incremental Districts	6,361,326	7,406,584	(1,045,258)	-14.11%
Subtotal	35,280,969	35,071,168	209,801	0.60%
<i>School Levy Tax Credit</i>	<i>(581,251)</i>	<i>(537,330)</i>	<i>(43,921)</i>	<i>-8.17%</i>
<b>Net Levy</b>	<b>\$ 34,699,719</b>	<b>\$ 34,533,838</b>	<b>\$ 165,880</b>	<b>0.48%</b>

<b>Jurisdiction</b>	<b>2025 Tax Rate</b>	<b>2024 Tax Rate</b>	<b>Increase/(Decrease) in Levy</b>	<b>% Change</b>
Village of Ashwaubenon	\$ 4.57313	\$ 4.43858	\$ 0.13455	3.03%
West DePere School District	7.04004	7.04149	(0.00145)	-0.02%
N.W.T.C. Vocational School	0.53051	0.56309	(0.03259)	-5.79%
Brown County	2.74258	2.88766	(0.14508)	-5.02%
Subtotal	14.88626	14.93082	(0.04456)	-0.30%
<i>School Levy Tax Credit</i>	<i>(1.35012)</i>	<i>(1.43497)</i>	<i>0.08486</i>	<i>5.91%</i>
<b>Net Tax Rate</b>	<b>\$ 13.53615</b>	<b>\$ 13.49585</b>	<b>\$ 0.04030</b>	<b>0.30%</b>

2026 Budget
Village of Ashwaubenon
Tax Increment Calculation

Taxing Jurisdiction	Apportioned Levy	Equalized Value (w/o TIF)	Interim Rate	Equalized Value (with TIF)	Amount to be Levied	Tax Increment
BROWN COUNTY	9,049,207.00	3,299,521,800	0.002742581	4,110,272,700	11,272,755.81	2,223,548.81
ASHWAUBENON SCHOOLS	19,163,300.00	2,869,002,748	0.006679429	3,679,753,648	24,578,653.23	5,415,353.23
WEST DEPERE SCHOOLS	3,030,873.33	430,519,052	0.007040045	430,519,052	3,030,873.33	-
VTAE	1,750,417.54	3,299,521,800	0.000530506	4,110,272,700	2,180,524.33	430,106.79
VILLAGE OF ASHWAUBENON	<u>15,089,145.00</u>	<u>3,299,521,800</u>	<u>0.004573131</u>	<u>4,110,272,700</u>	<u>18,796,815.50</u>	<u>3,707,670.50</u>
TOTAL FOR TAX INCREMENT	<u>\$ 48,082,942.87</u>				<u>\$ 59,859,622.20</u>	<u>\$ 11,776,679.33</u>
ALLOCATION OF TAX INCREMENT			TID #3	\$ 7,799,646	\$ 536,957,000	66%
			TID #5	<u>3,977,033</u>	<u>273,793,900</u>	<u>34%</u>
				\$ 11,776,679	\$ 810,750,900	100%







**2026 Budget**  
**General Fund Summary**



ACCOUNT	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE	BUDGET % CHANGE
<b>REVENUES</b>						
Property Taxes	\$ 11,229,754	\$ 11,341,284	\$ 11,341,284	\$ 12,405,469	\$ 1,064,185	9.38%
Other Taxes	636,996	660,000	625,000	650,000	25,000	4.00%
Special Assessments	30	8,871	-	-	-	N/A
Intergovernmental	3,229,600	3,847,638	3,738,687	3,862,040	123,353	3.30%
Licenses & Permits	650,498	480,072	532,900	553,800	20,900	3.92%
Fines and Forfeitures	283,442	280,000	305,000	305,000	-	0.00%
Public Charges for Services	1,875,394	1,931,159	1,915,642	2,080,534	164,892	8.61%
Interest Income	1,034,840	1,128,121	677,400	677,200	(200)	(0.03%)
Miscellaneous	481,780	403,150	446,280	410,195	(36,085)	(8.09%)
Transfers In	728,070	732,000	745,000	682,000	(63,000)	(8.46%)
Fund Balance Applied	-	252,542	252,542	-	(252,542)	(100.00%)
<b>Total Revenues</b>	<u>20,150,404</u>	<u>21,064,837</u>	<u>20,579,735</u>	<u>21,626,238</u>	<u>1,046,503</u>	<u>5.09%</u>
<b>EXPENDITURES</b>						
General Government	3,199,257	2,932,236	3,013,648	3,257,239	243,591	8.08%
Public Safety	9,978,231	10,448,907	10,252,014	11,080,279	828,265	8.08%
Public Works	3,077,219	3,263,795	3,310,567	3,175,771	(134,796)	(4.07%)
Sanitation	1,047,761	1,085,264	1,068,371	1,039,031	(29,340)	(2.75%)
Parks, Recreation & Forestry	2,569,870	2,627,775	2,665,371	2,800,124	134,753	5.06%
Health & Human Services	6,708	7,250	7,250	7,250	-	0.00%
Conservation & Development	228,041	263,548	262,514	266,544	4,030	1.54%
Transfers to Other Funds	43,316	183,520	-	-	-	N/A
<b>Total Expenditures</b>	<u>20,150,404</u>	<u>20,812,295</u>	<u>20,579,735</u>	<u>21,626,238</u>	<u>1,046,503</u>	<u>5.09%</u>
<b>Excess (deficit) of Revenues over (under)</b>						
<b>Expenditures</b>	-	-	(252,542)	-	-	0.00%
<b>Fund Balance - January 1</b>	<u>\$ 6,018,930</u>	<u>\$ 6,018,930</u>	<u>\$ 5,892,930</u>	<u>\$ 6,018,930</u>		
<b>Fund Balance - December 31</b>	<u>\$ 6,018,930</u>	<u>\$ 6,018,930</u>	<u>\$ 5,640,388</u>	<u>\$ 6,018,930</u>		



**2026 Budget**  
**General Fund Balance Detail**



ACCOUNT	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET
Revenue	\$ 20,150,213	\$ 20,812,295	\$ 20,327,193	\$ 21,626,238
Expenditures	20,150,213	20,812,295	20,579,735	21,626,238
Net Change in Fund Balance	-	-	(252,542)	-
Fund Balance - Beginning of Year	6,018,930	6,018,930	5,892,930	6,018,930
Fund Balance - End of Year	\$ 6,018,930	\$ 6,018,930	\$ 5,640,388	\$ 6,018,930

GENERAL FUND BALANCE	12/31/2024 Actual	12/31/2025 Actual	12/31/2025 Budget	12/31/2026 Budget
Nonspendable Fund Balance	\$ 29,073	\$ 29,073	\$ 23,636	\$ 29,073
Restricted Fund Balance	156,203	156,203	159,681	156,203
Committed Fund Balance				
Reserve for Retirements	474,049	425,050	221,507	425,050
Unassigned Fund Balance	5,359,605	5,408,604	5,235,564	5,408,604
Total General Fund Balance	\$ 6,018,930	\$ 6,018,930	\$ 5,640,388	\$ 6,018,930

**Village Fund Balance Policy Requirement:**

Maintain an unassigned fund balance of not less than 20% but not more than 30% of subsequent year's budgeted expenditures.

Actual Fund Balance Percentage: 26.0% 25.0%

**GFOA Fund Balance Recommendation:**

Maintain an unassigned fund balance of not less than 2 months of subsequent year's budgeted expenditures.

Two Months Operating Expenditures: \$ 3,429,956 \$ 3,604,373

**UNASSIGNED GENERAL FUND BALANCE**

The General Fund's fund balance is generally defined as the excess of assets over liabilities, which have resulted from general Village operations. In concept, the village could apply this balance in financing the budget for its subsequent year. However, some of the General Fund assets are in non-spendable form, such as inventory and prepaid items, so these funds are unavailable. The non-spendable fund balance is estimated at \$29,073 on December 31, 2025.

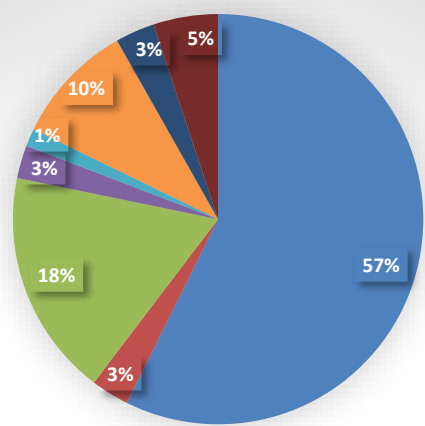
Other fund balance amounts are deemed restricted. Restricted funds are those funds received to be used for a specific purpose such as grant and escrow items. The restricted fund balance is estimated at \$156,203 on December 31, 2025.

Committed fund balances are amounts where the Village Board took action to reserve funds for a specific purpose and those funds can only be used for the preassigned purpose. The Village Board would have to take similar action to reassign the funds in another purpose is preferred. The Village's committed fund balance is for the purpose of paying future employee retirement payouts. The committed fund balance is estimated at \$425,050 on December 31, 2025. This balance will be drawn down in future years as employees retire.

The Unassigned fund balance is intended to serve as a measure of the financial resources available to mitigate risk. It is prudent to maintain unrestricted fund balance to respond to financial emergencies, such as revenue shortfalls, natural disasters, and unanticipated service level cost increases. Rating agencies like Moody's also monitor the Village's financial reserves for our credit rating which impacts the cost of borrowed money. The Village has a projected General Fund Unassigned fund balance of \$5,408,604 as of December 31, 2025. The proposed 2026 budget results in no change to the unassigned fund balance.

The Village established a fund balance policy to maintain the General Fund's unassigned fund balance to be not less than 20% but not more than 30% of subsequent year's budgeted expenditures. The projected 2025 unassigned fund balance of \$5,408,604 divided by the proposed budgeted 2026 General Fund expenditures of \$21,626,238 yields a ratio of 25.0% which is within the Village's policy.

2026 Budget Revenues  
by Account Type

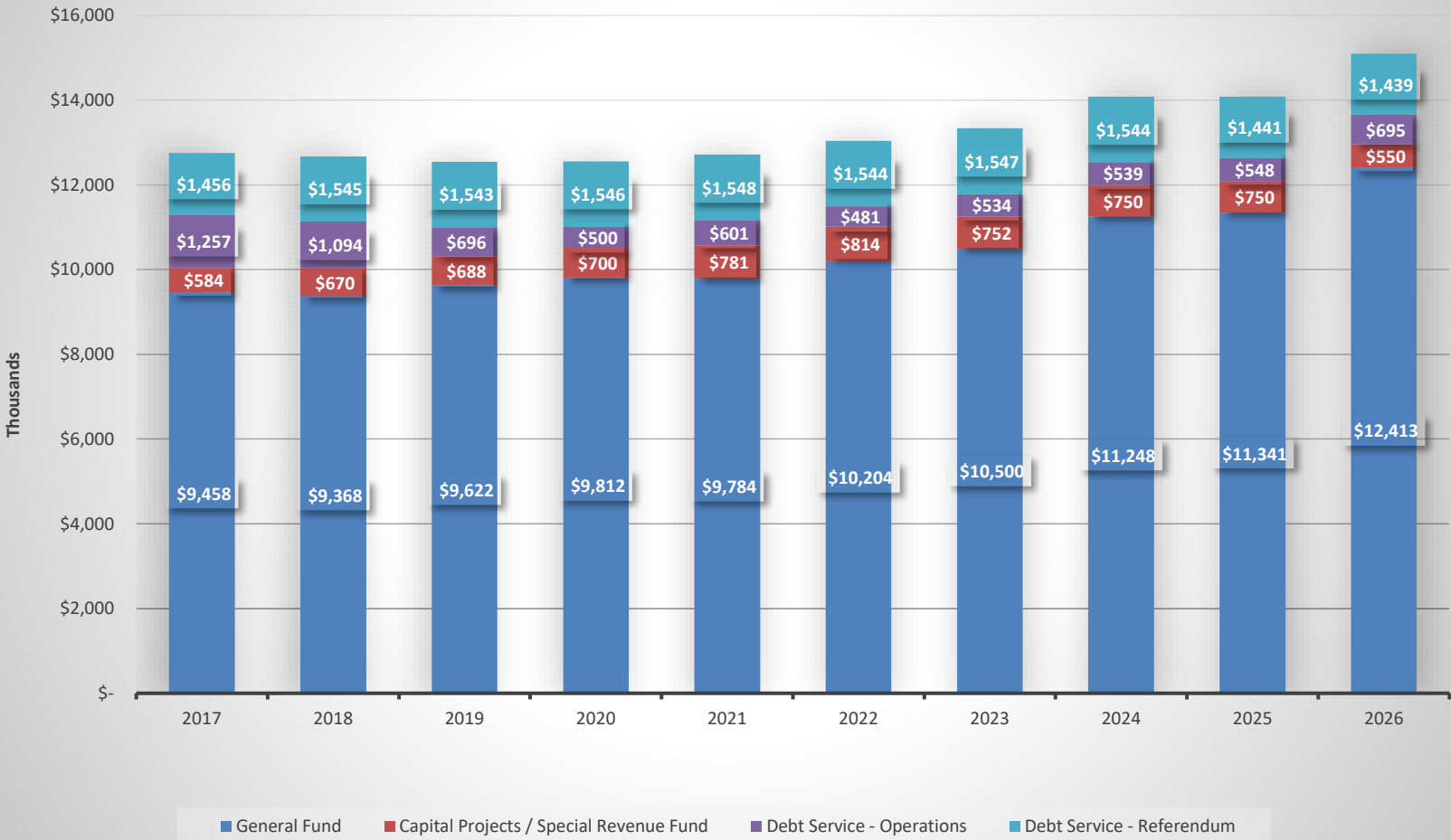


Property Taxes	- \$12,405,469
Room Tax	- \$650,000
Intergovernmental	- \$3,862,040
Licenses & Permits	- \$553,800
Fines and Forfeitures	- \$305,000
Charges for Services	- \$2,080,534
Interest Income	- \$677,200
Other Sources	- \$1,092,195

Historic General Fund Revenues by Account Type  
(in millions)

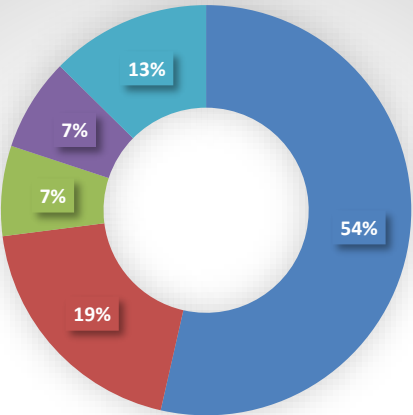


Historic Tax Levy Allocation  
(in millions)



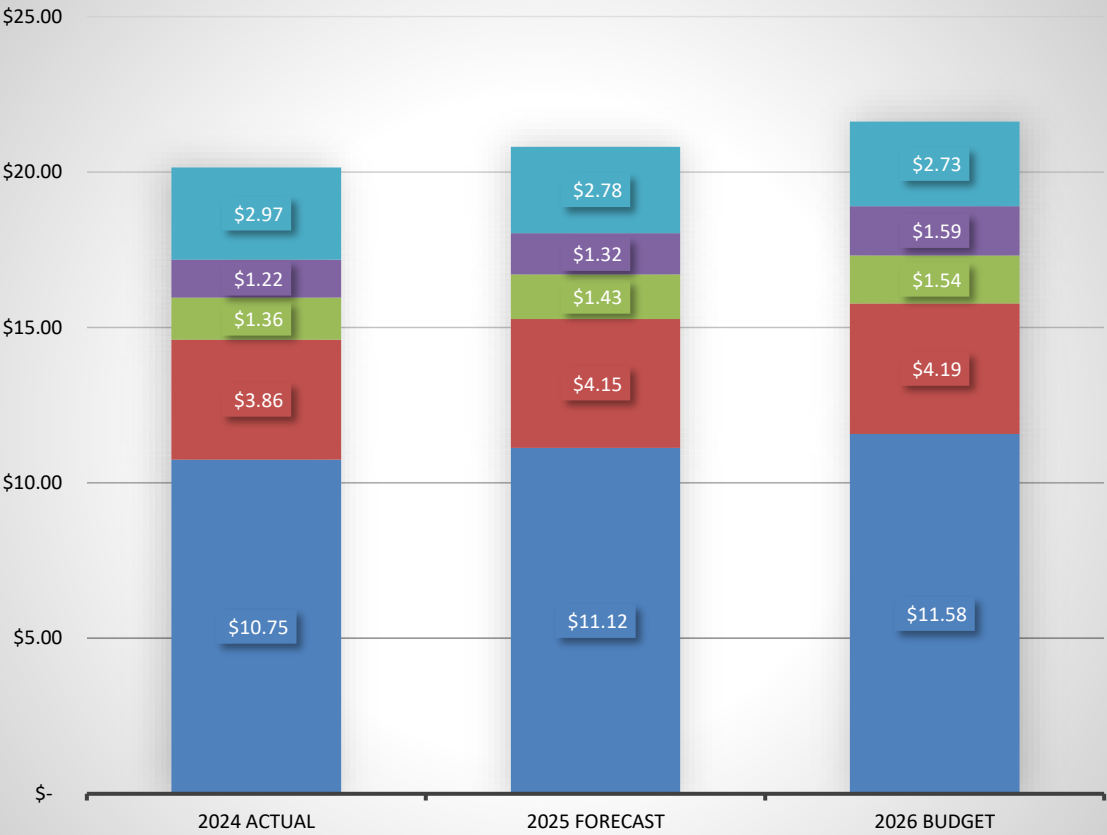


2026 Budget  
Expenditures  
by Account Type



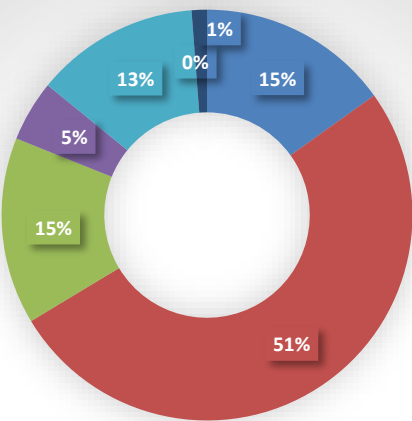
- Wages - \$11,575,731
- Benefits - \$4,191,141
- Supplies - \$1,544,611
- Purchased Services - \$1,589,200
- Other Charges - \$2,725,555

Historic General Fund Expenditures by Account Type  
(in millions)



- Wages
- Benefits
- Supplies
- Purchased Services
- Other Charges

2026 Budget Expenditures  
by Department



- General Government - \$3,257,239
- Public Safety - \$11,080,279
- Public Works - \$3,175,771
- Sanitation - \$1,039,031
- Parks, Recreation & Forestry - \$2,800,124
- Health & Human Services - \$7,250
- Conservation & Development - \$266,544

Historic General Fund Expenditures by Department  
(in millions)



- General Government
- Public Safety
- Public Works
- Sanitation
- Parks, Recreation & Forestry
- Health & Human Services
- Conservation & Development



2026 Budget  
General Fund Revenues



ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE	BUDGET % CHANGE
<b>Taxes</b>							
General Property Tax	100-5100-4000-0000	\$ 11,229,754	\$ 11,341,284	\$ 11,341,284	\$ 12,405,469	1,064,185	9.38%
Room Tax	100-5100-4005-0000	636,996	660,000	625,000	650,000	25,000	4.00%
<b>Total Taxes</b>		<u>11,866,750</u>	<u>12,001,284</u>	<u>11,966,284</u>	<u>13,055,469</u>	<u>1,089,185</u>	<u>9.10%</u>
Storm Sewer Assessments	100-5100-4201-0000	30	-	-	-	-	N/A
Water Assessments	100-5100-4203-0000	-	5,043	-	-	-	N/A
Sewer Assessments	100-5100-4204-0000	-	3,828	-	-	-	N/A
<b>Special Assessments</b>	100-5100-4204-0000	<u>30</u>	<u>8,871</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
<b>Intergovernmental</b>							
Federal Aids							
State Aids							
State Shared Taxes	100-5100-4120-0000	963,828	981,097	965,849	990,627	24,778	2.57%
Exempt Computer Aids	100-5100-4121-0000	243,697	243,697	243,697	248,710	5,013	2.06%
Expenditure Restraint	100-5100-4122-0000	32,462	32,462	32,462	-	(32,462)	-100.00%
Personal Property Aid	100-5100-4123-0000	141,818	523,645	523,645	577,117	53,472	10.21%
General Transportation Aid	100-5400-4124-0000	1,248,508	1,394,268	1,383,889	1,428,091	44,202	3.19%
Fire Dues	100-5200-4125-0000	137,617	165,853	137,500	165,850	28,350	20.62%
Recycling Grant	100-5700-4126-0000	76,398	76,346	76,398	76,398	-	0.00%
Municipal Services Aid	100-5100-4127-0000	25,513	12,422	12,422	12,422	-	0.00%
State Aids - BOTS Grant - Alcohol	100-5200-4128-5500	15,574	15,000	15,000	15,000	-	0.00%
State Aids - BOTS Grant - Speed	100-5200-4128-5501	15,111	10,000	10,000	10,000	-	0.00%
State Aids - DOJ Seat Belt Grant	100-5200-4128-5507	21,750	15,000	15,000	15,000	-	0.00%
State Aids - Police Training	100-5200-4129-0000	11,520	-	-	-	-	N/A
State Aids - Rescue	100-5200-4130-0000	7,596	-	7,500	7,500	-	0.00%
State Aids - Rescue EMS Grant	100-5200-4130-5308	-	60,125	-	-	-	N/A
State Aids - Rescue EMT - Basic Training/Refresher	100-5200-4130-5309	-	2,398	-	-	-	N/A
State Aids - Miscellaneous	100-5100-4132-0000	2,249	-	-	-	-	N/A
State Aids - Video Service	100-5100-4133-0000	43,325	43,325	43,325	43,325	-	0.00%
Local Aids							
School District Mutual Services	100-5200-4175-0000	242,633	272,000	272,000	272,000	-	0.00%
<b>Total Intergovernmental</b>		<u>3,229,600</u>	<u>3,847,638</u>	<u>3,738,687</u>	<u>3,862,040</u>	<u>123,353</u>	<u>3.30%</u>
<b>Licenses &amp; Permits</b>							
Licenses							
Licenses - Liquor & Beverage	100-5100-4300-7700	51,008	53,000	60,000	55,000	(5,000)	-8.33%
Licenses - Operators	100-5100-4300-7701	36,415	31,525	26,000	29,000	3,000	11.54%
Licenses - Cigarette	100-5100-4300-7702	2,100	2,100	2,100	1,800	(300)	-14.29%
Licenses - Dog	100-5100-4300-7704	612	-	-	-	-	N/A
Licenses - Other	100-5100-4300-7706	1,300	1,500	3,000	1,500	(1,500)	-50.00%
Licenses - Peddlers	100-5100-4300-7707	7,650	14,200	9,200	13,500	4,300	46.74%
Licenses - Weights & Measures	100-5100-4300-7708	42,732	46,992	46,000	46,900	900	1.96%
Licenses - Secondhand	100-5100-4300-7709	200	500	500	500	-	0.00%
Licenses - Mobile Food Establishment	100-5100-4300-7711	11,800	19,550	4,500	17,500	13,000	288.89%
Licenses - Short-Term Rental	100-5100-4300-7712	48,100	43,350	40,000	42,500	2,500	6.25%
<i>Total Licenses</i>		<u>201,917</u>	<u>212,717</u>	<u>191,300</u>	<u>208,200</u>	<u>16,900</u>	<u>8.83%</u>
Permits							
Permits - Rezoning Hearing	100-5100-4350-7720	1,200	500	2,500	1,200	(1,300)	-52.00%
Permits - Building	100-5100-4350-7721	229,813	125,000	160,000	160,000	-	0.00%
Permits - Electrical	100-5100-4350-7722	55,877	40,000	50,000	50,000	-	0.00%
Permits - Plumbing	100-5100-4350-7723	68,072	42,500	55,000	55,000	-	0.00%
Permits - Heating	100-5100-4350-7724	51,312	25,000	50,000	50,000	-	0.00%
Permits - Sewer	100-5100-4350-7725	5,250	3,920	3,500	3,500	-	0.00%
Permits - Right-of-Way	100-5100-4350-7726	11,325	14,300	7,000	11,000	4,000	57.14%
Permits - Alarm	100-5100-4350-7728	6,275	4,840	4,000	4,300	300	7.50%
Permits - Landscape Contractor	100-5100-4350-7729	271	150	150	150	-	0.00%
Permits - Shoreland	100-5100-4350-7730	1,550	150	-	-	-	N/A
Permits - Erosion Control	100-5100-4350-7731	5,900	3,600	3,600	3,600	-	0.00%
Permits - Tent	100-5100-4350-7732	2,200	2,350	1,850	2,200	350	18.92%
Permits - Delegated Plan Review	100-5100-4350-7733	9,535	5,045	4,000	4,650	650	16.25%
<i>Total Permits</i>		<u>448,580</u>	<u>267,355</u>	<u>341,600</u>	<u>345,600</u>	<u>4,000</u>	<u>1.17%</u>
<b>Total Licenses &amp; Permits</b>		<u>650,498</u>	<u>480,072</u>	<u>532,900</u>	<u>553,800</u>	<u>20,900</u>	<u>3.92%</u>
<b>Fines and Forfeitures</b>							
Court Penalties & Costs	100-5100-4400-0000	250,417	250,000	275,000	275,000	-	0.00%
Parking Violations	100-5200-4410-0000	33,025	30,000	30,000	30,000	-	0.00%
<b>Total Fines and Forfeitures</b>		<u>283,442</u>	<u>280,000</u>	<u>305,000</u>	<u>305,000</u>	<u>-</u>	<u>0.00%</u>
<b>Public Charges for Services</b>							
Materials Sold to Others	100-5100-4500-0000	11,935	9,000	9,000	9,000	-	0.00%

**2026 Budget**  
**General Fund Revenues**



ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE	BUDGET % CHANGE
Site Plan Review Fees	100-5100-4502-0000	4,665	3,000	5,000	5,000	-	0.00%
CSM/Subdivision Fees	100-5100-4503-0000	3,450	2,500	5,000	3,000	(2,000)	-40.00%
Zoning Code Requests/Maps	100-5100-4504-0000	450	825	750	500	(250)	-33.33%
Public Safety							
Police Charges for Services	100-5200-4510-0000	247,020	235,000	225,000	235,000	10,000	4.44%
Fire Charges for Services	100-5200-4511-0000	5,999	10,000	10,000	10,000	-	0.00%
Rescue Charges for Services	100-5200-4512-0000	38,097	47,109	35,000	40,000	5,000	14.29%
Fire Protection Agreements	100-5100-4176-0000	25,000	25,725	25,725	25,725	-	0.00%
Rescue Squad Services	100-5200-4513-0000	649,704	665,000	650,000	795,000	145,000	22.31%
Fire Inspections	100-5200-4514-0000	7,032	90,000	96,000	85,000	(11,000)	-11.46%
False Alarms	100-5200-4515-0000	38,250	20,000	20,000	20,000	-	0.00%
Public Safety Accident Reports	100-5200-4516-0000	6	-	-	-	-	N/A
Misc & Warrant Fees	100-5200-4518-0000	2,500	1,500	1,500	1,500	-	0.00%
<i>Total Public Safety</i>		<u>1,013,607</u>	<u>1,094,334</u>	<u>1,063,225</u>	<u>1,212,225</u>	<u>149,000</u>	<u>14.01%</u>
Parks, Recreation & Forestry							
Community Pool		95,310	84,900	80,450	83,558	3,108	3.86%
Ashwaubomay Lake		155,859	165,060	155,335	154,475	(860)	-0.55%
Adult Recreation Programs		83,324	80,839	91,537	92,240	703	0.77%
Co-Sponsored Programs		78,385	87,133	68,896	79,661	10,765	15.63%
Youth Recreation Programs		112,925	113,653	121,247	125,448	4,201	3.46%
Facility Rentals		101,846	94,944	88,392	95,567	7,175	8.12%
Advertising	100-5521-4551-0000	-	-	3,700	-	(3,700)	-100.00%
Tree Planting Program	100-5600-4556-0000	3,097	3,000	3,000	3,000	-	0.00%
<i>Total Parks, Recreation &amp; Forestry</i>		<u>630,747</u>	<u>629,529</u>	<u>612,557</u>	<u>633,949</u>	<u>21,392</u>	<u>3.49%</u>
Public Works							
Rubbish Collection	100-5700-4560-0000	-	-	2,500	500	(2,000)	-80.00%
Garbage/Recycling Bins	100-5700-4561-0000	-	5,254	30,700	30,700	-	0.00%
Recycling	100-5700-4562-0000	16,035	1,502	-	-	-	N/A
Snow Removal	100-5700-4563-0000	16	250	1,500	250	(1,250)	-83.33%
Weed Control	100-5700-4564-0000	3,870	1,405	1,850	1,850	-	0.00%
Miscellaneous Street Charges	100-5400-4567-0000	18,914	16,000	16,000	16,000	-	0.00%
<i>Total Public Works</i>		<u>38,834</u>	<u>24,411</u>	<u>52,550</u>	<u>49,300</u>	<u>(3,250)</u>	<u>-6.18%</u>
Labor & Service Reimbursements	100-5100-4568-0000	53,500	53,500	53,500	53,500	-	0.00%
Charges to Water Utility	100-5100-4569-0000	83,620	103,000	103,000	103,000	-	0.00%
Reimbursements	100-5100-4703-0000	34,585	11,060	11,060	11,060	-	0.00%
Labor and Service Reimbursements		<u>171,706</u>	<u>167,560</u>	<u>167,560</u>	<u>167,560</u>	<u>-</u>	<u>0.00%</u>
<b>Total Public Charges for Services</b>		<u>1,875,394</u>	<u>1,931,159</u>	<u>1,915,642</u>	<u>2,080,534</u>	<u>164,892</u>	<u>8.61%</u>
<b>Interest Income</b>							
Checking Account Interest	100-5100-4600-0000	796,078	900,000	550,000	550,000	-	0.00%
Investment Interest	100-5100-4601-0000	235,054	226,121	125,000	125,000	-	0.00%
Delinquent Taxes Interest	100-5100-4602-0000	1,609	-	-	-	-	N/A
Special Assessment Interest	100-5100-4603-0000	2,099	2,000	2,400	2,200	(200)	-8.33%
<b>Total Interest Income</b>		<u>1,034,840</u>	<u>1,128,121</u>	<u>677,400</u>	<u>677,200</u>	<u>(200)</u>	<u>-0.03%</u>
<b>Miscellaneous</b>							
Cable TV Franchise Fee	100-5100-4700-0000	157,661	140,000	180,000	140,000	(40,000)	-22.22%
Rent	100-5100-4701-0000	137,917	141,680	141,680	145,595	3,915	2.76%
Donations	100-5100-4702-0000	(553)	500	1,000	1,000	-	0.00%
Summer Tickets	100-5521-4704-0000	192	-	200	200	-	0.00%
Asset Forfeiture Revenue	100-5200-4709-0000	-	1,320	-	-	-	N/A
Insurance Refunds	100-5100-4751-0000	111,333	56,700	56,700	56,700	-	0.00%
Rebates	100-5100-4753-0000	2,014	-	-	-	-	N/A
Refunds	100-5400-4757-0000	53,933	56,700	56,700	56,700	-	0.00%
Miscellaneous Operating Income	100-5100-4908-0000	183	-	-	-	-	N/A
Miscellaneous Non-Operating Income	100-5100-4911-0000	5,746	5,000	5,000	5,000	-	0.00%
Miscellaneous	100-5100-4790-0000	10,641	1,250	5,000	5,000	-	0.00%
<b>Total Miscellaneous</b>		<u>479,066</u>	<u>403,150</u>	<u>446,280</u>	<u>410,195</u>	<u>(36,085)</u>	<u>-8.09%</u>
<b>Total Revenues</b>		<u>19,419,620</u>	<u>20,080,295</u>	<u>19,582,193</u>	<u>20,944,238</u>	<u>1,362,045</u>	<u>6.96%</u>
<b>Other Finances Sources</b>							
Sale of Equipment	100-5100-4800-0000	2,714	-	-	-	-	N/A
Pay in Lieu of Tax - Utility	100-5100-4011-0000	402,107	407,000	420,000	407,000	(13,000)	-3.10%
Operating Transfer In	100-5100-4810-0000	325,963	325,000	325,000	275,000	(50,000)	-15.38%
Fund Balance Applied	100-5100-3000-0000	-	252,542	252,542	-	(252,542)	-100.00%
<b>Total Other Finances Sources</b>		<u>730,784</u>	<u>984,542</u>	<u>997,542</u>	<u>682,000</u>	<u>(315,542)</u>	<u>-31.63%</u>
<b>Total Revenues &amp; Other Financing Sources</b>		<u>\$ 20,150,404</u>	<u>\$ 21,064,837</u>	<u>\$ 20,579,735</u>	<u>\$ 21,626,238</u>	<u>\$ 1,046,503</u>	<u>5.09%</u>

**2026 Budget**  
**General Fund Expenditures by Department**



DEPARTMENT NAME	DEPT NO.	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE	BUDGET % CHANGE
<b>General Government</b>							
Village Board Administration	5111	\$ 331,502	\$ 308,898	\$ 330,131	\$ 375,416	\$ 45,285	13.72%
Municipal Court	5121	157,621	178,941	186,956	187,896	940	0.50%
Communications	5131	59,397	88,943	83,480	89,280	5,800	6.95%
Village Clerk	5141	283,298	261,913	303,540	374,661	71,121	23.43%
Human Resources	5145	-	-	-	112,015	112,015	N/A
Assessment Services	5152	95,432	114,525	113,983	152,611	38,628	33.89%
Finance	5155	448,256	495,291	496,608	518,528	21,920	4.41%
Information Technology	5157	276,308	295,442	296,595	313,360	16,765	5.65%
Legal Services	5161	279,974	294,878	315,670	152,911	(162,759)	-51.56%
Village Hall Maintenance	5171	252,032	227,016	219,243	262,859	43,616	19.89%
General Government	5100	1,015,437	666,389	667,442	717,702	50,260	7.53%
Total General Government		3,199,257	2,932,236	3,013,648	3,257,239	243,591	8.08%
<b>Public Safety</b>							
Police / Fire / Rescue	5210	9,713,996	10,163,667	9,950,171	10,720,968	770,797	7.75%
Fire Inspection	5230	91,955	99,385	114,444	170,019	55,575	48.56%
Building Inspection	5241	172,280	185,855	187,399	189,292	1,893	1.01%
Total Public Safety		9,978,231	10,448,907	10,252,014	11,080,279	828,265	8.08%
<b>Public Works</b>							
Engineering	5405	214,668	223,020	223,358	247,485	24,127	10.80%
Street Administration	5421	204,792	211,196	211,235	219,887	8,652	4.10%
Garage	5410	609,711	720,870	656,201	706,433	50,232	7.65%
Street Maintenance	5431	1,016,051	980,908	1,067,786	835,057	(232,729)	-21.80%
Curb & Gutter	5433	25,963	23,062	30,712	25,726	(4,986)	-16.23%
Snow & Ice Control	5435	195,793	257,228	262,228	248,343	(13,885)	-5.30%
Traffic Control	5441	177,217	177,116	167,310	190,118	22,808	13.63%
Street Lighting	5442	471,225	483,652	496,467	498,162	1,695	0.34%
Sidewalk Maintenance	5444	8,668	8,104	25,425	17,296	(8,129)	-31.97%
School District Maintenance	5447	1,218	1,429	1,429	1,430	1	0.07%
Labor for Others	5449	35	712	712	715	3	0.42%
Transit System	5455	151,879	176,498	167,704	185,119	17,415	10.38%
Total Public Works		3,077,219	3,263,795	3,310,567	3,175,771	(134,796)	-4.07%
<b>Sanitation</b>							
Garbage & Refuse Collection	5710	496,667	518,288	487,231	551,663	64,432	13.22%
Recycling	5720	162,363	186,804	203,336	197,923	(5,413)	-2.66%
Landfill	5730	255,868	253,868	250,000	265,000	15,000	6.00%
Weed Control	5740	25,363	15,782	17,282	24,445	7,163	41.45%
Wood Chipping	5760	107,500	110,522	110,522	-	(110,522)	-100.00%
Total Sanitation		1,047,761	1,085,264	1,068,371	1,039,031	(29,340)	-2.75%
<b>Parks, Recreation &amp; Forestry</b>							
Parks & Recreation Administration	5521	538,084	561,583	571,398	591,877	20,479	3.58%
Community Pool	5523	128,549	128,425	135,727	136,209	482	0.36%
Ashwaubomay Lake	5524	213,309	211,237	211,086	218,980	7,894	3.74%
Adult Recreation	5525	56,076	59,786	67,670	70,407	2,737	4.04%
Co-Sponsored Recreation	5527	109,347	110,217	108,945	115,556	6,611	6.07%
Youth Recreation	5530	168,765	159,121	185,610	196,341	10,731	5.78%
Park Maintenance	5541	730,165	737,256	725,493	754,949	29,456	4.06%
Community Center	5551	145,374	151,338	156,350	156,350	-	0.00%
Performing Arts Center	5561	125,701	167,339	137,644	166,525	28,881	20.98%
Forestry	5610	354,499	341,473	365,448	392,930	27,482	7.52%
Total Parks, Recreation & Forestry		2,569,870	2,627,775	2,665,371	2,800,124	134,753	5.06%
<b>Health &amp; Human Services</b>							
Animal Control	5810	6,708	7,250	7,250	7,250	-	0.00%
<b>Conservation &amp; Development</b>							
Economic Development	5651	228,041	263,548	262,514	266,544	4,030	1.54%
<b>Total Expenditures</b>		<u>20,107,087</u>	<u>20,628,775</u>	<u>20,579,735</u>	<u>21,626,238</u>	<u>1,046,503</u>	<u>5.09%</u>
<b>Other Financing Uses</b>							
Transfers Out	9200	43,316	183,520	-	-	-	N/A
<b>Total Expenditures &amp; Other Financing Uses</b>		<u>\$ 20,150,404</u>	<u>\$ 20,812,295</u>	<u>\$ 20,579,735</u>	<u>\$ 21,626,238</u>	<u>\$ 1,046,503</u>	<u>5.09%</u>

**2026 Budget**  
**General Fund Expenditures by GL Account**



GL ACCOUNT NAME	GL ACCOUNT	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE	BUDGET % CHANGE
Salary	5100	6,037,124	6,518,195	6,612,017	6,994,165	382,148	5.78%
Fitness	5101	2,385	2,062	-	88,722	88,722	N/A
FLSA	5102	54,564	65,000	65,000	60,000	(5,000)	-7.69%
Fire/Rescue Meeting Pay	5103	50,717	53,840	45,000	50,000	5,000	11.11%
Paid on Premise Pay	5104	710	-	-	-	-	N/A
Hourly	5110	2,834,395	3,272,677	3,232,668	3,215,793	(16,875)	-0.52%
Overtime	5111	530,769	797,673	777,451	770,716	(6,735)	-0.87%
Double Time	5112	32,809	-	-	-	-	N/A
Longevity	5120	3,578	2,420	3,000	2,160	(840)	-28.00%
Comp Time	5130	176,272	68,965	-	-	-	N/A
Pay Comp	5131	290,694	920	-	-	-	N/A
Poll Workers	5140	34,703	16,196	22,266	35,000	12,734	57.19%
Holiday Pay	5150	377,344	269,221	305,620	342,375	36,755	12.03%
Sick	5170	71,524	18,807	-	-	-	N/A
Vacation	5180	241,680	22,496	-	-	-	N/A
Health Insurance Opt Out	5195	11,446	15,416	9,600	16,800	7,200	75.00%
Total Wages		10,750,714	11,123,888	11,072,622	11,575,731	503,109	4.54%
Medicare/FICA	5210	786,076	858,739	842,088	880,572	38,484	4.57%
Health Insurance	5220	1,708,790	1,819,951	1,819,951	1,759,022	(60,929)	-3.35%
Employer HSA Contribution	5222	65,450	64,400	68,600	64,400	(4,200)	-6.12%
Dental Insurance	5225	122,370	122,793	130,229	129,222	(1,007)	-0.77%
Life Insurance	5230	19,864	21,864	24,227	25,466	1,239	5.11%
Retirement	5250	1,097,508	1,209,782	1,181,281	1,276,459	95,178	8.06%
Public Safety Trust Fund	5300	55,000	55,000	56,000	56,000	-	0.00%
Total Benefits		3,855,057	4,152,529	4,122,376	4,191,141	68,765	1.67%
Total Wages and Benefits		14,605,772	15,276,417	15,194,998	15,766,872	571,874	3.76%
Office Supplies	6100	31,272	28,215	34,460	32,650	(1,810)	-5.25%
Operating Supplies	6101	403,861	462,690	497,291	481,753	(15,538)	-3.12%
Evidence Supplies	6102	2,181	2,500	3,000	3,000	-	0.00%
Lifeguard Training Supplies	6103	1,497	1,305	2,045	2,045	-	0.00%
Range Supplies	6104	23,411	23,600	23,600	24,000	400	1.69%
Forms	6105	2,691	3,150	4,750	3,700	(1,050)	-22.11%
State Stamps	6106	1,335	2,655	2,660	2,000	(660)	-24.81%
Concession Supplies	6108	24,647	25,410	24,947	24,947	-	0.00%
Janitorial Supplies	6109	35,959	36,792	36,965	40,965	4,000	10.82%
Athletic Field Supplies	6110	45,242	41,754	41,754	41,754	-	0.00%
Code Books	6112	-	2,406	2,500	500	(2,000)	-80.00%
Gas & Oil	6200	236,944	255,750	271,550	260,750	(10,800)	-3.98%
Landscaping Supplies	6201	10,176	11,200	11,200	12,200	1,000	8.93%
Program/Trip Expense	6202	2,134	11,228	12,200	12,200	-	0.00%
Building & Equipment Repairs	6211	158,703	118,648	119,500	150,600	31,100	26.03%
Voting Machine Maintenance	6212	-	-	500	500	-	0.00%
Software Maintenance	6213	151,044	169,785	175,385	222,805	47,420	27.04%
Fire Alarm/Security Maint	6214	10,035	10,747	9,747	10,697	950	9.75%
Equipment Maintenance	6215	14,387	16,500	16,500	16,500	-	0.00%
Record Checks	6301	6,433	6,111	6,000	6,000	-	0.00%
Newspaper Publishing	6302	10,373	9,250	9,750	9,750	-	0.00%
Licenses	6303	1,423	975	1,001	786	(215)	-21.48%
Postage	6304	32,473	31,458	25,750	32,239	6,489	25.20%
Copy Machine	6305	21,116	19,500	22,500	18,950	(3,550)	-15.78%
Building Furnishings	6306	4,038	4,500	4,500	4,500	-	0.00%
Credit Card Fees	6307	22,478	4,860	-	4,320	4,320	N/A
Uniforms	6401	87,219	85,309	97,500	99,500	2,000	2.05%
Shoe Allowance	6402	5,297	5,475	5,975	6,400	425	7.11%
Tool Allowance	6403	1,000	1,500	1,500	1,500	-	0.00%
Grant Expenses	6500	11,074	25,512	6,850	6,850	-	0.00%
Public Education	6502	2,270	2,500	2,500	3,000	500	20.00%
DARE/Liaison Program	6503	-	4,000	4,000	4,000	-	0.00%
Citizens Academy	6506	-	750	750	750	-	0.00%
Explorer Program	6507	-	2,500	2,500	2,500	-	0.00%
Training/Conference	7100	88,389	90,927	99,985	102,058	2,073	2.07%
Dues & Subscriptions	7120	41,139	44,310	45,219	42,463	(2,756)	-6.09%
Mileage Reimbursement	7130	16,410	16,782	18,477	15,664	(2,813)	-15.22%
Fitness Test & Equipment Maint	7140	557	1,250	1,500	1,500	-	0.00%
Tuition Reimbursement	7150	500	-	1,000	1,000	-	0.00%
Contracted Services	8100	570,969	662,821	616,915	897,002	280,087	45.40%
Computer Consulting	8101	22,883	20,000	22,000	22,000	-	0.00%
Accounting & Auditing	8102	15,123	22,764	21,000	24,022	3,022	14.39%



**2026 Budget**  
**General Fund Expenditures by GL Account**



GL ACCOUNT NAME	GL ACCOUNT	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE	BUDGET % CHANGE
Rodent Control	8103	1,244	1,500	1,500	1,500	-	0.00%
Mutual Aid	8104	25,327	35,700	30,000	40,000	10,000	33.33%
Humane Society	8105	5,464	5,500	5,500	5,500	-	0.00%
Cleaning Contract	8106	38,361	40,480	40,480	41,980	1,500	3.71%
Weights & Measures	8107	27,600	40,000	40,000	40,000	-	0.00%
Brown County Landfill	8109	255,868	253,868	250,000	265,000	15,000	6.00%
Jail Fees	8112	12,680	14,000	17,500	17,500	-	0.00%
Printing	8113	15,130	15,750	16,300	16,300	-	0.00%
Tree Planting - Village	8114	8,047	-	9,000	9,000	-	0.00%
Engineering Services	8115	8,920	7,000	9,000	7,000	(2,000)	-22.22%
Economic Development	8116	6,345	7,703	6,775	8,025	1,250	18.45%
Tree Planting - Residents	8117	3,276	-	3,000	3,000	-	0.00%
Bank Fees	8118	33,700	24,895	36,000	10,186	(25,814)	-71.71%
Investment Fees	8119	17,978	18,697	17,500	18,500	1,000	5.71%
Vehicle Repairs	8201	292,319	235,853	234,292	230,892	(3,400)	-1.45%
Equipment Use Charge	8202	911,139	879,994	879,994	918,799	38,805	4.41%
Radio Maintenance	8203	423	1,200	1,500	1,500	-	0.00%
Equipment Rental	8205	9,957	9,105	9,000	11,110	2,110	23.44%
Physical/Psych Exams	8300	19,674	24,342	23,915	24,115	200	0.84%
Property & Liability Insurance	8330	182,072	193,121	193,889	210,033	16,144	8.33%
Employee Assistance Program	8331	4,602	4,602	4,500	4,602	102	2.27%
Unemployment	8332	1,308	2,500	2,500	2,500	-	0.00%
Workers Comp Insurance	8334	257,856	304,583	281,063	258,294	(22,769)	-8.10%
Electric	8400	672,955	718,587	716,760	740,145	23,385	3.26%
Water/Sewer/Storm Water	8401	86,241	90,764	90,300	98,933	8,633	9.56%
Telephone/Pagers	8402	22,990	20,769	15,500	14,733	(767)	-4.95%
Cell Phone	8403	51,678	52,940	53,334	52,944	(390)	-0.73%
Teletype	8404	4,860	4,900	4,900	4,900	-	0.00%
Television	8405	2,113	2,238	1,950	2,055	105	5.38%
Wage Reserve	8500	394,538	48,999	75,000	150,000	75,000	100.00%
Furniture & Fixtures < \$5,000	9111	-	1,437	1,900	-	(1,900)	-100.00%
Equipment > \$5,000	9120	9,973	-	-	-	-	N/A
Equipment < \$5,000	9121	-	3,942	4,159	-	(4,159)	-100.00%
Total Operating Expenditures		5,501,316	5,352,358	5,384,737	5,859,366	474,629	8.81%
<b>OTHER FINANCING USES</b>							
Operating Transfer Out	9200	43,316	183,520	-	-	-	N/A
Total Other Financing Uses		43,316	183,520	-	-	-	N/A
<b>Total Expenditures &amp; Other Financing Uses</b>		<b>\$ 20,150,404</b>	<b>\$ 20,812,295</b>	<b>\$ 20,579,735</b>	<b>\$ 21,626,238</b>	<b>\$ 1,046,503</b>	<b>5.09%</b>





# GENERAL FUND DEPARTMENT BUDGETS





## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Village Board/Administration - 5111

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##### DEPARTMENT MANAGER

Village Manager

##### DEPARTMENT DESCRIPTION

The Village of Ashwaubenon is governed by a Village Board consisting of a Village President elected at large and six Trustees elected by ward. The Village Board is responsible for setting policy, adopting the annual budget, and establishing the overall priorities and direction for the organization.

The Village Manager, appointed by the Village Board, serves at the Board's discretion and is responsible for carrying out its policies, directives, and ordinances. The Manager provides leadership and supervision to department heads and staff, oversees daily operations, and ensures efficient and effective delivery of services.

Key responsibilities include preparing and maintaining an administrative plan and organizational chart defining authority and responsibility for all non-elected positions, developing and implementing administrative procedures, serving as an ex officio non-voting member of all Village boards, commissions, and committees, and acting as the Village's personnel director. The Village Manager also assists in preparing the annual budget and serves as the Village's public information officer.

##### SERVICES PROVIDED

- Provides executive leadership and coordination of all Village departments and operations.
- Administers and implements policies, ordinances, and directives adopted by the Village Board.
- Directs and oversee the preparation and administration of the annual operating and capital improvement budgets.
- Directs and oversees human resources functions, including recruitment, employee relations, and personnel policy development.
- Develops and maintains administrative procedures and organizational structure to promote effective and efficient service delivery.
- Serves as the Village's principal representative for intergovernmental relations, public communications, and community engagement.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Village President	1.00	1.00	1.00	1.00
Village Trustee	6.00	6.00	6.00	6.00
Village Manager	1.00	1.00	1.00	1.00
Confidential Executive Assistant	1.00	0.00	0.00	0.80
Management Analyst	0.00	1.00	1.00	0.00
<b>Total</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>8.80</b>

##### Staffing Notes:

1. Of the 8.80 FTE in the Village Board/Administration Department, the cost of 1.35 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of financial administration support for those operations.
2. 21.25% of the Confidential Executive Assistant/Management Analyst position is allocated to the Legal Services department.

## 2025 ACCOMPLISHMENTS

- Continued implementation of the Village Five-year Strategic Plan. Began process of updating plan for next five years.
- Coordinated and organized to host the 2025 NFL Draft in April.
- Prepared various Ordinances for changes/additions to the Municipal Code (e.g., fire inspection billing, bicycle/motorbike regulation, special event parking, camping in public areas) to improve regulatory clarity, and operational efficiency.
- Facilitated a comprehensive facility condition assessment and space utilization study.
- Coordinated collective bargaining with the Ashwaubenon Public Safety Officers Association for their next agreement.
- Prepared various administrative policies (e.g., high-visibility crosswalk design policy, structurally balanced budget policy, operator license policy,) to provide consistent direction to staff and improve operational clarity.
- Coordinated office relocations for the Village Clerk, Finance Department, Human Resources and Village Manager's to improve operational efficiencies and customer service.
- Prepared and presented at the League of Wisconsin Municipalities Chief Executive Workshop.
- Conducted a Youth in Government program for third graders at Ashwaubenon Schools.
- Lobbied and spoke at the State of Wisconsin legislative hearings on proposed bills impacting Ashwaubenon and other local control issues (e.g., shared revenue, biennial budget, and land use).

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Ordinances Adopted	n/a	n/a	15	12
Resolutions Passed	n/a	n/a	15	15
Village Board Meeting Held	13	16	14	12
Committee/Commission/Board Meetings Scheduled	116	116	116	116
Committee/Commission/Board Meetings Held	83	83	67	80
Administrative Policies Created or Amended	3	0	3	1

## 2026 OBJECTIVES

- Complete the update to the five-year Strategic Plan.
- Acquire lands to support future facility needs and economic development.
- Coordinate the development of a formal program utilizing TID #4 funds to support affordable housing projects.
- Review and refine a staffing succession plan for key supervisory and management positions.
- Establish an inter-departmental business process improvement team to identify and overcome process inefficiencies.

## BUDGET SUMMARY

- The Village Manager's budget accounts for any changes included in the Village Manager's employment agreement approved by the Village Board in the fall of 2025.
- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Office Supplies: Budget increased \$1,000 to cover trend and general supplies for administrative offices.
- Dues & Subscriptions: Increased \$1,325 due to increased League of WI Municipalities fees.



## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### General Government: Village Board/Administration - 5111

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5111-51__-0000	\$ 237,823	\$ 224,067	\$ 239,513	\$ 264,920	\$ 25,407
Overtime	100-5111-5111-0000	410	-	-	-	-
Longevity	100-5111-5120-0000	298	-	-	-	-
Total Wages		238,530	224,067	239,513	264,920	25,407
<b>BENEFITS</b>						
Medicare/FICA	100-5111-5210-0000	17,730	17,141	18,322	20,266	1,944
Health Insurance	100-5111-5220-0000	35,328	31,574	31,574	43,712	12,138
Dental Insurance	100-5111-5225-0000	2,353	2,002	2,140	2,960	820
Life Insurance	100-5111-5230-0000	443	246	550	875	325
Retirement	100-5111-5250-0000	13,503	11,251	13,810	16,136	2,326
Total Benefits		69,356	62,214	66,396	83,949	17,553
Total Wages and Benefits		307,886	286,281	305,909	348,869	42,960
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5111-6100-0000	3,981	3,000	3,000	4,000	1,000
Training/Conference	100-5111-7100-0000	2,672	2,500	4,400	4,400	-
Dues & Subscriptions	100-5111-7120-0000	9,174	10,163	9,550	10,875	1,325
Mileage Reimbursement	100-5111-7130-0000	4,800	4,932	5,000	5,000	-
Contracted Services	100-5111-8100-0000	1,726	750	1,000	1,000	-
Cell Phone	100-5111-8403-0000	1,263	1,272	1,272	1,272	-
Total Operating Expenditures		23,616	22,617	24,222	26,547	2,325
<b>Total Expenditures - Village Board/Administration</b>		<b>\$ 331,502</b>	<b>\$ 308,898</b>	<b>\$ 330,131</b>	<b>\$ 375,416</b>	<b>\$ 45,285</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Municipal Court - 5121

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##### DEPARTMENT MANAGER

Village Manager

##### DEPARTMENT DESCRIPTION

The Ashwaubenon Municipal Court is a local court responsible for adjudicating non-criminal violations, such as traffic tickets, municipal ordinance violations, and code enforcement violations. Municipal Court provides a fair and unbiased forum for hearing these cases, managing case files, collecting fines, and administering justice according to local laws and WI State Statutes. The municipal court is a part of the judicial system (separate from the police department) and serves the local community by enforcing local ordinances and ensuring legal rights are upheld.

The Ashwaubenon Municipal Court hold initial appearances for adults and juveniles twice a month on Wednesday evenings at 6:00 p.m. We hold trials and hearings once a month on Wednesday evenings at 6:00 pm and Non-Compliance Hearings once a month on Wednesday evenings at 7:00 pm.

##### SERVICES PROVIDED

- Manage cases involving traffic violations, local ordinance violations, and juvenile offenses.
- In addition to holding court proceedings, we accept pleas via email and in person. We also collect payments for traffic and ordinance citations.
- Manage payment plans/extensions and handle failure to pay type actions to enforce court judgments.
- Process requests to reopen a case and/or file an appeal for defendants who disagree with a judgment.
- Manage driving privileges and oversee administrative tasks related to driver's license suspensions and reinstatement, as well as OWI cases that involve ignition interlock devices and alcohol assessments.
- Prepare and manage administrative tasks related to Writ of Commitments and Appearance Warrants.
- Report and transmit all findings in traffic violations to the Department of Motor Vehicles in a timely manner.
- Provide and maintain court records; manage public requests for court records.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Municipal Court Judge	1.00	1.00	1.00	1.00
Clerk of Courts	1.00	1.00	1.00	1.00
Deputy Court Clerk (part time)	0.60	0.60	0.60	0.60
<b>Total</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>

##### 2025 ACCOMPLISHMENTS

- Point and Pay is an automated online credit card service that interfaces the court website and TIPSSCourts software program, used by defendants to pay fines and forfeitures. The court received \$41,484.80 in payments through September 25, 2025.
- Allpaid is an online credit card service used by defendants to pay fines and forfeitures. The court received \$111,312.29 in payments through September 25, 2025.

##### DEPARTMENT ACTIVITY MEASURES

<b>Activity</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Actual</b>	<b>2026 Budget</b>
Municipal Court – Convictions	3,180	3,571	2,216	3,200
Municipal Court – Adult Citations Issued	n/a	4,580	2,345	3,250
Municipal Court - Juvenile Citations Issued	n/a	343	129	175
TRIP Money Collected	\$8,950	\$10,093	\$12,887	\$12,000
WI State Debt Collection Collected	\$7,441	\$6,813	\$4,382	\$5,000

## **2026 OBJECTIVES**

- Administer justice efficiently.
- Provide fair and consistent adjudication; hear every case on its individual merit and make impartial and consistent decisions.
- Adjudicate and process every case in a timely matter; reduce backlogs and delays.
- Communicate clearly and respectfully with defendants regarding their rights, outstanding balances, and consequences for failing to appear in court.
- Expand court services through electronic means such as online payment options, minimize the need for in-person visits, and provide court case information online so defendants can view outstanding fines or find active warrants.

## **BUDGET SUMMARY**

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Software Maintenance: Increased 3% for the annual system support fee for the TiPSSCourts software program.
- Dues & Subscriptions: In 2025, Wisconsin Municipal Judges Association increased the annual dues from \$100.00 to \$150.00 and Wisconsin Municipal Court Clerk Association increased annual dues from \$45.00 to \$55.00, resulting in a \$70.00 budget increase.



## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### General Government: Municipal Court - 5121

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5121-51__-0000	\$ 119,076	\$ 125,467	\$ 128,540	\$ 133,342	\$ 4,802
Overtime	100-5121-5111-0000	183	-	-	-	-
Total Wages		119,258	125,467	128,540	133,342	4,802
<b>BENEFITS</b>						
Medicare/FICA	100-5121-5210-0000	8,968	9,834	9,834	10,202	368
Health Insurance	100-5121-5220-0000	6,732	7,250	7,250	7,427	177
Dental Insurance	100-5121-5225-0000	483	497	497	512	15
Life Insurance	100-5121-5230-0000	317	428	458	480	22
Retirement	100-5121-5250-0000	4,591	4,854	4,860	5,273	413
Total Benefits		21,091	22,863	22,899	23,894	995
Total Wages and Benefits		140,349	148,330	151,439	157,236	5,797
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5121-6100-0000	788	850	1,200	1,000	(200)
Forms	100-5121-6105-0000	828	900	1,500	1,200	(300)
Software Maintenance	100-5121-6213-0000	1,500	8,029	8,028	8,250	222
Training/Conference	100-5121-7100-0000	-	580	440	200	(240)
Dues & Subscriptions	100-5121-7120-0000	990	1,060	990	1,060	70
Mileage Reimbursement	100-5121-7130-0000	114	350	500	250	(250)
Contracted Services	100-5121-8100-0000	373	900	1,200	1,200	-
Jail Fees	100-5121-8112-0000	12,680	14,000	17,500	17,500	-
Equipment < \$5,000	100-5121-9121-0000	-	3,942	4,159	-	(4,159)
Total Operating Expenditures		17,272	30,611	35,517	30,660	(4,857)
<b>Total Expenditures - Municipal Court</b>		<b>\$ 157,621</b>	<b>\$ 178,941</b>	<b>\$ 186,956</b>	<b>\$ 187,896</b>	<b>\$ 940</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Communications - 5131

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##### DEPARTMENT MANAGER

Village Manager

##### DEPARTMENT DESCRIPTION

The Communications division's purpose is to enhance outreach to residents, businesses, and visitors by implementing an integrated multimedia communication and marketing strategy. Village communications allow community stakeholders an opportunity to learn more about and become engaged with their village government. The Communications division is responsible for sharing information on village services across multiple communication types, including village websites, social media platforms, and virtual meeting platforms. Communications seeks to assist all Village departments in enhancing transparency in their operations.

##### SERVICES PROVIDED

- Develop and implement specific marketing strategies and tactics that effectively communicate services, opportunities, and benefits of the Village's programs and services.
- Develop and maintain Village website(s) in coordination with the IT Manager.
- Creates effective communication utilizing social media platforms to increase brand awareness.
- Monitors and moderates social media discussions incorporating trending topics according to the Village's social media use policy.
- Facilitates the development of graphic artwork according to Village brand guide standards for projects, including brochures, flyers, reports, and posters.
- Serves as the official Village photographer.
- Coordinates virtual meeting capabilities.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Multimedia Communications Specialist	1.00	1.00	1.00	1.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

##### 2025 ACCOMPLISHMENTS

- Coordinated and executed communication strategies for the NFL Draft, ensuring timely and engaging information was shared with residents, local businesses, and visitors through multiple channels including social media, physical media, newsletters, and the Village website.
- Collaborated with the IT Manager and department heads to update and launch the new Village website, refreshing written content, updating photos, and enhancing user interface elements to improve clarity and usability.
- Enhanced internal communication by updating the Village intranet site in collaboration with Human Resources, improving clarity and accessibility of health benefits information and employee recognition initiatives.
- Produced engaging and informative photo and video content from ribbon cuttings, Parks, Recreation & Forestry events, groundbreakings, and public safety programs, amplifying community outreach across social media channels.

- Communicated policy and procedural changes for the Village, including Ordinance No. 07-1-25, water rate adjustments, billing changes, and updates to public works procedures, through physical and digital materials for staff and the public.

#### DEPARTMENT ACTIVITY MEASURES

Activity	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Facebook Followers (+102.8%)		3,030	3,674	6,144
Village eNewsletter Subscribers (+10.73%)			494	547
Average Reach on Facebook (+291%)		775	3,185.44	12,473
Average Engagement Rate on Facebook (+25.68%)		3.89%	12.11%	15.22%
Instagram Followers (+11.07)			732	813
X Followers (+2.40%)			583	597
LinkedIn Followers (+20.15)			536	644

- ***Date not available for items left blank. All measures will be tracked in future years.***

#### 2026 OBJECTIVES

- Produce monthly social media and email reports to monitor engagement, evaluate communication strategies, and optimize outreach efforts.
- Document and showcase Village infrastructure and community development projects through videos, drone footage, and photo stories to communicate progress and impact to residents.
- Collaborate with the Public Works Department to create and share multimedia content that communicates current Village services, ongoing projects, and standard procedures to residents, improving resident education and engagement.

#### BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Contracted Services: Increased \$100 for fee increases.



**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**General Government: Communications - 5131**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 40,435	\$ 51,651	\$ 46,222	\$ 56,271	\$ 10,049
<b>BENEFITS</b>						
Medicare/FICA	100-5131-5210-0000	3,073	3,951	3,536	4,305	769
Health Insurance	100-5131-5220-0000	2,774	19,719	19,719	14,261	(5,458)
Dental Insurance	100-5131-5225-0000	178	790	1,319	819	(500)
Life Insurance	100-5131-5230-0000	10	43	47	47	-
Retirement	100-5131-5250-0000	2,693	3,590	3,212	4,052	840
Total Benefits		8,728	28,093	27,833	23,484	(4,349)
Total Wages and Benefits		49,164	79,744	74,055	79,755	5,700
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5131-6100-0000	144	100	250	250	-
Software Maintenance	100-5131-6213-0000	2,096	2,225	2,225	2,225	-
Contracted Services	100-5131-8100-0000	7,643	6,874	6,350	6,450	100
Cell Phone	100-5131-8403-0000	350	-	600	600	-
Total Operating Expenditures		10,233	9,199	9,425	9,525	100
<b>Total Expenditures - Communications</b>		<b>\$ 59,397</b>	<b>\$ 88,943</b>	<b>\$ 83,480</b>	<b>\$ 89,280</b>	<b>\$ 5,800</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Village Clerk - 5141

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##### DEPARTMENT MANAGER

Village Clerk

##### DEPARTMENT DESCRIPTION

The primary objective in the Office of the Clerk 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 also ensures Wisconsin State Statutes and municipal ordinance compliance is achieved.

##### SERVICES PROVIDED

- Conduct elections, training, and voter registration maintenance.
- Attendance at all Village Board meetings and record the proceedings.
- Maintain municipal code of ordinances, public records, and official Village seal.
- Various licensing and permitting.
- Village of Ashwaubenon hotel, motel, and short-term rental room tax collections and reporting.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Village Clerk	1.00	1.00	1.00	1.00
Deputy Clerk II	0.70	0.70	0.70	1.00
Deputy Clerk I / Administrative Assistant	0.00	0.75	0.75	0.75
<b>Total</b>	<b>1.70</b>	<b>2.45</b>	<b>2.45</b>	<b>2.75</b>

##### Staffing Notes:

1. Of the 2.75 FTE in the Clerk Department, the cost of 0.20 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of administrative support for those operations.
2. The Deputy Clerk II / Legal Assistant position is allocated to the Village Clerk (70%) and Legal Services (30%) department budgets.
3. The Deputy Clerk I / Administrative Assistant position is allocated to the Village Clerk (75%) and Assessor (25%) department budgets.
4. Poll Worker count is approximately fifty workers per election day.

##### 2025 ACCOMPLISHMENTS

- Successfully prepared and performed all election-related activities, including Chief Election Inspector and Election Inspector training for the two elections conducted in 2025.
- Successfully completed the Wisconsin Election Commission 4-Year Voter Registration and Electronic Registration Information Center (ERIC) Movers Maintenance programs.
- Purged old voter registrations and photo IDs from the active files.
- Continued the process of scanning in Village Ordinances and Resolutions.
- Collaborated with many vendors regarding municipal code for the NFL Draft. Record number of fifty-seven Mobile Food Establishment Licensed.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Average Active Voters	9,784	11,322	11,362	11,300
Elections Held	2	3	2	4
Total Absentee Ballots Issued	2,429	8,375	3,031	12,000
Total Votes Cast	8,351	18,019	8,028	18,000
Care Facilities Visited	1	1	1	1
Alcohol Licenses Issued*	89	91	93	92
Temporary Beer and/or Wine Permit (Picnic Permit)	5	7	1	5
Bartender Licenses**	400	477	N/A	450
Cigarette Licenses*	21	21	21	21
Direct Sellers****	15	21	22	22
Dog Licenses***	165	156	120	120
Fireworks Sellers Permit***	1	1	1	1
Fireworks User Permits	16	13	10	10
Mobile Food Establishments*	15	62	60	60
Solicitors****	12	12	5	10
Special Events	23	15	3	10
Open Records Request	35	47	15	30

- *\* License runs between calendar years - July 1<sup>st</sup> to June 30<sup>th</sup>*
- *\*\* License runs on a tow year cycle – July 1<sup>st</sup> to June 30<sup>th</sup>*
- *\*\*\* License runs January 1<sup>st</sup> – December 31<sup>st</sup>*
- *\*\*\*\* License runs between calendar years - February 1<sup>st</sup> to January 31<sup>st</sup>*

## 2026 OBJECTIVES

- Continue to provide a high level of courteous, efficient service to village citizens and business community.
- Successfully prepare and perform election activities, including Election Inspector, Election Registration Official and Special Voting Deputy training for the four elections in 2026.
- Train Election Inspectors in the operation of the new DS-300 Tabulators for the 2026-2027 term.
- Continue to keep staff and election workers up to date on any law changes.

## BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs. Poll worker costs increased due to four elections in 2026.
- Operating Supplies: Increased to match actual need due to the increased elections in 2026. \$2,500 is allocated for ten more voting booths.
- Software Maintenance: Decreased as there are no maintenance fees in first year of the new DS-300 system.
- Contracted Services: Agenda management system increased fees.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**General Government: Village Clerk - 5141**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5141-51__-0000	\$ 161,405	\$ 162,255	\$ 186,654	\$ 228,058	\$ 41,404
Poll Workers	100-5141-5140-0000	34,703	16,196	22,266	35,000	12,734
Overtime	100-5141-5111-0000	3,015	-	1,638	3,653	2,015
Total Wages		199,122	178,451	210,558	266,711	56,153
<b>BENEFITS</b>						
Medicare/FICA	100-5141-5210-0000	11,848	12,413	16,109	20,403	4,294
Health Insurance	100-5141-5220-0000	16,872	19,279	19,279	25,065	5,786
Dental Insurance	100-5141-5225-0000	2,308	2,421	2,421	2,795	374
Life Insurance	100-5141-5230-0000	933	1,100	1,309	1,568	259
Retirement	100-5141-5250-0000	11,084	11,277	11,539	14,164	2,625
Total Benefits		43,045	46,490	50,657	63,995	13,338
Total Wages and Benefits		242,167	224,941	261,215	330,706	69,491
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5141-6100-0000	2,326	1,000	2,000	2,000	-
Operating Supplies	100-5141-6101-0000	12,604	8,000	9,000	11,500	2,500
Voting Machine Maintenance	100-5141-6212-0000	-	-	500	500	-
Software Maintenance	100-5141-6213-0000	2,820	5,000	8,200	5,500	(2,700)
Record Checks	100-5141-6301-0000	6,433	6,111	6,000	6,000	-
Newspaper Publishing	100-5141-6302-0000	10,373	9,000	9,000	9,000	-
Training/Conference	100-5141-7100-0000	-	300	705	705	-
Dues & Subscriptions	100-5141-7120-0000	239	300	500	500	-
Mileage Reimbursement	100-5141-7130-0000	68	100	150	150	-
Contracted Services	100-5141-8100-0000	5,669	6,561	5,670	7,500	1,830
Cell Phone	100-5141-8403-0000	600	600	600	600	-
Total Operating Expenditures		41,131	36,972	42,325	43,955	1,630
<b>Total Expenditures - Village Clerk</b>		<b>\$ 283,298</b>	<b>\$ 261,913</b>	<b>\$ 303,540</b>	<b>\$ 374,661</b>	<b>\$ 71,121</b>



## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Human Resources - 5145

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##### DEPARTMENT MANAGER

Village Manager

##### DEPARTMENT DESCRIPTION

The Human Resources division for the Village of Ashwaubenon recruits, develops, and retains a highly skilled and diverse workforce while fostering a safe, healthy, and supportive work environment. The division works to maximize individual and organizational potential and supports departments, employees, and the public, positioning the Village as an employer of choice.

##### SERVICES PROVIDED

- Recruitment and Staffing – Advertising positions, screening candidates, conducting interviews, and onboarding new employees.
- Employee Relations – Addressing workplace concerns, managing conflict resolution, and supporting a positive organizational culture.
- Compensation and Benefits Administration – Managing wage and salary administration, health insurance, retirement plans, leave policies, and other employee benefits.
- Policy Development and Compliance – Developing personnel policies, ensuring adherence to federal, state, and local labor laws, and maintaining employee records.
- Performance Management – Supporting performance evaluations, goal-setting processes, and recognition programs.
- Safety and Risk Management – Overseeing workplace safety programs, workers' compensation claims, and employee wellness initiatives.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Human Resources Generalist	0.00	0.00	1.00	1.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>

##### 2025 ACCOMPLISHMENTS

- Led and completed compensation studies for Public Safety Command Staff and Administrative personnel (2024–2025), resulting in data-driven adjustments that addressed internal compression, strengthened market competitiveness, aligned with Village's compensation philosophies, and improved recruitment specifically for Public Safety for internal promotions.
- Collaborated with the Finance Department to support the RFP process for a new Finance, Payroll, and Human Resources software solution, contributed to vendor evaluation and system recommendation to improve operational efficiencies.
- Designed and implemented updating hiring and onboarding processes for summer seasonal employees to improve efficiency and ensure compliance with applicable Village policies and State and Federal laws.
- Implemented an updated performance evaluation process to improve consistency, employee development/satisfaction and align with policies and procedures within Village Handbook.

- Collaborated with Finance and Communication to strengthen internal communication strategies and improve or develop accessible, user-friendly employee resources.

#### DEPARTMENT ACTIVITY MEASURES

Activity	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Total Authorized Full-Time Equivalent Positions	118	118	117	118
Total Authorized Permanent Part-time Positions	9	9	8	6
Employee Benefit Wellness Participation				92
Facilitated onboarding for New Employees				11
Time to fill for new positions (in days)				58
Processed new workers' compensation claims				15

- ***Date not available for items left blank. All measures will be tracked in future years.***

#### 2026 OBJECTIVES

- Enhance employee engagement and workplace culture by implementing recognition programs and promoting collaboration on safety, health, and wellness initiatives through intra-departmental teams.
- Conduct a full compensation analysis to evaluate market competitiveness and continued alignment with Village's compensation philosophy.
- Implementation and rollout of new HRIS system which supports position management and promotes operational efficiencies.

#### BUDGET SUMMARY

- Human Resources was removed from Legal Services for the 2026 Budget and created as a separate division within Village Administration.
- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**General Government: Human Resources - 5145**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ -	\$ -	\$ -	\$ 71,329	\$ 71,329
<b>BENEFITS</b>						
Medicare/FICA	100-5145-5210-0000	-	-	-	5,457	5,457
Health Insurance	100-5145-5220-0000	-	-	-	21,466	21,466
Dental Insurance	100-5145-5225-0000	-	-	-	1,443	1,443
Life Insurance	100-5145-5230-0000	-	-	-	84	84
Retirement	100-5145-5250-0000	-	-	-	5,136	5,136
Total Benefits		-	-	-	33,586	33,586
Total Wages and Benefits		-	-	-	104,915	104,915
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5145-6100-0000	-	-	-	500	500
Training/Conference	100-5145-7100-0000	-	-	-	1,000	1,000
Dues & Subscriptions	100-5145-7120-0000	-	-	-	750	750
Mileage Reimbursement	100-5145-7130-0000	-	-	-	250	250
Contracted Services	100-5145-8100-0000	-	-	-	1,000	1,000
Physical/Psych Exams	100-5145-8300-0000	-	-	-	3,000	3,000
Cell Phone	100-5145-8403-0000	-	-	-	600	600
Total Operating Expenditures		-	-	-	7,100	7,100
<b>Total Expenditures - Communications</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 112,015</b>	<b>\$ 112,015</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Assessment Services - 5152

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##### DEPARTMENT MANAGER

Village Manager

##### DEPARTMENT DESCRIPTION

The Village Assessor's office is responsible for maintaining 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. The Village Clerk's office provides administrative support to the Assessor.

##### SERVICES PROVIDED

- Value all real estate located within the Village for property tax purposes.
- Ensure fair and equitable assessments throughout the Village.
- All assessment data is subject to open records.
- Assessment information is readily available to the public upon request.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Assessment Technician	1.00	0.00	0.00	0.00
Deputy Clerk I / Administrative Assistant	0.00	0.25	0.25	0.25
<b>Total</b>	<b>1.00</b>	<b>0.25</b>	<b>0.25</b>	<b>0.25</b>

##### Staffing Notes:

1. Village Assessor is a contracted position.
2. The Deputy Clerk I / Administrative Assistant position is allocated to the Village Clerk (75%) and Assessor (25%) department budgets.

##### 2025 ACCOMPLISHMENTS

- Evaluated the current assessment contract that expired in October 2025 and provided recommendations for a new three-year contract.
- Establish land values and ongoing construction activities throughout the Village.
- Defended values at Board of Review.
- Filed all reports required by the Wisconsin Department of Revenue.

##### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Residential Class Parcels Assessed	5,428	5,460	5,525	5,535
Commercial Class Parcels Assessed	906	907	905	908
Manufacturing Class Parcels Assessed	79	81	79	79
Other Class Parcels (Agricultural, Undeveloped, Forest, Misc.)	73	70	73	73
Aggregate Ratio (Assessment/Equalized)	1.019269877	0.904485684	0.909144511	0.91
Appeals of Assessments	N/A	N/A	1	0



## **2026 OBJECTIVES**

- Complete a full market adjustment revaluation for all classes of property in the Village of Ashwaubenon.
- Comply with all mandated WI DOR filings and procedures.
- Collaborate with developers, Village staff, and Board regarding both ongoing and proposed development projects.
- Input, review, and valuation of all pertinent building permits.
- Validate all real property sales within the Village.

## **BUDGET SUMMARY**

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Software Maintenance: Market Drive assessment software cost increased.
- Contracted Services: Village entered a new contract which includes village-wide market adjustments every three years. The contract remains level year-over-year to avoid budget fluctuations. The first market adjustment is scheduled for 2026.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**General Government: Assessment Services - 5152**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 13,224	\$ 13,445	\$ 13,445	\$ 14,362	\$ 917
<b>BENEFITS</b>						
Medicare/FICA	100-5152-5210-0000	1,001	1,029	1,029	1,099	70
Dental Insurance	100-5152-5225-0000	376	297	412	424	12
Life Insurance	100-5152-5230-0000	30	41	50	53	3
Retirement	100-5152-5250-0000	903	934	934	1,034	100
Total Benefits		2,311	2,301	2,425	2,610	185
Total Wages and Benefits		15,534	15,746	15,870	16,972	1,102
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5152-6100-0000	158	-	500	-	(500)
Software Maintenance	100-5152-6213-0000	3,664	3,300	3,300	3,750	450
Training/Conference	100-5152-7100-0000	-	-	500	-	(500)
Dues & Subscriptions	100-5152-7120-0000	12,694	13,388	13,313	13,313	-
Contracted Services	100-5152-8100-0000	63,382	82,091	80,500	118,576	38,076
Total Operating Expenditures		79,898	98,779	98,113	135,639	37,526
<b>Total Expenditures - Assessment Services</b>		<b>\$ 95,432</b>	<b>\$ 114,525</b>	<b>\$ 113,983</b>	<b>\$ 152,611</b>	<b>\$ 38,628</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Finance - 5155

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#### DEPARTMENT MANAGER

Finance Director / Treasurer

#### DEPARTMENT DESCRIPTION

The Finance Department is responsible for the accounting, financial reporting, treasury, and investment management of all Village operations and is integral to the fiscal health, financial compliance, and overall success of Village government. This includes the maintenance of all Village financial records, billing and collections, accounts payable, payroll, investment and cash management, property tax collection for the Village and other governments, and oversight of annual audits. The Finance Department also coordinates the annual operating and capital budget process for all Village operations.

#### SERVICES PROVIDED

- Oversight and preparation of the Village annual budget for submission to Finance & Personnel Committee and Village Board for final approval and adoption.
- Coordination of the Village's annual audit.
- Preparation of monthly and annual financial statements.
- Preparation of required State of Wisconsin financial reports and forms.
- Cash management and investment of Village funds following adopted investment policies.
- Responsible for the collection of the first installment of real estate taxes.
- Receipting of all incoming payments to the Village and all cash disbursements to vendors.
- Responsible for daily and monthly village cash account reconciliations.
- Monitor Village's purchasing policies.
- Payroll processing, reconciliation, reporting, and proper filing with state and federal agencies. Includes completion of employee annual W-2 for tax reporting.
- Coordinates with the City of Appleton for Weights & Measures inspections, billing, and collection services.
- Oversight of all Village vehicle asset inventory.

#### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Finance Director / Treasurer	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Financial Analyst	1.00	1.00	1.00	1.00
Cash Collection Clerk	1.00	1.00	1.00	1.00
Accounts Receivable / Utility Clerk	0.30	0.30	0.30	0.30
<b>Total</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>	<b>4.30</b>

##### Staffing Notes:

1. Of the 4.30 FTE in the Finance Department, the cost of 1.15 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of financial administration support for those operations.
2. The Accounts Receivable/Utility Clerk position is allocated to Finance (30%), Building Inspection (10%), and Utility (60%) departments.

## 2025 ACCOMPLISHMENTS

- Received Government Finance Officer Association (GFOA) “Certificate of Achievement for Excellence in Financial Reporting” award for 39<sup>th</sup> consecutive year.
- Received GFOA Popular Annual Financial Reporting Award for the submission of the Village’s PAFR (Public Annual Financial Report) for the second consecutive year.
- Finalized audit with no material weaknesses or errors.
- Performed banking services Request for Proposal and awarded banking services contract to Associated Bank resulting in an annual cost savings of over 75%.
- Performed a Request for Quote process to replace the Village’s existing payroll, HR, and financial software programs. Recommended change would result in consolidating five software systems into one system, creating significant efficiencies and additional functionality for all village departments.
- Implemented a more comprehensive budget document to better meet GFOA budgeting reporting standards and earn the GFOA’s Distinguished Budget Presentation Award.
- Accounted for and reported on all NFL Draft related expenditures.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 YTD 7/31/25	2026 Budget
Checks Issued	1,184	1,307	694	1200
ACH/Wire Transactions	1,896	1,891	1,112	2000
Procurement card transactions	1,727	2,144	1,172	2300
Customer invoices issued	532	418	148	450
Payroll-Percentage of Employees on direct deposit	100%	100%	100%	100%
Number of payroll checks processed	5,175	5,465	3	5500
Property tax payments collected – Real Estate	8,013	5,181	3,772	3750
Debt Issued (\$\$)	\$0	\$4,695,000	\$3.195,000	\$2,500,000
Credit Rating (Moody’s)	Aa2	Aa2	Aa2	Aa2
Debt Service Ratio – borrowing capacity used	32.4%	29.3%	27.1%	25.0%
General Fund Reserves as a % of Expenditures	26.8%	26.0%	26.3%	25.0%

## 2026 OBJECTIVES

- Implement new payroll, HR, and financial software program. The design, set-up, and implementation will be a significant project for the entire Finance Department. The goal will be to implement the new software program in the second quarter of 2026.
- Fully design, implement, and present new Financial Management Plan. Goal will be to have the plan implemented and presented to the Finance & Personnel Committee and Village Board in the first quarter of 2026.
- Redesign and implement a new budgeting process with the new financial software to be used for the 2027 annual budget process.



## BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Software Maintenance: Total cost of new software program is in this budget line. In prior years, payroll and HR related software costs were in the Contracted Services budget. The new software system replaces four other systems; however, will cost the Village approximately \$5,000 less annually. The 2026 budget will include additional costs to allow for a one-month overlap of the old and new software systems to ensure all processes are working correctly.
- Postage: Decreasing budget by \$500 to better reflect actual costs. Postage is incurred for the mailing of all property tax bills. There are less bills due to the removal of personal property taxes and their corresponding tax bills.
- Training/Conference: Budget decreased \$104. Budget varies year over year based on conference event locations.
- Dues & Subscriptions: Amount lowered due to moving GFOA reviewing services to the contracted services account. There is no change in the number of transactions.
- Mileage Reimbursement: Budget decreased \$163. Budget varies year over year based on conference event locations.
- Contracted Services: Account was used only for contracted payroll services in prior years. Implementation of new software which will replace the payroll system and move all software related costs to the Software Maintenance account. Dollars budgeted in 2026 are to cover five months of the old software. Also added \$4,000 for services to create an annual Financial Management Plan. Lastly, three GFOA reviewing services (Annual Comprehensive Financial Report, Public Annual Financial Report, and Distinguished Budget Presentation) to this budget from the Dues & Subscription account.
- Accounting & Auditing: Budget increased due to a contracted 5% annual fee increase.

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### General Government: Finance Department - 5155

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 226,649	\$ 241,086	\$ 239,623	\$ 254,202	\$ 14,579
<b>BENEFITS</b>						
Medicare/FICA	100-5155-5210-0000	16,013	18,331	18,331	19,447	1,116
Health Insurance	100-5155-5220-0000	58,098	62,566	62,566	54,294	(8,272)
Dental Insurance	100-5155-5225-0000	3,091	3,176	3,183	3,279	96
Life Insurance	100-5155-5230-0000	450	598	668	709	41
Retirement	100-5155-5250-0000	15,344	16,276	16,237	17,815	1,578
Total Benefits		92,995	100,947	100,985	95,544	(5,441)
Total Wages and Benefits		319,645	342,033	340,608	349,746	9,138
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5155-6100-0000	1,961	2,750	2,750	2,750	-
Software Maintenance	100-5155-6213-0000	16,572	17,205	17,619	59,383	41,764
Postage	100-5155-6304-0000	4,156	3,958	4,750	4,250	(500)
Training/Conference	100-5155-7100-0000	2,201	1,900	2,622	2,518	(104)
Dues & Subscriptions	100-5155-7120-0000	555	855	656	240	(416)
Mileage Reimbursement	100-5155-7130-0000	1,742	900	1,677	1,514	(163)
Contracted Services	100-5155-8100-0000	58,102	62,326	64,326	33,505	(30,821)
Accounting & Auditing	100-5155-8102-0000	15,123	22,764	21,000	24,022	3,022
Weights & Measures	100-5155-8107-0000	27,600	40,000	40,000	40,000	-
Cell Phone	100-5155-8403-0000	600	600	600	600	-
Total Operating Expenditures		128,611	153,258	156,000	168,782	12,782
<b>Total Expenditures - Finance</b>		<b>\$ 448,256</b>	<b>\$ 495,291</b>	<b>\$ 496,608</b>	<b>\$ 518,528</b>	<b>\$ 21,920</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Information Technology - 5157

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##### DEPARTMENT MANAGER

Finance Director

##### DEPARTMENT DESCRIPTION

The Information Technology Department is responsible for technology used throughout Village Hall and other Village facilities. The IT Department supports and maintains organization-wide telecommunications systems including the wide area network, local area networks, 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, and tablet PC's. The IT Department takes the lead responsibility for planning and managing the installation of new organization-wide systems and applications, and support for applications including specialized department functions.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Network Administrator	1.00	1.00	1.00	1.00
IT Specialist	0.00	1.00	1.00	1.00
Multimedia Communications Specialist	1.00	0.00	0.00	0.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

##### Staffing Notes:

1. Of the 2.00 FTE in the IT Department, the cost of 0.40 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of administrative support for those operations.
2. The Multimedia Communications Specialist position moved to the Communications budget in 2024.

##### 2025 ACCOMPLISHMENTS

- Upgrade and install new A/V equipment in Community Pool Multi-purpose Room.
- Upgrade and replace wireless presentation devices in Community Center.
- Upgraded and replaced both projectors in the Community Center Grand Park Room.
- Upgrade and install two new Layer 3 redundant switches.
- Upgrade and install new Genetec Cloud Link Device.
- Upgrade and install new Security keypad in Village Hall.
- Upgrade aging server virtual machines.
- Upgrade and install new multifunctional copiers/printers in Clerk's, Community Pool, Community Center, and Public Safety Investigation offices.
- Annual replacement of older pc/laptop hardware.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Workstations (Desktop/Laptops)		125	139	145
iPads		28	28	30
Printers		23	22	22
Network Switches		22	22	22
Wireless Access Points		27	27	28

- **2023 Data not available.**

## 2026 OBJECTIVES

- Upgrade and install four Layer 2 25Gb (LAN / SAN) redundant switches.
- Upgrade and replace Cradlepoints in Public Safety fire trucks, ambulances, and utility vehicles.
- Continued refinement and redesign Village intranet website.
- Upgrade and install new multifunctional copiers/printers in Community Center, Public Safety Records, and Clerk / Community Development areas.
- Create API integrations between new financial systems with payroll and RecTrac.
- Phase 1 of 3 wireless Village Hall access point upgrades.
- Annual replacement of older pc/laptop hardware.
- Upgrade and replace several Village Hall cameras.
- Upgrade aging server virtual machines.
- Continued enhancements to Village's MuniCRM program.

## BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Software Maintenance: Increase due to various price increases by vendors for yearly software maintenance and licensing; including Genetec, Microsoft, Absolute Secure Access, and Adobe Acrobat Pro. Additional Microsoft licenses for staff are included in this line item.
- Contracted Services: Increase due to price increase in NINJIO credential monitoring.



**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**General Government: Information Technology - 5157**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 116,239	\$ 141,309	\$ 141,309	\$ 149,241	\$ 7,932
<b>BENEFITS</b>						
Medicare/FICA	100-5157-5210-0000	8,754	10,810	10,810	11,417	607
Health Insurance	100-5157-5220-0000	36,622	25,519	25,519	26,145	626
Dental Insurance	100-5157-5225-0000	1,503	1,708	1,716	1,768	52
Life Insurance	100-5157-5230-0000	114	180	217	228	11
Retirement	100-5157-5250-0000	7,907	9,821	9,821	10,745	924
Total Benefits		54,899	48,038	48,083	50,303	2,220
Total Wages and Benefits		171,138	189,347	189,392	199,544	10,152
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5157-6100-0000	2,753	3,000	3,000	3,000	-
Software Maintenance	100-5157-6213-0000	59,966	65,553	65,213	67,801	2,588
Training/Conference	100-5157-7100-0000	-	175	350	350	-
Contracted Services	100-5157-8100-0000	18,568	16,167	15,440	19,465	4,025
Computer Consulting	100-5157-8101-0000	22,883	20,000	22,000	22,000	-
Cell Phone	100-5157-8403-0000	1,000	1,200	1,200	1,200	-
Total Operating Expenditures		105,170	106,095	107,203	113,816	6,613
<b>Total Expenditures - Information Technology</b>		<b>\$ 276,308</b>	<b>\$ 295,442</b>	<b>\$ 296,595</b>	<b>\$ 313,360</b>	<b>\$ 16,765</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Legal Services - 5161

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##### DEPARTMENT MANAGER

Village Manager

##### DEPARTMENT DESCRIPTION

The Department of Legal Services provides legal advice and opinions to the Village Board, Village Committees and Village Staff. The department also oversees all human resources function. The department may 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 PROVIDED

- Advise Village Board, committees, and staff on routine and specific 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 all Village Departments, construction projects, and other services.
- Prosecute municipal court citations.
- Oversight of Village related claims and litigation.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Village Attorney / Deputy Village Manager	1.00	1.00	1.00	0.00
Confidential Executive Assistant	0.30	0.30	0.30	0.21
HR Generalist	0.00	1.00	1.00	0.00
<b>Total</b>	<b>1.30</b>	<b>2.30</b>	<b>2.30</b>	<b>0.21</b>

##### Staffing Notes:

1. Village Attorney/Deputy Village Manager position replaced with contracted general counsel services.
2. The Confidential Executive Assistant is allocated to the Village Board/Administration (63.75%), Legal Services (21.25%), and Utility (15.0%) department budgets.

##### 2025 ACCOMPLISHMENTS

- Successfully transitioned between attorneys after previous Village Attorney left employment with the Village.
- Assisted with collective bargaining between the Village and Ashwaubenon Public Safety Officers Association for a new collective bargaining agreement.
- Transitioned from full-time attorney position to contracted general counsel and prosecution services from Town and Counsel.

##### DEPARTMENT ACTIVITY MEASURES

Activity measures will be identified and recorded beginning with the 2027 Budget.

##### 2026 OBJECTIVES

- Continue collaborating with staff and consultants to negotiate and finalize acquisition of additional properties for Village purposes and economic development.
- Continue facilitating various development projects in the Village.
- Review legal issues related to planning, development, service delivery and advising elected officials and staff regarding appropriate processes and making recommendations regarding Code of Ordinances and administrative policy changes.

#### **BUDGET SUMMARY**

- Legal Services budget is significantly different in 2026. The Village is now contracting general counsel and prosecution services from Town and Counsel; the full-time Village Attorney position was eliminated. Also, the HR Generalist position and related HR costs were moved from this budget to the newly created Human Resources budget.
- Wages and Benefits: Only include costs related to the Confidential Executive Assistant position. Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Dues & Subscriptions: \$1.350 is for Register of Deeds recording costs.
- Contracted Services: Starting in the fourth quarter of 2025, the Village is now contracting general counsel and prosecution services from Town and Counsel.

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### General Government: Legal Services - 5161

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 194,261	\$ 158,878	\$ 220,655	\$ 14,640	\$ (206,015)
<b>BENEFITS</b>						
Medicare/FICA	100-5161-5210-0000	13,755	12,154	16,881	1,120	(15,761)
Health Insurance	100-5161-5220-0000	33,458	42,503	42,503	5,366	(37,137)
Dental Insurance	100-5161-5225-0000	2,296	2,223	2,650	361	(2,289)
Life Insurance	100-5161-5230-0000	188	352	420	20	(400)
Retirement	100-5161-5250-0000	13,198	11,042	15,336	1,054	(14,282)
Total Benefits		62,895	68,274	77,790	7,921	(69,869)
Total Wages and Benefits		257,156	227,152	298,445	22,561	(275,884)
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5161-6100-0000	318	250	500	-	(500)
Training/Conference	100-5161-7100-0000	613	100	700	-	(700)
Dues & Subscriptions	100-5161-7120-0000	3,349	3,273	4,575	1,350	(3,225)
Mileage Reimbursement	100-5161-7130-0000	245	-	250	-	(250)
Contracted Services	100-5161-8100-0000	17,192	62,840	10,000	129,000	119,000
Cell Phone	100-5161-8403-0000	1,100	1,263	1,200	-	(1,200)
Total Operating Expenditures		22,817	67,726	17,225	130,350	113,125
<b>Total Expenditures - Legal Services</b>		<b>\$ 279,974</b>	<b>\$ 294,878</b>	<b>\$ 315,670</b>	<b>\$ 152,911</b>	<b>\$ (162,759)</b>



## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### General Government: Village Hall Maintenance - 5171

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##### DEPARTMENT MANAGER

Director of Public Works

##### DEPARTMENT DESCRIPTION

The Village Hall Maintenance Department provides support services for Village Hall buildings and grounds.

##### SERVICES PROVIDED

- Operation and maintenance of all Village heating, cooling, plumbing, and mechanical systems.
- 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

- 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 2025 projects.

##### 2025 ACCOMPLISHMENTS

- Pavement Marking refreshed on west parking lot.
- Various HVAC component replacements.
- Replaced water heater at the south end of Village Hall.
- Various Garage Door component replacements.

##### DEPARTMENT ACTIVITY MEASURES

- Department will work in 2026 to establish activity measures around staff maintenance requests and internal Village Hall projects utilizing existing Public Works staff.

##### 2026 OBJECTIVES

- Increase preventative maintenance on HVAC equipment.

##### BUDGET SUMMARY

- Wages and Benefits: Increased benefit premiums and increased WRS costs.
- Building & Equipment Repairs: Increased \$30,500 for duct cleaning in the Public Safety Bunk room area, annual inspection, testing, and cleaning of the air quality sensors in the Public Safety Fire Garage, annual tune up of the Liebert Systems, and deep cleaning of the chiller.
- Cleaning Contract: Increased \$1,500 due to annual cost increases.
- Electric: Increased to match actual trend and a 3.0% fee increase.
- Water/Sewer/Storm Water: Increased to match actual trend and for anticipated usage fee increases.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**General Government: Village Hall Maintenance - 5171**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 36,657	\$ 35,085	\$ 35,000	\$ 35,000	\$ -
<b>BENEFITS</b>						
Medicare/FICA	100-5171-5210-0000	2,551	2,678	2,678	2,678	-
Health Insurance	100-5171-5220-0000	-	9,095	9,095	9,076	(19)
Dental Insurance	100-5171-5225-0000	300	553	642	616	(26)
Life Insurance	100-5171-5230-0000	85	222	143	147	4
Retirement	100-5171-5250-0000	1,119	2,433	2,433	2,520	87
Total Benefits		4,056	14,981	14,991	15,037	46
Total Wages and Benefits		40,712	50,066	49,991	50,037	46
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5171-6101-0000	8,696	7,800	7,800	7,800	-
Building & Equipment Repairs	100-5171-6211-0000	73,669	27,500	27,500	58,000	30,500
Fire Alarm/Security Maintenan	100-5171-6214-0000	8,573	8,472	8,472	8,472	-
Cleaning Contract	100-5171-8106-0000	35,271	37,480	37,480	38,980	1,500
Electric	100-5171-8400-0000	71,648	79,012	74,000	81,382	7,382
Water/Sewer/Storm Water	100-5171-8401-0000	13,463	16,686	14,000	18,188	4,188
Total Operating Expenditures		211,320	176,950	169,252	212,822	43,570
<b>Total Expenditures - Village Hall Maintenance</b>		<b>\$ 252,032</b>	<b>\$ 227,016</b>	<b>\$ 219,243</b>	<b>\$ 262,859</b>	<b>\$ 43,616</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *General Government: General Government - 5100*

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#### DEPARTMENT MANAGER

Finance Director

#### DEPARTMENT DESCRIPTION

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

#### SERVICES PROVIDED

- General office supply costs such as paper, copy machines, and telephone services utilized by all office staff.
- Fees for credit card, banking, and investment services.
- General property and liability and workers' compensation insurance.
- Unemployment claims.
- Wage reserve to cover employee retirements, unsettled union wages, and other unplanned personnel services changes as approved by Village Board.

#### 2025 ACCOMPLISHMENTS

- Completed a banking services request for proposal (RFP) resulting in a new five-year contract that significantly reduced annual banking fees and increased banking interest revenues without losing any banking services.
- Changed telephone services provider from TDS to Insight, resulting in over 40% annual savings.

#### 2026 OBJECTIVES

- Review property and liability insurance policies to ensure proper coverage for all village assets.
- Review of investment options to help reduce banking and investment costs.
- Monitor telephone, copier, and postage usage. Review to ensure the Village is securing the lowest cost option.

#### BUDGET SUMMARY

- Postage: Increased to match trend. Largest contributor Parks and Recreation brochure postage costs.
- Copy Machine: Budget reduced due to effort to reduce copy machine fleet and replace with smaller, more economical units without disruption of internal needs.
- Credit Card Fees: 2025 budget was reduced to zero with the plan to push all credit card fees to consumers. A small budget was added to cover non-transferable Park and Recreation software credit card fees.
- Bank Fees: Reduced due to a highly successful banking services RFP conducted in 2025 resulting in a new banking services contract that significantly reduced bank fees.
- Investment Fees: Increased budget to match trend. Fees are higher due to higher banking investment earnings over the past few years. Overall portfolio value has seen sturdy growth in the past three years.
- Property and Liability Insurance: Costs increases related to property valuation updates.
- Workers' Compensation Insurance: Costs decreased due to lower claims over the past year.
- Telephone/Pagers: Overall costs have decreased in the past two years due to a change from TDS to Insight.
- Wage Reserves/Retirements: Increased budget to \$150,000 to provide adequate funding for annual employee retirement accrual payouts.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**General Government: General Government - 5100**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5100-6100-0000	4,503	4,000	4,000	4,000	-
Postage	100-5100-6304-0000	28,317	27,500	21,000	27,989	6,989
Copy Machine	100-5100-6305-0000	16,605	15,000	19,500	15,450	(4,050)
Credit Card Fees	100-5100-6307-0000	22,478	4,860	-	4,320	4,320
Tuition Reimbursement	100-5100-7150-0000	500	-	1,000	1,000	-
Contracted Services	100-5100-8100-0000	30,918	-	-	-	-
Bank Fees	100-5100-8118-0000	33,700	24,895	36,000	10,186	(25,814)
Investment Fees	100-5100-8119-0000	17,978	18,697	17,500	18,500	1,000
Property & Liability Insurance	100-5100-8330-0000	178,858	189,589	189,589	205,733	16,144
Employee Assistance Program	100-5100-8331-0000	4,602	4,602	4,500	4,602	102
Unemployment	100-5100-8332-0000	1,308	2,500	2,500	2,500	-
Workers Comp Insurance	100-5100-8334-0000	257,856	304,583	281,063	258,294	(22,769)
Telephone/Pagers	100-5100-8402-0000	22,937	20,769	15,500	14,733	(767)
Television	100-5100-8405-0000	339	395	290	395	105
Wage Reserve/Retirements	100-5100-8500-0000	394,538	48,999	75,000	150,000	75,000
Operating Transfer Out	100-5100-9200-0000	43,316	183,520	-	-	-
Total Operating Expenditures		1,058,754	849,909	667,442	717,702	50,260
<b>Total Expenditures - General Government</b>		<b>\$ 1,058,754</b>	<b>\$ 849,909</b>	<b>\$ 667,442</b>	<b>\$ 717,702</b>	<b>\$ 50,260</b>



## Department Budget Narrative – Fiscal Year 2026

### General Fund

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

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##### DEPARTMENT MANAGER

Chief of Public Safety

##### DEPARTMENT DESCRIPTION

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

##### SERVICES PROVIDED

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

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Chief of Public Safety	1.00	1.00	1.00	1.00
Deputy Chief	1.00	1.00	1.00	1.00
Commander	1.00	2.00	2.00	2.00
Captain	4.00	4.00	4.00	4.00
Lieutenant	6.00	6.00	6.00	6.00
Public Safety Officer	41.00	42.00	42.00	42.00
Community Service Officer	1.50	1.50	1.50	1.50
Support Services	3.80	3.80	3.80	3.80
Secretary	1.00	1.00	1.00	1.00
Fire/Rescue Paid-on-Call	Part-Time	Part-Time	Part-Time	Part-Time
Crossing Guard	Part-Time	Part-Time	Part-Time	Part-Time
<b>Total</b>	<b>60.30</b>	<b>62.30</b>	<b>62.30</b>	<b>62.30</b>

##### Staffing Note:

1. Paid-on-Call and Crossing Guard positions are budgeted costs; actuals vary as services are utilized.

##### 2025 ACCOMPLISHMENTS

- Successful NFL DRAFT event with over 600,000 attendees.
- Received a new firetruck and put into service.
- Replaced three police squad cars, Community Service Officer truck, and a Crime Scene Technician van.
- Hired part-time Paid-on-Premise Paramedics.
- Promoted a new Lieutenant.
- Hired a Community Service Officer (replacement of departed CSO).
- Acquired new K-9 dog Krypto, to replace retired dog.
- Department participated in a countywide Integrated Threat training.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Projected	2026 Budget
Police Activity Incidents	18,056	18,592	18,138	18,262
Calls for Police Service	8,276	7,056	8,061	7,797
Traffic Accidents, Assistance, Citations & Warnings	7,765	9,626	8,068	8,486
Parking Tickets	1,103	851	874	945
Rescue Responses	2,046	2,400	2,148	2,198
Fire Activity Responses	154	312	220	227

## 2026 OBJECTIVES

- Hire Public Safety Officers to fill vacancies.
- Hire a second part-time Community Service Officer (replacement of departed CSO).
- Establish a list of Paid-on Premise Paramedics.
- Develop plans for a new Public Safety Building.
- Replace two police squad cars and C390 vehicle.
- Replace School Resource Officer position due to retirement.
- Implement new National Emergency Response Information System.

## BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Fire/Rescue Meeting Pay: Increased \$5,000 to adjust to actual trends.
- Overtime: Reduced slightly back to normal levels. The budget was increased in 2025 for NFL draft. Overtime categories are reviewed annually and adjusted for known events and staffing levels.
- Range Supplies: Increased to account for inflation.
- Janitorial Supplies: Increased \$2,000 for towel service due to the 48-hour shifts.
- Software Maintenance: Decreased \$3,440 due to elimination or changes in software usage.
- Uniforms: Increased \$2,000 due to contracted officer uniform allowance changes that are based on the CPI.
- Public Education: Increased \$500 for a requested new Peer Support program to foster wellness for personnel facing professional challenges.
- Training/Conference: Reduced \$4,000 due to actual trend.
- Training/Conference – Paramedic: Reduced \$250 due to actual trend.
- Training/Conference – Supervisors: Reduced \$5,000 to normal levels. 2025 included additional one-time event.
- Dues & Subscriptions: Reduced \$1,300 due to cancellation of accreditation fees, and a couple International Association of Fire Chiefs, and International Association of Chiefs of Police memberships.
- Contracted Services: New budget of \$143,915 established for the new ten-year Axon body/vehicle camera system. Prior five-year contract was paid by Green Bay Packers and ARPA funds.
- Mutual Aid: Increased \$10,000 based on formula that determines how many calls were taken by the City of De Pere in previous years.
- Equipment Use Charge: Budget increased \$50,830 to account for new vehicle purchases over the past years. Newer vehicles have higher depreciation charges due to their higher costs from the vehicles being replaced.
- Physical/Psych Exams – NFPA Physicals: This amount is based on the number of personnel needing physicals that year. In 2026 nine PSOs and 2 POCs will need NFPA physicals, down from previous years.
- Physical/Psych Exams – New Hire: Decreased \$3,000 to reflect expected hiring trends.
- Electric: Increased \$989 to better match actual trend and account for 3.0% rate increase.

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

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

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5210-51__-0000	\$ 5,484,866	\$ 5,670,212	\$ 5,512,266	\$ 6,037,519	\$ 525,253
Overtime	100-5155-5111-0000	728,127	740,131	710,000	701,500	(8,500)
Fitness	100-5210-5101-0000	1,589	1,407	-	-	-
FLSA	100-5210-5102-0000	54,564	65,000	65,000	60,000	(5,000)
Fire/Rescue Meeting Pay	100-5210-5103-0000	46,707	45,000	45,000	50,000	5,000
Paid on Premise Pay	100-5210-5104-0000	710	-	-	-	-
Longevity	100-5210-5120-0000	1,660	1,000	1,440	840	(600)
Total Wages		6,318,223	6,522,750	6,333,706	6,849,859	516,153
<b>BENEFITS</b>						
Medicare/FICA	100-5210-5210-0000	467,070	506,048	484,532	524,015	39,483
Health Insurance	100-5210-5220-0000	990,434	1,070,668	1,074,868	1,021,070	(53,798)
Dental Insurance	100-5210-5225-0000	70,511	70,011	73,277	73,076	(201)
Life Insurance	100-5210-5230-0000	9,558	10,398	10,417	11,207	790
Retirement	100-5210-5250-0000	855,375	949,923	922,561	1,001,017	78,456
Public Safety Trust Fund	100-5210-5300-0000	55,000	55,000	56,000	56,000	-
Total Benefits		2,447,947	2,662,048	2,621,655	2,686,385	64,730
Total Wages and Benefits		8,766,171	9,184,798	8,955,361	9,536,244	580,883
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5210-6100-0000	8,256	8,000	8,000	8,000	-
Operating Supplies	100-5210-6101-0000	6,082	5,000	5,000	5,000	-
Operating Supplies - Police	100-5210-6101-3301	6,576	6,500	8,000	8,000	-
Operating Supplies - Fire	100-5210-6101-3302	5,643	6,000	10,000	9,000	(1,000)
Operating Supplies - Rescue	100-5210-6101-3303	36,956	37,000	38,000	38,000	-
Operating Supplies - Investigations	100-5210-6101-3305	1,988	2,000	2,000	2,000	-
Operating Supplies - Police Blood Draws	100-5210-6101-3307	1,044	834	1,500	1,500	-
Operating Supplies - Electronics	100-5210-6101-3309	521	1,000	1,500	1,000	(500)
Operating Supplies - Crossing Guards	100-5210-6101-3360	248	500	800	800	-
Operating Supplies - EMS Grant	100-5210-6101-5308	222	-	-	-	-
Evidence Supplies	100-5210-6102-0000	2,181	2,500	3,000	3,000	-
Range Supplies	100-5210-6104-0000	23,411	23,600	23,600	24,000	400
Forms	100-5210-6105-0000	1,863	2,250	3,250	2,500	(750)
Janitorial Supplies	100-5210-6109-0000	7,870	7,000	7,000	9,000	2,000
Gas & Oil	100-5210-6200-0000	94,568	95,000	100,000	100,000	-
Building & Equipment Repairs	100-5210-6211-0000	11,414	10,000	13,000	13,000	-
Software Maintenance	100-5210-6213-0000	34,871	36,460	38,460	35,020	(3,440)
Equipment Maintenance	100-5210-6215-0000	14,387	16,500	16,500	16,500	-
Building Furnishings	100-5210-6306-0000	4,038	4,500	4,500	4,500	-
Uniforms	100-5210-6401-0000	51,457	50,000	58,000	60,000	2,000
Uniforms - Honor Guard	100-5210-6401-3370	2,222	2,000	2,500	2,500	-
Uniforms - Initial Issue	100-5210-6401-3376	31,268	30,000	34,000	34,000	-
Grant Expenses - EMS Grant	100-5210-6500-5308	5,840	21,303	4,400	4,400	-
Grant Expenses - EMT-Basic Training/Refresher	100-5210-6500-5309	5,235	4,209	2,450	2,450	-
Public Education	100-5210-6502-0000	2,270	2,500	2,500	3,000	500
DARE/Liaison Program	100-5210-6503-0000	-	4,000	4,000	4,000	-
Citizens Academy	100-5210-6506-0000	-	750	750	750	-
Cadets Program	100-5210-6507-0000	-	2,500	2,500	2,500	-
Training/Conference	100-5210-7100-0000	37,336	30,000	34,000	30,000	(4,000)
Training/Conference - Paramedic	100-5210-7100-3303	10,794	19,250	22,250	22,000	(250)
Training/Conference - Supervisors	100-5210-7100-3306	12,457	10,000	15,000	10,000	(5,000)
Training/Conference - EMT-Basic Training/Refresher	100-5210-7100-5309	250	-	-	-	-
Dues & Subscriptions	100-5210-7120-0000	9,888	10,500	10,500	9,200	(1,300)
Mileage Reimbursement	100-5210-7130-0000	226	1,200	1,500	1,500	-
Fitness Test & Equipment Maint	100-5210-7140-0000	557	1,250	1,500	1,500	-

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

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

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
Contracted Services	100-5210-8100-0000	157	-	-	143,915	143,915
Mutual Aid	100-5210-8104-0000	25,327	35,700	30,000	40,000	10,000
Vehicle Repairs	100-5210-8201-0000	80,547	60,000	60,000	60,000	-
Vehicle Repairs - Accident	100-5210-8201-1006	20,380	4,105	-	-	-
Equipment Use Charge	100-5210-8202-0000	317,505	357,837	357,837	408,667	50,830
Radio Maintenance	100-5210-8203-0000	423	1,200	1,500	1,500	-
Physical/Psych Exams - NFPA Physicals	100-5210-8300-3373	1,818	4,400	4,400	3,000	(1,400)
Physical/Psych Exams - New Hire	100-5210-8300-3374	12,291	12,000	12,000	9,000	(3,000)
Electric	100-5210-8400-0000	8,928	10,584	9,913	10,902	989
Water/Sewer/Storm Water	100-5210-8401-0000	1,850	2,037	2,300	2,220	(80)
Telephone/Pagers	100-5210-8402-0000	53	-	-	-	-
Cell Phone	100-5210-8403-0000	31,776	32,000	32,000	32,000	-
Teletype	100-5210-8404-0000	4,860	4,900	4,900	4,900	-
Equipment > \$5,000	100-5210-9120-0000	9,973	-	-	-	-
Total Operating Expenditures		947,825	978,869	994,810	1,184,724	189,914
<b>Total Expenditures - Police/Fire/Rescue</b>		<b>\$ 9,713,996</b>	<b>\$ 10,163,667</b>	<b>\$ 9,950,171</b>	<b>\$ 10,720,968</b>	<b>\$ 770,797</b>



## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### Public Safety: Fire Inspection - 5230

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##### DEPARTMENT MANAGER

Chief of Public Safety

##### DEPARTMENT DESCRIPTION

The Fire Inspection Department serves the Village of Ashwaubenon in fire safety through routine annual inspections of commercial buildings, site plan review of new construction and reviews of special event plans.

##### SERVICES PROVIDED

- State mandated inspections and reinspection of commercial properties and multi-tenant buildings.
- Site plan review of new buildings.
- Oversight of Village Knox Box Program.
- Provide pyrotechnic and tent inspections for various events throughout the Village.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Fire Inspector	1.00	0.00	0.00	0.00
Fire Marshall	0.00	0.00	0.00	1.00
Part-time Fire Inspector (2)	1.00	1.00	1.00	0.00
<b>Total</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

##### 2025 ACCOMPLISHMENTS

- On pace for full completion of state mandated inspection of commercial properties.
- Successfully reviewed permits for pyrotechnics and tents for various sports or other special events.
- Navigated a reporting change, with ongoing work to complete in-house reporting program.
- Collaborated with Community Development and Building Inspection staff on site plan reviews.
- Moved to in-house fire inspection billing and dropped contracted party billing.

##### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Fire Inspections	1,275	1,235	1,171	1,227
Fire Inspection Violations	2,192	1,773	1,815	1,927
Special Event Inspections	37	11	37	28

##### 2026 OBJECTIVES

- Hire a full-time Fire Marshall to coordinate overall activities of the unit.
- Work to complete all inspections in-house and phase out contracted inspections towards end of 2026.
- Implement new GIS based inspection reporting software.

##### BUDGET SUMMARY

- Wages and Benefits: New Fire Marshall position added to budget. Offset by removing two part-time positions.
- Contracted Services: Reduced contracted fire inspection services with the hire of a new Fire Marshall. Plan is to eliminate contracted services in 2027.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Public Safety: Fire Inspection - 5230**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 61,366	\$ 67,300	\$ 56,846	\$ 91,208	\$ 34,362
<b>BENEFITS</b>						
Medicare/FICA	100-5230-5210-0000	4,388	5,148	4,348	6,977	2,629
Health Insurance	100-5230-5220-0000	-	-	-	25,254	25,254
Dental Insurance	100-5230-5225-0000	-	-	-	1,698	1,698
Life Insurance	100-5230-5230-0000	-	-	-	77	77
Retirement	100-5230-5250-0000	-	-	-	14,055	14,055
Total Benefits		4,388	5,148	4,348	48,061	43,713
Total Wages and Benefits		65,753	72,448	61,194	139,269	78,075
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5230-6100-0000	269	300	600	600	-
Gas & Oil	100-5230-6200-0000	856	800	800	800	-
Software Maintenance	100-5230-6213-0000	2,118	1,887	1,850	1,850	-
Fire Alarm/Security Maint	100-5230-6214-0000	279	-	-	-	-
Training/Conference	100-5230-7100-0000	1,379	750	2,000	2,000	-
Dues & Subscriptions	100-5230-7120-0000	165	200	500	500	-
Contracted Services	100-5230-8100-0000	21,137	23,000	46,000	25,000	(21,000)
Vehicle Repairs	100-5230-8201-0000	-	-	1,500	-	(1,500)
Total Operating Expenditures		26,202	26,937	53,250	30,750	(22,500)
<b>Total Expenditures - Fire Inspection</b>		<b>\$ 91,955</b>	<b>\$ 99,385</b>	<b>\$ 114,444</b>	<b>\$ 170,019</b>	<b>\$ 55,575</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### Public Safety: Building Inspection - 5241

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##### DEPARTMENT MANAGER

Director of Community Development

##### DEPARTMENT DESCRIPTION

The Building Inspection Department's primary objective is to protect the safety, health, and welfare of the residents, visitors, and general public through the issuance of building permits and inspections while maintaining neighborhood aesthetics and property values. Building Inspection is a division of the Community Development Department.

##### SERVICES PROVIDED

- Review and issue building permits.
- Perform residential and commercial building inspections for all trades.
- Provide building information assistance to residents and contractors.
- Enforce national, state, and local building codes and ordinances.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Chief Building Inspector	0.00	1.00	1.00	1.00
Building Inspector	2.00	1.00	1.00	1.00
Customer Service Representative / Secretary	0.30	0.30	0.30	0.30
Accounts Receivable / Utility Clerk	0.10	0.10	0.10	0.10
Code Enforcement Official	0.40	0.00	0.00	0.00
<b>Total</b>	<b>2.80</b>	<b>2.40</b>	<b>2.40</b>	<b>2.40</b>

##### Staffing Notes:

1. Of the 3.40 FTE in the Building Inspection Department, the cost of 0.80 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of administrative support for those operations.
2. The CSR/Secretary position is allocated to Building Inspection (30%), Engineering (25%), Street Administration (30%), and Utility (15%) departments.
3. The AR/Utility Clerk position is allocated to Finance (30%), Building Inspection (10%), and Utility (60%) departments.
4. The Code Enforcement Official replaced with Assistant Zoning Administrator and moved to the Community Development budget.

##### 2025 ACCOMPLISHMENTS

- Issued 478 permits and performed 1,045 inspections from 01/01/2025 – 10/4/2025.

##### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Permits Issued	488	607	478	530
Inspections	1,396	1,383	1,045	1,200

## **2026 OBJECTIVES**

- Update Ashwaubenon Municipal Code Chapter 5 (Building) in concert with Chapter 17 (Zoning).
- Prepare for implementation of updated 2021 commercial building codes.

## **BUDGET SUMMARY**

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Shoe Allowance: Increased \$100 to reflect updated Village Personnel Manual reimbursement limits.
- Training/Conference: Increased \$100 for Building Inspector IBC/IMC test fee.
- Dues & Subscriptions: Increased \$60 for added membership dues for Wisconsin Code Officials Alliance.



**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Public Safety: Building Inspection - 5241**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 116,482	\$ 131,869	\$ 132,368	\$ 137,529	\$ 5,161
<b>BENEFITS</b>						
Medicare/FICA	100-5241-5210-0000	8,553	10,088	10,127	10,521	394
Health Insurance	100-5241-5220-0000	18,042	8,990	8,990	9,209	219
Dental Insurance	100-5241-5225-0000	527	610	612	631	19
Life Insurance	100-5241-5230-0000	233	286	319	390	71
Retirement	100-5241-5250-0000	7,855	9,165	9,199	9,903	704
Total Benefits		35,211	29,139	29,247	30,654	1,407
Total Wages and Benefits		151,693	161,008	161,615	168,183	6,568
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5241-6100-0000	926	360	360	250	(110)
State Stamps	100-5241-6106-0000	1,335	2,655	2,660	2,000	(660)
Code Books	100-5241-6112-0000	-	2,406	2,500	500	(2,000)
Gas & Oil	100-5241-6200-0000	2,876	2,750	2,750	2,750	-
Software Maintenance	100-5241-6213-0000	1,190	400	400	350	(50)
Licenses	100-5241-6303-0000	799	480	480	265	(215)
Uniforms	100-5241-6401-0000	70	-	-	-	-
Shoe Allowance	100-5241-6402-0000	321	400	400	500	100
Training/Conference	100-5241-7100-0000	1,425	2,400	2,700	2,800	100
Dues & Subscriptions	100-5241-7120-0000	260	345	335	395	60
Vehicle Repairs	100-5241-8201-0000	1,076	750	1,000	1,000	-
Equipment Use Charge	100-5241-8202-0000	8,607	8,607	8,607	8,607	-
Cell Phone	100-5241-8403-0000	1,703	1,857	1,692	1,692	-
Furniture & Fixtures < \$5,000	100-5241-9111-0000	-	1,437	1,900	-	(1,900)
Total Operating Expenditures		20,587	24,847	25,784	21,109	(4,675)
<b>Total Expenditures - Building Inspection</b>		<b>\$ 172,280</b>	<b>\$ 185,855</b>	<b>\$ 187,399</b>	<b>\$ 189,292</b>	<b>\$ 1,893</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Public Works and Sanitation*

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##### **DEPARTMENT MANAGER**

Public Works Director

##### **DEPARTMENT DESCRIPTION**

The Village of Ashwaubenon Public Works Department is responsible for all operational and maintenance activities needed provide safe and efficient roadways for all modes of travel, to provide garbage, recycling, and large rubbish pick-up, to provide winter maintenance and to provide timely repairs to all Village infrastructure and assets. The Public Works Department also assists with construction and maintenance of numerous Parks and Recreation projects, assists in the maintenance of Village Hall and other Village facilities, and assists the Public Safety Department with all major events with traffic and crowd control operations. The Public Works Department aids in all facets of the overall operation of the Village.

##### **SERVICES PROVIDED**

###### **PUBLIC WORKS**

###### ***Engineering - 5405***

- Design and bidding coordination for all construction projects.
- Construction inspection and administration for construction projects.
- GIS database and data maps for all planning and development projects.
- Engineering review of all pre-development and site plan reviews submittals.
- Right-of-way permit administration.
- Interdepartmental engineering services.
- Long range planning to maintain all of Village Infrastructure.

###### ***Street Administration - 5421***

- Manage 19 FTE employees.
- Manage the yearly public works and sanitation budgets.
- Supervise the daily operations of all services provided by the department.
- Provide customer service to residents and businesses as needed.
- Ensure all regulatory permits are maintained for public works field operations.
- Assists the Public Works Director with managing the safety program for the department including all personal protective equipment.

###### ***Garage - 5410***

- Full mechanic service to all Village vehicles.
- Small engine repair and maintenance.
- Full welding and fabrication services.
- Parts inventory maintenance.
- Assist with various public works projects or tasks as needed.

###### ***Street Maintenance - 5431***

- Street patching and repairs.
- Maintenance of all Village right of ways including removal of litter.
- Street tree trimming to ensure that the tree canopy does not damage equipment.

***Curb & Gutter - 5433***

- Maintenance and repair of all Village roadway curb and gutter.
- Curb and gutter replacement in conjunction with annual mill-pave.

***Snow & Ice Control - 5435***

- Provide prompt response to snow and ice events to maintain safe vehicular travel throughout the Village.
- Snow and ice clearing to a variety of Village sidewalks and trails.
- Provide snow and ice clearing to Ashwaubenon School District parking lots.

***Traffic Control - 5441***

- Maintenance of Village Street signage.
- Work jointly with the City of Green Bay Public Works in maintenance of all Village traffic signals.
- Work jointly with the Green Bay Packers to provide necessary traffic control for Lambeau Field and Titledown events.

***Street Lighting - 5442***

- Fund the entire street lighting network within the Village.
- Wisconsin Public Service maintains the Village's street lighting system.

***Sidewalk Maintenance - 5444***

- Maintenance of all Village sidewalks along Village right-of-way.
- Perform annual sidewalk inspections.

***School District Maintenance - 5447***

- Limited work is performed unless there is an emergency.

***Labor for Others - 5449***

- Provide Public Works services for other entities as needed for projects or events such as one-time traffic control assistance or minor repairs.

***Transit System - 5455***

- Funding for Green Bay Transit public transportation services within the Village.

**SANITATION*****Garbage and Refuse Collection- 5710***

- Weekly curbside refuse collection for all Village residents.
- Monthly large rubbish collection.
- Delivery of refuse collection to Brown County Waste Transfer Stations or South Landfill.

***Recycling - 5720***

- Biweekly curbside recyclable collection to all Village residents.
- Delivery of recycling collection to Brown County Recycling Transfer Station.

***Landfill - 5730***

- Funding for the disposal of all solid waste and recycling collection.

**Weed Control - 5740**

- Maintenance of grass median islands, bridge abutments, and other Village right-of-way.

**Wood Chipping - 5760**

- Collection, chipping, and disposal of curbside tree and brush/branches within the Village.

**STAFFING**

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
<b>ENGINEERING:</b>				
Village Engineer	1.00	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00
Engineering Technician	0.00	1.00	1.00	1.00
Customer Service Secretary	0.25	0.25	0.25	0.25
Summer Assistant	0.30	0.30	0.30	0.30
<b>PUBLIC WORKS:</b>				
Director of Public Works	1.00	1.00	1.00	1.00
Street Supervisor	1.00	1.00	1.00	1.00
Customer Service Secretary	0.30	0.30	0.30	0.30
Lead Mechanic	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00
Inventory Control Specialist	1.00	1.00	1.00	1.00
Street Foreman	2.00	2.00	2.00	2.00
Public Works Field Operator I	2.00	2.00	2.00	2.00
Public Works Field Operator II	7.00	7.00	7.00	7.00
Seasonal Workers – Part-Time	0.50	0.50	0.50	0.50
<b>SANITATION:</b>				
Public Works Field Operator I	3.00	3.00	3.00	3.00
Public Works Field Operator II	2.00	2.00	2.00	2.00
<b>Total</b>	<b>25.35</b>	<b>26.35</b>	<b>26.35</b>	<b>26.35</b>

Staffing Notes:

1. All Engineering positions' staffing costs are recorded within the Engineering Department budget.
2. Public Works positions' staffing costs are allocated to all Public Works and Sanitation Department budgets based on prior year actual costs and projected projects and work needs.
3. Sanitation positions' staffing costs are recorded within the Garbage & Refuse Collection and Recycling Department budgets.
4. Of the 26.35 FTE in the Engineering, Public Works, and Sanitation departments, 5.05 FTE are allocated to the Water, Sewer, and Storm Water Enterprise Funds to reflect the cost of services provided to those operations.

**2025 ACCOMPLISHMENTS**

- Cormier Sidewalk Replacement (Ridge Road to Shady Lane).
- Traffic Signal Controller replacement.
- Rectangular Rapid Flashing Beacon installation on Cormier Road and Holmgren Way.

- South Point bike lane Pavement marking.
- Various bridge repairs.
- All right of way maintenance in relation to NFL Draft.
- Public Works garage HVAC replacement.
- Pavement maintenance including mill/pave, crack filling, and mastic repairs.
- Replacement of the garage air compressor.

#### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Estimated	2026 Budget*
Right of Way Permits Issued	102	128	105	112
Miles of Roads Resurfaced	6.3	3.5	4.7	4.8
Average Paser Rating	6.22	6.19	6.16	6.19
Miles of Roads Crack Sealed	4	6	10	6
Tons of Garbage Collected	4,240	4,110	4,220	4,190
Pounds of Salt Used	1,610	1,540	1,480	1,543
Public GIS App Engagement AGOL	N/A	10,556	20,000	15,278
ARCGIS Enterprise GIS Data / Apps Created / Updated	N/A	82	126	104
Address Assignment / Requests	N/A	31	35	33
Number of Employee Licenses	N/A	19	24	22

- ***Average of years with measured data provided***

#### 2026 OBJECTIVES

- Design Morris Avenue (Holmgren Way to Ashland Avenue) for reconstruction.
- Planning for the Public Works Garage expansion.
- Construction of the new salt shed, fuel island, and cold storage building.
- Complete Public Works Garage roof replacement.
- Replace light duty fleet scanner.
- Build extension of Village Hall campus fence.
- Replacement of plasma cutter.
- Replacement of two exterior doors in the Public Works Garage.

#### BUDGET SUMMARY

- Engineering:
  - Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
  - Wages and Benefits: Increased part-time Public Works office assistant position hours to allow additional work hours during winter and spring breaks.
  - Software Maintenance: Increased \$8,200 to account for the GIS change to ESRI Enterprise including work block hours, GPS Rover software updates, and general increases in annual fees.
  - Contracted Services: Decreased \$2,100 from a new landfill water sampling and site maintenance contract.
  - Engineering Services: Decreased \$2,000 to better manage costs.



- **Street Administration:**
  - Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs
  - Mileage Reimbursement: Budget line eliminated and replaced with wage adjustment.
  - Cell Phone: Increased \$700 to better match actual trend. All street department personnel cell phones are within this budget.
- **Garage:**
  - Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, increased WRS costs, and reallocation of public works field operators time and benefits spent in the garage.
  - Office Supplies: Reduced \$1,500 to match actual trend.
  - Janitorial Supply: Increase \$2,000 due to annual cleaning contract increase.
  - Gas & Oil: Decrease \$12,500 to match actual trend and due to a more efficient fleet and reduced fuel prices.
  - Building & Equipment Repairs: Decreased \$2,000 due to installing new HVAC system in garage in 2025.
  - Physical/Psych Exams: Increased \$200 due to increase in price for drug screens.
  - Electric: Increased \$6,935 to match actual trend and from increases in natural gas and electric rates.
  - Water/Sewer/Storm Water: Increased \$407 due to all utilities increasing their rates.
- **Street Maintenance:**
  - Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, increased WRS costs, and reallocation of public works field operators time and benefits spent throughout all Public Works and Sanitation departments. Total personnel are the same; however, each year wages and benefits are reallocated based on actual time spent in each department.
  - Equipment Use Charge: Decreased \$23,006 from eliminating prior year assets that were paid through a Village debt issue.
  - Physical/Psych Exams: Up \$300 from price increases for drug screens and for more screens.
- **Curb & Gutter:**
  - Operating Supplies: Reduced \$5,000 to match actual needs and as an effort to better manage costs.
- **Snow & Ice Control:**
  - Operating Supplies: Decreased \$14,000 due to more mild winters and less salt usage.
- **Traffic Control:**
  - Operating Supplies: Increased \$8,000 to align with trend due to knock downs and aging equipment.
- **Street Lighting:**
  - Electric: Increased \$1,695 for normal cost increases but offset by more efficient lighting replacements.
- **Sidewalk Maintenance:**
  - Operating Supplies: Decreased \$1,000 due to improved sidewalk conditions, aided by the 2025 Cormier Road sidewalk replacement.
- **Transit System:**
  - Contracted Services: Increased \$17,415 due to projected Green Bay Metro bus service fee increase.
- **Garbage & Refuse Collection:**
  - Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, increased WRS costs, and reallocation of public works field operators time and benefits spent in this department.
  - Contracted Services: Increased \$3,600 for the garbage calendar mailing costs.
  - Equipment Use Charge: Increased \$750 due to annual changes in vehicle depreciation chargeback.
- **Recycling:**
  - Gas & Oil: Increased \$4,500 to match actual trends.
  - Vehicle Repairs: Decreased \$1,000 due to new truck with lower repair costs.
  - Physical/Psych Exams: \$100 budget added to cover annual charges.
- **Landfill:**
  - Brown County Landfill: Increased \$15,000 due to a \$1.50 per ton rate increase for garbage drop off.
- **Wood Chipping:**
  - All costs moved to the Storm Water Utility budget.

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

#### Public Works

##### Engineering - 5405

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5405-51__-0000	\$ 125,121	\$ 136,913	\$ 134,794	\$ 152,046	\$ 17,252
Overtime	100-5405-5111-0000	664	736	-	-	-
Total Wages		125,785	137,649	134,794	152,046	17,252
<b>BENEFITS</b>						
Medicare/FICA	100-5405-5210-0000	8,849	10,530	10,311	11,631	1,320
Health Insurance	100-5405-5220-0000	29,149	25,229	25,229	25,847	618
Dental Insurance	100-5405-5225-0000	1,549	1,572	1,690	1,740	50
Life Insurance	100-5405-5230-0000	393	444	580	630	50
Retirement	100-5405-5250-0000	8,212	9,567	8,904	9,691	787
Total Benefits		48,152	47,342	46,714	49,539	2,825
Total Wages and Benefits		173,937	184,991	181,508	201,585	20,077
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5405-6100-0000	2,874	1,400	2,400	2,400	-
Gas & Oil	100-5405-6200-0000	2,103	2,200	2,500	2,200	(300)
Software Maintenance	100-5405-6213-0000	17,262	18,240	18,240	26,440	8,200
Shoe Allowance	100-5405-6402-0000	250	-	-	250	250
Training/Conference	100-5405-7100-0000	285	300	600	600	-
Dues & Subscriptions	100-5405-7120-0000	121	500	500	500	-
Contracted Services	100-5405-8100-0000	7,432	6,900	7,100	5,000	(2,100)
Engineering Services	100-5405-8115-0000	8,920	7,000	9,000	7,000	(2,000)
Vehicle Repairs	100-5405-8201-0000	608	650	650	650	-
Physical/Psych Exams	100-5405-8300-0000	80	80	80	80	-
Cell Phone	100-5405-8403-0000	796	759	780	780	-
Total Operating Expenditures		40,731	38,029	41,850	45,900	4,050
<b>Total Expenditures - Engineering</b>		<b>\$ 214,668</b>	<b>\$ 223,020</b>	<b>\$ 223,358</b>	<b>\$ 247,485</b>	<b>\$ 24,127</b>

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Public Works / Sanitation**

**Street Administration - 5421**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5421-51__-0000	\$ 139,408	\$ 146,949	\$ 146,902	\$ 154,961	\$ 8,059
Overtime	100-5421-5111-0000	6,753	920	-	-	-
Total Wages		146,161	147,869	146,902	154,961	8,059
<b>BENEFITS</b>						
Medicare/FICA	100-5421-5210-0000	10,799	11,312	11,238	11,855	617
Health Insurance	100-5421-5220-0000	23,766	25,085	25,085	25,699	614
Health Insurance	100-5421-5220-0000	1,508	1,548	1,554	1,601	47
Life Insurance	100-5421-5230-0000	800	797	846	914	68
Retirement	100-5421-5250-0000	10,154	10,277	10,210	11,157	947
Total Benefits		47,029	49,019	48,933	51,226	2,293
Total Wages and Benefits		193,190	196,888	195,835	206,187	10,352
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5421-6100-0000	117	500	500	500	-
Software Maintenance	100-5421-6213-0000	605	2,000	2,500	2,500	-
Training/Conference	100-5421-7100-0000	3,747	3,750	5,000	5,000	-
Mileage Reimbursement	100-5421-7130-0000	2,400	2,400	2,400	-	(2,400)
Cell Phone	100-5421-8403-0000	4,733	5,658	5,000	5,700	700
Total Operating Expenditures		11,602	14,308	15,400	13,700	(1,700)
<b>Total Expenditures - Street Administration</b>		<b>\$ 204,792</b>	<b>\$ 211,196</b>	<b>\$ 211,235</b>	<b>\$ 219,887</b>	<b>\$ 8,652</b>

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

##### Garage - 5410

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5410-51__-0000	\$ 308,028	\$ 369,960	\$ 307,528	\$ 345,608	\$ 38,080
Overtime	100-5410-5111-0000	9,629	5,000	5,000	5,000	-
Longevity	100-5410-5120-0000	360	360	360	360	-
Total Wages		318,017	375,320	312,888	350,968	38,080
<b>BENEFITS</b>						
Medicare/FICA	100-5410-5210-0000	22,337	28,681	23,937	26,849	2,912
Health Insurance	100-5410-5220-0000	71,149	85,392	85,392	96,586	11,194
Dental Insurance	100-5410-5225-0000	5,307	6,650	5,576	6,329	753
Life Insurance	100-5410-5230-0000	1,272	1,378	1,413	1,638	225
Retirement	100-5410-5250-0000	21,297	26,175	21,745	25,271	3,526
Total Benefits		121,362	148,276	138,063	156,673	18,610
Total Wages and Benefits		439,380	523,596	450,951	507,641	56,690
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5410-6100-0000	742	750	2,400	900	(1,500)
Operating Supplies	100-5410-6101-0000	22,412	24,000	24,000	24,000	-
Janitorial Supplies	100-5410-6109-0000	17,492	16,890	16,890	18,890	2,000
Gas & Oil	100-5410-6200-0000	64,147	75,000	85,000	72,500	(12,500)
Building & Equipment Repairs	100-5410-6211-0000	20,770	23,000	24,000	22,000	(2,000)
Uniforms	100-5410-6401-0000	190	750	1,000	1,000	-
Shoe Allowance	100-5410-6402-0000	3,807	3,900	4,400	4,400	-
Tool Allowance	100-5410-6403-0000	1,000	1,500	1,500	1,500	-
Training/Conference	100-5410-7100-0000	-	1,750	1,900	1,900	-
Dues & Subscriptions	100-5410-7120-0000	1,448	1,504	1,600	1,600	-
Vehicle Repairs	100-5410-8201-0000	103	750	1,000	1,000	-
Physical/Psych Exams	100-5410-8300-0000	252	619	200	400	200
Electric	100-5410-8400-0000	31,031	39,607	33,860	40,795	6,935
Water/Sewer/Storm Water	100-5410-8401-0000	6,936	7,254	7,500	7,907	407
Total Operating Expenditures		170,331	197,274	205,250	198,792	(6,458)
<b>Total Expenditures - Garage</b>		<b>\$ 609,711</b>	<b>\$ 720,870</b>	<b>\$ 656,201</b>	<b>\$ 706,433</b>	<b>\$ 50,232</b>

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

##### Street Maintenance - 5431

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5431-51__-0000	\$ 266,614	\$ 375,570	\$ 457,727	\$ 310,806	\$ (146,921)
Overtime	100-5431-5111-0000	37,035	-	-	-	-
Longevity	100-5431-5120-0000	960	820	1,200	960	(240)
Total Wages		304,609	376,390	458,927	311,766	(147,161)
<b>BENEFITS</b>						
Medicare/FICA	100-5431-5210-0000	22,466	28,794	30,131	18,874	(11,257)
Health Insurance	100-5431-5220-0000	169,006	118,938	118,938	80,591	(38,347)
Dental Insurance	100-5431-5225-0000	7,164	5,157	8,397	5,467	(2,930)
Life Insurance	100-5431-5230-0000	1,402	1,060	1,869	1,302	(567)
Retirement	100-5431-5250-0000	29,008	26,159	25,114	15,353	(9,761)
Total Benefits		229,046	180,108	184,449	121,587	(62,862)
Total Wages and Benefits		533,655	556,498	643,376	433,353	(210,023)
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5431-6101-0000	40,950	45,000	45,000	45,000	-
Vehicle Repairs	100-5431-8201-0000	96,843	80,000	80,000	80,000	-
Equipment Use Charge	100-5431-8202-0000	343,804	298,860	298,860	275,854	(23,006)
Physical/Psych Exams	100-5431-8300-0000	798	550	550	850	300
Total Operating Expenditures		482,395	424,410	424,410	401,704	(22,706)
<b>Total Expenditures - Street Maintenance</b>		<b>\$ 1,016,051</b>	<b>\$ 980,908</b>	<b>\$ 1,067,786</b>	<b>\$ 835,057</b>	<b>\$ (232,729)</b>

##### Curb & Gutter - 5433

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5433-51__-0000	\$ 11,548	\$ 6,226	\$ 11,000	\$ 11,000	\$ -
<b>BENEFITS</b>						
Medicare/FICA	100-5433-5210-0000	762	431	842	842	-
Health Insurance	100-5433-5220-0000	3,456	2,858	2,858	2,852	(6)
Dental Insurance	100-5433-5225-0000	260	97	202	194	(8)
Life Insurance	100-5433-5230-0000	36	17	45	46	1
Retirement	100-5433-5250-0000	797	433	765	792	27
Total Benefits		5,311	3,836	4,712	4,726	14
Total Wages and Benefits		16,859	10,062	15,712	15,726	14
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5433-6101-0000	9,104	13,000	15,000	10,000	(5,000)
Total Operating Expenditures		9,104	13,000	15,000	10,000	(5,000)
<b>Total Expenditures - Curb &amp; Gutter</b>		<b>\$ 25,963</b>	<b>\$ 23,062</b>	<b>\$ 30,712</b>	<b>\$ 25,726</b>	<b>\$ (4,986)</b>



## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

##### Snow & Ice Control - 5435

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5435-51__-0000	\$ 23,868	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
Overtime	100-5435-5111-0000	17,132	30,000	30,000	30,000	-
Total Wages		41,000	60,000	60,000	60,000	-
<b>BENEFITS</b>						
Medicare/FICA	100-5435-5210-0000	2,901	4,590	4,590	4,590	-
Health Insurance	100-5435-5220-0000	2,838	7,795	7,795	7,779	(16)
Dental Insurance	100-5435-5225-0000	223	550	550	528	(22)
Life Insurance	100-5435-5230-0000	43	123	123	126	3
Retirement	100-5435-5250-0000	1,176	4,170	4,170	4,320	150
Total Benefits		7,182	17,228	17,228	17,343	115
Total Wages and Benefits		48,182	77,228	77,228	77,343	115
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5435-6101-0000	116,899	155,000	155,000	141,000	(14,000)
Vehicle Repairs	100-5435-8201-0000	30,712	25,000	30,000	30,000	-
Total Operating Expenditures		147,612	180,000	185,000	171,000	(14,000)
<b>Total Expenditures - Snow &amp; Ice Control</b>		<b>\$ 195,793</b>	<b>\$ 257,228</b>	<b>\$ 262,228</b>	<b>\$ 248,343</b>	<b>\$ (13,885)</b>

##### Traffic Control - 5441

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5441-51__-0000	\$ 60,660	\$ 60,282	\$ 45,000	\$ 55,000	\$ 10,000
Overtime	100-5441-5111-0000	28,637	20,000	30,000	30,000	-
Total Wages		89,296	80,282	75,000	85,000	10,000
<b>BENEFITS</b>						
Medicare/FICA	100-5435-5210-0000	5,965	8,054	5,738	6,503	765
Health Insurance	100-5441-5220-0000	12,569	11,693	11,693	14,262	2,569
Dental Insurance	100-5441-5225-0000	998	1,274	825	968	143
Life Insurance	100-5441-5230-0000	241	307	184	230	46
Retirement	100-5441-5250-0000	4,487	7,317	5,213	6,120	907
Total Benefits		24,260	28,645	23,653	28,083	4,430
Total Wages and Benefits		113,556	108,927	98,653	113,083	14,430
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5441-6101-0000	41,204	40,000	40,000	48,000	8,000
Electric	100-5441-8400-0000	22,457	28,189	28,657	29,035	378
Total Operating Expenditures		63,661	68,189	68,657	77,035	8,378
<b>Total Expenditures - Traffic Control</b>		<b>\$ 177,217</b>	<b>\$ 177,116</b>	<b>\$ 167,310</b>	<b>\$ 190,118</b>	<b>\$ 22,808</b>

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

##### Street Lighting - 5442

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>OPERATING EXPENDITURES</b>						
Electric	100-5442-8400-0000	471,225	483,652	496,467	498,162	1,695
<b>Total Expenditures - Street Lighting</b>		<b>\$ 471,225</b>	<b>\$ 483,652</b>	<b>\$ 496,467</b>	<b>\$ 498,162</b>	<b>\$ 1,695</b>

##### Sidewalk Maintenance - 5444

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5444-51__-0000	\$ 4,972	\$ 3,436	\$ 15,000	\$ 10,000	\$ (5,000)
<b>BENEFITS</b>						
Medicare/FICA	100-5444-5210-0000	332	238	1,148	765	(383)
Health Insurance	100-5444-5220-0000	1,389	3,898	3,898	2,593	(1,305)
Dental Insurance	100-5444-5225-0000	108	65	275	176	(99)
Life Insurance	100-5444-5230-0000	17	11	61	42	(19)
Retirement	100-5444-5250-0000	343	239	1,043	720	(323)
Total Benefits		2,188	4,451	6,425	4,296	(2,129)
Total Wages and Benefits		7,160	7,887	21,425	14,296	(7,129)
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5444-6101-0000	1,508	217	4,000	3,000	(1,000)
<b>Total Expenditures - Sidewalk Maintenance</b>		<b>\$ 8,668</b>	<b>\$ 8,104</b>	<b>\$ 25,425</b>	<b>\$ 17,296</b>	<b>\$ (8,129)</b>

##### School District Maintenance - 5447

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5447-51__-0000	\$ 34	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Overtime	100-5447-5111-0000	1,049	-	-	-	-
Total Wages		1,082	1,000	1,000	1,000	-
<b>BENEFITS</b>						
Medicare/FICA	100-5447-5210-0000	77	77	77	77	-
Health Insurance	100-5447-5220-0000	44	260	260	259	(1)
Dental Insurance	100-5447-5225-0000	3	18	18	18	-
Life Insurance	100-5447-5230-0000	0	4	4	4	-
Retirement	100-5447-5250-0000	11	70	70	72	2
Total Benefits		136	429	429	430	1
Total Wages and Benefits		1,218	1,429	1,429	1,430	1
<b>Total Expenditures - School District Maintenance</b>		<b>\$ 1,218</b>	<b>\$ 1,429</b>	<b>\$ 1,429</b>	<b>\$ 1,430</b>	<b>\$ 1</b>

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

##### Labor for Others - 5449

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5449-51__-0000	\$ 27	\$ 500	\$ 500	\$ 500	\$ -
<b>BENEFITS</b>						
Medicare/FICA	100-5449-5210-0000	2	38	38	38	-
Health Insurance	100-5449-5220-0000	4	130	130	130	-
Dental Insurance	100-5449-5225-0000	0	9	9	9	-
Life Insurance	100-5449-5230-0000	-	-	-	2	2
Retirement	100-5449-5250-0000	2	35	35	36	1
Total Benefits		8	212	212	215	3
Total Wages and Benefits		35	712	712	715	3
<b>Total Expenditures - Labor for Others</b>		<b>\$ 35</b>	<b>\$ 712</b>	<b>\$ 712</b>	<b>\$ 715</b>	<b>\$ 3</b>

##### Transit System - 5455

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>OPERATING EXPENDITURES</b>						
Contracted Services	100-5455-8100-0000	151,879	176,498	167,704	185,119	17,415
<b>Total Expenditures - Transit System</b>		<b>\$ 151,879</b>	<b>\$ 176,498</b>	<b>\$ 167,704</b>	<b>\$ 185,119</b>	<b>\$ 17,415</b>
<b>TOTAL EXPENDITURES - PUBLIC WORKS</b>		<b>\$ 3,077,219</b>	<b>\$ 3,263,795</b>	<b>\$ 3,310,567</b>	<b>\$ 3,175,771</b>	<b>\$ (134,796)</b>

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

#### Sanitation

##### Garbage & Refuse Collection - 5710

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5710-51__-0000	\$ 253,256	\$ 256,965	\$ 228,274	\$ 270,023	\$ 41,749
Overtime	100-5710-5111-0000	13,287	-	-	-	-
Longevity	100-5710-5120-0000	240	240	-	-	-
Total Wages		266,783	257,205	228,274	270,023	41,749
<b>BENEFITS</b>						
Medicare/FICA	100-5710-5210-0000	18,798	19,676	17,463	20,657	3,194
Health Insurance	100-5710-5220-0000	53,520	59,316	59,316	70,017	10,701
Dental Insurance	100-5710-5225-0000	4,423	4,254	4,187	4,750	563
Life Insurance	100-5710-5230-0000	710	794	933	1,131	198
Retirement	100-5710-5250-0000	17,558	17,876	15,865	19,442	3,577
Total Benefits		95,010	101,916	97,764	115,997	18,233
Total Wages and Benefits		361,792	359,121	326,038	386,020	59,982
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5710-6101-0000	1,603	14,500	18,000	18,000	-
Gas & Oil	100-5710-6200-0000	36,297	39,000	39,000	39,000	-
Contracted Services	100-5710-8100-0000	2,677	3,474	-	3,600	3,600
Vehicle Repairs	100-5710-8201-0000	30,810	30,000	32,000	32,000	-
Equipment Use Charge	100-5710-8202-0000	63,488	72,193	72,193	72,943	750
Physical/Psych Exams	100-5710-8300-0000	-	-	-	100	100
Total Operating Expenditures		134,875	159,167	161,193	165,643	4,450
<b>Total Expenditures - Garbage &amp; Refuse Collection</b>		<b>\$ 496,667</b>	<b>\$ 518,288</b>	<b>\$ 487,231</b>	<b>\$ 551,663</b>	<b>\$ 64,432</b>

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

##### Recycling - 5720

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5720-51__-0000	\$ 68,329	\$ 81,396	\$ 95,114	\$ 88,722	\$ (6,392)
Overtime	100-5720-5111-0000	1,176	-	-	-	-
Total Wages		69,505	81,396	95,114	88,722	(6,392)
<b>BENEFITS</b>						
Medicare/FICA	100-5720-5210-0000	4,845	6,227	7,276	6,787	(489)
Health Insurance	100-5720-5220-0000	28,611	24,715	24,715	23,006	(1,709)
Dental Insurance	100-5720-5225-0000	1,525	758	1,745	1,561	(184)
Life Insurance	100-5720-5230-0000	204	97	389	372	(17)
Retirement	100-5720-5250-0000	4,791	5,657	6,610	6,388	(222)
Total Benefits		39,975	37,454	40,735	38,114	(2,621)
Total Wages and Benefits		109,480	118,850	135,849	126,836	(9,013)
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5720-6101-0000	5,559	15,000	18,000	18,000	-
Gas & Oil	100-5720-6200-0000	5,058	7,500	5,500	10,000	4,500
Vehicle Repairs	100-5720-8201-0000	7,213	10,386	9,000	8,000	(1,000)
Equipment Use Charge	100-5720-8202-0000	34,987	34,987	34,987	34,987	-
Physical/Psych Exams	100-5720-8300-0000	65	81	-	100	100
Total Operating Expenditures		52,883	67,954	67,487	71,087	3,600
<b>Total Expenditures - Recycling</b>		<b>\$ 162,363</b>	<b>\$ 186,804</b>	<b>\$ 203,336</b>	<b>\$ 197,923</b>	<b>\$ (5,413)</b>

##### Landfill - 5730

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>OPERATING EXPENDITURES</b>						
Brown County Landfill	100-5730-8109-0000	255,868	253,868	250,000	265,000	15,000
<b>Total Expenditures - Landfill</b>		<b>\$ 255,868</b>	<b>\$ 253,868</b>	<b>\$ 250,000</b>	<b>\$ 265,000</b>	<b>\$ 15,000</b>



## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### Public Works / Sanitation

##### Weed Control - 5740

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5740-51__-0000	\$ 19,359	\$ 10,000	\$ 10,000	\$ 15,000	\$ 5,000
Overtime	100-5740-5111-0000	76	-	-	-	-
Total Wages		19,434	10,000	10,000	15,000	5,000
<b>BENEFITS</b>						
Medicare/FICA	100-5740-5210-0000	1,065	765	765	1,148	383
Health Insurance	100-5740-5220-0000	-	2,598	2,598	3,890	1,292
Dental Insurance	100-5740-5225-0000	285	183	183	264	81
Life Insurance	100-5740-5230-0000	60	41	41	63	22
Retirement	100-5740-5250-0000	1,072	695	695	1,080	385
Total Benefits		2,482	4,282	4,282	6,445	2,163
Total Wages and Benefits		21,916	14,282	14,282	21,445	7,163
<b>OPERATING EXPENDITURES</b>						
Contracted Services	100-5740-8100-0000	3,447	1,500	3,000	3,000	-
<b>Total Expenditures - Weed Control</b>		<b>\$ 25,363</b>	<b>\$ 15,782</b>	<b>\$ 17,282</b>	<b>\$ 24,445</b>	<b>\$ 7,163</b>

##### Wood Chipping - 5760

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5760-51__-0000	\$ 90,720	\$ 75,000	\$ 75,000	\$ -	\$ (75,000)
Overtime	100-5760-5111-0000	1,054	-	-	-	-
Total Wages		91,774	75,000	75,000	-	(75,000)
<b>BENEFITS</b>						
Medicare/FICA	100-5760-5210-0000	5,740	5,738	5,738	-	(5,738)
Health Insurance	100-5760-5220-0000	-	19,488	19,488	-	(19,488)
Dental Insurance	100-5760-5225-0000	1,267	1,376	1,376	-	(1,376)
Life Insurance	100-5760-5230-0000	233	307	307	-	(307)
Retirement	100-5760-5250-0000	4,992	5,213	5,213	-	(5,213)
Total Benefits		12,232	32,122	32,122	-	(32,122)
Total Wages and Benefits		104,006	107,122	107,122	-	(107,122)
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5760-6101-0000	2,091	2,500	2,500	-	(2,500)
Vehicle Repairs	100-5760-8201-0000	1,403	900	900	-	(900)
Total Operating Expenditures		3,494	3,400	3,400	-	(3,400)
<b>Total Expenditures - Wood Chipping</b>		<b>\$ 107,500</b>	<b>\$ 110,522</b>	<b>\$ 110,522</b>	<b>\$ -</b>	<b>\$ (110,522)</b>
<b>TOTAL EXPENDITURES - SANITATION</b>		<b>\$ 1,047,761</b>	<b>\$ 1,085,264</b>	<b>\$ 1,068,371</b>	<b>\$ 1,039,031</b>	<b>\$ (29,340)</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Parks & Recreation Administration - 5521*

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##### DEPARTMENT MANAGER

Director of Parks, Recreation, and Forestry

##### DEPARTMENT DESCRIPTION

The Parks and Recreation Administration department administers all functions related to Village parks, recreational programs, and forestry needs.

##### SERVICES PROVIDED

- Administration of all Parks, Recreation & Forestry program divisions, and policies.
- Customer service for community questions and concerns.
- Planning, partnership, and evaluation of all Parks, Recreation, and Forestry offerings.
- Brochure mailing detailing Parks, Recreation, & Forestry programming, and other general Village information.
- Administration of community donation and volunteer programs with local organizations and individuals.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Director of Parks, Recreation, & Forestry	1.00	1.00	1.00	1.00
Program Supervisor	1.00	1.00	1.00	1.00
Aquatic Supervisor	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

##### 2025 ACCOMPLISHMENTS

- Created “Jerry Van Sistine Park” on Element Way to provide park space for a growing Entertainment District.
- Added .75 miles of paved surface and seating area on the Ashwaubomay Park River Trail.
- Designed and implemented a 200-yard boardwalk addition in Argonne Park.
- Collaborating with donor group, assisted with design and coordination of the Klipstine Park Bandshell.
- Worked with the DNR and Stantec with an NRDA Grant to design Ashwaubomay Park and Dutchman’s Creek.

##### 2026 OBJECTIVES

- Prepare an inaugural season of events and marketing for the new Klipstine Park bandshell.
- Start construction of the proposed NRDA improvements to Ashwaubomay Park and Dutchman’s Creek, solidifying quality of life enhancements and features in the Village.
- Continuing exemplary program offerings and projects benefiting the health and mental welfare of Ashwaubenon residents and visitors.

##### BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Software Maintenance: Increased \$336 due to yearly price increases.
- Copy Machine: Increased budget \$500 to match actual trend.
- Training/Conference: Increased to allow Program Supervisor to attend national conference instead of normal attendance at state conference.

## Department Budget Expenditures - Fiscal Year 2026

### General Fund

#### *Parks, Recreation & Forestry: Parks & Recreation Administration - 5521*

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 352,532	\$ 361,739	\$ 366,843	\$ 381,696	\$ 14,853
<b>BENEFITS</b>						
Medicare/FICA	100-5521-5210-0000	25,657	27,673	28,062	29,200	1,138
Health Insurance	100-5521-5220-0000	82,131	88,447	88,447	90,617	2,170
Dental Insurance	100-5521-5225-0000	5,985	6,137	6,165	6,352	187
Life Insurance	100-5521-5230-0000	1,092	1,244	1,398	1,444	46
Retirement	100-5521-5250-0000	24,072	25,141	25,495	27,482	1,987
Total Benefits		138,938	148,642	149,567	155,095	5,528
Total Wages and Benefits		491,470	510,381	516,410	536,791	20,381
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5521-6100-0000	1,035	1,750	2,800	2,300	(500)
Software Maintenance	100-5521-6213-0000	7,111	7,436	7,300	7,636	336
Newspaper Publishing	100-5521-6302-0000	-	250	750	750	-
Copy Machine	100-5521-6305-0000	4,511	4,500	3,000	3,500	500
Uniforms	100-5521-6401-0000	2,012	2,559	2,000	2,000	-
Training/Conference	100-5521-7100-0000	2,353	4,000	4,318	4,850	532
Dues & Subscriptions	100-5521-7120-0000	871	1,000	1,120	950	(170)
Mileage Reimbursement	100-5521-7130-0000	6,815	6,900	6,900	6,900	-
Printing	100-5521-8113-0000	15,130	15,750	16,300	16,300	-
Physical/Psych Exams	100-5521-8300-0000	2	250	3,000	3,000	-
Cell Phone	100-5521-8403-0000	6,775	6,807	7,500	6,900	(600)
Total Operating Expenditures		46,614	51,202	54,988	55,086	98
<b>Total Expenditures - Parks &amp; Recreation Administration</b>		<b>\$ 538,084</b>	<b>\$ 561,583</b>	<b>\$ 571,398</b>	<b>\$ 591,877</b>	<b>\$ 20,479</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Community Pool - 5523*

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##### **DEPARTMENT MANAGER**

Director of Parks, Recreation, and Forestry

##### **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 PROVIDED**

- Provide lifeguarding services for both Community and Ashwaubenon School District programming.
- Provide aquatic programming (swimming lessons, open swim, lap swim, exercise classes) to the community and the Ashwaubenon School District.
- Work in conjunction with the Ashwaubenon School District and the Ashwaubenon Swim Club to host conferences with swimming and diving competitions.
- Provide a venue for public use and rental for open swim, birthday parties, and special events.
- Provide a top-notch venue and operation of WIAA Conference Championship and Sectional competitions as assigned.

##### **STAFFING**

- Community Pool consists of the following part-time positions. All positions may include multiple people depending on participation levels.
  - Pool Director
  - Pool Supervisor
  - Instructor
  - Lifeguard

##### **2025 ACCOMPLISHMENTS**

- Updated, recertified, and trained sixty-seven current staff in the new Red Cross Lifeguard/CPR program r.24.
- Secured, trained, and maintained a full lifeguard and instructor staff throughout the entire year.
- Recruited and taught twenty-eight candidates in two lifeguard classes to secure well trained staff to fully operate the facility and all its activity needs safely.
- Continued partnership with Woodside Senior Communities to offer access to the warm water pool for exercise to their residents.
- Partnered with Ashwaubenon Swim Club to Host the 2025 10-U Regional State Meet in February. This event brought over 1,500 people to our pool and \$2,000 in additional revenue.
- Staff worked with ASD facility maintenance manager to perform maintenance and repairs at the pool in March. This included new lighting in the competition pool, repairs to tile work on the deck, pool basin work, and deep cleaning of the changing rooms and high traffic areas.
- Updated the technology capabilities in the multipurpose room to better assist with training and room rentals.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual YTD 10/25	2026 Budget – 2 Yr Avg*
Pool Rentals	47	46	33	47
Open Swim / Lap Swim / Swim Pass Participants	4,131	3,444	2,078	3,788
Pool Program Participants – Resident	355	410	417	383
Pool Program Participants – Non-Resident	218	244	232	231
Swim Lessons – Resident	857	812	858	835
Swim Lessons – Non-Resident	337	306	263	322

- ***Average of 2023 & 2024***

## 2026 OBJECTIVES

- Continue to provide the public and school district with a safe and supervised place to swim.
- Continuing to secure and train staff in First Aid, CPR, AED, and Lifeguarding to operate a safe aquatic environment for all guests.
- Continue to be a premier facility in the area that can facility and host swim meets for state WIAA events and other local swim clubs.
- Promote special events and programs including Pumpkin Poolooza and holiday events.
- Provide quality aquatic programing based on the community's needs.

## BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments.
- Contracted Services – Master Swim: Shift of funds for Master Swim to Water exercise due to change in instructors, revenue from program covers instructor expense increase.



**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Parks, Recreation & Forestry: Community Pool - 5523**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES &amp; BENEFITS</b>						
Wages		109,609	108,048	112,593	116,293	3,700
Benefits		8,351	8,266	8,614	8,896	282
Total Wages and Benefits		117,961	116,314	121,207	125,189	3,982
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5523-6101-4980	3,746	3,800	4,400	4,400	-
Lifeguard Training Supplies	100-5523-6103-4980	1,497	1,305	1,305	1,305	-
Contracted Services - Master Swim	100-5523-8100-4487	-	1,500	3,500	-	(3,500)
Contracted Services - Aqua Zumba	100-5523-8100-4488	4,942	4,500	4,500	4,500	-
Physical/Psych Exams	100-5523-8300-4980	404	1,006	815	815	-
Total Operating Expenditures		10,588	12,111	14,520	11,020	(3,500)
<b>Total Expenditures - Community Pool</b>		<b>\$ 128,549</b>	<b>\$ 128,425</b>	<b>\$ 135,727</b>	<b>\$ 136,209</b>	<b>\$ 482</b>
<b>Expenditures by Program/Function</b>						
Pool	4980	5,646	6,111	6,520	6,520	-
Lifeguard	4981	45,158	43,955	43,955	45,124	1,169
Pool Director	4982	-	140	5,033	5,169	136
Pool Supervisor	4983	20,209	16,125	16,125	16,563	438
Swim Instructor	4984	35,281	41,627	41,627	42,829	1,202
Water Exercise Instructor	4985	9,663	6,836	6,836	7,654	818
Lifeguard - School District	4987	6,616	6,317	6,317	6,500	183
Supervisor - School District	4988	1,034	1,314	1,314	1,350	36
Master Swim	4487	-	1,500	3,500	-	(3,500)
Aqua Zumba	4488	4,942	4,500	4,500	4,500	-
<b>Total Expenditures by Program/Function - Community Pool</b>		<b>\$ 128,549</b>	<b>\$ 128,425</b>	<b>\$ 135,727</b>	<b>\$ 136,209</b>	<b>\$ 482</b>
<b>Revenues</b>						
Master Swim	100-5523-4525-4487	135	2,000	4,095	-	(4,095)
Deep Water	100-5523-4525-4489	2,040	6,255	6,255	6,255	-
Gental Movement	100-5523-4525-4490	420	1,690	1,900	1,900	-
Program Revenues	100-5523-4525-4980	6,865	300	-	-	-
Swimming Lessons	100-5523-4530-4980	33,900	35,000	39,136	39,136	-
Swimming Lessons - Private	100-5523-4530-4986	-	982	-	-	-
Open Swim	100-5523-4531-4980	12,256	10,500	9,000	9,000	-
Water Exercise - Gental Movement	100-5523-4532-4490	-	-	4,825	-	(4,825)
Warm Water Therapeutic Core	100-5523-4532-4493	465	3,075	3,075	3,075	-
Water Exercise	100-5523-4532-4980	16,114	6,224	-	5,875	5,875
Lifeguard Training	100-5523-4533-4980	379	368	164	282	118
Pool Rental	100-5523-4534-4980	17,868	12,000	12,000	12,000	-
Pool Locker Revenue	100-5523-4535-4980	1,905	6,506	-	6,035	6,035
Pool Maintenance - Clean Up	100-5523-4570-0000	2,964	-	-	-	-
<b>Total Revenues - Community Pool</b>		<b>\$ 95,310</b>	<b>\$ 84,900</b>	<b>\$ 80,450</b>	<b>\$ 83,558</b>	<b>\$ 3,108</b>
<b>Revenues (under) Expenditures</b>		<b>\$ (33,239)</b>	<b>\$ (43,525)</b>	<b>\$ (55,277)</b>	<b>\$ (52,651)</b>	<b>\$ 2,626</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Ashwaubomay Lake - 5524*

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##### **DEPARTMENT MANAGER**

Director of Parks, Recreation, and Forestry

##### **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 PROVIDED**

- Lake admissions and concessions operations.
- Lifeguard services at the Lake to all visitors and patrons.
- Lake rentals to public and area organizations.
- General facility supervision and maintenance.

##### **STAFFING**

- Ashwaubomay Lake consists of the following part-time positions. All positions may include multiple people depending on participation levels.
  - Lake Supervisor
  - Café Supervisor
  - Lifeguard
  - Concessionaire

##### **2025 ACCOMPLISHMENTS**

- Secured, trained, and maintained a full lifeguard and café staff throughout the entire summer despite local area staff shortages. Updated and recertified all staff to new r.24 Red Cross Lifeguarding materials and skills.
- Partnered in two successful food truck rally events offering reduced priced swimming, themed games, and prizes.
- Designed and installed a new playground system on the beach to enhance the tiny tot area of the lake.
- Partnered with Options for Independent Living and the Ashwaubenon Lions Club to purchase a Mobi-Chair. This wheelchair allows people to move freely on the sandy beach and into the water while staying safely in the chair.
- Installed a tetherball pole.
- Purchased a new boat for emergency use by staff and patrons.
- Replaced aging ladders on the diving platform.
- Replaced a refrigerator and popcorn machine in the café.
- Emergency Chalet roof repairs done at the beginning of the summer.
- Ran fifteen training sessions, Preseason and weekly, to practice emergency procedures, rescues, and scenarios with staff.
- Planned and competed in the third annual Wisconsin Park and Recreation Association NEWPRO Lifeguard Competition against fourteen area lifeguard teams. The Ashwaubomay Lifeguard team won first place!

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget – 3 Yr Avg
Total Attendance	25,146	25,730	25,492	25,456
Average Daily Attendance	354	336	353	348
Lake Rentals	18	20	20	19
Total # of Concession Items Sold	16,230	14,873	15,187	15,430

## 2026 OBJECTIVES

- Continue to make any modifications necessary to keep the facility safe, open, and available to the public.
- Enhance and restructure training to energize staff and keep them engaged in learning and emergency practice training.
- Update and replace aging and worn-out rescue tubes, umbrellas, and other rescue tools.
- Continue to evaluate financial numbers and procedures for the Lake's success.

## BUDGET SUMMARY

- Program Revenues: Reviewed and revised pricing structure of Lake Rentals. Lake rental revenue increased based on average yearly rental permits.
- Wages and Benefits: Cost of living wage adjustments.
- Electric: Budget increased to match actual trend and expected rate increases.
- Water/Sewer/Storm Water: Increased \$3,600 to match actual trend and upcoming utility rate increases.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Parks, Recreation & Forestry: Ashwaubomay Lake - 5524**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES &amp; BENEFITS</b>						
Wages		126,971	124,603	123,297	127,125	3,828
Benefits		9,753	9,380	9,433	9,725	292
Total Wages and Benefits		136,724	133,983	132,730	136,850	4,120
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5524-6100-4990	-	5	-	-	-
Operating Supplies	100-5524-6101-4990	5,979	5,838	7,230	7,230	-
Lifeguard Training Supplies	100-5524-6103-4990	-	-	740	740	-
Concession Supplies	100-5524-6108-4990	23,801	24,660	23,947	23,947	-
Janitorial Supplies	100-5524-6109-4990	739	902	775	775	-
Fire Alarm/Security Maintenance	100-5524-6214-4990	198	161	225	225	-
Licenses	100-5524-6303-4990	550	495	521	521	-
Physical/Psych Exams	100-5524-8300-4990	960	1,152	930	930	-
Electric	100-5524-8400-4990	3,173	4,041	3,988	4,162	174
Water/Sewer/Storm Water	100-5524-8401-4990	41,185	40,000	40,000	43,600	3,600
Total Operating Expenditures		76,585	77,254	78,356	82,130	3,774
<b>Total Expenditures - Ashwaubomay Lake</b>		<b>\$ 213,309</b>	<b>\$ 211,237</b>	<b>\$ 211,086</b>	<b>\$ 218,980</b>	<b>\$ 7,894</b>
<b>Expenditures by Program/Function</b>						
Lifeguard Wages	4991	97,110	91,847	99,047	102,143	3,096
Supervisor Wages	4995	13,107	16,557	10,168	10,497	329
Lifeguard Training Supplies	4990	-	-	740	740	-
Lake Supplies	4990	5,979	5,843	7,230	7,230	-
Janitorial Supplies	4990	739	902	775	775	-
Fire Extinguisher Testing	4990	198	161	225	225	-
Licenses	4990	550	495	521	521	-
Physical Exams	4990	960	1,152	930	930	-
Electric	4990	3,173	4,041	3,988	4,162	174
Water	4990	41,185	40,000	40,000	43,600	3,600
Total Lake		163,001	160,998	163,624	170,823	7,199
Concessions						
Café Supervisor Wages	4992	10,899	10,888	9,494	9,768	274
Concessionaire Wages	4993	15,608	14,691	14,021	14,442	421
Concession Supplies	4990	23,801	24,660	23,947	23,947	-
Total Concessions		50,309	50,239	47,462	48,157	695
<b>Total Expenditures by Program/Function - Ashwaubomay Lake</b>		<b>\$ 213,309</b>	<b>\$ 211,237</b>	<b>\$ 211,086</b>	<b>\$ 218,980</b>	<b>\$ 7,894</b>
<b>Revenues</b>						
Lake Admissions	100-5524-4540-4990	113,363	120,839	111,075	111,075	-
Program Revenues - Lake	100-5524-4525-4990	5,140	6,522	5,260	5,700	440
Concessions - Lake	100-5524-4526-4990	37,357	37,699	39,000	37,700	(1,300)
<b>Total Revenues - Ashwaubomay Lake</b>		<b>\$ 155,859</b>	<b>\$ 165,060</b>	<b>\$ 155,335</b>	<b>\$ 154,475</b>	<b>\$ (860)</b>
<b>Revenues (under) Expenditures</b>		<b>\$ (57,450)</b>	<b>\$ (46,177)</b>	<b>\$ (55,751)</b>	<b>\$ (64,505)</b>	<b>\$ (8,754)</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Adult Recreation - 5525*

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##### DEPARTMENT MANAGER

Director of Parks, Recreation, and Forestry

##### DEPARTMENT DESCRIPTION

Adult Recreation offers a wide variety of classes, athletic leagues, and services to the Community. We partner with local organizations/experts to offer instructional classes such as card making, dance, flower arranging, and pickleball. We offer a wide variety of fitness classes for all ages and abilities. Our senior programming provides several educational classes and community services including Meals on Wheels.

##### SERVICES PROVIDED

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

##### STAFFING

- Adult Recreation consists of the following part-time positions. All positions may include multiple people depending on participation levels.
  - Program Supervisor
  - Softball Umpire

##### 2025 ACCOMPLISHMENTS

- Hosted a successful 20th season of seven Summer Concerts on Wednesdays at Klipstine Park. Solicited sponsors to fully cover band costs of all seven concerts.
- Offered four food truck rallies in the seventh of the event-series at Ashwaubomay Park. Expenses were covered by sponsorship and event revenue.
- Successfully ran a 13-team adult slow-pitch league on Monday evenings despite declining softball participation nationally.
- Increased our summer modified league from sixteen teams to twenty-four teams on Tuesday evenings. Our league was the only sanctioned league in Wisconsin.
- Organized a six-game long, 14-team fall modified adult softball league on Tuesday evenings.
- Successful new programs included the Country Music Cookout, expanded Lunch & Learn offerings, local facility tours, and expanded educational classes.

##### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Adult Softball Teams – Slow Pitch	15	15	13	13
Adult Softball Teams – Modified		16	24	24
Adult Softball Teams – Fall		5	14	14
Adult Special Events	14	13	14	14



## **2026 OBJECTIVES**

- Develop a broader senior programming offering with our senior programming coordinator.
- Continue to maximize growth in modified softball leagues and investigate other potential league offerings.
- Seek out new partnerships and sponsors to maximize event and programming opportunities.
- Continue to evolve food truck rallies to keep the events fresh and exciting.

## **BUDGET SUMMARY**

- Wages and Benefits: Cost of living wage adjustments.
- Wages and Benefits: Increase in wages and FICA taxes for softball umpires and site supervisors due to increased number of games with growing league sizes.
- Wages and Benefits: \$1,305 in adult new program wages and FICA taxes moved to fitness budget for the established senior stretch class.
- Operating Supplies – Senior Citizens: \$1,000 increase in senior programming operational supplies due to increased offerings. Cost is offset by additional \$1,500 registration and sponsorship revenue.
- Operating Supplies – Adult Softball: \$1,500 increase in operational supplies due to increase in modified league registrations. Additional revenue exceeds increase in expenses.
- Operating Supplies – Food Truck Rally: Decrease of \$1,000 to match actual trend.
- Contracted Services – Fitness: \$3,000 decrease in contracted services due to decreased class offerings. This results in a decrease in fitness revenue.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Parks, Recreation & Forestry: Adult Recreation - 5525**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES &amp; BENEFITS</b>						
Wages		11,324	15,125	17,529	21,465	3,936
Benefits		866	1,158	1,341	1,642	301
Total Wages and Benefits		12,191	16,283	18,870	23,107	4,237
<b>OPERATING EXPENDITURES</b>						
Operating Supplies - Pickleball	100-5525-6101-4431	-	-	500	500	-
Operating Supplies - Senior Citizens	100-5525-6101-4501	6,883	7,244	6,000	7,000	1,000
Operating Supplies - Adult Softball	100-5525-6101-4652	2,709	4,661	3,000	4,500	1,500
Operating Supplies - Fitness	100-5525-6101-4656	241	250	500	500	-
Operating Supplies - Adult New Program	100-5525-6101-4660	24	133	1,000	1,000	-
Operating Supplies - Bean Bag League	100-5525-6101-4661	100	150	200	200	-
Operating Supplies - Card Making	100-5525-6101-4662	1,914	2,000	2,000	2,000	-
Operating Supplies - Rummage Sale	100-5525-6101-4703	224	-	-	-	-
Operating Supplies - Food Truck Rally	100-5525-6101-4704	5,550	5,895	10,000	9,000	(1,000)
Program/Trip Expense - Senior Citizens	100-5525-6202-4501	2,134	2,200	3,200	3,200	-
Contracted Services - Senior Citizens	100-5525-8100-4501	540	750	1,000	1,000	-
Contracted Services - Fitness	100-5525-8100-4656	8,386	6,500	6,500	3,500	(3,000)
Contracted Services - Summer Concerts	100-5525-8100-4700	5,940	6,400	6,400	6,400	-
Contracted Services - Food Truck Rally	100-5525-8100-4704	9,160	6,810	8,500	8,500	-
Physical/Psych Exams - Senior Citizens	100-5525-8300-4501	80	210	-	-	-
Total Operating Expenditures		43,885	43,503	48,800	47,300	(1,500)
<b>Total Expenditures - Adult Recreation</b>		<b>\$ 56,076</b>	<b>\$ 59,786</b>	<b>\$ 67,670</b>	<b>\$ 70,407</b>	<b>\$ 2,737</b>
<b>Expenditures by Program</b>						
Pickleball	4431	-	-	500	500	-
Senior Citizens	4501	9,637	10,404	10,200	11,200	1,000
Site Supervisors	4651	104	-	3,213	3,616	403
Adult Summer Softball	4652	4,534	8,713	3,000	4,500	1,500
Fitness	4656	8,627	6,750	8,670	7,010	(1,660)
Adult New Programs	4660	1,639	1,596	1,904	1,000	(904)
Bean Bag League	4661	381	150	492	500	8
Card Making	4662	1,914	2,000	2,000	2,000	-
Umpire-Slowpitch	4671	4,729	4,707	3,377	3,466	89
Umpire-Modified	4673	3,637	6,361	9,414	12,715	3,301
Summer Concerts	4700	5,940	6,400	6,400	6,400	-
Rummage Sale	4703	224	-	-	-	-
Food Truck Rally	4704	14,710	12,705	18,500	17,500	(1,000)
<b>Total Expenditures by Program - Adult Recreation</b>		<b>\$ 56,076</b>	<b>\$ 59,786</b>	<b>\$ 67,670</b>	<b>\$ 70,407</b>	<b>\$ 2,737</b>
<b>Revenues</b>						
Program Revenues - Bus/Other Trip	100-5525-4525-4421	2,604	3,000	3,000	3,000	-
Program Revenues - Pickleball	100-5525-4525-4431	-	200	960	960	-
Program Revenues - Senior Citizens	100-5525-4525-4501	8,761	7,865	7,865	9,365	1,500
Program Revenues - Monthly Fee Programs	100-5525-4525-4503	1,055	7,700	8,700	10,000	1,300
Program Revenues - Adult Summer Softball	100-5525-4525-4652	18,359	21,562	18,359	21,562	3,203
Program Revenues - Adult Fitness	100-5525-4525-4656	12,680	12,500	15,797	12,497	(3,300)
Program Revenues - Adult Tennis	100-5525-4525-4658	48	-	-	-	-
Program Revenues - Adult New Program	100-5525-4525-4660	9,988	2,400	2,400	2,400	-
Program Revenues - Bean Bag League	100-5525-4525-4661	-	-	400	400	-
Program Revenues - Card Making	100-5525-4525-4662	295	2,145	2,500	2,500	-
Program Revenues - Food Truck Rally	100-5525-4525-4704	17,613	13,698	21,000	21,000	-
Concerts in the Park	100-5525-4545-4700	7,440	3,950	6,400	6,400	-
Community Gardens	100-5525-4546-4701	1,254	1,285	1,250	1,250	-
Rummage Sale	100-5525-4547-4703	864	792	906	906	-
Soda Sales	100-5551-4527-0000	1,548	1,250	1,250	-	(1,250)
Commuity Center Maintenance	100-5551-4548-0000	815	2,492	750	-	(750)
<b>Total Revenues - Adult Recreation</b>		<b>\$ 83,324</b>	<b>\$ 80,839</b>	<b>\$ 91,537</b>	<b>\$ 92,240</b>	<b>\$ 703</b>
<b>Revenues over Expenditures</b>		<b>\$ 27,247</b>	<b>\$ 21,053</b>	<b>\$ 23,867</b>	<b>\$ 21,833</b>	<b>\$ (2,034)</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Co-Sponsored Recreation - 5527*

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##### **DEPARTMENT MANAGER**

Director of Parks, Recreation, and Forestry

##### **DEPARTMENT DESCRIPTION**

The Village partners with seven different organizations to provide programming for over 1,000 children each year. These 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 partnership provides partial funding for equipment/wages, free facility uses and upkeep, and insurance coverage. Staff will attend organization meetings as needed to provide guidance and direction.

##### **SERVICES PROVIDED**

- Funding assistance for equipment, wages, payroll services, and liability insurance coverage.
- Complementary community center use for desired monthly meetings.
- Upkeep, grooming or preparation of respective Village facilities.
- Staff liaison attends co-sponsored board meetings to offer guidance with program concerns

##### **STAFFING**

- Co-Sponsored Recreation consists of the following part-time positions. All positions may include multiple people depending on participation levels.
  - Instructor / Aid
  - Ashwaubenon Youth Baseball (AYB) Umpire
  - Swim Club Lifeguard

##### **2025 ACCOMPLISHMENTS**

- Reviewed non-resident participant policy in-depth for co-sponsored organizations. Organizations are now able to determine if they would like to accept non-residents in lieu of Village provided dollars for operating supplies.
- Worked with the Ashwaubenon Swim Club to allow their acceptance of non-residents in lieu of financial support in the amount of \$2,338.

##### **2026 OBJECTIVES**

- Continue to evaluate non-resident participation on an annual basis.
- Partner with organizations to maintain and improve athletic facilities.
- Work with select co-sponsor organizations to create short and long-range capital project plans.

##### **BUDGET SUMMARY**

- Wages and Benefits: All wage increases are charged back to the respective organizations.
- Operating Supplies – Swim Club: \$2,338 reduction in operating supplies. Club forfeited operating supply budget from Village in lieu of allowing non-resident enrollment.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Parks, Recreation & Forestry: Co-Sponsored Recreation - 5527**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES &amp; BENEFITS</b>						
Wages		83,519	81,389	80,282	88,595	8,313
Benefits		6,521	6,227	6,142	6,778	636
Total Wages and Benefits		90,040	87,616	86,424	95,373	8,949
<b>OPERATING EXPENDITURES</b>						
Operating Supplies - AYB	100-5527-6101-4481	3,490	6,366	3,000	3,000	-
Operating Supplies - AGSA	100-5527-6101-4482	5,750	5,750	5,750	5,750	-
Operating Supplies - Ash Youth Football	100-5527-6101-4483	2,346	2,346	2,346	2,346	-
Operating Supplies - AYSA	100-5527-6101-4484	4,000	4,000	4,000	4,000	-
Operating Supplies - Wrestling Club	100-5527-6101-4485	427	427	427	427	-
Operating Supplies - Swim Club	100-5527-6101-4486	-	-	2,338	-	(2,338)
Physical/Psych Exams - Site Supervisors	100-5527-8300-4651	80	180	360	360	-
Property & Liability Insurance	100-5527-8330-4651	3,214	3,532	4,300	4,300	-
Total Operating Expenditures		19,307	22,601	22,521	20,183	(2,338)
<b>Total Expenditures - Co-Sponsored Recreation</b>		<b>\$ 109,347</b>	<b>\$ 110,217</b>	<b>\$ 108,945</b>	<b>\$ 115,556</b>	<b>\$ 6,611</b>
<b>Expenditures by Program</b>						
Special Childrens Program	4480	13,409	12,718	17,528	15,712	(1,816)
Ashwaubenon Youth Baseball	4481	18,203	27,439	18,071	18,071	-
Ashwaubenon Girls Softball Association	4482	5,750	5,750	5,750	5,750	-
Ashwaubenon Youth Football	4483	2,346	2,346	2,346	2,346	-
Ashwaubenon Soccer Club	4484	4,000	4,000	4,000	4,000	-
Ashwaubenon Wrestling Club	4485	427	427	427	427	-
Ashwaubenon Swim Club	4486	61,918	53,825	56,163	64,590	8,427
Insurance	8300	3,214	3,532	4,300	4,300	-
Physicals	8330	80	180	360	360	-
<b>Total Expenditures by Program - Co-Sponsored Recreation</b>		<b>\$ 109,347</b>	<b>\$ 110,217</b>	<b>\$ 108,945</b>	<b>\$ 115,556</b>	<b>\$ 6,611</b>
<b>Revenues</b>						
Ashwaubenon Youth Baseball	100-5527-4568-4481	16,390	25,133	15,071	15,071	-
Ashwaubenon Swim Club	100-5527-4568-4486	61,995	62,000	53,825	64,590	10,765
<b>Total Revenues - Co-Sponsored Recreation</b>		<b>\$ 78,385</b>	<b>\$ 87,133</b>	<b>\$ 68,896</b>	<b>\$ 79,661</b>	<b>\$ 10,765</b>
<b>Revenues (under) Expenditures</b>		<b>\$ (30,961)</b>	<b>\$ (23,084)</b>	<b>\$ (40,049)</b>	<b>\$ (35,895)</b>	<b>\$ 4,154</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Youth Recreation - 5530*

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##### DEPARTMENT MANAGER

Director of Parks, Recreation, and Forestry

##### 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 flag football leagues during the fall. Our Park Program offers children a free and safe place to play at our park system throughout the summer at multiple locations. We also offer a 10-week Summer Day Camp program which includes weekly field trips, swimming time, and trips to our local parks.

##### SERVICES PROVIDED

- Summer Park Program
- Sports Classes and Leagues
- Summer Day Camp
- Educational Classes
- Bus Trips
- Special Events

##### STAFFING

- Youth Recreation consists of the following part-time positions. All positions may include multiple people depending on participation levels.
  - Park Leader
  - Program Supervisor
  - Program Instructor
  - Day Camp Leader

##### 2025 ACCOMPLISHMENTS

- Implemented a new day camp registration process making the registration process easier and more convenient for returning camp families.
- Had a record-breaking number of day camp registrations with 596 total spots filled during the 10-week program.
- Offered four neighborhood special events at Fort Howard, Smith, Waterford, and Sand Acres Parks. Approximately 1,200 residents attended the events.
- Offered a new brunch in the park event on Fridays during the summer as new addition to our summer park program.
- Grew existing dance program participation and successfully added a summer middle school dance program.

##### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget*
Day Camp Attendees	580	580	596	585
Park Program Attendees	2,722	2,946	3,101	2,923
Youth Special Events	9	9	8	9

- *Average of years measured*



## **2026 OBJECTIVES**

- Look for new Day Camp activities and trips to keep program exciting and fresh. Collaborate with staff to continue successful and positive upward program trending.
- Seek community partnerships to offer expanded programming opportunities to residents.
- Evaluate Park Program attendance numbers with addition of Mike Vann Park and consolidation of Argonne/Canterbury Parks.
- Find new innovative ways to hire staff for programs in a difficult job market.
- Revamp Rookie and Tot Football programs after ending flag football leagues due to market oversaturation.

## **BUDGET SUMMARY**

- Wages and Benefits: Cost of living wage adjustments
- Wages and Benefits: Increase of \$4,685.90 for park leader wages and FICA taxes due to added staff at Mike Vann Park.
- Wages and Benefits: Increase of \$760 for dance wages and FICA taxes due to added middle school dance programs. Increase offset by an additional \$825 in revenue.
- Operating Supplies – Youth Flag Football: \$1,200 decrease in operating supplies due to leagues no longer running. This also results in a budget revenue loss of \$3,225.
- Operating Supplies – Youth New Programs and Special Events: Moved \$800 from New Program operating supplies to Special Event operating supplies now that Elf Hunt and Leprechaun Hunt are well established programs.
- Contracted Services – Neighborhood Events: \$300 increase in contracted services based on 2025 actuals due to increase in movie licensing fees.
- Physical/Psych Exams: \$900 increase based on 2025 actuals due to updated hiring process changes.
- Program Revenues – Tae Kwon Do: \$3,741 revenue increase due to increased class sizes for Tae Kwon Do and Little Ninjas.
- Program Revenues – Day Camp: \$2,860 increase in revenue based on 2025 actuals and \$5 registration price increase in 2026.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Parks, Recreation & Forestry: Youth Recreation - 5530**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES &amp; BENEFITS</b>						
Wages		117,923	115,158	132,429	142,399	9,970
Benefits		9,021	8,723	10,131	10,892	761
Total Wages and Benefits		126,944	123,881	142,560	153,291	10,731
<b>OPERATING EXPENDITURES</b>						
Operating Supplies - Park Program	100-5530-6101-4400	998	1,887	3,500	3,500	-
Operating Supplies - Dance	100-5530-6101-4401	969	1,250	2,850	2,850	-
Operating Supplies - Pom Pons	100-5530-6101-4404	(832)	500	500	500	-
Operating Supplies - Youth Flag Football	100-5530-6101-4405	976	975	1,200	-	(1,200)
Operating Supplies - Youth Tennis	100-5530-6101-4408	-	142	300	300	-
Operating Supplies - Youth New Programs	100-5530-6101-4410	383	500	2,000	1,200	(800)
Operating Supplies - Special Events	100-5530-6101-4411	10,758	5,600	5,600	6,400	800
Operating Supplies - Toddler & Pre-School	100-5530-6101-4422	-	-	300	300	-
Operating Supplies - Neighborhood Events	100-5530-6101-4424	2,650	1,000	1,000	1,000	-
Operating Supplies - Rookie Basketball	100-5530-6101-4425	-	100	100	100	-
Operating Supplies - Rookie Football	100-5530-6101-4426	50	100	100	100	-
Operating Supplies - Rookie T-Ball	100-5530-6101-4428	88	44	100	100	-
Operating Supplies - Rookie Soccer	100-5530-6101-4429	95	100	100	100	-
Operating Supplies - Day Camp	100-5530-6101-4430	7,083	3,781	5,000	5,000	-
Program/Trip Expense -Day Camp	100-5530-6202-4430	-	9,028	9,000	9,000	-
Mileage Reimbursement - Day Camp	100-5530-7130-4430	-	-	100	100	-
Contracted Services - Youth New Programs	100-5530-8100-4410	129	-	-	-	-
Contracted Services - Special Events	100-5530-8100-4411	5,840	3,883	5,000	5,000	-
Contracted Services - Bus Trip-Playground	100-5530-8100-4420	234	500	1,000	1,000	-
Contracted Services - Bus Trip-Other	100-5530-8100-4421	-	-	1,500	1,500	-
Contracted Services - Neighborhood Event:	100-5530-8100-4424	950	4,208	3,200	3,500	300
Contracted Services - Day Camp	100-5530-8100-4430	10,749	211	-	-	-
Physical/Psych Exams	100-5530-8300-4400	701	1,431	600	1,500	900
Total Operating Expenditures		41,821	35,240	43,050	43,050	-
<b>Total Expenditures - Youth Recreation</b>		<b>\$ 168,765</b>	<b>\$ 159,121</b>	<b>\$ 185,610</b>	<b>\$ 196,341</b>	<b>\$ 10,731</b>
<b>Expenditures by Program</b>						
Park Program	4400	1,699	3,318	4,100	5,000	900
Dance	4401	7,701	8,757	10,738	12,345	1,607
Tae Kwon Do	4403	2,677	1,851	-	2,860	2,860
Pom Pons	4404	(706)	500	1,486	500	(986)
Youth Flag Football	4405	1,415	2,143	2,368	-	(2,368)
Youth Tennis	4408	746	762	1,396	1,427	31
Youth New Programs	4410	583	500	3,826	3,078	(748)
Special Events	4411	16,598	9,621	12,982	13,849	867
Park Leader	4418	36,965	40,363	41,025	46,859	5,834
Program Assistant	4419	17,412	15,434	21,361	21,943	582
Playground Bus Trips	4420	234	500	1,000	1,000	-
Other Bus Trips	4421	-	-	1,500	1,500	-
Toddler & Pre-School Programs	4422	-	-	300	300	-
Neighborhood Events	4424	3,600	5,208	4,200	4,500	300
Rookie Basketball	4425	724	427	1,086	1,114	28
Rookie Football	4426	2,245	821	1,743	1,791	48
Youth Football	4427	-	-	273	282	9
Rookie T-Ball	4428	427	548	1,292	1,325	33
Rookie Soccer	4429	556	610	2,085	2,141	56
Day Camp	4430	75,888	67,758	72,849	74,527	1,678
<b>Total Expenditures by Program - Youth Recreation</b>		<b>\$ 168,765</b>	<b>\$ 159,121</b>	<b>\$ 185,610</b>	<b>\$ 196,341</b>	<b>\$ 10,731</b>

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
***Parks, Recreation & Forestry: Youth Recreation - 5530***

<b>ACCOUNT DESCRIPTION</b>	<b>GL NUMBER</b>	<b>2024 ACTUAL</b>	<b>2025 FORECAST</b>	<b>2025 BUDGET</b>	<b>2026 BUDGET</b>	<b>BUDGET AMT CHANGE</b>
<b>Revenues</b>						
Program Revenues - Dance	100-5530-4525-4401	5,135	9,000	10,665	11,490	825
Program Revenues - Tae Kwon Do	100-5530-4525-4403	695	3,766	-	3,741	3,741
Program Revenues - Pom Poms	100-5530-4525-4404	-	-	1,360	1,360	-
Program Revenues - Youth Flag Football	100-5530-4525-4405	3,980	5	3,225	-	(3,225)
Program Revenues - Youth Tennis	100-5530-4525-4408	1,360	1,940	1,500	1,500	-
Program Revenues - Youth New Programs	100-5530-4525-4410	5,845	3,840	3,840	3,840	-
Program Revenues - Special Events	100-5530-4525-4411	2,311	3,482	3,482	3,482	-
Program Revenues - Bus Trip - Playground	100-5530-4525-4420	-	105	1,824	1,824	-
Program Revenues - Bus Trips-Other	100-5530-4525-4421	126	-	1,875	1,875	-
Program Revenues - Toddler/PreSchool	100-5530-4525-4422	8,090	1,200	1,200	1,200	-
Program Revenues - Rookie Basketball	100-5530-4525-4425	70	1,748	1,580	1,580	-
Program Revenues - Rookie Football	100-5530-4525-4426	-	1,335	2,675	2,675	-
Program Revenues - Rookie T-Ball	100-5530-4525-4428	-	1,250	1,800	1,800	-
Program Revenues - Rookie Soccer	100-5530-4525-4429	-	1,290	1,900	1,900	-
Program Revenues - Day Camp	100-5530-4525-4430	84,313	84,692	84,321	87,181	2,860
Donations	100-5530-4702-0000	1,000	-	-	-	-
<b>Total Revenues - Youth Recreation</b>		<b>\$ 112,925</b>	<b>\$ 113,653</b>	<b>\$ 121,247</b>	<b>\$ 125,448</b>	<b>\$ 4,201</b>
<b>Revenues (under) Expenditures</b>		<b>\$ (55,840)</b>	<b>\$ (45,468)</b>	<b>\$ (64,363)</b>	<b>\$ (70,893)</b>	<b>\$ (6,530)</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Park Maintenance - 5541*

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##### DEPARTMENT MANAGER

Director of Parks, Recreation, & Forestry

##### DEPARTMENT DESCRIPTION

The Parks Maintenance department is responsible for the upkeep and maintenance of 22 parks (300 acres) and all related facilities/buildings, over 13 miles of trails, athletic fields used by both the public and the Ashwaubenon School District (ASD), and multiple associated facilities.

##### SERVICES PROVIDED

- Park capital projects and upgrade installations.
- Maintenance of fourteen picnic shelters.
- Grooming and maintenance of sixteen baseball and softball diamonds, and maintenance of twelve athletic fields.
- Maintenance and upkeep of thirty-three court (basketball, tennis, pickle ball) areas.
- General upkeep of 300 acres of parkland and over thirteen miles of trails.
- Facility maintenance; including parks, marina piers, storage buildings, Ashwaubenon School District playgrounds, trailheads, and other facilities.
- Grass cutting and trimming of parks, trails, Village medians, select Ashwaubenon School District properties, and other Village locations.
- Set-up and breakdown of all food truck rallies, concerts, and other special events.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Park Foreman	1.00	1.00	1.00	1.00
Park Maintenance Worker I	1.25	1.75	1.75	1.75
<b>Total</b>	<b>2.25</b>	<b>2.75</b>	<b>2.75</b>	<b>2.75</b>
<i>Park Maintenance Seasonal Part-Time</i>	<i>As Needed</i>	<i>As Needed</i>	<i>As Needed</i>	<i>As Needed</i>
<i>Park Maintenance Summer Part-Time</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>

##### Staffing Notes:

1. One Park Maintenance Worker I position is allocated 100% to the Park Maintenance budget.
2. The second Park Maintenance Worker I position is allocated to the Park Maintenance (25%), Community Center (50%), and Forestry (25%) departments.
3. The third Park Maintenance Worker I position is allocated to the Park Maintenance (50%) and Forestry (50%) departments.

##### 2025 ACCOMPLISHMENTS

- Park maintenance staff assisted with multiple capital projects to minimize growing contractor costs. This included the Ashwaubomay River Trail extension, creation of Jerry Van Sistine Park, and the Argonne Trail boardwalk installation.
- Installation of the playground and multiple amenities and landscaping at Jerry Van Sistine Park.
- Created sign beds and installed signage for VanSistine and Klipstine Parks.
- Successfully staged and broke down over twenty-three special events, including the BLAST, food truck rallies, summer concerts, neighborhood nights, and baseball & softball tournaments.

- Prepared facilities and parks for the NFL Draft.
- Maintained and prepared baseball, softball, and soccer fields for over 1,600 games and practices in 2025.

#### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Acreage	296	296	296	296
Parks	21	21	21	21
Baseball / Softball Diamonds	16	16	16	16
Basketball Courts	11	11	11	11
Tennis Courts	18	18	18	18
Volleyball Courts	4	4	4	4
Soccer Fields	12	12	12	12
Cricket Field	1	1	1	1
Pickleball Courts	6	6	6	6
Community Garden	1	1	1	1

#### 2026 OBJECTIVES

- Finalization of trail amenities in Ashwaubomay Park.
- Park projects will primarily focus on repair and replacement of current amenities.
- Start replacing steps along Ashwaubomay Creek (woods) in Ashwaubomay Park, transitioning from railroad timbers to stone.
- Install full court lighting at Pioneer tennis courts for the transition of court usage from the Ashwaubenon Sports Complex, which is expanding to include a fourth sheet of ice.

#### BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Gas & Oil: Budget reduced to match actual trend.
- Building & Equipment Repairs: Increases in park maintenance repairs and maintenance due to increased product, vendor, and contracted services costs. This budget includes maintenance related costs as well.
- Contracted Services: Increased \$1,366 to cover annual price increases. This line includes trash dumpster services.
- Equipment Rental: Increase rentals costs (porta potties) due to potential placement at VanSistine Park, Mike Vann Park, and Sherwood Forest.
- Electric: Budget increased to match actual trend.
- Water/Sewer/Storm Water: Increased budget to account for utility rate increases.



**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Parks, Recreation & Forestry: Park Maintenance - 5541**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5541-51__-0000	\$ 318,721	\$ 327,183	\$ 327,183	\$ 340,529	\$ 13,346
Overtime	100-5541-5111-0000	3,383	779	625	375	(250)
Total Wages		322,104	327,962	327,808	340,904	13,096
<b>BENEFITS</b>						
Medicare/FICA	100-5541-5210-0000	23,670	25,077	25,077	26,080	1,003
Health Insurance	100-5541-5220-0000	40,056	51,836	51,836	50,851	(985)
Dental Insurance	100-5541-5225-0000	3,058	3,069	3,303	3,176	(127)
Life Insurance	100-5541-5230-0000	331	383	427	590	163
Retirement	100-5541-5250-0000	12,570	13,698	13,698	17,030	3,332
Total Benefits		79,686	94,063	94,341	97,727	3,386
Total Wages and Benefits		401,790	422,025	422,149	438,631	16,482
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5541-6101-0000	5,143	3,000	3,000	3,000	-
Janitorial Supplies	100-5541-6109-0000	2,250	4,000	4,300	4,300	-
Turf & Athletic Field Supplies	100-5541-6110-0000	45,242	41,754	41,754	41,754	-
Gas & Oil	100-5541-6200-0000	26,234	27,500	30,000	27,500	(2,500)
Building & Equipment Repairs	100-5541-6211-0000	47,051	52,648	48,000	50,600	2,600
Shoe Allowance	100-5541-6402-0000	743	800	800	800	-
Contracted Services	100-5541-8100-0000	9,750	10,711	9,881	11,247	1,366
Vehicle Repairs	100-5541-8201-0000	18,232	17,968	15,742	15,742	-
Equipment Use Charge	100-5541-8202-0000	103,772	77,972	77,972	77,800	(172)
Equipment Rental	100-5541-8205-0000	9,957	9,105	9,000	11,110	2,110
Physical/Psych Exams	100-5541-8300-0000	1,678	1,868	650	650	-
Electric	100-5541-8400-0000	40,205	48,932	42,245	50,400	8,155
Water/Sewer/Storm Water	100-5541-8401-0000	18,118	18,973	20,000	20,681	681
Total Operating Expenditures		328,376	315,231	303,344	315,584	12,240
<b>Total Expenditures - Park Maintenance</b>		<b>\$ 730,165</b>	<b>\$ 737,256</b>	<b>\$ 725,493</b>	<b>\$ 754,215</b>	<b>\$ 28,722</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Community Center - 5551*

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##### DEPARTMENT MANAGER

Director of Parks, Recreation, and Forestry

##### DEPARTMENT DESCRIPTION

The Ashwaubenon Community Center is a public facility where recreational programming is provided to Village residents. The facility hosts many senior classes and events. The facility also is available for residents and business to rent for private functions. The center is host to meetings for our co-sponsored groups and community organizations. It is also the home of the Parks, Recreation & Forestry Department staff and offices.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Park Maintenance Worker I	0.50	0.50	0.50	0.50
Supervisor	0.60	0.60	0.60	0.60
Weekend Event Staffing	Part-Time	Part-Time	Part-Time	Part-Time
<b>Total</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>

##### Staffing Note:

1. Park Maintenance Worker I position is allocated to the Park Maintenance (25%), Community Center (50%), and Forestry (25%) departments.

##### 2025 ACCOMPLISHMENTS

- Continued to purchase new tables as part of ongoing table replacement schedule.
- Expanded class sizes and for many existing programs and activities held at the Community Center as demand grew for established programming.
- A continued preferred meeting space to socialize inside and outside for coffee, lunches, and card games.
- Installed new laser projectors in the Grand Park Room that allow video to be seen without lowering the shades.
- Clickshare installed easier wireless computer connection for use during presentations.

##### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 YTD 7/31/25	2026 Budget
Paid Permits – Residents	192	238	176	248
Paid Permits – Non-Residents	15	10	7	10
Number of Community Center Rentals	397	385	287	390

##### 2026 OBJECTIVES

- Continue to revise rental policies and procedures to protect the facility and minimize damage or cleaning issues.
- Maximize and balance facility utilization through existing programming, new programming opportunities, rentals, and community-based organization usage.
- Start to replace Grand Park Room chairs when possible after many years of wear and tear.
- Create new programming opportunities with the newly built bandshell located in Klipstine Park.

##### BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Fire Alarm/Security Maintenance: \$950 increase based on 2025 actuals and rising testing/maintenance costs.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
***Parks, Recreation & Forestry: Community Center - 5551***

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 71,584	\$ 73,383	\$ 73,508	\$ 74,483	\$ 975
<b>BENEFITS</b>						
Medicare/FICA	100-5551-5210-0000	5,391	5,624	5,624	5,698	74
Health Insurance	100-5551-5220-0000	11,445	12,325	12,325	12,627	302
Dental Insurance	100-5551-5225-0000	796	815	824	849	25
Life Insurance	100-5551-5230-0000	-	35	42	43	1
Retirement	100-5551-5250-0000	2,376	2,487	2,487	2,646	159
Total Benefits		20,008	21,286	21,302	21,863	561
Total Wages and Benefits		91,592	94,669	94,810	96,346	1,536
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5551-6101-0000	4,646	5,000	5,700	5,700	-
Concession Supplies	100-5551-6108-0000	846	750	1,000	1,000	-
Janitorial Supplies	100-5551-6109-0000	7,608	8,000	8,000	8,000	-
Building & Equipment Repairs	100-5551-6211-0000	5,799	5,500	7,000	7,000	-
Fire Alarm/Security Maint	100-5551-6214-0000	985	2,114	1,050	2,000	950
Cleaning Contract	100-5551-8106-0000	3,089	3,000	3,000	3,000	-
Physical/Psych Exams	100-5551-8300-0000	58	78	-	-	-
Electric	100-5551-8400-0000	24,288	24,570	27,630	25,307	(2,323)
Water/Sewer/Storm Water	100-5551-8401-0000	4,690	5,814	6,500	6,337	(163)
Television	100-5551-8405-0000	1,773	1,843	1,660	1,660	-
Total Operating Expenditures		53,782	56,669	61,540	60,004	(1,536)
<b>Total Expenditures - Community Center</b>		<b>\$ 145,374</b>	<b>\$ 151,338</b>	<b>\$ 156,350</b>	<b>\$ 156,350</b>	<b>\$ -</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Parks, Recreation, & Forestry: Performing Arts Center - 5561*

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##### **DEPARTMENT MANAGER**

Director of Parks, Recreation, and Forestry

##### **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 are split 50/50 with the Ashwaubenon School District. The primary function of these positions is to manage the use of the facility.

##### **SERVICES PROVIDED**

- Management of Performing Arts Center.
- Training of Performing Arts Center staff.

##### **STAFFING**

- The Performing Arts Center manager and technical assistant positions are paid through the Ashwaubenon School District payroll process. The Village is then invoiced monthly by the school district for 50% of those personnel costs.

##### **2026 OBJECTIVES**

- Continue planning and management of all PAC events.

Department Budget Expenditures - Fiscal Year 2026
General Fund
Parks, Recreation & Forestry: Performing Arts Center - 5561

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
OPERATING EXPENDITURES						
Training/Conference	100-5561-7100-0000	12,179	10,672	-	12,000	12,000
Contracted Services	100-5561-8100-0000	113,521	156,667	137,644	154,525	16,881
Total Operating Expenditures		125,701	167,339	137,644	166,525	28,881
Total Expenditures - Performing Arts Center		\$ 125,701	\$ 167,339	\$ 137,644	\$ 166,525	\$ 28,881



## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### Parks, Recreation, & Forestry: Forestry - 5610

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##### DEPARTMENT MANAGER

Director of Parks, Recreation, and Forestry

##### DEPARTMENT DESCRIPTION

Ashwaubenon's urban forestry program provides a safe urban forest while striving to preserve the natural beauty and benefits that trees and green space provide for our residents, businesses, 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 PROVIDED

- Design, planning, planting, and management of street and park trees, landscapes, green spaces, and beautification projects within the Village.
- Aid residents and Village staff on tree-related issues.
- Coordinate Village's volunteer based Adopt-A-Park and Adopt-A-Garden programs.
- Coordination and implementation of the Village's Emerald Ash Borer response plan.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Forester	1.00	1.00	1.00	1.00
Park Maintenance Worker I	0.25	0.75	0.75	0.75
<b>Total</b>	<b>1.25</b>	<b>1.75</b>	<b>1.75</b>	<b>1.75</b>
<i>Forestry Seasonal Part-Time</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Forestry Summer Part-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>

##### Staffing Notes:

1. One of the Park Maintenance Worker I positions is allocated to the Park Maintenance (25%), Community Center (50%), and Forestry (25%) departments.
2. The second Park Maintenance Worker I position is allocated to the Park Maintenance (50%) and Forestry (50%) departments.

##### 2025 ACCOMPLISHMENTS

- Completed several EAB related projects including ash tree removals in a portion of Dutchman Creek, Argonne Park, Bill Diamond Fields, and the Ashwaubenon Sports Complex.
- Replanting from EAB related removals at Waterford Park and Pioneer Park.
- Restoration of approximately 100 EAB tree removal sites from stump grinding activities.
- Designed and installed landscape for Van Sistine Park.
- Involved extensively in NFL Draft preparations including pruning and mulching all trees within activity zone.
- Coordinated and implemented the planting of approximately 50 flowerpots to beautify the community.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Trees Pruned	83	429	350	500
Trees Planted	106	143	80	300
Trees Removed	435	320	75	75
Stumps Ground	505	298	70	70

## 2026 OBJECTIVES

- Implement a program to replace street trees removed due to EAB in both residential and commercial areas in the order they were removed.
- Survey and implement ash tree removals at Sherwood Forest Park in areas impacting the safety of park users and adjacent neighbors.
- Complete ash tree removal project in a section of Dutchman's Creek east of Timber Lane. This project started in 2025 and was delayed to 2026 due to poor ground conditions last winter.
- Re-establish the Village's sectional street tree pruning program to provide proactive, systematic pruning of the Village's street tree population. Management Area 11 (Pioneer Park Neighborhood) is the next section due; it was last pruned in 2010.
- Design and implement street tree planting program for the Highland Ridge subdivision on lots that currently have finished grades.

## BUDGET SUMMARY

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Landscaping Supplies: Increase of \$1000 to reflect actual trends and price increases.
- Shoe Allowance: Increase of \$25 to reflect verbiage in Village Employee Manual.
- Contracted Services: Street tree pruning efforts will ramp up in 2026 after the majority of the EAB work has been completed. Level of funding requested is \$125,000 to replace estimated previous levels of funding and factoring in estimated price increases due to inflation. However, the Village will use remaining debt proceeds to complete this work. Staff will also evaluate a realistic budget level based on contractor availability and available budget funds in 2027. Based upon the amount of internal and external requests for pruning work, the Village's sectional street tree pruning program needs to be re-established.
- Equipment Use Charge: Increased \$9,669 due to new equipment purchases in 2026 including a new Toolcat and replacement of a fleet pickup truck.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Parks, Recreation & Forestry: Forestry - 5610**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Salaries	100-5610-51__-0000	\$ 207,288	\$ 219,819	\$ 223,211	\$ 232,239	\$ 9,028
Overtime	100-5610-5111-0000	187	156	63	63	-
Total Wages		207,474	219,975	223,274	232,302	9,028
<b>BENEFITS</b>						
Medicare/FICA	100-5610-5210-0000	14,886	17,080	17,080	17,771	691
Health Insurance	100-5610-5220-0000	33,324	29,785	29,785	35,645	5,860
Dental Insurance	100-5610-5225-0000	1,570	2,347	1,838	2,136	298
Life Insurance	100-5610-5230-0000	324	460	446	467	21
Retirement	100-5610-5250-0000	9,007	10,602	10,602	11,492	890
Total Benefits		59,110	60,274	59,751	67,511	7,760
Total Wages and Benefits		266,585	280,249	283,025	299,813	16,788
<b>OPERATING EXPENDITURES</b>						
Operating Supplies	100-5610-6101-0000	5,564	5,750	7,900	7,900	-
Gas & Oil	100-5610-6200-0000	4,805	6,000	6,000	6,000	-
Landscaping Supplies	100-5610-6201-0000	10,176	11,200	11,200	12,200	1,000
Software Maintenance	100-5610-6213-0000	331	1,350	1,350	1,350	-
Licenses	100-5610-6303-0000	74	-	-	-	-
Shoe Allowance	100-5610-6402-0000	175	175	175	200	25
Training/Conference	100-5610-7100-0000	558	1,100	1,100	1,100	-
Dues & Subscriptions	100-5610-7120-0000	610	330	330	330	-
Contracted Services	100-5610-8100-0000	10,525	-	10,000	10,000	-
Tree Planting - Village	100-5610-8114-0000	8,047	-	9,000	9,000	-
Tree Planting - Residents	100-5610-8117-0000	3,276	-	3,000	3,000	-
Vehicle Repairs	100-5610-8201-0000	4,392	5,344	2,500	2,500	-
Equipment Use Charge	100-5610-8202-0000	38,976	29,538	29,538	47,274	17,736
Physical/Psych Exams	100-5610-8300-0000	406	437	330	330	-
Total Operating Expenditures		87,914	61,224	82,423	101,184	18,761
<b>Total Expenditures - Forestry</b>		<b>\$ 354,499</b>	<b>\$ 341,473</b>	<b>\$ 365,448</b>	<b>\$ 400,997</b>	<b>\$ 35,549</b>

## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Health & Human Services: Animal Control - 5810*

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##### **DEPARTMENT MANAGER**

Chief of Public Safety

##### **DEPARTMENT DESCRIPTION**

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

##### **SERVICES PROVIDED**

- Retrieving or trapping rouge animals that pose a danger to the public.
- Transporting injured animals.
- Rescue animals that are in danger, sick, or injured.
- Investigate animal bites.
- Investigate animal cruelty and neglect cases and nuisance complaints.

##### **STAFFING**

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

##### **2025 ACCOMPLISHMENTS**

- Trained part-time Community Service Officer.

##### **2026 OBJECTIVES**

- Educate and enforce local and state animal treatment laws.
- Continue to educate citizens about the dangers of leaving animals in hot cars.

##### **BUDGET SUMMARY**

- No budget changes.

Department Budget Expenditures - Fiscal Year 2026  
 General Fund  
 Health & Human Services: Animal Control - 5810

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
OPERATING EXPENDITURES						
Operating Supplies	100-5810-6101-0000	-	250	250	250	-
Rodent Control	100-5810-8103-0000	1,244	1,500	1,500	1,500	-
Humane Society	100-5810-8105-0000	5,464	5,500	5,500	5,500	-
Total Operating Expenditures		6,708	7,250	7,250	7,250	-
Total Expenditures - Animal Control		\$ 6,708	\$ 7,250	\$ 7,250	\$ 7,250	\$ -



## Department Budget Narrative – Fiscal Year 2026

### General Fund

#### *Conservation & Development: Economic Development - 5651*

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##### DEPARTMENT MANAGER

Director of Community Development

##### 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. As the Assistant Zoning Administrator is within the division, Economic Development is also responsible for the Village's code enforcement activities. Economic Development is a division of the Community Development Department.

##### SERVICES PROVIDED

- Assist with the Village's tax incremental financing programs.
- Administer Village zoning, land division, floodplain, site plan review, and shoreland programs.
- Provide development assistance to residents, business owners, landowners, and developers.
- Provide professional staff support to the Site Plan Review Committee, Planning Commission, Board of Appeals, and Village Board.
- Administer Village property maintenance codes including investigation of complaints and violations.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Director of Community Development	1.00	1.00	1.00	1.00
Assistant Zoning Administrator/Code Enforcement Officer	0.00	1.00	1.00	1.00
<b>Total</b>	1.00	2.00	2.00	2.00

##### 2025 ACCOMPLISHMENTS

- Completed an in-house update to the 2016 Ashwaubenon Comprehensive Plan.
- Used targeted Tax Increment Financing investments to support redevelopment efforts for The Common Place Building 2 on Mike McCarthy Way and Novara on Holmgren Way.
- Facilitated \$83,527,683 in new construction projects.
- Assistant Zoning Administrator/ Code Enforcement Officer responded to 274 complaints and issued 176 code violation notices from 01/01/2025 - 10/4/2025.

##### DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Site Plan Reviews	23	25	21	25
Rezones / Conditional Use Permits / Planned Unit Developments	9	13	4	6
Code Enforcement Complaints Investigated	434	228	274	250
Violation Notices	400	292	193	260

## **2026 OBJECTIVES**

- Complete an in-house comprehensive update to Ashwaubenon Municipal Code Chapter 17 Planning and Zoning.
- Complete an updated urban design plan for the Sports & Entertainment and Village Center areas with the UW-Madison Landscape Architecture program.

## **BUDGET SUMMARY**

- Wages and Benefits: Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Software Maintenance: Increase for ArcGIS mobile annual subscription for Code Enforcement Officer.
- Shoe Allowance: Increase to reflect updated allowable reimbursement for Code Enforcement Officer.
- Training/Conference: Decrease back to normal levels from 2025 which included a one-time training event.
- Dues & Subscriptions: Increase to reflect anticipated increase in Ashwaubenon Business Association membership dues.
- Contracted Services: Includes up to \$3,000 reimbursement for costs to UW-Madison for urban design plan update within the Sports & Entertainment and Village Center areas. 2025 budget once a one-time cost for a hoarding issue within the Village.
- Economic Development: Increase to reflect anticipated increase in Advance membership dues.

**Department Budget Expenditures - Fiscal Year 2026**  
**General Fund**  
**Conservation & Development: Economic Development - 5651**

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>WAGES</b>						
Total Wages		\$ 177,233	\$ 192,875	\$ 192,875	\$ 200,869	\$ 7,994
<b>BENEFITS</b>						
Medicare/FICA	100-5651-5210-0000	13,319	14,755	14,755	15,367	612
Health Insurance	100-5651-5220-0000	13,422	17,400	17,400	17,826	426
Dental Insurance	100-5651-5225-0000	2,417	2,626	2,643	2,722	79
Life Insurance	100-5651-5230-0000	342	468	521	537	16
Retirement	100-5651-5250-0000	12,009	13,405	13,405	14,463	1,058
Total Benefits		41,508	48,654	48,724	50,915	2,191
Total Wages and Benefits		218,741	241,529	241,599	251,784	10,185
<b>OPERATING EXPENDITURES</b>						
Office Supplies	100-5651-6100-0000	119	200	200	200	-
Software Maintenance	100-5651-6213-0000	940	700	700	750	50
Shoe Allowance	100-5651-6402-0000	-	200	200	250	50
Training/Conference	100-5651-7100-0000	140	1,400	1,400	635	(765)
Dues & Subscriptions	100-5651-7120-0000	775	892	750	900	150
Contracted Services	100-5651-8100-0000	-	10,000	10,000	3,000	(7,000)
Economic Development	100-5651-8116-0000	6,345	7,703	6,775	8,025	1,250
Cell Phone	100-5651-8403-0000	981	924	890	1,000	110
Total Operating Expenditures		9,300	22,019	20,915	14,760	(6,155)
<b>Total Expenditures - Economic Development</b>		<b>\$ 228,041</b>	<b>\$ 263,548</b>	<b>\$ 262,514</b>	<b>\$ 266,544</b>	<b>\$ 4,030</b>





# SPECIAL REVENUE FUNDS



## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Special Revenue Funds

#### Summary Report

ACCOUNT	PARK DEVELOPMENT	DONATION	ONEIDA SERVICE AGREEMENT	K9 PROGRAM	EXCESS SALES TAX	TOTAL
<b>Revenues</b>						
Intergovernmental	\$ -	\$ -	\$ 297,618	\$ -	\$ -	\$ 297,618
Public Charges for Services	100,000	-	-	-	-	100,000
Interest	10,000	-	-	750	-	10,750
Donations	-	20,000	-	-	-	20,000
Miscellaneous	50,000	-	-	-	250	50,250
Total Revenues	160,000	20,000	297,618	750	250	478,618
<b>Expenditures</b>						
Current						
General Government	-	-	134,400	-	7,941	142,341
Public Safety	-	22,921	163,050	3,000	-	188,971
Parks, Recreation & Forestry	-	16,975	-	-	-	16,975
Capital Outlay	325,000	-	-	-	-	325,000
Total Expenditures	325,000	39,896	297,450	3,000	7,941	673,287
Net Change in Fund Balance	(165,000)	(19,896)	168	(2,250)	(7,691)	(194,669)
Fund Balance - January 1	327,812	19,896	-	53,641	7,691	409,040
<b>Fund Balance - December 31</b>	<b>\$ 162,812</b>	<b>\$ -</b>	<b>\$ 168</b>	<b>\$ 51,391</b>	<b>\$ -</b>	<b>\$ 214,371</b>



## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Special Revenue Funds

#### 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

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

##### 2025 ACCOMPLISHMENTS

- Began the build bandshell in Klipstine Park.
- New park gathering area.

##### 2026 OBJECTIVES

- Install lights at the Pioneer Park tennis courts.
- Ashwaubomay Park Canoe and Kayak Launch Site Construction.
- New Park Gathering Areas

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
Park Impact Fees	200-5500-4570-0000	161,018	128,184	100,000	100,000	-
Checking Account Interest	200-5500-4600-0000	15,684	10,000	10,000	10,000	-
Miscellaneous Operating Income	200-5500-4908-0000	-	300,000	300,000	50,000	(250,000)
Total Revenues		176,702	438,184	410,000	160,000	(250,000)
<b>Expenditures</b>						
Contracted Services	200-5500-8100-0000	6,550	-	-	-	-
Equipment > \$5,000	200-5500-9120-0000	56,298	-	-	-	-
Land	200-5500-9140-0000	179,626	-	-	-	-
Infrastructure - Other	200-5500-9154-0000	61,225	481,867	412,000	325,000	(87,000)
Infrastructure - Other - Ashwaubomay River Trail Bridge	200-5500-9154-2378	610	-	-	-	-
Total Expenditures		304,308	481,867	412,000	325,000	(87,000)
Excess of Revenues over (under) Expenditures		(127,606)	(43,683)	(2,000)	(165,000)	(163,000)
<b>Other Financing Sources (Uses)</b>						
Operating Transfer In	200-5500-4810-0000	-	100,000	-	-	-
Net Change in Fund Balance		(127,606)	56,317	(2,000)	(165,000)	(163,000)
Fund Balance - January 1		399,101	271,495	188,659	327,812	
<b>Fund Balance - December 31</b>		<b>\$ 271,495</b>	<b>\$ 327,812</b>	<b>\$ 186,659</b>	<b>\$ 162,812</b>	

Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	PR-16		
Project Name	ASC Tennis Court Relocation		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Infrastructure - Other
Useful Life	25 years	Account Code	430-5500-9154-0000
Project Entry Year	2025	Project Number	2539

Description

ASC Tennis Court relocation due to Ice Center Expansion. In lieu of a relocation, the current resolution proposed is to install lights at Pioneer. This would allow Ashwaubenon High School and Parkview Middle School teams to practice longer into the evening and stack age groups.

Justification

Lighting Pioneer would need to come from funding from the Ice Center for the land current ASC courts are on. Project is currently being evaluated.

Expenditures	2026	Total
Construction/Maintenance	150,000	150,000
Total	150,000	150,000
Funding Sources	2026	Total
Donation	100,000	100,000
Special Revenue Fund - Park Development	50,000	50,000
Total	150,000	150,000

Budget Impact

Funding would come from a payment from the Cornerstone Community Ice Center.

Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	PR-19		
Project Name	Ashwaubomay Park Boat Launch Reconstruction		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Infrastructure - Other
Useful Life	20 years	Account Code	200-5500-9154-0000
Project Entry Year	2025	Project Number	2601

Description

Reconstruct the former Ashwaubomay Park boat launch into a canoe/kayak launch site.

Justification

Site would be utilized in a greater capacity as a canoe/kayak launch. The original boat launch was constructed in 1974. Funding from a NRDA/GLRI grant award would pay for the construction of the canoe/kayak launch. The Village would pay for any site improvements such as a concrete pad for kayak rental, a seating area and porta potty slab.

Expenditures	2026	Total
Construction/Maintenance	150,000	150,000
Total	150,000	150,000
Funding Sources	2026	Total
Special Revenue Fund - Park Development	100,000	100,000
Grant	50,000	50,000
Total	150,000	150,000

Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	PR-55		
Project Name	New Park Gathering Areas		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	New	Category	Infrastructure - Other
Useful Life	30 years	Account Code	430-5500-9120-0000
Project Entry Year	2024	Project Number	2602

Supplemental Attachments

[Waterford Gathering area.jpg](#)   [bench and can example.jpg](#)   [trail concrete 10.jpg](#)   [Trail viewing area by lake.jpg](#)

Description

Purchase new furniture for gathering areas and trails.

Justification

Gathering areas are increasing in usage by residents due to additional patrons.

Expenditures	2026	Total
Construction/Maintenance	25,000	25,000
Total	25,000	25,000
Funding Sources	2026	Total
Special Revenue Fund - Park Development	25,000	25,000
Total	25,000	25,000

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Special Revenue Funds

#### Donations - Fund 240

##### DEPARTMENT DESCRIPTION

This fund is used to account for revenue and expenditures related to various donations made to the Village of Ashwaubenon.

##### STAFFING

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

##### 2025 ACCOMPLISHMENTS

- Various park memorial trees and benches
- Miscellaneous Public Safety equipment or events.

##### 2026 OBJECTIVES

- Use current and future donated funds for their intended purpose.

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
Donations - General Government	240-5100-4702-0000	-	600	-	-	-
Donations - Public Safety	240-5200-4702-0000	24,222	6,906	10,000	10,000	-
Donations - Parks, Recreation & Forestry	240-5500-4702-0000	11,056	13,527	10,000	10,000	-
Total Revenues		35,278	21,033	20,000	20,000	-
<b>Expenditures</b>						
<b>General Government</b>						
Operating Supplies	240-5100-6101-0000	326	-	-	-	-
Capital Outlay - General Government		326	-	-	-	-
<b>Public Safety</b>						
Operating Supplies	240-5200-6101-0000	7,166	1,818	10,364	12,921	2,557
Uniforms - Honor Guard	240-5200-6401-3370	50	-	-	-	-
Contracted Services	240-5200-8100-0000	4,298	200	-	-	-
Equipment < \$5,000	240-5200-9121-0000	10,009	-	10,000	10,000	-
Capital Outlay - Public Safety		21,523	2,018	20,364	22,921	2,557
<b>Parks, Recreation &amp; Forestry</b>						
Salary	240-5500-5100-0000	-	1,416	-	-	-
Operating Supplies	240-5500-6101-0000	395	1,350	2,985	6,975	3,990
Equipment < \$5,000	240-5500-9121-0000	6,840	6,939	10,000	10,000	-
Tree Planting - Residents	240-5600-8117-0000	1,586	758	-	-	-
Capital Outlay - Parks, Recreation & Forestry		8,821	10,463	12,985	16,975	3,990
Total Expenditures		30,670	12,481	33,349	39,896	6,547
Excess of Revenues over (under) Expenditures		4,608	8,552	(13,349)	(19,896)	(6,547)
<b>Other Financing (Uses)</b>						
Operating Transfer Out	240-5100-9200-0000	(963)	-	-	-	-
Net Change in Fund Balance		3,646	8,552	(13,349)	(19,896)	(6,547)
Fund Balance - January 1		7,699	11,344	13,349	19,896	
<b>Fund Balance - December 31</b>		<b>\$ 11,344</b>	<b>\$ 19,896</b>	<b>\$ -</b>	<b>\$ 0</b>	



## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Special Revenue Funds

#### Oneida Service Agreement - Fund 241

##### DEPARTMENT DESCRIPTION

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

##### 2026 OBJECTIVES

- Fund various Public Safety and Technology Services related projects, equipment, or services to benefit response and service to tribal related areas within the Village.

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
Intergovernmental Agreements	241-5100-4176-0000	\$ 278,386	\$ 297,618	\$ 278,386	\$ 297,618	\$ 19,232
Total Revenues		278,386	297,618	278,386	297,618	19,232
<b>Expenditures</b>						
<b>Public Safety</b>						
Operating Supplies	241-5200-6101-0000	500	15,000	15,000	-	(15,000)
Equipment > \$5,000	241-5200-9120-0000	5,550	7,000	7,000	145,550	138,550
Equipment < \$5,000	241-5200-9121-0000	140,931	122,654	122,654	17,500	(105,154)
Total Capital Outlay - Public Safety		146,981	144,654	144,654	163,050	18,396
<b>Information Technology</b>						
Contracted Services	241-5100-8100-0000	8,629	-	-	6,400	6,400
Equipment > \$5,000	241-5100-9120-0000	43,205	92,309	59,000	68,000	9,000
Equipment < \$5,000	241-5100-9121-0000	72,103	81,327	62,095	60,000	(2,095)
Total Capital Outlay - IT		123,937	173,636	121,095	134,400	13,305
Total Expenditures		270,919	318,290	265,749	297,450	31,701
Net Change in Fund Balance		7,467	(20,672)	12,637	168	(12,469)
Fund Balance - January 1		13,205	20,672	-	0	
Fund Balance - December 31		<u>\$ 20,672</u>	<u>\$ 0</u>	<u>\$ 12,637</u>	<u>\$ 168</u>	

2026

Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-41		
Project Name	Fire Turnout Gear Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2603

Description

Annual replacement of fire turnout gear.

Justification

FireTurn out gear has a NFPA 10 year replacement cycle from manufacture date. In 2026, there are seven sets of gear that will expire. Estimated \$4,400 per set with an estimated increase of 10%.

Prior	Expenditures	2026	Total	Future
32,000	Equipment/Furnishings	30,800	30,800	129,000
Total		30,800	30,800	

Prior	Funding Sources	2026	Total	Future
32,000	Special Revenue Fund - Oneida Service Agreement	30,800	30,800	129,000
Total		30,800	30,800	

2026

# Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-66		
Project Name	Axon Outpost ALPRS Cameras		
Contact	Chief of Public Safety	Department	Public Safety
Type	New	Category	Equipment
Useful Life	5 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2604

Description

Nine Axon outpost pole mounted automatic license plate reader cameras to be placed strategically throughout the village.

Justification

Axon automatic license plate cameras are pole-mounted units that can be installed at strategic, high-traffic locations throughout the Village. These systems provide substantial investigative benefits not only for the Village but also for law enforcement across the county.

The cameras can be preloaded to issue alerts for stolen vehicles, cars connected to criminal investigations, or vehicles linked to missing or wanted individuals. Additionally, the system has the capability to “look back in time,” allowing investigators to review past vehicle activity through the cameras. This feature is especially valuable in cases such as robberies, abductions, or other major crimes involving a vehicle. Investigators can retrace movements, uncover additional evidence, and identify potential witnesses that might otherwise remain unknown.

At present, Ashwaubenon is among the few municipalities in the county without a stationary automatic license plate camera system in place. Implementing this technology would place the Village on par with surrounding jurisdictions while significantly enhancing investigative efficiency and public safety.

Expenditures	2026	Total	Future
Equipment/Furnishings	21,500	21,500	86,000
Total	21,500	21,500	

Funding Sources	2026	Total	Future
Special Revenue Fund - Oneida Service Agreement	21,500	21,500	86,000
Total	21,500	21,500	

Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-34
Project Name	Portable Radio Replacement

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	15 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2605

Description

Purchase replacement batteries, microphones and police or fire portables as needed.

Justification

Combine the separate police and fire portable radio budgets into a single fund to cover all portable radio needs. Replacement components such as batteries (approx. \$250 each) and microphones (approx. \$500 each) wear out regularly and should be purchased as needed. Police portable radios will be replaced incrementally each year, while future fire portable and mobile radios will be budgeted as part of new engine or ambulance equipment purchases. All police mobile radios will continue to be included in the associated vehicle costs.

Prior	Expenditures	2026	Total	Future
17,000	Equipment/Furnishings	20,000	20,000	79,500
Total		20,000	20,000	

Prior	Funding Sources	2026	Total	Future
17,000	Special Revenue Fund - Oneida Service Agreement	20,000	20,000	79,500
Total		20,000	20,000	

2026

Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-40		
Project Name	Fire Loose Equipment Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2606

Description

Replacement of fire suppression loose equipment such as gas meters, saws, hand tools and fire nozzles, Class A & B foam and flashlights.

Justification

Replace loose equipment from fire apparatus such as: Quad gas meters (\$1400 each) only 4 year life span; power saws (\$1500 each); hand tools (price varies); fire nozzles (\$1100), Class A foam (\$390 for 5 gallon) Class B foam (\$300 for 5 Gallons) and portable flashlights (\$250 each).

Prior to 2024, these items were either separate capital line items or taken out of operational supplies. Lifespan varies based upon condition and meters passing testing/calibration. Annual cost based upon estimate of normal failure rate and replacement rate of these items.

Prior	Expenditures	2026	Total	Future
10,000	Equipment/Furnishings	15,000	15,000	45,000
Total		15,000	15,000	
Prior	Funding Sources	2026	Total	Future
10,000	Special Revenue Fund - Oneida Service Agreement	15,000	15,000	45,000
Total		15,000	15,000	

2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-38		
Project Name	Fire Helmets/Gloves/Boots Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2607

**Description**

Annual replacement of fire helmets, gloves and boots.

**Justification**

Firefighter helmets, boots, and gloves have a 10 year service life, barring unplanned damage. There are 70 total helmets with a 10 year life. Inventory includes PSO and POC employees. Goal is to replace approximately 10 helmet/glove/boot sets each year.

Fire Helmets (x10): \$6000 ea. = \$6000  
Fire Boots (x10): \$300 ea. = \$3000  
Fire Gloves (x10 pair): \$150 ea. = \$1500  
Fire Hoods (x10): \$150 ea. = \$1500

Prior	Expenditures	2026	Total	Future
10,000	Equipment/Furnishings	12,000	12,000	48,000
Total		12,000	12,000	

Prior	Funding Sources	2026	Total	Future
10,000	Special Revenue Fund - Oneida Service Agreement	12,000	12,000	48,000
Total		12,000	12,000	



2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-62		
Project Name	High Pressure Rescue Air Bags		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	15 years	Account Code	241-5200-9120-0000
Project Entry Year	2025	Project Number	2608

Description

Replacement of high pressure rescue air bags.

Justification

Current air bags are estimated to be 20 years old. Manufacturer recommends replacement every 10 to 15 years. The NFPA 1936 recommends all lifting bags over 15 years of age be taken out of service and destroyed due to deterioration of the natural rubber used in manufacturing the air bags.

Expenditures	2026	Total
Equipment/Furnishings	10,000	10,000
Total	10,000	10,000
Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	10,000	10,000
Total	10,000	10,000

2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-63		
Project Name	Low Pressure Rescue Air Bags		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	15 years	Account Code	241-5200-9120-0000
Project Entry Year	2025	Project Number	2610

Description

Low pressure rescue air bags replacement.

Justification

Current air bags are over 15 years old. Manufacturer recommends replacement every 10 to 15 years. The NFPA 1936 recommends all lifting bags over 15 years of age be taken out of service and destroyed due to deterioration of the natural rubber used in manufacturing the air bags.

Expenditures	2026	Total
Equipment/Furnishings	9,500	9,500
Total	9,500	9,500
Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	9,500	9,500
Total	9,500	9,500

2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-35		
Project Name	Bullet Proof Vest Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2611

Description

Annual replacement of existing officer bullet-proof vests. There are currently a total of 54 vests, one for each member of Public Safety. The vests have a 5-year life.

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 \$1,000.00 a vest. There are 8 officers due to have their ballistic vest replaced by the end of 2026. Public Safety will submit to the Ballistic Vest Partnership program for a grant in 2026 for a possible 50% reimbursement on these ballistic vests. The five year replacement schedule as follows: 2026) 8 vests, 2027) 9 vests, 2028) 9 vests, 2029) 8 vests, 2030) 9 vests.

Prior	Expenditures	2026	Total	Future
12,350	Equipment/Furnishings	8,000	8,000	35,000
		Total	8,000	8,000
Prior	Funding Sources	2026	Total	Future
12,350	Special Revenue Fund - Oneida Service Agreement	8,000	8,000	35,000
		Total	8,000	8,000

Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-45		
Project Name	Handgun and Rifle Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2612

Description

Replace (2) patrol rifles and (6) handguns.

Justification

Annual replacement of patrol rifles and handguns. Rifles reach the end of service life and are rotated out of front line use to training use. Handguns also cycle through due to retirements, additional staff, mechanical issues, and new officers desiring varied sizes. Estimated cost of \$700 per handgun and \$2,000 per fully equipped patrol rifle. Prior to 2024, this was accounted as an operational expense but is now classified as a capital expense.

Prior	Expenditures	2026	Total	Future
6,500	Equipment/Furnishings	6,500	6,500	26,000
Total		6,500	6,500	
Prior	Funding Sources	2026	Total	Future
6,500	Special Revenue Fund - Oneida Service Agreement	6,500	6,500	26,000
Total		6,500	6,500	

2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project # PS-39

Project Name Fire Hose Replacement

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2613

Description

Annual replacement of existing fire hose and associated appliances such as nozzles, fittings, straps, etc.

Justification

Life span for fire hose is 10-15 years depending on what material the hose is made of and the number for times it is used on the fire ground. The hose is pressure tested annually to check for leaks and hose failure. The request for 2026 consolidates separate ongoing capital items for Hi-Rise Fire Hose Pack replacement.

Prior	Expenditures	2026	Total	Future
3,000	Equipment/Furnishings	6,250	6,250	27,250
Total		6,250	6,250	

Prior	Funding Sources	2026	Total	Future
3,000	Special Revenue Fund - Oneida Service Agreement	6,250	6,250	27,250
Total		6,250	6,250	

2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-32		
Project Name	AED Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2614

**Description**

This request continues the replacement cycle for AED units that have exceeded their warranty period. AEDs have a service life and manufacturer warranty of 10 years.

**Justification**

The manufacturer recommendation is to replace each AED unit every 10 yrs.

Prior	Expenditures	2026	Total	Future
6,000	Equipment/Furnishings	6,000	6,000	2,000
Total		6,000	6,000	

Prior	Funding Sources	2026	Total	Future
6,000	Special Revenue Fund - Oneida Service Agreement	6,000	6,000	2,000
Total		6,000	6,000	



Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-05		
Project Name	SWAT Equipment Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2024	Project Number	2615

Description

Replacement of SWAT Equipment when the the useful life has expired. Items include ballistic helmets, heavy vests, hostage rescue/woodland vests, communication headsets (3), and also the purchase SWAT related equipment for patrol use.

Justification

Police ballistic protection has a life of 5 years. APS has three members on the Brown County SWAT team and is responsible for the ballistic protection as well as additional equipment. All three members were issued a ballistic vest that expires in January of 2029. Recommend staggering the replacement of these vests in 2027, 2028, and 2029 due to the cost (approximately \$2,500-\$3,000 each).

Prior	Expenditures	2026	Total	Future
3,000	Equipment/Furnishings	3,000	3,000	18,000
Total		3,000	3,000	
Prior	Funding Sources	2026	Total	Future
3,000	Special Revenue Fund - Oneida Service Agreement	3,000	3,000	18,000
Total		3,000	3,000	

Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-57		
Project Name	Tactical Rifle Plate/Helmet Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2616

Description

APS equips each squad car with at least one Tac. Vest / Helmet ensemble for response to high-risk situations such as barricaded subjects or active shooters. Depending on manufacturer and purchase date, each ensemble has a 5- or 10-year service life. A replacement plan of (4x) ensembles every other year will allow for planned vs. sudden mass replacement. NOTE cycle is offset with Thermo Imaging Camera Replacement cycle.

Expenditures	2026	Total	Future
Equipment/Furnishings	3,000	3,000	3,000
Total	3,000	3,000	
Funding Sources	2026	Total	Future
Special Revenue Fund - Oneida Service Agreement	3,000	3,000	3,000
Total	3,000	3,000	

2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-50		
Project Name	PBT Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2617

**Description**

Annual replacement of existing PBT devices. There are currently a total of 26 units. PBT's have an asset life of 10 years.

**Justification**

The manufacturer recommendation is to replace the PBT unit every 7 years as the fuel cell for the unit goes bad and is cost prohibitive to have the fuel cell replaced. Included in the 2026 request, are PBT supplies such as mouth pieces, a calibration divide and dry gas for calibration.

Prior	Expenditures	2026	Total
2,850	Equipment/Furnishings	2,850	2,850
Total		2,850	2,850
Prior	Funding Sources	2026	Total
2,850	Special Revenue Fund - Oneida Service Agreement	2,850	2,850
Total		2,850	2,850

2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-26		
Project Name	SEEK Thermal Imaging Camera Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5100-9121-0000
Project Entry Year	2024	Project Number	2618

Description

Replacement of two SEEK Thermal Cameras. .

Justification

Replacement cycling for two thermal cameras that have reached the end of their useful life. The Village has six SEEK thermal cameras currently in use. The cameras are 8 years old and battery life is beginning to reduce run time. Newer cameras have lithium batteries for a longer battery life and run time.

Expenditures	2026	Total
Equipment/Furnishings	2,400	2,400
Total	2,400	2,400
Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	2,400	2,400
Total	2,400	2,400

2026

# Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-52		
Project Name	POC Pager Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2619

Description

Annual replacement of pagers for paid on call staff and supervisors serving as Duty Chief 390.

Justification

Replacement cycling of pagers based on service life rotation and condition of units. The Village utilizes two different pager models and has a total inventory of thirty units. The anticipated replacement cycle of the pagers are four units every other year. This cycle began in 2024.

Prior	Expenditures	2026	Total	Future
2,000	Equipment/Furnishings	2,250	2,250	10,250
Total		2,250	2,250	

Prior	Funding Sources	2026	Total	Future
2,000	Special Revenue Fund - Oneida Service Agreement	2,250	2,250	10,250
Total		2,250	2,250	

2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-60		
Project Name	Cyanide Kit Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5200-6101-0000
Project Entry Year	2025	Project Number	2620

**Description**

Replacement of cyanide kit. The cyanide kit is used when a firefighter is exposed to harmful chemicals in a fire scene.

**Justification**

The Cyanokit is expired as of May 2025. We carry only one unit on our Engine for victims of Cyanide poisoning which is a product of fire. This drug is essential for any smoke inhalation victim.

Expenditures	2026	Total	Future
Equipment/Furnishings	2,000	2,000	4,600
Total	2,000	2,000	
Funding Sources	2026	Total	Future
Special Revenue Fund - Oneida Service Agreement	2,000	2,000	4,600
Total	2,000	2,000	



2026

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-46		
Project Name	LIDAR/Radar Detector Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2621

Description

New LIDAR/Radar unit purchase & testing and maintenance of existing LIDAR/Radar units.

Justification

This budget is used for LIDAR/Radar certification and repairs. Radar units purchased for new squad cars are factored into the associated vehicle replacement budget.

Prior	Expenditures	2026	Total	Future
2,000	Equipment/Furnishings	2,000	2,000	6,000
Total		2,000	2,000	

Prior	Funding Sources	2026	Total	Future
2,000	Special Revenue Fund - Oneida Service Agreement	2,000	2,000	6,000
Total		2,000	2,000	

2026

**Capital Improvement Plan Detail - Information Technology**

Ashwaubenon, WI



Project #	IT-17		
Project Name	LAN and SAN Switch Replacements		
Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5100-9120-0000
Project Entry Year	2024	Project Number	2622

Description

Purchase four Dell PowerSwitch S5212F-ON.

Justification

The current switches are at the end of their useful life. Replacement of a pair of SAN switches ensures redundant connectivity between host servers and the SAN, while replacement of a pair of LAN switches provides redundancy between host servers and layer 2 switches, maintaining high availability.

Expenditures	2026	Total
Equipment/Furnishings	40,000	40,000
Total	40,000	40,000

Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	40,000	40,000
Total	40,000	40,000

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI



Project # IT-02  
Project Name Village Hall/Public Safety PC Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5100-9121-0000
Project Entry Year	2024	Project Number	2623

Description  
Annual replacement of existing computer hardware.

Justification  
Replacement Cycle of existing pc and laptop units at the end of their useful life. PC's and/or laptops are typically on a 5-8 year replacement schedule whereas iPads are on a 3-4 year replacement schedule. The replacement schedule is updated on an annual basis and all units are evaluated for replacement.

Prior	Expenditures	2026	Total	Future
74,686	Equipment/Furnishings	40,000	40,000	290,000
Total		40,000	40,000	

Prior	Funding Sources	2026	Total	Future
74,686	Special Revenue Fund - Oneida Service Agreement	40,000	40,000	290,000
Total		40,000	40,000	

2026

**Capital Improvement Plan Detail - Information Technology**

Ashwaubenon, WI



**Project #** IT-18  
**Project Name** Wireless Access Point Upgrades

<b>Contact</b>	Network Administrator	<b>Department</b>	Information Technology
<b>Type</b>	Replacement	<b>Category</b>	Equipment
<b>Useful Life</b>	5 years	<b>Account Code</b>	241-5100-9120-0000
<b>Project Entry Year</b>	2024	<b>Project Number</b>	2624

**Description**

Upgrade indoor and outdoor wireless access points.

**Justification**

Initiate a long-term replacement cycle schedule for all 27 Village access points. The indoor access points would be replaced with Meraki MR 44 or higher and the outdoor access points would be replaced by MR 76 or higher.

Expenditures	2026	Total	Future
Equipment/Furnishings	12,000	12,000	36,000
Total	12,000	12,000	

Funding Sources	2026	Total	Future
Special Revenue Fund - Oneida Service Agreement	12,000	12,000	36,000
Total	12,000	12,000	

2026

Capital Improvement Plan Detail - Information Technology

Ashwaubenon, WI



Project # IT-43

Project Name Cradlepoint Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9121-0000
Project Entry Year	2025	Project Number	2625

Description

New Ericsson (Cradlepoint) R980 routers for various Village vehicles.

Justification

Replacement cycle of existing cradlepoints used in Village fleet vehicles and at Ashwaubomay Lake. The new units will utilize the 5G network and Wi-Fi 6.

Expenditures	2026	Total
Equipment/Furnishings	11,000	11,000
Total	11,000	11,000

Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	11,000	11,000
Total	11,000	11,000

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI



Project # IT-39  
Project Name Community Center Printer Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9120-0000
Project Entry Year	2025	Project Number	2626

Description

New Ricoh IM C2510 for the Community Center office area.

Justification

The copier currently used in the office area has reached the end of its useful life. The new copier will have the same functionality as the existing copier.

Expenditures	2026	Total
Equipment/Furnishings	8,500	8,500
Total	8,500	8,500

Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	8,500	8,500
Total	8,500	8,500



Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI



Project # IT-44  
Project Name Public Safety Admin Printer Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9120-0000
Project Entry Year	2025	Project Number	2627

Description

New Ricoh IM550F for the Public Safety Administrative area.

Justification

The current printer has reached the end of its useful life. The requested printer has the same functionality as the existing copier.

Expenditures	2026	Total
Unassigned	8,500	8,500
Total	8,500	8,500

Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	8,500	8,500
Total	8,500	8,500

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI



Project #	IT-41		
Project Name	Public Safety Report Room Printer Replacement		
Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9120-0000
Project Entry Year	2025	Project Number	2628

Description

New Ricoh IM550F for the Public Safety Officers Report Room area.

Justification

The current printer has reached the end of its useful life. The requested printer has the same functionality as the existing copier.

Expenditures	2026	Total
Unassigned	5,000	5,000
Total	5,000	5,000
Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	5,000	5,000
Total	5,000	5,000

2026

**Capital Improvement Plan Detail - Information Technology**

Ashwaubenon, WI



Project # IT-29

Project Name Warranty Extension for StoreOnce Unit

Contact	Network Administrator	Department	Information Technology
Type	Maintenance	Category	Equipment
Useful Life	5 years	Account Code	241-5100-6213-0000
Project Entry Year	2025	Project Number	2629

Description

3-year warranty extension for our HPE StoreOnce unit (backup storage unit).

Justification

The existing maintenance/support agreement for this unit ends on 2/22/2026. Instead of purchasing a new unit, this request would extend the warranty for an additional three years to 2029.

Expenditures	2026	Total
Equipment/Furnishings	5,000	5,000
Total	5,000	5,000

Funding Sources	2026	Total
Special Revenue Fund - Oneida Service Agreement	5,000	5,000
Total	5,000	5,000

Capital Improvement Plan Detail - Information Technology

Ashwaubenon, WI

Project #	IT-16		
Project Name	Village Hall Camera Replacements		
Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5100-9121-0000
Project Entry Year	2024	Project Number	2630

Description

Replacement of existing Village Hall/Public Safety AXIS cameras.

Justification

Initiate a long-term replacement cycle schedule for all 37 Village Hall/Public Safety AXIS cameras. Once a camera reaches the end of its useful life, the Village is no longer able to receive replacement support or obtain firmware upgrades. Newer cameras have improved picture quality, analytics and zoom capabilities.

Prior	Expenditures	2026	Total	Future
1,500	Equipment/Furnishings	3,000	3,000	19,000
	Total	3,000	3,000	

Prior	Funding Sources	2026	Total	Future
1,500	Special Revenue Fund - Oneida Service Agreement	3,000	3,000	19,000
	Total	3,000	3,000	

2026

**Capital Improvement Plan Detail - Information Technology**

Ashwaubenon, WI

Project # IT-10

Project Name Elevate RecTrac with WebTrac Services

Contact Network Administrator      Department Information Technology

Type Maintenance      Category Equipment

Useful Life 5 years      Account Code 241-5100-8100-0000

Project Entry Year 2025      Project Number 2631

Description

Enhance RecTrac/WebTrac service.

Justification

Collaborate with Vermont Systems to audit, clean, and optimize the RecTrac database. Review best practices for item setup and management. Explore implementing single sign-on (SSO), create a HTML email template, review scheduled event tasks, integrate with the finance system, and update general ledger (GL) accounts within the system.

Prior	Expenditures	2026	Total
1,400	Equipment/Furnishings	1,400	1,400
Total		1,400	1,400

Prior	Funding Sources	2026	Total
1,400	Special Revenue Fund - Oneida Service Agreement	1,400	1,400
Total		1,400	1,400

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Special Revenue Funds

#### K9 Program - Fund 242

##### DEPARTMENT DESCRIPTION

The K-9 Program is used to assist Ashwaubenon Public Safety in search and seizure operations such as drug searches, criminal tracking and missing person searches. The fund also applies donations received towards the K-9 Program. Expenditures are realized only as needed and if proper funding exists. K9 Officer and vehicle are funded in General Fund. This fund covers the K9 dog's personal care and maintenance.

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. Ashwaubenon Public Safety's K-9 is a dual purpose (Drug/Patrol).

##### SERVICES PROVIDED

- Canine officer performs police patrol, investigation, traffic regulation enforcement, and related law enforcement activities.
- Protect life and property by performing firefighting, emergency medical aid, and rescue duties.
- Patrol with, and care for, a police dog in specialized duties: narcotic detection, building searches, and suspect/missing persons tracking.
- Provide approved canine demonstrations and talks to foster positive community relations.

##### STAFFING

- Ashwaubenon Public Safety allocates one full-time officer to the program.

##### 2025 ACCOMPLISHMENTS

- Obtained a K9 partner that seems to be a good fit in August.
- Canine Team went through three weeks of training and started on the road end of August together.
- The team has had several drug seizures leading to multiple arrests.

##### 2026 OBJECTIVES

- Continue to be a proactive unit assisting APS and other agencies within Brown County.
- Continue to grow as a canine team together on and off the road.
- Continue to advance K9 knowledge and career by attending training and conferences.

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
Checking Account Interest	242-5200-4600-0000	1,942	1,299	750	750	-
Donations	242-5200-4702-0000	2,130	500	-	-	-
Miscellaneous	242-5200-4790-0000	-	180	-	-	-
Total Revenues		<u>4,072</u>	<u>1,979</u>	<u>750</u>	<u>750</u>	<u>-</u>
<b>Expenditures</b>						
Operating Supplies	242-5200-6101-0000	152	1,000	2,000	2,000	-
Training/Conference	242-5200-7100-0000	2,500	1,202	1,000	1,000	-
Dues & Subscriptions	242-5200-7120-0000	271	-	-	-	-
Total Expenditures		<u>2,923</u>	<u>2,202</u>	<u>3,000</u>	<u>3,000</u>	<u>-</u>
Net Change in Fund Balance		1,150	(223)	(2,250)	(2,250)	-
Fund Balance - January 1		<u>52,714</u>	<u>53,864</u>	<u>52,970</u>	<u>53,641</u>	
Fund Balance - December 31		<u>\$ 53,864</u>	<u>\$ 53,641</u>	<u>\$ 50,720</u>	<u>\$ 51,391</u>	



## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Special Revenue Funds

#### Excess Sales Tax - Fund 246

##### DEPARTMENT DESCRIPTION

This fund is used to account for excess Green Bay/Brown County Football Stadium District tax funds received from the State of Wisconsin. Funds spent must be for one of the three following purposes:

1. Provide Property Tax Relief
2. Provide Tax Levy Supported Debt Relief
3. Economic Development

##### 2026 OBJECTIVES

- Use existing funds to support economic development with the Village.

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
Rebates	246-5100-4754-0000	2,400	250	1,500	250	(1,250)
Total Revenues		2,400	250	1,500	250	(1,250)
<b>Expenditures</b>						
Equipment < \$5,000	246-5100-9121-0000	226	-	9,167	7,941	(1,226)
Total Expenditures		226	-	9,167	7,941	(1,226)
Net Change in Fund Balance		2,173	250	(7,667)	(7,691)	(24)
Fund Balance - January 1		5,268	7,441	7,667	7,691	
Fund Balance - December 31		<u>\$ 7,441</u>	<u>\$ 7,691</u>	<u>\$ -</u>	<u>\$ 0</u>	





# DEBT SERVICE FUND



## Department Budget Narrative – Fiscal Year 2026

### Debt Service

#### Debt Service – Fund 300

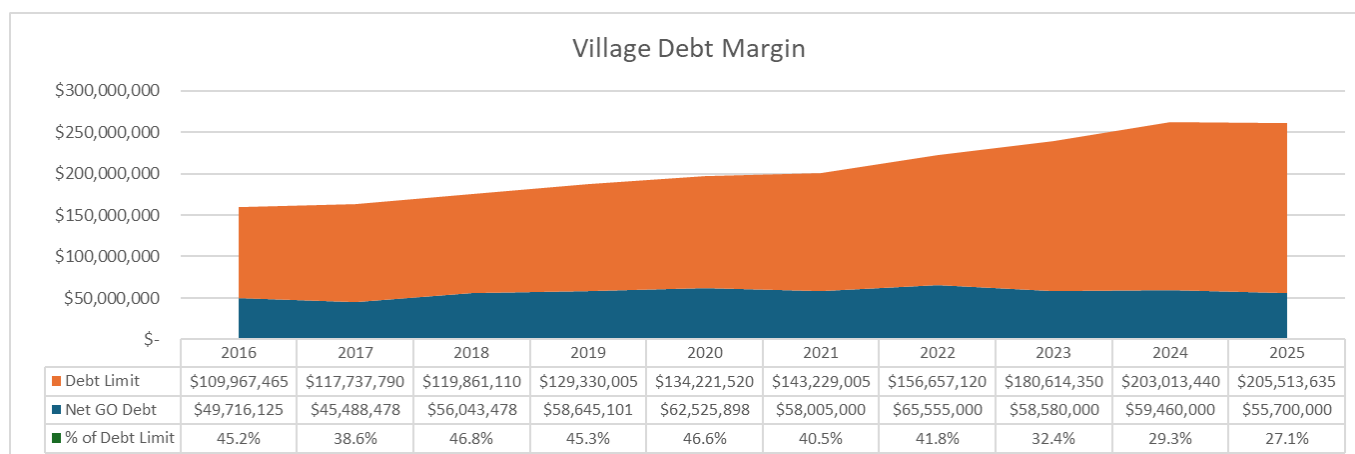
##### FUND DESCRIPTION

The debt service fund accounts for the resources accumulated and payments made for debt principal, interest, and related costs on long-term general obligation debt of governmental funds. General debt service payments are funded primarily from property tax levy. Debt service payments for the Village's Tax Increment Financing (TIF) districts are funded primarily from tax increment and are budgeted in each TID fund as a transfer to this Debt Service Fund. The Village's enterprise funds have outstanding debt, and those respective Utilities account for the receipt of and repayment of any debt issuances. The Village of Ashwaubenon has an Aa2 bond rating on all its outstanding general obligation debt issues.

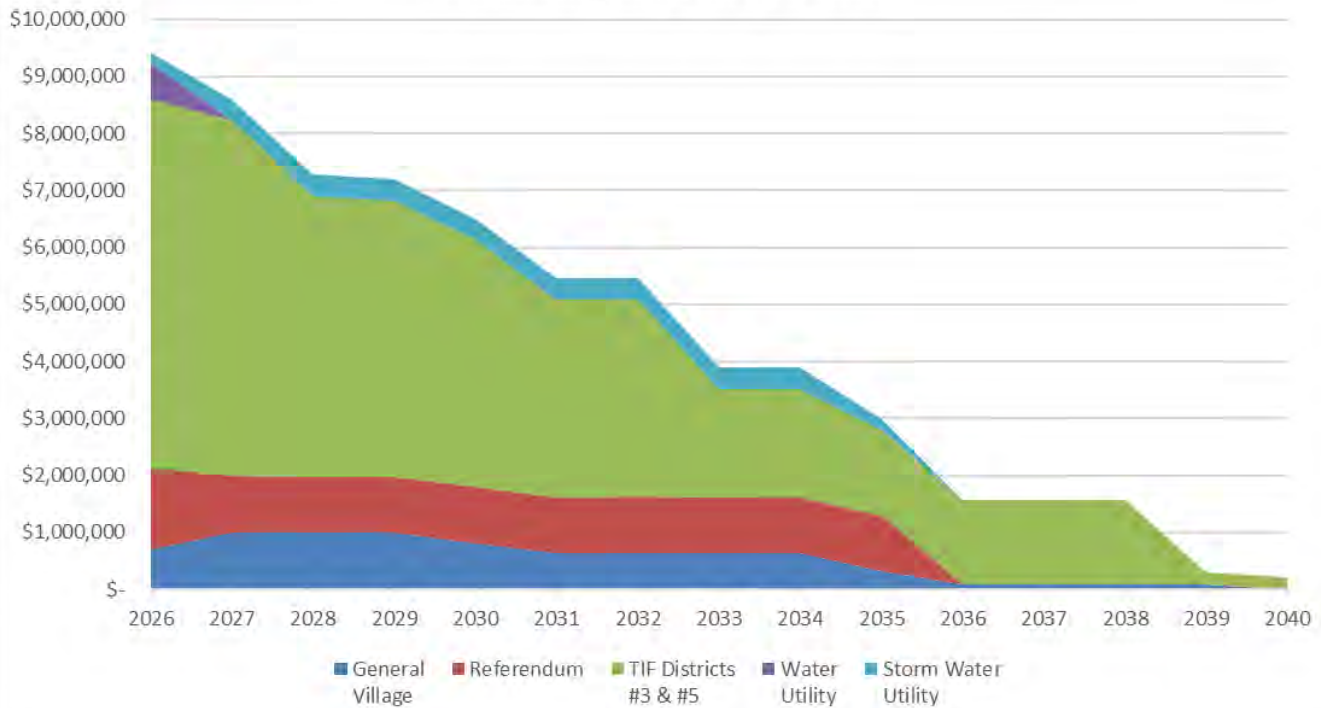
Historically the Village has issued debt on an annual basis to fund applicable projects and purchases of long-lived equipment. As Wisconsin statutes limit bonds to certain types of expenditures, the Village has issued GO bonds, GO promissory notes, or a combination thereof depending on the type of project and expected repayment period. Wisconsin law previously limited promissory notes to a 10-year repayment period, but the law was changed in 2024 to extend the maximum maturity for notes to 20 years, with continued flexibility to allocate proceeds among different project types. In 2025, \$1,795,000 in tax supported GO notes were issued to fund garage roof replacement, Marina Way walkway repairs, garbage truck replacement, and the replacement of two dump trucks.

Future debt issues to pay for public improvement projects could add to the Village's debt load; however, the Village collaborates with its municipal advisor to structure repayment terms to mesh new debt with amortization of outstanding debt. As part of the annual budget process, the Finance Department prepares a five-year projection of debt service burden that considers both existing and projected issuances of debt and seeks to stabilize the tax levy and operating budget impact of future issues. The Village's debt policy seeks to achieve level debt service repayment schedules to assist in balancing the need to fund necessary projects while keeping the Village's debt levels sustainable. This long-standing debt management practice is reflected as a component of the Village's Aa2 rating from Moody's Investor's Service, the highest rating possible for the Village of Ashwaubenon.

The GO debt outstanding on December 31, 2025, of \$55,700,000 (including Tax Incremental District (TID) related debt and Utility related debt) represents approximately 27.1% of the Village's legal debt limit of \$205,513,635 as per Wisconsin Statutes (5% of equalized property value). The equalized valuation as of January 1, 2025, was \$4,110,272,700. A summary of general obligation debt service requirements (all funds) follows on the next page.



**Village of Ashwaubenon**  
**Schedule of Debt Payments (Principal & Interest) by Repayment Source**  
**General Obligation Bonds and Notes**



Year End	Principal and Interest Payments						Total Debt Requirements
	General Village	Referendum	TIF Districts #3 & #5	Water Utility	Storm Water Utility		
2026	\$ 692,388	\$ 1,439,150	\$ 6,471,098	\$ 632,344	\$ 186,925	\$	9,421,905
2027	997,525	987,075	6,249,793	-	370,217		8,604,610
2028	990,975	988,750	4,916,330	-	377,325		7,273,380
2029	993,975	984,750	4,841,603	-	373,325		7,193,653
2030	813,350	985,075	4,335,692	-	373,700		6,507,817
2031	631,100	989,575	3,461,117	-	373,325		5,455,117
2032	634,350	988,250	3,455,812	-	377,925		5,456,337
2033	634,100	986,175	1,903,187	-	373,500		3,896,962
2034	630,700	988,275	1,900,557	-	369,500		3,889,032
2035	317,800	984,550	1,490,385	-	188,700		2,981,435
2036	80,400	-	1,492,600	-	-		1,573,000
2037	77,600	-	1,491,600	-	-		1,569,200
2038	79,700	-	1,492,698	-	-		1,572,398
2039	81,600	-	214,430	-	-		296,030
2040	-	-	218,193	-	-		218,193
	<u>\$ 7,655,563</u>	<u>\$ 10,321,625</u>	<u>\$ 43,935,094</u>	<u>\$ 632,344</u>	<u>\$ 3,364,442</u>	<u>\$</u>	<u>65,909,068</u>
<b>Principal Balance at 01/01/2026</b>	<u>\$ 6,400,000</u>	<u>\$ 8,975,000</u>	<u>\$ 36,920,000</u>	<u>\$ 625,000</u>	<u>\$ 2,780,000</u>	<u>\$</u>	<u>55,700,000</u>

**2026 Budget**  
**Village of Ashwaubenon**  
**Debt Service Obligations**

GENERAL OBLIGATION DEBT						
Date	Issue	Amount	Fund	2026		
				Principal	Interest	Total
05/15/2012	General Obligation Refunding Bonds	\$ 5,835,000				
	Capital Infrastructure	\$ 5,835,000	Water	625,000.00	7,343.75	632,343.75
04/12/2016	General Obligation Refunding Bonds	\$ 8,525,000				
	Refunding 12/15/15 Referendum Bonding #2	\$ 8,525,000	Ref	740,000.00	244,650.00	984,650.00
04/12/2016	General Obligation Promissory Notes	\$ 9,035,000				
	Klipstine Park Remediation	\$ 1,700,000	Cap	185,000.00	1,850.00	186,850.00
	Referendum Bonding #3	\$ 4,880,000	Ref	450,000.00	4,500.00	454,500.00
	Titletown-\$1.5M, Pilgrim/Cormier Rd-\$250K	\$ 1,750,000	TID 3	190,000.00	1,900.00	191,900.00
	NAN Refunding (12/15/15) - Pilgrim Way Reconstruction	\$ 705,000	TID 3	75,000.00	750.00	75,750.00
06/01/2016	Taxable General Obligation Promissory Notes	\$ 2,225,000				
	Marriott Cash Incentive	\$ 765,000	TID 3	85,000.00	1,126.25	86,126.25
	Neibler & Nault Land Acquisition and Property Demolition	\$ 1,460,000	TID 3	160,000.00	2,120.00	162,120.00
06/13/2017	Taxable General Obligation Promissory Notes	\$ 2,630,000				
	Trails and Road Reconstruction	\$ 1,225,000	TID 3	135,000.00	6,075.00	141,075.00
	Element Way Demo, Redevelopment & Road Construction	\$ 1,130,000	TID 5	125,000.00	5,625.00	130,625.00
11/15/2018	General Obligation Refunding Bonds, Series 2018A	\$ 1,100,000				
	Ridge Road Sidewalk Construction	\$ 85,000	TID 3	15,000.00	1,425.00	16,425.00
	Mike McCarthy Way / Element Way (former William Charles Court)	\$ 1,015,000	TID 5	10,000.00	38,950.00	48,950.00
11/15/2018	Taxable General Obligation Refunding Bonds, Series 2018B	\$ 12,080,000				
	Manseau Flats TID Incentive	\$ 520,000	TID 3	55,000.00	5,536.25	60,536.25
	Baseball Stadium Land Acquisition & Construction	\$ 11,560,000	TID 5	280,000.00	425,427.50	705,427.50
11/15/2018	Taxable General Obligation Promissory Notes, Series 2018C	\$ 2,840,000				
	Baseball Stadium Construction	\$ 2,840,000	TID 5	420,000.00	41,092.50	461,092.50
09/17/2019	General Obligation Promissory Notes, Series 2019A	\$ 6,240,000				
	Cormier Road & Mike McCarthy Way Overhead Power	\$ 1,525,000	Cap	155,000.00	17,175.00	172,175.00
	Aldon Station, Cormier Road & Waube Lane Sidewalk	\$ 4,190,000	TID 3	600,000.00	66,150.00	666,150.00
	Mike McCarthy Way Overhead Power Conversion	\$ 525,000	TID 5	50,000.00	10,950.00	60,950.00
09/17/2019	Taxable General Obligation Promissory Notes, Series 2019B	\$ 2,225,000				
	Aldon Station Development	\$ 1,080,000	TID 3	155,000.00	12,275.00	167,275.00
	Baseball Stadium Construction	\$ 1,145,000	TID 5	145,000.00	11,505.00	156,505.00
06/17/2020	General Obligation Promissory Notes, Series 2020A	\$ 4,810,000				
	EAB Tree Removal	\$ 1,455,000	Cap	160,000.00	17,550.00	177,550.00
	Aldon Station, Vanderperren Way, HSIP & Trail Bridge	\$ 2,425,000	TID 3	300,000.00	33,200.00	333,200.00
	Element Way Road Construction	\$ 930,000	TID 5	-	18,600.00	18,600.00

**2026 Budget**  
**Village of Ashwaubenon**  
**Debt Service Obligations**

GENERAL OBLIGATION DEBT						
Date	Issue	Amount	Fund	2026		
				Principal	Interest	Total
06/17/2020	Taxable General Obligation Promissory Notes, Series 2020B	\$ 2,095,000				
	Aldon Station Road Construction	\$ 360,000	TID 3	45,000.00	4,031.25	49,031.25
	Slinde Development TIF Incentive #2	\$ 1,735,000	TID 5	325,000.00	16,026.25	341,026.25
06/17/2020	Taxable General Obligation Refunding Bonds, Series 2020C	\$ 1,895,000				
	Slinde TIF Incentive #1 Refunded	\$ 1,895,000	TID 5	-	52,122.00	52,122.00
06/01/2022	General Obligation Promissory Notes, Series 2022A	\$ 1,750,000				
	Ashwaubomay Park Pedestrian Bridge	\$ 1,750,000	TID 3	360,000.00	26,200.00	386,200.00
06/01/2022	Taxable General Obligation Promissory Notes, Series 2022B	\$ 1,960,000				
	Slinde TIF Incentive #3	\$ 1,960,000	TID 5	-	70,755.00	70,755.00
12/15/2022	General Obligation Promissory Notes, Series 2020C	\$ 7,485,000				
	Ashw Ped Bridge, Lombardi Ave Access Rd, Brookwood Side	\$ 1,720,000	TID 3	350,000.00	27,000.00	377,000.00
	Road Reconstruction - Morris Ave, Element Way	\$ 5,765,000	TID 5	710,000.00	243,500.00	953,500.00
12/15/2022	Taxable General Obligation Promissory Notes, Series 2022D	\$ 1,430,000				
	Merge TIF Incentive	\$ 1,430,000	TID 5	175,000.00	66,053.75	241,053.75
05/15/2024	General Obligation Promissory Notes, Series 2024A	\$ 2,730,000				
	Street Enhancements - EAB Tree Removal	\$ 55,000	Cap	10,000.00	2,100.00	12,100.00
	Lombardi Access Rd Reconstruction	\$ 1,175,000	TID 3	390,000.00	34,650.00	424,650.00
	Capital Projects - Land Acquisition	\$ 1,500,000	SW	125,000.00	61,925.00	186,925.00
05/15/2024	Taxable General Obligation Promissory Notes, Series 2024B	\$ 1,805,000				
	Slinde TIF Incentive #4	\$ 1,805,000	TID 5	-	93,052.50	93,052.50
12/30/2024	General Obligation Promissory Notes, Series 2024C	\$ 2,890,000				
	Vehicles, Sidewalk Replacement, HVAC Replacement, EAB	\$ 2,090,000	Cap	-	98,500.00	98,500.00
	Fire Truck	\$ 800,000	Cap	-	35,150.00	35,150.00
12/30/2025	General Obligation Promissory Notes, Series 2025A	\$ 1,795,000				
	Garage Roof, Ashwaubomay Roadway, Marina Walkway, Garbag	\$ 1,795,000	Cap	-	10,063.00	10,063.00
	Garbage Truck, Dump Truck , Dump Truck	\$ -	Cap	-	-	-
12/30/2025	General Obligation Promissory Notes, Series 2025B	\$ 1,400,000				
	Willard Pond, Ashwaubenon Street Culvert Replace	\$ 1,400,000	SW	-	-	-
TOTAL GENERAL OBLIGATION DEBT		\$ 120,180,000		\$ 7,605,000.00	\$ 1,816,905.00	\$ 9,421,905.00



**2026 Budget**  
**Village of Ashwaubenon**  
**Debt Service Obligations**

GENERAL OBLIGATION DEBT			2026			
Date	Issue	Amount	Fund	Principal	Interest	Total
<b>CDA Lease Revenue Bonds</b>			2026			
Date	Issue	Amount	Fund	Principal	Interest	Total
06/20/2019	Lease Revenue Bonds, Series 2019	\$ 67,655,000	CDA	625,000.00	2,088,773.75	2,713,773.75
06/20/2019	Lease Revenue Bonds, Series 2019 - Capital Appreciation	\$ 29,631,951	CDA	-	-	-
4/1/2022	Taxable Lease Revenue Refunding Bonds, Series 2022	\$ 16,275,000	CDA	2,330,000.00	190,753.76	2,520,753.76
<b>TOTAL CDA LEASE REVENUE BONDS</b>		<b>\$ 149,221,951</b>		<b>\$ 2,955,000.00</b>	<b>\$ 2,279,527.51</b>	<b>\$ 5,234,527.51</b>

**GENERAL OBLIGATION DEBT BY FUND**

General Government	Gen	-	-	-
Capital Projects	Cap	510,000.00	182,388.00	692,388.00
Referendum	Ref	1,190,000.00	249,150.00	1,439,150.00
Tax Incremental District #3	TID 3	2,915,000.00	222,438.75	3,137,438.75
Tax Incremental District #4	TID 4	-	-	-
Tax Incremental District #5	TID 5	2,240,000.00	1,093,659.50	3,333,659.50
Water Utility	Water	625,000.00	7,343.75	632,343.75
Storm Water Utility	SW	125,000.00	61,925.00	186,925.00
		<b>\$ 7,605,000.00</b>	<b>\$ 1,816,905.00</b>	<b>\$ 9,421,905.00</b>

**TOTAL DEBT SERVICE BY FUND**

General Government	Gen	-	-	-
Capital Projects	Cap	510,000.00	182,388.00	692,388.00
Referendum	Ref	1,190,000.00	249,150.00	1,439,150.00
Tax Incremental District #3	TID 3	2,915,000.00	222,438.75	3,137,438.75
Tax Incremental District #4	TID 4	-	-	-
Tax Incremental District #5	TID 5	2,240,000.00	1,093,659.50	3,333,659.50
Water Utility	Water	625,000.00	7,343.75	632,343.75
Storm Water Utility	SW	125,000.00	61,925.00	186,925.00
Community Development Authority	CDA	2,955,000.00	2,279,527.51	5,234,527.51
		<b>\$ 10,560,000.00</b>	<b>\$ 4,096,432.51</b>	<b>\$ 14,656,432.51</b>

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Debt Service Funds

#### Debt Service - Fund 300

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
General Property Taxes	300-5100-4000-0000	2,083,029	1,972,939	1,989,525	2,133,676	144,151
<b>Other Financing Sources (Uses)</b>						
Operating Transfer In	300-5100-4810-0000	5,778,365	5,988,687	5,988,687	6,502,448	513,761
Premium on Debt Issued	300-5100-4831-0000	141,076	-	-	-	-
Principal Payments	300-5100-9300-0000	(5,945,000)	(6,165,000)	(6,165,000)	(6,885,000)	(720,000)
Interest Payments	300-5100-9310-0000	(1,916,496)	(1,935,146)	(1,812,262)	(1,748,986)	63,276
Fiscal Charges	300-5100-9320-0000	(1,742)	(1,188)	(1,188)	(2,138)	(950)
Total Other Financing Uses		(1,943,797)	(2,112,647)	(1,989,763)	(2,133,676)	(143,913)
Net Change in Fund Balance		139,232	(139,708)	(238)	-	238
Fund Balance - January 1		476	139,708	238	(0)	
Fund Balance - December 31		<u>\$ 139,708</u>	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ (0)</u>	





# CAPITAL PROJECTS FUNDS



## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Capital Projects Funds

#### Summary Report

ACCOUNT	STREET CONSTRUCTION	VILLAGE BUILDINGS	PARKS and RECREATION	TID #3	TID #5	TOTAL
<b>Revenues</b>						
General Property Taxes	\$ 550,000	\$ -	\$ -	\$ 7,817,796	\$ 3,986,287	\$ 12,354,083
Intergovernmental	-	-	50,000	1,789,931	130,603	1,970,534
Miscellaneous	-	9,600	43,261	-	180,000	232,861
Total Revenues	<u>550,000</u>	<u>9,600</u>	<u>93,261</u>	<u>9,607,727</u>	<u>4,296,890</u>	<u>14,557,478</u>
<b>Expenditures</b>						
Current						
General Government	-	20,000	-	-	-	20,000
Parks & Recreation	-	-	275,000	-	-	275,000
Conservation & Development	-	-	-	15,150	8,150	23,300
Debt Service						
Interest and Fiscal Charges	-	-	-	3,483	4,250	7,733
Capital Outlay	875,000	5,320,600	242,500	-	700,000	7,138,100
Total Expenditures	<u>875,000</u>	<u>5,340,600</u>	<u>517,500</u>	<u>18,633</u>	<u>712,400</u>	<u>7,464,133</u>
Excess of Revenues over (under) Expenditures	<u>(325,000)</u>	<u>(5,331,000)</u>	<u>(424,239)</u>	<u>9,589,094</u>	<u>3,584,490</u>	<u>7,093,345</u>
<b>Other Financing Sources (Uses)</b>						
Long Term Debt Issued	-	4,700,000	-	-	-	4,700,000
Transfer Out	-	-	-	(3,262,439)	(3,483,660)	(6,746,099)
TIF Grant Incentive	-	-	-	(2,100,000)	(100,000)	(2,200,000)
Total Other Financing Sources (Uses)	<u>-</u>	<u>4,700,000</u>	<u>-</u>	<u>(5,362,439)</u>	<u>(3,583,660)</u>	<u>(4,246,099)</u>
Net Change in Fund Balance	(325,000)	(631,000)	(424,239)	4,226,655	830	2,847,246
Fund Balance - January 1	<u>619,965</u>	<u>860,876</u>	<u>460,340</u>	<u>9,522,602</u>	<u>(6,286,782)</u>	<u>5,177,001</u>
<b>Fund Balance - December 31</b>	<u><b>\$ 294,965</b></u>	<u><b>\$ 229,876</b></u>	<u><b>\$ 36,101</b></u>	<u><b>\$ 13,749,257</b></u>	<u><b>\$ (6,285,952)</b></u>	<u><b>\$ 8,024,247</b></u>

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Capital Projects Funds

#### Street Construction - Fund 400

##### DEPARTMENT DESCRIPTION

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

##### SERVICES PROVIDED

- 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

- Majority of projects are contracted.
- Public Works Field Operators as needs arise. Personnel costs are budgeted and recorded in the General Fund.

##### 2025 ACCOMPLISHMENTS

- Completed scheduled annual mill-pave and resurfacing program with the assistance of available TID funding. Costs were allocated to the corresponding TIF district based on their location. Bid prices continue to trend high. The plan is to continue to slowly increase the tax levy contributions to this fund over the next few years to help build an appropriate tax base to cover the total mill-pave and resurfacing costs.
- Cormier sidewalk replacement from Ridge Road to Shady Lane.
- Continued replacement of various traffic signal cabinet and equipment.
- Bike lane pavement marking on South Point Drive.

##### 2026 OBJECTIVES

- Complete scheduled annual mill-pave and resurfacing program. Bid prices continue to trend high. The plan is to continue to slowly increase the tax levy contributions to this fund over the next few years to help build an appropriate tax base to cover the total mill-pave and resurfacing costs.
- Construction of roundabout at the intersection of Packerland Drive & Grant Street.

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
General Property Taxes	400-5400-4000-0000	\$ 725,000	\$ 750,000	\$ 750,000	\$ 550,000	\$ (200,000)
<b>Expenditures</b>						
Contracted Services	400-5400-8100-0000	-	20,437	25,000	-	(25,000)
Infrastructure - Streets	400-5400-9150-0000	866,857	900,000	1,079,000	875,000	(204,000)
Infrastructure - Other	400-5400-9154-0000	192,422	326,718	110,000	-	(110,000)
Total Expenditures		1,059,280	1,247,155	1,214,000	875,000	(339,000)
Excess of Revenues (under) Expenditures		(334,280)	(497,155)	(464,000)	(325,000)	139,000
<b>Other Financing Sources</b>						
Operating Transfer In	400-5400-4810-0000	-	183,520	-	-	-
Debt Issued	400-5400-4830-0000	329,000	-	-	-	-
Premium on Debt Issued	400-5400-4831-0000	5,538	-	-	-	-
Bond Expense	400-5400-9330-0000	(5,538)	-	-	-	-
Net Change in Fund Balance		(5,280)	(313,635)	(464,000)	(325,000)	139,000
Fund Balance - January 1		938,879	933,600	980,946	619,965	
<b>Fund Balance - December 31</b>		<b>\$ 933,600</b>	<b>\$ 619,965</b>	<b>\$ 516,946</b>	<b>\$ 294,965</b>	

2026

# Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	PW-03		
Project Name	Village Streets - Mill/Pave Program		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Infrastructure - Streets
Useful Life	20 years	Account Code	400-5400-9150-0000
Project Entry Year	2024	Project Number	2632

**Description**

Annual pavement maintenance 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 Pavement Maintenance Program is critical in keeping the existing Village street network in desirable driving condition. The Village will look to add \$25,000/year to this program to get it to an annual operating budget of at least \$1,000,000 (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).

Prior	Expenditures	2026	Total	Future
750,000	Construction/Maintenance	775,000	775,000	6,125,000
Total		775,000	775,000	
Prior	Funding Sources	2026	Total	Future
750,000	Capital Projects Funds - Street Construction	775,000	775,000	6,125,000
Total		775,000	775,000	



2026

# Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	PW-07		
Project Name	Packerland Dr / Grant St Roundabout		
Contact	Director of Public Works	Department	Public Works
Type	New	Category	Infrastructure - Streets
Useful Life	30 years	Account Code	400-5400-9150-0000
Project Entry Year	2024	Project Number	2633

Description

Reconstruction of the intersection at Packerland Drive/Grant Street from a stop-sign controlled intersection to a single-lane roundabout.

Justification

A joint project with Brown County at the far southwest corner of the Village. Brown County has applied for a Surface Transportation Block Grant through the WDOT for an 80% funding of this project. The remaining 20% would be funded via an SMA agreement with the County, Towns, and Village. This agreement was executed in summer of 2023.

Prior	Expenditures	2026	Total
45,000	Construction/Maintenance	125,000	125,000
		Total	125,000

Prior	Funding Sources	2026	Total
45,000	Capital Projects Funds - Street Construction	100,000	100,000
	Stormwater Utility Retained Earnings	15,000	15,000
	Water Utility Retained Earnings	10,000	10,000
		Total	125,000

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Capital Projects Funds

#### Village Buildings - Fund 410

##### DEPARTMENT DESCRIPTION

The Village Building Fund is used to account for the cost of maintaining all Village buildings. Financing is provided by general property tax levy, general obligation debt proceeds, and/or excess general funds.

##### SERVICES PROVIDED

- Maintenance of all village buildings, including village hall, garage, community center, and Ashwaubomay Lake chalet.

##### STAFFING

- Majority of projects are contracted. Minor maintenance may be completed by village staff (recorded in the general fund).

##### 2025 ACCOMPLISHMENTS

- Public Works garage HVAC replacement, garage commercial air compressor replacement, gas/diesel fuel pump replacements, and transfer of funds to cover NFL draft related costs.

##### 2026 OBJECTIVES

- Village Garage: Expansion Project, Roof Replacement, and Exterior Steel Door Replacement.
- Public Safety: HVAC duct cleaning and Garage Lighting Upgrades.
- Village campus exterior fence relocation and Village Hall administration entry door lock upgrade.

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
General Property Taxes	410-5100-4000-0000	25,000	-	-	-	-
Miscellaneous	410-5100-4790-0000	-	-	-	9,600	9,600
Total Revenues		25,000	-	-	9,600	9,600
<b>Expenditures</b>						
Building & Equipment Repairs	410-5100-6211-0000	11,694	24,000	-	-	-
Contracted Services	410-5100-8100-0000	57,604	-	-	20,000	20,000
Furniture & Fixtures > \$5,000	410-5100-9110-0000	21,235	43,879	34,000	25,600	(8,400)
Furniture & Fixtures < \$5,000	410-5100-9111-0000	3,127	56,976	4,159	-	(4,159)
Equipment > \$5,000	410-5100-9120-0000	-	151,010	321,000	5,000	(316,000)
Buildings	410-5100-9130-0000	9,900	-	-	5,290,000	5,290,000
Total Expenditures		103,560	275,865	359,159	5,340,600	4,981,441
Excess of Revenues (under) Expenditures		(78,560)	(275,865)	(359,159)	(5,331,000)	(4,971,841)
<b>Other Financing Sources (Uses)</b>						
Proceeds of General Obligation	410-5100-4830-0000	295,000	590,000	-	4,700,000	4,700,000
Operating Transfer Out	410-5100-9200-0000	-	(190,113)	(190,113)	-	190,113
Total Other Financing Sources (Uses)		295,000	399,887	(190,113)	4,700,000	4,890,113
Net Change in Fund Balance		216,440	124,022	(549,272)	(631,000)	(81,728)
Fund Balance - January 1		520,414	736,854	729,196	860,876	
Fund Balance - December 31		<u>\$ 736,854</u>	<u>\$ 860,876</u>	<u>\$ 179,924</u>	<u>\$ 229,876</u>	

2026

# Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	VB-06		
Project Name	Village Garage Expansion Project		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Buildings
Useful Life	50 years	Account Code	410-5100-9130-0000
Project Entry Year	2024	Project Number	2634

**Description**

Proposed project includes expanding the Village Garage and reconstructing the fuel island and salt storage shed. The plan maintains the existing structure while adding space to store equipment for Public Works, Utilities, and Parks & Recreation, along with secure storage for Public Safety investigations. It also replaces the current salt sheds and fuel island. The project will affect the Bill Diamond Soccer Fields, Community Garden, and compost drop-off site.

**Justification**

The Village Garage is 26 years old. With the growth in the Village requiring additional equipment and staff over those years, the facility underwent a spatial analysis in 2020/2021 to determine conceptual expansion. The next step in the conceptual analysis is to enter into a detailed design layout of the building expansion (in 2026) that would ultimately lead to the construction update to the primary facility (2027). In spring of 2023 it was determined that there are considerable rot occurring in the existing concrete for the salt sheds. These sheds also need new roofs and door replacements which is a challenge due to the geometric shape of the building.

Expenditures	2026	Total	Future
Construction/Maintenance	4,700,000	4,700,000	26,000,000
Total	4,700,000	4,700,000	

Funding Sources	2026	Total	Future
G.O. Debt (Village)	4,700,000	4,700,000	26,000,000
Total	4,700,000	4,700,000	

2026

**Capital Improvement Plan Detail - Public Works**

Ashwaubenon, WI

Project #	VB-16		
Project Name	Public Works Garage Roof Replacement		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Buildings
Useful Life	25 years	Account Code	410-5100-9130-0000
Project Entry Year	2025	Project Number	2635

**Description**

Overlay the existing roof of the Public Works Garage. Various vendors have attempted to repair the roof with no success. A recommendation is being made to add additional insulation to the roof at the time of this overlay. There is considerable ice damming on the roof in the winter due to the heat loss from the building.

**Justification**

The current roof has been leaking for at least 5 years with two vendors attempting to repair the roof with no success. The ceiling tiles and HVAC duct work have sustained damage from the leaking over the past years.

Expenditures	2026	Total
Construction/Maintenance	590,000	590,000
Total	590,000	590,000
Funding Sources	2026	Total
G.O. Debt (Village)	590,000	590,000
Total	590,000	590,000

2026

**Capital Improvement Plan Detail - Public Works**

Ashwaubenon, WI

Project #	VB-23		
Project Name	PW Garage Exterior Steel Door Replacement		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Buildings
Useful Life	25 years	Account Code	410-5100-9110-0000
Project Entry Year	2025	Project Number	2636

**Description**

Replace two existing steel doors with fiberglass doors on the Public Works Garage. The doors include the shipping and receiving door on the mechanics shop and the exterior door on the wash bay. Project would also include the door jambs and all associated weather proofing.

**Justification**

The existing doors/jambs are rotted with holes in them. Due to this they do not operate correctly or secure the building as they should.

Expenditures	2026	Total
Construction/Maintenance	16,000	16,000
Total	16,000	16,000
Funding Sources	2026	Total
Capital Projects Funds - Village Buildings	16,000	16,000
Total	16,000	16,000

2026

**Capital Improvement Plan Detail - Public Works**

Ashwaubenon, WI

Project #	VB-18		
Project Name	Public Safety HVAC Duct Cleaning		
Contact	Director of Public Works	Department	Public Works
Type	Maintenance	Category	Buildings
Useful Life	10 years	Account Code	410-5100-8100-0000
Project Entry Year	2025	Project Number	2637

**Description**

This project includes cleaning all of the duct work in the living quarters of the Public Safety portion of the building. A contracted company will use compressed air and vacuum to remove the dust/debris from the duct work.

**Justification**

There have been various reports of dust and debris falling from the duct work in the sleeping quarters of Public Safety. Public Safety Management has requested that this item be placed in the budget.

Expenditures	2026	Total
Equipment/Furnishings	12,000	12,000
Total	12,000	12,000
Funding Sources	2026	Total
Capital Projects Funds - Village Buildings	12,000	12,000
Total	12,000	12,000



2026

**Capital Improvement Plan Detail - Public Works**

Ashwaubenon, WI

Project #	VB-25		
Project Name	Public Safety Garage Lighting Upgrades		
Contact	Director of Public Works	Department	Public Safety
Type	Improvement	Category	Buildings
Useful Life	15 years	Account Code	410-5100-6211-0000
Project Entry Year	2025	Project Number	2638

Description

Replace the existing sodium and florescent high bay lighting with LED lighting.

Justification

The current lighting is not energy efficient and is eligible for Focus on Energy funding. The replacement of the lighting will allow for a safer work environment.

Expenditures	2026	Total
Equipment/Furnishings	9,600	9,600
Total	9,600	9,600
Funding Sources	2026	Total
Grant	9,600	9,600
Total	9,600	9,600

2026

**Capital Improvement Plan Detail - Public Works**

Ashwaubenon, WI

Project #	VB-20		
Project Name	Village Campus Exterior Fence Relocation		
Contact	Director of Public Works	Department	Public Works
Type	Improvement	Category	Buildings
Useful Life	25 years	Account Code	410-5100-9110-0000
Project Entry Year	2025	Project Number	2639

**Description**

Connect the existing two portions of the Village Campus Exterior Fence in the south central part of the perimeter. This will increase the security on our campus to be sure that items don't get stolen and general pubic stays out of the authorized area.

**Justification**

Over the past two years, members of the general public have accessed the secure area of the Village Campus. This has raised several safety and security concerns that should be reviewed in greater detail with Public Safety.

Expenditures	2026	Total
Equipment/Furnishings	8,000	8,000
Total	8,000	8,000
Funding Sources	2026	Total
Capital Projects Funds - Village Buildings	8,000	8,000
Total	8,000	8,000

2026

**Capital Improvement Plan Detail - Public Works**

Ashwaubenon, WI

Project #	VB-17		
Project Name	Village Hall Admin Entry Door Lock Upgrade		
Contact	Director of Public Works	Department	Public Works
Type	Improvement	Category	Buildings
Useful Life	25 years	Account Code	241-5100-9110-0000
Project Entry Year	2025	Project Number	2640

Description

Replace the existing Village Hall administration door lock entrance with an automated system similar to what is used in Public Safety.

Justification

The current system is manual to open and close. The new system would be more secure if there is an active threat.

Expenditures	2026	Total
Construction/Maintenance	5,000	5,000
Total	5,000	5,000

Funding Sources	2026	Total
Capital Projects Funds - Village Buildings	5,000	5,000
Total	5,000	5,000

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Capital Projects Funds

#### Parks and Recreation - Fund 430

##### DEPARTMENT DESCRIPTION

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

##### STAFFING

- Projects completed by contracted services, Park and Recreation maintenance workers, and/or Public Works Field Operators.
- Internal personnel costs are recorded in the General Fund.

##### 2025 ACCOMPLISHMENTS

- Ashwaubomay Lake playground equipment replacement and platform ladder replacement.
- Lighting installation at Pioneer Park tennis court.
- Continued EAB tree removals. Debt was issued in 2024 to fund this project for 2024, 2025, and 2026.
- NRDA Grant for work around Ashwaubomay and Dutchman's Creek.

##### 2026 OBJECTIVES

- Ashwaubenon Marina Walkway Maintenance
- Canterbury Park Playground Equipment Replacement
- Re-Roofing Ashwaubomay Lake Buildings
- Pool CPR Mannequin Replacement

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
Federal Aids	430-5500-4100-0000	\$ 79,932	\$ 68,369	\$ -	\$ -	\$ -
Cooperative Governance Agrmts	430-5500-4176-0000	50,000	50,000	50,000	50,000	-
Donations	430-5500-4702-0000	11,285	-	100,000	-	(100,000)
Lease Revenue	430-5500-4720-0000	100,000	23,000	22,500	23,000	500
Tower Rentals	430-5500-4910-0000	20,183	20,761	20,761	20,761	-
Total Revenues		261,400	162,130	193,261	93,761	(99,500)
<b>Expenditures</b>						
Operating Supplies	430-5500-6101-0000	-	416	-	-	-
Building & Equipment Repairs	430-5500-6211-0000	-	20,000	20,000	-	(20,000)
Contracted Services	430-5500-8100-0000	106,439	200,000	300,000	275,000	(25,000)
Contracted Services - NRDA - Ashwaubomay Park	430-5500-8100-0221	45,331	36,288	-	-	-
Contracted Services - NRDA - Dutchmans Creek	430-5500-8100-0222	34,601	31,981	-	-	-
Equipment > \$5,000	430-5500-9120-0000	159,719	49,955	50,000	50,000	-
Equipment < \$5,000	430-5500-9121-0000	-	-	-	2,500	2,500
Buildings	430-5500-9130-0000	-	-	-	40,000	40,000
Infrastructure - Other	430-5500-9154-0000	-	-	150,000	150,000	-
Total Expenditures		346,089	338,640	520,000	517,500	(2,500)
Excess of Revenues (under) Expenditures		(84,690)	(176,510)	(326,739)	(423,739)	(97,000)
<b>Other Financing Sources (Uses)</b>						
Debt Issued	430-5500-4830-0000	616,631	150,000	-	-	-
Operating Transfer Out	430-5500-9200-0000	-	(100,000)	-	-	-
Bond Expense	430-5500-9330-0000	(10,025)	-	-	-	-
Total Other Financing Uses		606,606	50,000	-	-	-
Net Change in Fund Balance		521,917	(126,510)	(326,739)	(423,739)	(97,000)
Fund Balance - January 1		64,933	586,850	470,823	460,340	
<b>Fund Balance - December 31</b>		<b>\$ 586,850</b>	<b>\$ 460,340</b>	<b>\$ 144,084</b>	<b>\$ 36,601</b>	

Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	PR-26		
Project Name	Ashwaubenon Marina Walkway Maintenance		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Maintenance	Category	Infrastructure - Other
Useful Life	30 years	Account Code	430-5500-9154-0000
Project Entry Year	2025	Project Number	2641

Supplemental Attachments						
<a href="#">sinking 1.jpg</a>	<a href="#">sinking 4.jpg</a>	<a href="#">sinking 10.jpg</a>	<a href="#">sinking 12.jpg</a>	<a href="#">sinking 14.jpg</a>	<a href="#">Ashw. Marina Brick Paver Budget.doc</a>	<a href="#">Field Measurments 7-25-25.pdf</a>

Description

Maintenance on the Ashwaubenon Marina walkway and pier.

Justification

The marina's main walkway, lined with stone paver bricks on the north, west, and south sides, has become uneven over time due to settling. The brickwork, now 20 years old, requires frequent leveling and maintenance. Staff recommends removing the bricks and replacing them with concrete to provide a smoother surface, reduce maintenance needs, and allow easier snow plowing in winter.

Expenditures	2026	Total
Construction/Maintenance	150,000	150,000
Total	150,000	150,000
Funding Sources	2026	Total
G.O. Debt (Village)	150,000	150,000
Total	150,000	150,000

Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	PR-54		
Project Name	Canterbury Park Playground Equipment		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Equipment
Useful Life	25 years	Account Code	430-5500-9120-0000
Project Entry Year	2025	Project Number	2642

Supplemental Attachments  
[PG2.jpg](#)   [School Bus.jpg](#)

Description  
Replacement of Canterbury Park playground equipment and amenities.

Justification  
Replacement cycling of playground equipment and amenities at Canterbury Park due to equipment being at the end of its useful life.

Expenditures	2026	Total
Equipment/Furnishings	50,000	50,000
Total	50,000	50,000
Funding Sources	2026	Total
Capital Projects Funds - Parks & Recreation	50,000	50,000
Total	50,000	50,000



Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	PR-71		
Project Name	Re-roofing Chalet, concessions & Lake shelter		

Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Maintenance	Category	Buildings
Useful Life	25 years	Account Code	430-5500-9130-0000
Project Entry Year	2025	Project Number	2643

Supplemental Attachments

[Chalet roof estimate.pdf](#)   [Cafe roof estimate.pdf](#)   [Lake shelter roof estimate.pdf](#)   [roof 1.jpg](#)   [roof 4.jpg](#)   [roof 6.jpg](#)   [roof 7.jpg](#)

Description

Replace roof on the Ashwaubomay Lake Chalet, Ashwaubomay Concessions and the Ashwaubomay Lake Picnic Shelter.

Justification

Replacement cycling of roof as current roof is past its useful life.

Expenditures	2026	Total
Construction/Maintenance	40,000	40,000
Total	40,000	40,000

Funding Sources	2026	Total
Capital Projects Funds - Parks & Recreation	40,000	40,000
Total	40,000	40,000

Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	PR-62		
Project Name	Pool CPR Mannequin Replacement		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	430-5500-9121-0000
Project Entry Year	2025	Project Number	2644

Description

Replacement of mannequins for CPR training.

Justification

Replacement of 8 baby CPR mannequins for Lake and Pool staff training as well as 4 AED trainers.

Expenditures	2026	Total
Equipment/Furnishings	2,500	2,500
Total	2,500	2,500

Funding Sources	2026	Total
Capital Projects Funds - Parks & Recreation	2,500	2,500
Total	2,500	2,500

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Capital Projects Funds

#### Tax Incremental District #3 - Fund 231

##### DEPARTMENT DESCRIPTION

This fund is used to account for the cost of projects within Tax Incremental District #3. Financing is provided by general property tax levies, general obligation debt proceeds, and/or transfers from other funds.

##### 2025 ACCOMPLISHMENTS

- Lombardi Access Road Reconstruction, Finalized Ashwaubomay River Trail Bridge

##### 2026 OBJECTIVES

- Finalized Lombardi Access Road corridor, including phragmites removal and restoration.
- Finalize Ashwaubomay River Trail Pathway extension from the pedestrian bridge.
- Close the district.

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
General Property Taxes	231-5100-4000-0000	\$ 7,079,342	\$ 7,159,753	\$ 7,159,753	\$ 7,817,796	\$ 658,043
Exempt Computer Aid	231-5100-4121-2332	946,380	946,380	946,380	946,380	-
Personal Property Aid	231-5100-4123-2332	122,754	843,551	843,551	843,551	-
Reimbursements	231-5100-4703-0000	35,205	-	-	-	-
Total Revenues		8,183,680	8,949,684	8,949,684	9,607,727	658,043
<b>Expenditures</b>						
Current						
Conservation and development	Multiple	1,647,107	1,830,350	1,830,350	2,115,150	284,800
Capital Outlay	Multiple	1,678,414	970,000	970,000	-	(970,000)
Debt Service						
Interest and fiscal charges	231-5100-9320-2332	20,381	3,483	3,483	3,483	-
Total Expenditures		3,345,902	2,803,833	2,803,833	2,118,633	(685,200)
Excess of Revenues over Expenditures		4,837,778	6,145,851	6,145,851	7,489,094	1,343,243
<b>Other Financing Sources (Uses)</b>						
Sale of Land - Schneider National	231-5100-4801-2363	129,100	-	-	-	-
Debt Issued	231-5100-4830-0000	1,175,000	-	-	-	-
Premium on Debt Issued	231-5400-4831-0000	53,553	-	-	-	-
Operating Transfer Out	231-5100-9200-2332	(3,210,256)	(3,608,154)	(3,608,154)	(3,262,439)	345,715
Total Other Financing Uses		(1,852,603)	(3,608,154)	(3,608,154)	(3,262,439)	345,715
Net Change in Fund Balance		2,985,175	2,537,697	2,537,697	4,226,655	1,688,958
Fund Balance - January 1		3,999,730	6,984,905	7,057,603	9,522,602	
<b>Fund Balance - December 31</b>		<b>\$ 6,984,905</b>	<b>\$ 9,522,602</b>	<b>\$ 9,595,300</b>	<b>\$ 13,749,257</b>	

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Capital Projects Funds

#### Tax Incremental District #5 - Fund 233

#### DEPARTMENT DESCRIPTION

This fund is used to account for the cost of projects within Tax Incremental District #5. Financing is provided by general property tax levies, general obligation debt proceeds, and/or transfers from other funds.

#### 2025 ACCOMPLISHMENTS

- Development incentives, mill-pave of village roadway within TID #5, and roof repairs to Rockers baseball stadium.

#### 2026 OBJECTIVES

- Merge Phase II project will continue with planned completion in 2026.
- Housing development begins at corner of Holmgren Way and Cormier Road with planned completion in 2026.
- Purchase rectangular rapid flashing beacons.

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Revenues</b>						
General Property Taxes	233-5100-4000-0000	\$ 1,106,935	\$ 4,418,280	\$ 4,420,005	\$ 3,986,287	\$ (433,718)
Exempt Computer Aid	233-5100-4121-2500	4,303	4,303	130,603	4,303	(126,300)
Personal Property Aid	233-5100-4123-0000	-	126,300	-	126,300	126,300
Rent	233-5100-4701-0000	175,360	179,140	-	180,000	180,000
Total Revenues		1,286,598	4,728,023	4,550,608	4,296,890	(253,718)
<b>Expenditures</b>						
Current						
Conservation and development	Multiple	1,787,205	56,049	105,300	108,150	2,850
Capital Outlay	Multiple	698,475	791,302	325,000	700,000	375,000
Debt Service						
Interest and fiscal charges	233-5100-9320-2500	52,970	4,037	4,037	4,250	213
Total Expenditures		2,538,650	851,388	434,337	812,400	378,063
Excess of Revenues over (under) Expenditures		(1,252,051)	3,876,635	4,116,271	3,484,490	(631,781)
<b>Other Financing Sources (Uses)</b>						
Debt Issued	233-5100-4830-0000	1,805,000	-	-	-	-
Operating Transfer Out	233-5100-9200-2500	(2,581,528)	(2,623,283)	(2,623,283)	(3,483,660)	(860,377)
Total Other Financing Uses		(776,528)	(2,623,283)	(2,623,283)	(3,483,660)	(860,377)
Net Change in Fund Balance		(2,028,579)	1,253,352	1,492,988	830	(1,492,158)
Fund Balance - January 1		(5,511,555)	(7,540,134)	(7,536,445)	(6,286,782)	
<b>Fund Balance - December 31</b>		<b>\$ (7,540,134)</b>	<b>\$ (6,286,782)</b>	<b>\$ (6,043,457)</b>	<b>\$ (6,285,952)</b>	

2026

# Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	PW-16		
Project Name	Morris Avenue Reconstruction (Holmgren to Ashland)		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Infrastructure - Streets
Useful Life	30 years	Project Entry Year	2024

Description

Complete roadway and utility reconstruction will include replacement of water main, sanitary sewer, storm sewer, and associated services. Road base will be reconstructed, curb and gutter and pavement will be replaced. Pedestrian accommodations will be reviewed to align with the 2018 Bicycle and Pedestrian Plan.

Justification

The current watermain was installed in 1950 and has reached the end of its service life. There has been one water main break in this segment of pipe and the main is under sized for the current use. The 2023 Paser rating is 5 and pavement will need to be replaced/resurfaced by 2027. The storm sewer pipe joints are failing and this can be seen in the televising videos and can also be seen in the roadway surface.

Expenditures	2026	Total	Future
Planning/Design	800,180	800,180	4,000,901
Total	800,180	800,180	
Funding Sources	2026	Total	Future
TID #5	293,670	293,670	4,000,901
G.O. Debt (Stormwater)	275,434	275,434	
G.O. Debt (Sanitary)	119,126	119,126	
G.O. Debt (Water)	111,950	111,950	
Total	800,180	800,180	





# ENTERPRISE FUNDS



## Fund Budget Expenditures - Fiscal Year 2026

### Enterprise Funds

#### Summary Report

ACCOUNT	WATER UTILITY	SEWER UTILITY	STORM WATER UTILITY	TOTAL
<b>Operating Revenues</b>				
Residential Sales	\$ 1,854,000	\$ 2,125,500	\$ 429,000	\$ 4,408,500
Commercial Sales	1,854,000	2,180,000	990,000	5,024,000
Industrial Sales	988,800	2,071,000	137,500	3,197,300
Restaurant Sales	311,749	577,931	77,000	966,680
Public Authority Sales	72,032	64,588	225,500	362,120
Private Fire Protection	67,591	-	660	68,251
Public Fire Protection	494,400	-	-	494,400
Forfeited Discounts	15,000	20,134	2,500	37,634
Tower Rentals	325,000	-	-	325,000
Other	230,000	1,000	5,000	236,000
Total Operating Revenues	6,212,572	7,040,153	1,867,160	15,119,885
<b>Operating Expenses</b>				
Source of Supply	3,577,763	-	-	3,577,763
Operation	-	134,233	770,922	905,155
Maintenance	-	353,770	-	353,770
Pumping	86,387	-	-	86,387
Treatment	1,300	6,350,000	-	6,351,300
Transmission & Distribution	692,556	-	-	692,556
Regulatory Compliance	-	-	25,750	25,750
Accounting & Collecting	137,324	72,396	48,410	258,130
Administration & General	478,611	340,578	368,100	1,187,289
Depreciation	910,000	700,000	190,000	1,800,000
Total Operating Expenses	5,883,941	7,950,977	1,403,182	15,238,100
<b>Operating Income (Loss)</b>	328,631	(910,824)	463,978	(118,215)
<b>Nonoperating Revenues (Expenses)</b>				
Interest Revenue	100,000	128,000	100,000	328,000
Miscellaneous NonOperating Revenue	1,000	20,000	-	21,000
Interest Expense	(7,819)	-	(68,650)	(76,469)
Gain (Loss) on sale of capital assets	-	-	2,500	2,500
Bond Expense	(32,586)	-	-	(32,586)
Total Nonoperating Revenues (Expenses)	60,595	148,000	33,850	242,445
Income (loss) before Contributions & Transfers	389,226	(762,824)	497,828	124,230
Capital Contributions	50,000	50,000	50,000	150,000
Transfers Out	(390,000)	(17,000)	-	(407,000)
<b>Change in Net Position</b>	49,226	(729,824)	547,828	(132,770)
<b>Net Position - January 1</b>	20,511,953	10,604,656	12,567,945	43,684,554
<b>Net Position - December 31</b>	<u>\$ 20,561,179</u>	<u>\$ 9,874,832</u>	<u>\$ 13,115,773</u>	<u>\$ 43,551,784</u>

## Department Budget Narrative – Fiscal Year 2026

### Enterprise Fund

#### Water Utility – Fund 510

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#### DEPARTMENT MANAGER

Public Works Director

#### DEPARTMENT DESCRIPTION

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

#### SERVICES PROVIDED

- Maintenance of all Water Utility infrastructure such as storage, pumping and meter stations, transmission and distribution pipelines including all valves, hydrants, 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 for future Village infrastructure replacement programs that includes working jointly with the GBWU to provide safe economical water for future demand and growth.

#### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Public Works Director	0.20	0.20	0.20	0.20
Utility Operations Supervisor	0.45	0.45	0.45	0.45
Utility Foreman	0.70	0.70	0.70	0.70
Utility Lead (2)	1.40	1.40	1.40	1.40
Utility Worker (2)	1.40	1.40	1.40	1.40
Utility Clerk	0.20	0.20	0.20	0.20
GIS Coordinator	0.10	0.10	0.10	0.10
Customer Service Secretary	0.05	0.05	0.05	0.05
Administration	2.14	2.80	2.80	2.80
<b>Total</b>	<b>6.64</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>

##### Staffing Notes:

1. Public Works Director is a full 1.0 FTE position allocated to multiple departments.
2. Utility Operations Supervisor is a full 1.0 FTE position covering all utilities.
3. Foreman, Lead, and Worker positions are allocated 70% to the Water Utility and 30% to the Sewer Utility.
4. Utility Clerk is a full 1.0 FTE position allocated to multiple departments.
5. GIS Coordinator is a full 1.0 FTE position allocated to multiple departments.
6. Customer Service Secretary is a full 1.0 FTE position allocated to multiple departments.
7. Administrative employee departments include administration, legal, finance, IT, engineering, building inspection, and garage.

## 2025 ACCOMPLISHMENTS

- Installation of cell tower at Babcock Standpipe site.
- Removal of Babcock standpipe.
- Purchase of new utility truck.
- Various regulatory well pump tests.
- Shady Well House HVAC replacement.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Estimated	2026 Budget – 3 Yr Avg
Gallons of Water Purchased	1,299,326,000	1,247,112,300	1,315,878,000	1,287,438,767
Water System Repairs	24	26	33	28
Feet of Watermain Added to System	1,852	2,906	1,384	2,047
Feet of Watermain Replaced	1,852	3	19	625
Water Meters Replaced	905	886	779	857

## 2026 OBJECTIVES

- Replacement of Glory Water Tower driveway.
- Replacement of Marvelle Water Tower driveway.
- Replacement of utility operator tablets.
- Replacement of HVAC system at Argonne Well House.
- Repair of Argonne water reservoir.
- Replacement of utility operator truck.
- Replacement of roof on Ridge Road Well House.
- Purchase of hydrant and valve exercising tool.

## BUDGET SUMMARY

- Labor and Benefits (for all GL numbers): Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Operating Supplies – Purchased Water: Decreased \$320,000 due to less water leaks in the system and reduced water use from customers.
- Licenses: Increased \$50 due to more operators needing to renew their licenses.
- Electric: Increased \$4,278 to match actual trend and annual rate increases.
- Operating Supplies – Pumping Equipment Maintenance: Decreased \$1,000 due to rebuilt pumps and historical trends.
- Operating Supplies – Trans & Distrib Miscellaneous: Decreased \$4,000 due to current trends.
- Operating Supplies – Standpipe/Tower Maintenance: Decreased \$5,000 due to removal of old equipment from service and rehabilitation of remaining equipment.
- Operating Supplies – Mains Maintenance: Increased \$15,000 due to current water main aging.
- Operating Supplies – Services Maintenance: Increased \$10,000 due to current services nearing the end of their useful life.
- Operating Supplies – Hydrants Maintenance: Increased \$5,000 due to current hydrants nearing the end of their useful life.
- Operating Supplies – Misc Plant Maintenance: Decreased \$10,000 to align with current needs.
- Contracted Service -Standpipe/Tower Maintenance: Increased \$6,000 for annual inspection services.

- Software Maintenance: Increased \$500 for trend and inflation.
- Postage: Increased \$500 to align with historical trends.
- Credit Card Fees: Increased \$500 to align with historical trends and increased use of credit cards to pay utility bills.
- Shoe Allowance: Decreased \$100 to match amounts listed in employee handbook.
- Miscellaneous Expenditures: Reduced \$500. Not used in past few years, likely to eliminate in 2027.
- Training/Conference: Increased \$200 due to confined space training.
- Engineering Services: Decreased \$5,000 due to replacing contracted services with in-house engineering staff.
- Bank Fees: Decreased \$5,760 due to Finance Department's successful banking services RFP and new contract. Total banking fees reduced over 75%.
- Building Rental: Increased \$1,603 due to annual rate increase (tied to CPI).
- Property & Liability Insurance: Increased \$3,517 due to higher premiums related to a higher value placed on Water Utility fixed assets.
- Depreciation: Increased \$10,000 with the recent fleet vehicle replacements.
- Operating Transfer Out: Reduced payment in lieu of taxes payment to the Village of Ashwaubenon as generated from standard payment formula. Formula is based on various fixed asset valuations and tax rates.
- Interest Payments: Decreased \$14,206 as the final debt service payment is due in 2026. Final years of debt service only have one interest payment.

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Enterprise Funds

#### Water Utility - Fund 510

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Operating Revenues</b>						
Metered Sales - Residential	510-5910-4900-0000	1,698,756	1,800,000	1,957,042	1,854,000	(103,042)
Metered Sales - Commercial	510-5910-4901-0000	1,690,828	1,800,000	1,825,373	1,854,000	28,627
Metered Sales - Industrial	510-5910-4902-0000	908,066	960,000	978,113	988,800	10,687
Metered Sales - Restaurant	510-5910-4903-0000	306,716	302,669	302,669	311,749	9,080
Other Sales - Public Authority	510-5910-4904-0000	98,318	69,934	69,934	72,032	2,098
Private Fire Protection	510-5910-4905-0000	60,037	65,622	65,622	67,591	1,969
Public Fire Protection	510-5910-4906-0000	455,025	480,000	519,634	494,400	(25,234)
Joint Metering Revenue	510-5910-4740-0000	19,451	-	-	-	-
Other Operating Revenues						
Customer Penalty	510-5910-4909-0000	18,980	15,000	15,000	15,000	-
Tower Rentals	510-5910-4910-0000	183,505	325,000	325,000	325,000	-
Insurance Refunds	510-5910-4752-0000	7,189	-	-	-	-
Rebates	510-5910-4754-0000	26	34	-	-	-
Miscellaneous Operating Income	510-5910-4908-0000	54,592	50,000	50,000	50,000	-
Sales for Resale	510-5910-4914-0000	235,438	180,000	180,000	180,000	-
Total Operating Revenues		5,736,927	6,048,259	6,288,387	6,212,572	(75,815)
<b>Operating Expenses</b>						
Source of Supply		3,274,156	3,892,590	3,892,665	3,577,763	(314,902)
Pumping		80,949	84,369	83,743	86,387	2,644
Treatment		809	1,371	1,300	1,300	-
Transmission & Distribution		1,032,210	662,834	632,368	692,556	60,188
Accounting & Collecting		128,103	134,802	134,802	137,324	2,522
Administration & General		441,404	455,594	479,841	478,611	(1,230)
Depreciation		902,046	905,000	900,000	910,000	10,000
Total Operating Expenses		5,859,676	6,136,560	6,124,719	5,883,941	(240,778)
<b>Operating Income (Loss)</b>		(122,750)	(88,301)	163,668	328,631	71,480
<b>Nonoperating Revenues (Expenses)</b>						
Checking Account Interest	510-5910-4600-0000	247,240	101,260	150,000	100,000	(50,000)
Other Non-Operating Revenue						
Miscellaneous Non-Operating Income	510-5910-4911-0000	1,352	1,000	1,000	1,000	-
Interest and Fiscal Charges		(34,263)	(22,025)	(22,025)	(7,819)	14,206
Bond Expense		(32,586)	(32,586)	(32,586)	(32,586)	-
Total Nonoperating Revenues (Expenses)		181,744	47,649	96,389	60,595	(35,794)
Income (loss) before Contributions & Transfers		58,994	(40,652)	260,057	389,226	(35,794)
Capital from Developer	510-5910-4851-0000	-	73,686	50,000	50,000	-
Transfers Out		(386,540)	(390,362)	(425,000)	(390,000)	35,000
<b>Change in Net Position</b>		(327,546)	(357,328)	(114,943)	49,226	164,169
<b>Total Net Position, Beginning</b>		21,196,827	20,869,281	21,111,029	20,511,953	(599,076)
<b>Total Net Position, Ending</b>		<u>\$ 20,869,281</u>	<u>\$ 20,511,953</u>	<u>\$ 20,996,086</u>	<u>\$ 20,561,179</u>	<u>\$ (434,907)</u>
<b>Sources and Uses of Cash Flow</b>						
Cash - Beginning of Year			\$ 3,451,773	\$ 3,456,037	\$ 2,614,945	
Plus: Change in Net Position			(357,328)	(114,943)	49,226	
Plus: Depreciation/Amortization			905,000	900,000	910,000	
Less: Debt Repayment			(610,000)	(610,000)	(625,000)	
Less: Fixed Assets			(774,500)	(774,500)	(889,800)	
Cash - End of Year			\$ 2,614,945	\$ 2,856,594	\$ 2,059,371	

## 2026 Budget - Fund Expenditures

### Enterprise Funds

#### Water Utility - Fund 510

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Source Of Supply Expenses</b>						
Labor and Benefits	510-5910-5____-0600	91,627	97,465	97,465	102,513	5,048
Operating Supplies - Purchased Water	510-5910-6101-0602	3,182,403	3,795,000	3,795,000	3,475,000	(320,000)
Licenses	510-5910-6303-0603	125	125	200	250	50
Total Source of Supply		3,274,156	3,892,590	3,892,665	3,577,763	(309,854)
<b>Pumping Expenses</b>						
Labor and Benefits	510-5910-5____-0624	31,732	32,392	32,392	31,758	(634)
Electric	510-5910-8400-0623	44,653	46,727	43,851	48,129	4,278
Operating Supplies - Pumping Miscellaneous	510-5910-6101-0626	78	250	500	500	-
Operating Supplies - Pumping Equipment Maintenance	510-5910-6101-0633	4,487	5,000	7,000	6,000	(1,000)
Total Pumping		80,949	84,369	83,743	86,387	2,010
<b>Treatment Expenses</b>						
Operating Supplies - Treatment Chemicals	510-5910-6101-0641	240	300	300	300	-
Operating Supplies - Treatment Miscellaneous	510-5910-6101-0643	215	400	500	500	-
Operating Supplies - Treatment Equipment Maintenance	510-5910-6101-0652	354	671	500	500	-
Total Treatment		809	1,371	1,300	1,300	-
<b>Transmission &amp; Distribution Expenses</b>						
Labor and Benefits						
Hourly - Standpipe/Tower Maintenance	510-5910-5110-0672	1,833	1,864	1,864	1,539	(325)
Standpipe Maintenance	510-5910-5____-0672	4,060	2,694	2,694	2,228	(466)
Mains Maintenance	510-5910-5____-0673	107,332	122,540	122,540	110,325	(12,215)
Services Maintenance	510-5910-5____-0675	188,518	122,501	122,501	143,521	21,020
Meters Maintenance	510-5910-5____-0676	120,122	112,822	112,822	143,195	30,373
Hydrants Maintenance	510-5910-5____-0677	16,417	17,811	17,811	22,287	4,476
Operating Supplies - Trans & Distrib Miscellaneous	510-5910-6101-0665	567	2,500	8,000	4,000	(4,000)
Operating Supplies - Standpipe/Tower Maintenance	510-5910-6101-0672	11,146	15,000	20,000	15,000	(5,000)
Operating Supplies - Mains Maintenance	510-5910-6101-0673	129,534	125,000	125,000	140,000	15,000
Operating Supplies - Services Maintenance	510-5910-6101-0675	43,979	69,460	50,000	60,000	10,000
Operating Supplies - Meters Maintenance	510-5910-6101-0676	8,849	8,212	6,000	6,000	-
Operating Supplies - Hydrants Maintenance	510-5910-6101-0677	28,442	35,171	25,000	30,000	5,000
Operating Supplies - Misc Plant Maintenance	510-5910-6101-0678	32,552	15,000	20,000	10,000	(10,000)
Contracted Services - Standpipe/Tower Maintenance	510-5910-8100-0672	340,691	14,123	-	6,000	6,000
Total Transmission & Distribution		1,032,210	662,834	632,368	692,556	103,376
<b>Accounting &amp; Collecting Expenses</b>						
Labor & Benefits						
Meter Reading	510-5910-5____-0902	21,641	22,644	22,644	23,348	704
Accounting & Collections	510-5910-5____-0903	106,462	112,158	112,158	113,976	1,818
Total Accounting & Collecting		128,103	134,802	134,802	137,324	5,044
<b>Administrative &amp; General Expenses</b>						
Labor and Benefits	510-5910-5____-0920	163,641	188,570	188,570	190,670	2,100
Office Supplies	510-5910-6100-0921	1,025	1,082	1,113	1,113	-
Gas & Oil	510-5910-6200-0930	14,034	14,694	15,000	15,000	-
Software Maintenance	510-5910-6213-0923	2,369	3,195	3,000	3,500	500
Postage	510-5910-6304-0921	1,896	1,500	1,500	2,000	500
Credit Card Fees	510-5910-6307-0923	12,291	11,500	11,500	12,000	500
Uniforms	510-5910-6401-0930	635	700	1,000	1,000	-
Shoe Allowance	510-5910-6402-0930	643	750	750	650	(100)
Miscellaneous Expenditures	510-5910-6580-0930	-	-	1,000	500	(500)
Training/Conference	510-5910-7100-0930	3,202	3,000	3,000	3,200	200
Dues & Subscriptions	510-5910-7120-0930	952	1,000	1,000	1,000	-



## 2026 Budget - Fund Expenditures

### Enterprise Funds

#### Water Utility - Fund 510

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
Mileage Reimbursement	510-5910-7130-0930	8	27	-	25	25
Contr Svcs - Outside Services	510-5910-8100-0923	81,794	65,000	80,000	80,000	-
Contr Svcs - Reg Commission	510-5910-8100-0928	7,864	4,500	4,500	4,500	-
Computer Consulting	510-5910-8101-0923	4,271	4,000	5,000	5,000	-
Accounting & Auditing	510-5910-8102-0923	9,494	9,299	10,000	10,000	-
Engineering Services	510-5910-8115-0923	12,514	15,000	20,000	15,000	(5,000)
Bank Fees	510-5910-8118-0923	5,377	2,594	6,600	840	(5,760)
Vehicle Repairs	510-5910-8201-0930	2,157	2,500	2,500	2,500	-
Building Rental	510-5910-8206-0931	56,416	58,019	58,019	59,622	1,603
Physical/Psych Exams	510-5910-8300-0930	51	100	100	100	-
Property & Liability Insurance	510-5910-8330-0924	46,909	49,724	49,724	53,241	3,517
Workers Comp Insurance	510-5910-8334-0924	10,151	13,000	11,065	11,118	53
Water/Sewer/Storm Water	510-5910-8401-0930	688	1,130	1,000	1,232	232
Telephone/Pagers	510-5910-8402-0930	1,029	1,200	1,200	1,200	-
Cell Phone	510-5910-8403-0921	1,993	3,510	2,700	3,600	900
Total Administrative & General		441,404	455,594	479,841	478,611	870
<b>Other Operating Expenses</b>						
Depreciation	510-5910-9190-0000	594,633	595,000	590,000	600,000	10,000
Depreciation - Contributed	510-5910-9190-0930	307,413	310,000	310,000	310,000	-
Operating Transfer Out	510-5910-9200-0000	386,540	390,362	425,000	390,000	(35,000)
Interest Payments	510-5910-9310-0000	33,788	21,550	21,550	7,344	(14,206)
Fiscal Charges	510-5910-9320-0000	475	475	475	475	-
Bond Expense	510-5910-9330-0000	32,586	32,586	32,586	32,586	-
Total Other Operating		1,355,434	1,349,973	1,379,611	1,340,405	(39,206)
<b>Total Operating Expenses</b>		<b>\$ 6,313,064</b>	<b>\$ 6,581,533</b>	<b>\$ 6,604,330</b>	<b>\$ 6,314,346</b>	<b>\$ (237,760)</b>
<b>Fixed Assets - Capital Outlay</b>				<b>\$ 774,500</b>	<b>\$ 889,800</b>	<b>\$ 115,300</b>

2026

Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-12		
Project Name	Ridge Road Standpipe Removal		
Contact	Director of Public Works	Department	Water Utility
Type	Maintenance	Category	Water
Useful Life	2 years	Account Code	510-5910-8100-0672
Project Entry Year	2024	Project Number	2645

Description

As part of maintaining the Village water system, the elevated storage tanks need continual maintenance. The Ridge Road Standpipe is past its useful life and will need to be removed. Village staff have worked with the PSC and the DNR and both agencies are on board with the removal of the standpipe.

Justification

This standpipe is no longer in use and can not be operated due to the condition.

Prior	Expenditures	2026	Total
20,000	Construction/Maintenance	340,000	340,000
Total		340,000	340,000

Prior	Funding Sources	2026	Total
20,000	G.O. Debt (Water)	340,000	340,000
Total		340,000	340,000

2026

# Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-01		
Project Name	Annual Meter Testing and Rehabilitation		
Contact	Director of Public Works	Department	Water Utility
Type	Maintenance	Category	Water
Useful Life	20 years	Account Code	510-5910-1812-0000
Project Entry Year	2024	Project Number	2646

**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 7,912 meters as of 2023).

**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.

Prior	Expenditures	2026	Total	Future
375,000	Construction/Maintenance	250,000	250,000	950,000
	Total	250,000	250,000	
Prior	Funding Sources	2026	Total	Future
375,000	Water Utility Retained Earnings	250,000	250,000	950,000
	Total	250,000	250,000	

2026

**Capital Improvement Plan Detail - Water Utility**

Ashwaubenon, WI

Project #	WA-40		
Project Name	Parkview Watermain Relay		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Water
Useful Life	50 years	Account Code	510-5910-1810-0000
Project Entry Year	2025	Project Number	2647

**Description**

Project includes directional drilling approximately 300' of 12" water main on Parkview Road under I-41. The project will be complex due to the number of permits that will be needed including Wisconsin Department of Transportation and Canadian National Railroad. Project will include replacing all of the incidental items that are impacted with the construction.

**Justification**

In January of 2025 a leak was noticed in this section of water main. This section of water main has been isolated and should be replaced to ensure redundancy in our water distribution system.

Expenditures	2026	Total
Construction/Maintenance	175,000	175,000
Total	175,000	175,000
Funding Sources	2026	Total
Water Utility Retained Earnings	175,000	175,000
Total	175,000	175,000

2026

**Capital Improvement Plan Detail - Water Utility**

Ashwaubenon, WI

Project #	WA-36		
Project Name	Argonne Water Reservoir Repairs		
Contact	Director of Public Works	Department	Water Utility
Type	Maintenance	Category	Water
Useful Life	20 years	Account Code	510-5910-1809-0000
Project Entry Year	2025	Project Number	2648

**Description**

During the DNR mandated inspection of the Argonne Water Reservior it was noted that there was various maintenance needs. These include: repair divider wall, replace ladder with stainless steel ladder, remove rust from piping and well casing and then recoat.

**Justification**

This reservoir is not a front line device within the municipal water system but needs to be in good working order should there be any failures with the normal water distribution system.

Expenditures	2026	Total
Construction/Maintenance	50,000	50,000
Total	50,000	50,000
Funding Sources	2026	Total
Unassigned	50,000	50,000
Total	50,000	50,000

2026

Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	V-WA-30		
Project Name	1/2 Ton Extended Cab 4WD Utility Truck		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Vehicles
Useful Life	8 years	Account Code	510-5910-1820-0000 / 530-5930-1820-0000
Project Entry Year	2025	Project Number	2649

Description

1/2 ton, extended cab, two wheel drive, 6' box work truck. The standard features of this truck would include: AM/FM radio, Air Conditioning, Power Windows, Power Door Locks, and Spray in Bed Liner. 50/50 split between Water & Sewer.

Justification

Replacement truck for existing utility truck (2016 Ford F-150 Pick-up, FA #1604).

Expenditures	2026	Total
Vehicles	48,000	48,000
Total	48,000	48,000
Funding Sources	2026	Total
Vehicle Replacement Fund	48,000	48,000
Total	48,000	48,000

Budget Impact

Routine Maintenance



2026

**Capital Improvement Plan Detail - Water Utility**

Ashwaubenon, WI

Project #	WA-37		
Project Name	Hydrant and Valve Exercising Tool		
Contact	Director of Public Works	Department	Water Utility
Type	New	Category	Equipment
Useful Life	7 years	Account Code	510-5910-1821-0000
Project Entry Year	2025	Project Number	2650

Description

This would be a "Hydrant Buddy" which can be used to exercise water valves or fire hydrants.

Justification

The Utility Crew currently only has one of these devices. Purchasing these devices would create efficiencies and a potential for less worker compensation claims.

Expenditures	2026	Total
Equipment/Furnishings	12,000	12,000
Total	12,000	12,000
Funding Sources	2026	Total
G.O. Debt (Water)	12,000	12,000
Total	12,000	12,000

2026

**Capital Improvement Plan Detail - Water Utility**

Ashwaubenon, WI

Project #	WA-33		
Project Name	Marvelle Water Tower Driveway Replacement		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Water
Useful Life	25 years	Account Code	510-5910-1806-0000
Project Entry Year	2025	Project Number	2651

Description

Pulverize the existing driveway and replace with 3.5" of asphalt.

Justification

The current driveway is in poor condition and needs to be replaced to ensure that the aggregate base does not lose structural integrity.

Expenditures	2026	Total
Construction/Maintenance	11,000	11,000
Total	11,000	11,000
Funding Sources	2026	Total
G.O. Debt (Water)	11,000	11,000
Total	11,000	11,000

2026

# Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-32		
Project Name	Glory Water Tower Driveway Replacement		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Water
Useful Life	25 years	Account Code	510-5910-1806-0000
Project Entry Year	2025	Project Number	2652

Description

Pulverize the existing driveway and replace with 3.5" of asphalt.

Justification

The current driveway is in poor condition and needs to be replaced to ensure that the aggregate base does not loose it's structural integrity.

Expenditures	2026	Total
Construction/Maintenance	9,700	9,700
Total	9,700	9,700
Funding Sources	2026	Total
G.O. Debt (Water)	9,700	9,700
Total	9,700	9,700

2026

**Capital Improvement Plan Detail - Water Utility**

Ashwaubenon, WI

Project #	WA-28		
Project Name	Argonne Well House HVAC Replacement		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Buildings
Useful Life	20 years	Account Code	510-5910-1803-0000
Project Entry Year	2025	Project Number	2653

Description

Replace the existing Modine Heater and all incidental mechanical work.

Justification

The current heaters are 28 years old and are beyond their useful life.

Expenditures	2026	Total
Construction/Maintenance	9,000	9,000
Total	9,000	9,000

Funding Sources	2026	Total
Water Utility Retained Earnings	9,000	9,000
Total	9,000	9,000

2026

**Capital Improvement Plan Detail - Water Utility**

Ashwaubenon, WI

Project #	WA-38		
Project Name	Ridge Station #4 Well House Reroof		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Buildings
Useful Life	20 years	Account Code	510-5910-1806-0000
Project Entry Year	2025	Project Number	2654

Description

Remove the existing asphalt roof and replace with a new asphalt roof.

Justification

The existing roof is over 20 years old and is beginning to leak. This roof has a shallow pitch so the roof does not last as long as a conventional roof.

Expenditures	2026	Total
Construction/Maintenance	6,000	6,000
Total	6,000	6,000

Funding Sources	2026	Total
Capital Projects Funds - Village Buildings	6,000	6,000
Total	6,000	6,000

2026

Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-35		
Project Name	Utility Crew Tablet Replacement		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Equipment
Useful Life	4 years	Account Code	510-5910-1819-0000
Project Entry Year	2025	Project Number	2655

Description

Replace utility crew tablets with updated tablets.

Justification

The existing tablets, now 4 years old, are showing reduced battery life and diminished operational speed.

Expenditures	2026	Total
Equipment/Furnishings	3,100	3,100
Total	3,100	3,100
Funding Sources	2026	Total
G.O. Debt (Water)	3,100	3,100
Total	3,100	3,100



## Department Budget Narrative – Fiscal Year 2026

### Enterprise Fund

#### Sewer Utility – Fund 530

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#### DEPARTMENT MANAGER

Public Works Director

#### DEPARTMENT DESCRIPTION

The Village of Ashwaubenon Sewer Utility is responsible for all operational and maintenance activities involving the sanitary sewer collection system and lift station systems that transport wastewater to the interceptor sewers. NEW Water (formerly called Green Bay Metropolitan Sewerage District) 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 PROVIDED

- 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 degreasing operations biannually.
- Lift station maintenance via quarterly preventive measures on all lift station pumps and control systems.
- Conduct master planning and inflow/infiltration programs in conjunction with NEW Water to ensure clear water flow is kept to a minimum and sewer system retains sufficient capacity for future growth.

#### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Public Works Director	0.20	0.20	0.20	0.20
Utility Operations Supervisor	0.45	0.45	0.45	0.45
Utility Foreman	0.30	0.30	0.30	0.30
Utility Lead (2)	0.60	0.60	0.60	0.60
Utility Worker (2)	0.60	0.60	0.60	0.60
Utility Clerk	0.20	0.20	0.20	0.20
GIS Coordinator	0.10	0.10	0.10	0.10
Customer Service Secretary	0.05	0.05	0.05	0.05
Administration	1.35	1.82	1.82	1.82
<b>Total</b>	<b>3.85</b>	<b>4.32</b>	<b>4.32</b>	<b>4.32</b>

##### Staffing Notes:

1. Public Works Director is a full 1.0 FTE position allocated to multiple departments.
2. Utility Operations Supervisor is a full 1.0 FTE position covering all utilities.
3. Foreman, Lead, and Worker positions are allocated 70% to the Water Utility and 30% to the Sewer Utility.
4. Utility Clerk is a full 1.0 FTE position allocated to multiple departments.
5. GIS Coordinator is a full 1.0 FTE position allocated to multiple departments.
6. Customer Service Secretary is a full 1.0 FTE position allocated to multiple departments.
7. Administrative employee departments include administration, legal, finance, IT, engineering, building inspection, and garage.

## 2025 ACCOMPLISHMENTS

- Replacement of lift pumps and enclosure at the Globe Lift Station.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget – 3 Yr Avg
Gallons of Sewer Collected	1,340,084,000	1,456,860,000	1,470,103,000	1,422,349,000

## 2026 OBJECTIVES

- Review possibility of purchasing utility owned televising truck.

## BUDGET SUMMARY

- Labor and Benefits (for all GL numbers): Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Electric: Decreased \$780 from installation of more efficient lift pumps but offset by increased rates.
- Operating Supplies – Meters Maintenance: Increased \$23,500 to align with historical trend and to account for the ongoing meter replacement cycle.
- Contracted Services – Purchased Water: Increased \$144,000 to account for Green Bay Metro Sanitary District (NEW Water) rate increases.
- Office Supplies: Decreased \$800 due to limited known large expenses.
- Software Maintenance: Increased \$900 to match actual trend and increased costs of various software programs.
- Credit Card Fees: Increased \$600 to align with historical trends and increased use of credit cards to pay utility bills.
- Show Allowance: Decreased \$350 to match amounts listed in the employee handbook.
- Training/Conference: Increased \$1,000 to pay for confined space training.
- Accounting & Auditing: Decreased \$500 to match actual auditing costs.
- Bank Fees: Increased to match actual trend. Overall banking service fees dropped over 75% for the Village in total due to the Finance Department's successful banking services RFP and subsequent new contract. The Sewer Utility's charge was reallocated to match actual service levels.
- Investment Fees: Increased \$640 to match actual trend and account for annual rate increases.
- Building Rental: Increased \$1,603 due to annual rate increase (tied to CPI).
- Property & Liability Insurance: Increased \$3,517 due to higher premiums related to a higher value placed on Sewer Utility fixed assets.
- Telephone/Pagers: Increased \$50 to align with trends.
- Cell Phone: Decreased \$1,500 to match actual trend.

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Enterprise Funds

#### Sewer Utility - Fund 530

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Operating Revenues</b>						
Metered Sales - Residential	530-5930-4900-0000	1,774,458	1,950,000	2,073,151	2,125,500	52,349
Metered Sales - Commercial	530-5930-4901-0000	1,885,403	2,000,000	2,097,653	2,180,000	82,347
Metered Sales - Industrial	530-5930-4902-0000	1,792,057	1,900,000	1,968,506	2,071,000	102,494
Metered Sales - Restaurant	530-5930-4903-0000	453,865	530,212	530,212	577,931	47,719
Other Sales - Public Authority	530-5930-4904-0000	56,592	59,255	59,255	64,588	5,333
Customer Penalty	530-5930-4909-0000	20,627	20,134	20,134	20,134	-
Miscellaneous Operating Income	530-5930-4908-0000	29	-	1,000	1,000	-
Total Operating Revenues		<u>5,983,031</u>	<u>6,459,601</u>	<u>6,749,911</u>	<u>7,040,153</u>	<u>290,242</u>
<b>Operating Expenses</b>						
Operation		121,062	125,674	130,465	134,233	3,768
Maintenance		395,316	345,672	355,672	353,770	(1,902)
Treatment		5,648,626	6,206,000	6,206,000	6,350,000	144,000
Accounting & Collecting		67,563	70,714	70,914	72,396	1,482
Administration & General		339,788	333,735	335,805	340,578	4,773
Depreciation		698,160	740,000	740,000	700,000	(40,000)
Total Operating Expenses		<u>7,270,514</u>	<u>7,821,795</u>	<u>7,838,856</u>	<u>7,950,977</u>	<u>112,121</u>
<b>Operating Income (Loss)</b>		<u>(1,287,483)</u>	<u>(1,362,194)</u>	<u>(1,088,945)</u>	<u>(910,824)</u>	<u>110,255</u>
<b>Nonoperating Revenues (Expenses)</b>						
Interest Income						
Checking Account Interest	530-5930-4600-0000	40,293	-	8,500	-	(8,500)
Investments Interest	530-5930-4601-0000	84,186	100,000	41,500	100,000	58,500
Investment Realized Gain/Loss	530-5930-4610-0000	150	561	-	500	500
Investment Unrealized Appr/Deprec	530-5930-4611-0000	26,542	33,306	25,000	27,500	2,500
Miscellaneous Non-Operating Revenues						
Miscellaneous Non-Operating Income	530-5930-4911-0000	25,637	22,500	20,000	20,000	-
Total Nonoperating Revenues (Expenses)		<u>176,808</u>	<u>140,197</u>	<u>95,000</u>	<u>148,000</u>	<u>53,000</u>
Income (loss) before Contributions & Transfers		(1,110,675)	(1,221,997)	(993,945)	(762,824)	53,000
Capital from Developer	530-5930-4851-0000	-	31,750	75,000	50,000	(25,000)
Transfers Out		(15,567)	(16,776)	(14,001)	(17,000)	(2,999)
<b>Change in Net Position</b>		<u>(1,126,242)</u>	<u>(1,207,023)</u>	<u>(932,946)</u>	<u>(729,824)</u>	<u>203,122</u>
<b>Total Net Position, Beginning</b>		<u>12,937,921</u>	<u>11,811,679</u>	<u>11,499,655</u>	<u>10,604,656</u>	<u>(894,999)</u>
<b>Total Net Position, Ending</b>		<u><u>\$ 11,811,679</u></u>	<u><u>\$ 10,604,656</u></u>	<u><u>\$ 10,566,709</u></u>	<u><u>\$ 9,874,832</u></u>	<u><u>\$ (691,877)</u></u>
<b>Sources and Uses of Cash Flow</b>						
Cash - Beginning of Year			\$ 1,902,472	\$ 2,206,618	\$ 1,081,949	
Plus: Change in Net Position			(1,207,023)	(932,946)	(729,824)	
Plus: Depreciation/Amortization			740,000	740,000	700,000	
Less: Fixed Assets			(353,500)	(353,500)	(24,000)	
Cash - End of Year			\$ 1,081,949	\$ 1,660,172	\$ 1,028,125	

## 2026 Budget - Fund Expenditures

### Enterprise Funds

#### Sewer Utility - Fund 530

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Operation Expenses</b>						
Labor and Benefits	530-5930-5____-0690	97,190	97,465	97,465	102,513	5,048
Operating Supplies - Operations	530-5930-6101-0691	332	500	1,000	500	(500)
Gas & Oil	530-5930-6200-0693	7,466	7,991	9,000	9,000	-
Vehicle Repairs	530-5930-8201-0693	2,157	3,000	5,000	5,000	-
Electric	530-5930-8400-0694	13,916	16,718	18,000	17,220	(780)
Total Operation		121,062	125,674	130,465	134,233	8,816
<b>Maintenance Expenses</b>						
Labor and Benefits						
Collecting System	530-5930-5____-0696	35,836	128,262	128,262	91,438	(36,824)
Lift Station	530-5930-5____-0697	7,428	21,101	21,101	17,472	(3,629)
Meters	530-5930-5____-0698	37,355	4,809	4,809	19,860	15,051
Operating Supplies - Collection System	530-5930-6101-0696	103,498	150,000	150,000	150,000	-
Operating Supplies - Lift Stations	530-5930-6101-0697	38,602	40,000	50,000	50,000	-
Operating Supplies - Meters Maintenance	530-5930-6101-0698	24,765	1,500	1,500	25,000	23,500
Joint Metering Expense	530-5930-8420-0930	147,831	-	-	-	-
Total Maintenance		395,316	345,672	355,672	353,770	(27,304)
<b>Treatment Expenses</b>						
Contracted Services - Purchased Sewer	530-5930-8100-0695	5,648,626	6,206,000	6,206,000	6,350,000	144,000
<b>Accounting &amp; Collecting Expenses</b>						
Labor & Benefits						
Meter Reading	530-5930-5____-0902	21,733	22,644	22,644	23,348	704
Accounting & Collections	530-5930-5____-0903	45,830	48,070	48,070	48,848	778
Accounting Supplies	530-5930-6111-0905	-	-	200	200	-
Total Accounting & Collecting		67,563	70,714	70,914	72,396	2,964
<b>Administrative &amp; General Expenses</b>						
Labor and Benefits	510-5910-5____-0920	115,164	130,327	130,327	129,534	(793)
Office Supplies	530-5930-6100-0921	909	1,200	2,000	1,200	(800)
Software Maintenance	530-5930-6213-0923	1,422	2,615	1,600	2,500	900
Postage	530-5930-6304-0921	33	100	100	100	-
Credit Card Fees	530-5930-6307-0923	13,948	12,400	12,400	13,000	600
Uniforms	530-5930-6401-0930	640	750	1,000	1,000	-
Shoe Allowance	530-5930-6402-0930	643	750	1,000	650	(350)
Training/Conference	530-5930-7100-0930	2,918	2,129	1,500	2,500	1,000
Dues & Subscriptions	530-5930-7120-0930	47	750	750	750	-
Contr Svcs - Outside Services	530-5930-8100-0923	68,198	40,000	40,000	40,000	-
Computer Consulting	530-5930-8101-0923	1,831	1,500	2,000	2,000	-
Accounting & Auditing	530-5930-8102-0923	4,796	3,984	5,000	4,500	(500)
Engineering Services	530-5930-8115-0923	3,958	4,000	5,000	5,000	-
Bank Fees	530-5930-8118-0923	-	300	500	840	340
Investment Fees	530-5930-8119-0930	8,835	8,500	8,500	9,140	640
Building Rental	530-5930-8206-0931	56,416	58,019	58,019	59,622	1,603
Physical/Psych Exams	530-5930-8300-0930	-	27	100	100	-
Property & Liability Insurance	530-5930-8330-0924	46,909	49,724	49,724	53,241	3,517
Workers Comp Insurance	530-5930-8334-0924	10,151	13,000	11,065	11,118	53
Water/Sewer/Storm Water	530-5930-8401-0930	10	30	20	33	13
Telephone/Pagers	530-5930-8402-0930	1,209	1,200	1,200	1,250	50
Cell Phone	530-5930-8403-0921	1,753	2,430	4,000	2,500	(1,500)
Total Administrative & General		339,788	333,735	335,805	340,578	3,980
<b>Other Operating Expenses</b>						
Depreciation	530-5930-9190-0930	698,160	740,000	740,000	700,000	(40,000)
Operating Transfer Out	530-5930-9200-0930	15,567	16,776	14,001	17,000	2,999
Total Other Operating		713,727	756,776	754,001	717,000	(37,001)
<b>Total Operating Expenses</b>		<b>\$ 7,286,081</b>	<b>\$ 7,838,571</b>	<b>\$ 7,852,857</b>	<b>\$ 7,967,977</b>	<b>\$ 95,455</b>
<b>Fixed Assets - Capital Outlay</b>				<b>\$ 353,500</b>	<b>\$ 24,000</b>	<b>\$ (329,500)</b>

## Department Budget Narrative – Fiscal Year 2026

### Enterprise Fund

#### Storm Water Utility – Fund 550

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##### DEPARTMENT MANAGER

Public Works Director

##### DEPARTMENT DESCRIPTION

The Storm Water Utility was created in 2012 to fund storm water related activities including: WDNR regulatory compliance (pond construction, illicit discharge monitoring), 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 will utilize 2023 Brown County Aerial Mapping. Rates and revised impervious surface areas amounts will be adjusted in the first quarter of 2026.

##### SERVICES PROVIDED

- Regulatory compliance.
- Storm Sewer maintenance and cleaning.
- Street sweeping.
- Leaf collection, composting, and storage.
- Storm water management facility maintenance.
- Pond design and construction.
- Stream bank stabilization.
- Flood control.

##### STAFFING

Positions (FTE)	2023 Actual	2024 Actual	2025 Actual	2026 Budget
Public Works Director	0.20	0.20	0.20	0.20
Village Engineer	0.60	0.60	0.60	0.60
Utility Operations Supervisor	0.10	0.10	0.10	0.10
Public Works Field Operator	1.20	1.20	1.20	1.20
Utility Clerk	0.20	0.20	0.20	0.20
GIS Coordinator	0.10	0.10	0.10	0.10
Customer Service Secretary	0.05	0.05	0.05	0.05
Administration	1.42	1.94	1.94	1.94
<b>Total</b>	<b>3.87</b>	<b>4.39</b>	<b>4.39</b>	<b>4.39</b>

##### Staffing Notes:

1. Public Works Director is a full 1.0 FTE position allocated to multiple departments.
2. Village Engineer is a full 1.0 FTE position allocated to multiple departments.
3. Utility Operations Supervisor is a full 1.0 FTE position covering all utilities.
4. Two Public Works Field Operator positions are allocated 60% to the Storm Water Utility and 40% to the General Fund.
5. Utility Clerk is a full 1.0 FTE position allocated to multiple departments.
6. GIS Coordinator is a full 1.0 FTE position allocated to multiple departments.
7. Customer Service Secretary is a full 1.0 FTE position allocated to multiple departments.
8. Administrative employee departments include administration, legal, finance, IT, engineering, building inspection, and garage.

## 2025 ACCOMPLISHMENTS

- Replacement of Glory Road culvert in the industrial park.
- Replacement of Kimberly Drive culvert north of Buffalo Street.
- Design of Willard Stormwater Management Pond.

## DEPARTMENT ACTIVITY MEASURES

Activity	2023 Actual	2024 Actual	2025 Actual	2026 Budget – 3 Yr Avg
Number of Catch Basins Repaired	22	18	24	21
Miles of Street Sweeping	580	605	380	522

## 2026 OBJECTIVES

- Construction of Willard Pond.
- Replacement of Ashwaubenon Street culvert in industrial park.
- Replacement of woodchipper with a trailer mounted 15" woodchipper.
- Purchase of remote-control slope mower, used to mow around storm water ponds and maintain steep slopes within road right-of-ways.

## BUDGET SUMMARY

- Labor and Benefits (for all GL numbers): Cost of living wage adjustments, increased benefit premiums, and increased WRS costs.
- Operational Supplies (all GL numbers): Overall reduction of \$4,750 to match actual trends.
- Contracted Services – Storm Sewer: Increased \$15,000 to match actual trends.
- Contracted Services – Leaf Collection: Decreased \$12,000 to match actual trends.
- Contr Svcs – Outside Services: Decreased \$20,000 due to replacing outside contracted services with in-house engineering staff.
- Computer Consulting: Added a \$2,000 budget to account for actual services.
- Accounting & Auditing: Increased \$500 to match actual auditing costs. Service costs are adjusted each year based on total auditing time spent on utility.
- Bank Fees: Decreased \$4,860 due to Finance Department's successful banking services RFP and new contract. Total Village banking fees reduced over 75%.
- Building Rental: Increased \$1,417 due to annual rate increase (tied to CPI).
- Property & Liability Insurance: Increased \$8,827 due to higher premiums related to a higher value placed on Storm Water Utility fixed assets.
- Workers Comp Insurance: Increased \$1,606 due to annual reallocation of total Village insurance costs based on compensation levels and workers compensation claims.
- Cell Phone: Decreased \$500 to match actual trend.
- Depreciation: Increased \$15,000 to account for newer asset acquisitions.



## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Enterprise Funds

#### Storm Water Utility - Fund 550

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Operating Revenues</b>						
Metered Sales - Residential	550-5950-4900-0000	294,775	390,000	442,500	429,000	(13,500)
Metered Sales - Commercial	550-5950-4901-0000	789,572	900,000	1,145,708	990,000	(155,708)
Metered Sales - Industrial	550-5950-4902-0000	93,437	125,000	135,580	137,500	1,920
Metered Sales - Restaurant	550-5950-4903-0000	57,679	70,000	82,626	77,000	(5,626)
Other Sales - Public Authority	550-5950-4904-0000	147,337	205,000	218,457	225,500	7,043
Private Fire Protection	550-5950-4905-0000	560	600	810	660	(150)
Customer Penalty	550-5950-4909-0000	2,996	2,500	2,500	2,500	-
Rent	550-5950-4701-0000	3,811	4,882	4,000	5,000	1,000
Total Operating Revenues		<u>1,390,166</u>	<u>1,698,782</u>	<u>2,032,181</u>	<u>1,867,160</u>	<u>(165,021)</u>
<b>Operating Expenses</b>						
Operation		756,216	597,631	611,488	770,922	159,434
Regulatory Compliance		69,221	22,918	25,850	25,750	(100)
Accounting & Collecting		44,185	47,171	47,171	48,410	1,239
Administration & General		220,899	367,806	371,761	368,100	(3,661)
Depreciation		190,583	175,000	175,000	190,000	15,000
Total Operating Expenses		<u>1,281,104</u>	<u>1,210,526</u>	<u>1,231,270</u>	<u>1,403,182</u>	<u>171,912</u>
<b>Operating Income</b>		<u>109,061</u>	<u>488,256</u>	<u>800,911</u>	<u>463,978</u>	<u>12,578</u>
<b>Nonoperating Revenues (Expenses)</b>						
Interest Income	550-5950-4600-0000	165,388	129,163	75,000	100,000	25,000
Sale of Equipment	550-5950-4800-0000	8,000	11,676	-	2,500	2,500
Reimbursements	550-5950-4703-0000	9,425	-	-	-	-
Interest and Fiscal Charges	550-5950-9310-0000	(39,336)	(68,650)	(68,650)	(68,650)	-
Debt Issuance Cost	550-5950-9330-0000	(21,411)	-	-	-	-
Total Nonoperating Revenues (Expenses)		<u>122,066</u>	<u>72,189</u>	<u>6,350</u>	<u>33,850</u>	<u>52,500</u>
Income before Contributions & Transfers		231,128	560,445	807,261	497,828	52,500
Capital from Municipality	550-5950-4850-0000	137,499	-	-	-	-
Capital from Developer	550-5950-4851-0000	64,769	50,000	50,000	50,000	-
<b>Change in Net Position</b>		<u>433,395</u>	<u>610,445</u>	<u>857,261</u>	<u>547,828</u>	<u>(309,433)</u>
<b>Total Net Position, Beginning</b>		<u>11,524,105</u>	<u>11,957,500</u>	<u>11,784,494</u>	<u>12,567,945</u>	<u>783,451</u>
<b>Total Net Position, Ending</b>		<u><u>\$ 11,957,500</u></u>	<u><u>\$ 12,567,945</u></u>	<u><u>\$ 12,641,755</u></u>	<u><u>\$ 13,115,773</u></u>	<u><u>\$ 474,018</u></u>

#### Sources and Uses of Cash Flow

Cash - Beginning of Year	\$	3,775,336	\$	3,050,786	\$	3,360,981
Plus: Change in Net Position		610,445		857,261		547,828
Plus: Depreciation/Amortization		175,000		175,000		190,000
Less: Debt Repayment		(120,000)		(120,000)		(125,000)
Less: Fixed Assets		<u>(1,079,800)</u>		<u>(1,490,000)</u>		<u>(1,865,000)</u>
Cash - End of Year	\$	3,360,981	\$	2,473,047	\$	2,108,809

## 2026 Budget - Fund Expenditures

### Enterprise Funds

#### Storm Water Utility - Fund 550

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Operation Expenses</b>						
Labor and Benefits						
Storm Sewer Cleaning and Repair	550-5950-5___-0802	161,222	17,007	17,007	80,201	63,194
Street Sweeping	550-5950-5___-0803	94,003	82,422	82,422	80,201	(2,221)
Leaf Collection	550-5950-5___-0804	141,393	85,059	85,059	80,201	(4,858)
Wood Chipping	550-5950-5___-0805	-	-	-	107,219	107,219
Maintenance Supplies						
Operating Supplies - Storm Sewer	550-5950-6101-0802	15,324	15,000	20,000	17,000	(3,000)
Operating Supplies - Leaf Collection	550-5950-6101-0804	1,877	7,500	7,500	6,000	(1,500)
Operating Supplies - Facility Mgmt	550-5950-6101-0820	-	500	1,000	1,000	-
Gas & Oil	550-5950-6200-0801	17,471	17,500	17,500	17,500	-
Contracted Services - Storm Sewer	550-5950-8100-0802	221,396	250,000	260,000	275,000	15,000
Contracted Services - Leaf Collection	550-5950-8100-0804	6,658	32,000	32,000	20,000	(12,000)
Contracted Services - Ashland Pond	550-5950-8100-0810	2,620	2,000	2,000	2,700	700
Contracted Services - Holmgren Pond	550-5950-8100-0811	600	300	1,500	1,500	-
Contracted Services - Main Avenue Pond	550-5950-8100-0812	4,704	3,500	5,000	5,000	-
Contracted Services - Spring Meadows Pond	550-5950-8100-0813	1,699	500	2,000	2,000	-
Contracted Services - Glory Pond	550-5950-8100-0814	14,676	3,000	3,000	3,000	-
Contracted Services - Babcock Pond	550-5950-8100-0815	910	2,000	2,500	2,500	-
Contracted Services - Woods Edge North Pond	550-5950-8100-0816	1,500	1,000	1,000	1,500	500
Contracted Services - Woods Edge South Pond	550-5950-8100-0817	1,400	1,000	1,000	1,400	400
Contracted Services - Coronis Pond	550-5950-8100-0818	688	1,000	2,000	1,000	(1,000)
Contracted Services - Marhill Pond	550-5950-8100-0819	5,328	2,000	2,000	3,000	1,000
Contracted Services - Facility Management	550-5950-8100-0820	1,148	2,000	2,500	2,500	-
Contracted Services - Plymrock Pond	550-5950-8100-0821	18,685	1,750	2,000	3,000	1,000
Grass/Leaf Disposal - Street Sweeping	550-5950-8110-0803	3,441	3,750	5,000	5,000	-
Grass/Leaf Disposal - Leaf Collection	550-5950-8110-0804	4,750	4,750	5,000	5,000	-
Engineering Services - Ashland Pond	550-5950-8115-0810	2,511	2,500	2,500	2,500	-
Engineering Services - Holmgren Pond	550-5950-8115-0811	1,625	2,500	2,500	2,500	-
Engineering Services - Main Avenue Pond	550-5950-8115-0812	435	1,500	2,500	2,500	-
Engineering Services - Spring Meadows Pond	550-5950-8115-0813	-	500	500	500	-
Engineering Services - Glory Pond	550-5950-8115-0814	1,606	4,906	2,500	2,500	-
Engineering Services - Babcock Pond	550-5950-8115-0815	-	2,000	3,000	1,000	(2,000)
Engineering Services - Woods Edge North Pond	550-5950-8115-0816	-	500	500	500	-
Engineering Services - Woods Edge South Pond	550-5950-8115-0817	-	500	500	500	-
Engineering Services - Coronis Pond	550-5950-8115-0818	975	1,000	1,000	1,000	-
Engineering Services - Marhill Pond	550-5950-8115-0819	801	1,000	1,000	1,000	-
Engineering Services - Plymrock Pond	550-5950-8115-0821	1,861	1,750	2,000	2,000	-
Vehicle Repairs - Storm Sewer	550-5950-8201-0802	774	500	4,000	1,000	(3,000)
Vehicle Repairs - Street Sweeping	550-5950-8201-0803	16,560	27,937	15,000	15,000	-
Vehicle Repairs - Leaf Collection	550-5950-8201-0804	7,574	15,000	15,000	15,000	-
Total Operation		756,216	597,631	611,488	770,922	322,768
<b>Regulatory Compliance</b>						
Operating Supplies - Regulatory Compliance	550-5950-6101-0840	372	250	750	500	(250)
Licenses - Regulatory Compliance	550-5950-6303-0840	3,000	3,000	3,000	3,000	-
Dues & Subscriptions	550-5950-7120-0840	2,036	2,168	2,100	2,250	150
Contracted Services - Regulatory Compliance	550-5950-8100-0840	17,305	2,500	5,000	5,000	-
Engineering Services - Regulatory Compliance	550-5950-8115-0840	46,508	15,000	15,000	15,000	-
Total Regulatory Compliance		69,221	22,918	25,850	25,750	(100)
<b>Accounting &amp; Collecting Expenses</b>						
Labor & Benefits						
Meter Reading	550-5950-5___-0902	21,377	22,644	22,644	23,348	704
Accounting & Collections	510-5910-5___-0903	22,809	24,527	24,527	25,062	535
Total Accounting & Collecting		44,185	47,171	47,171	48,410	2,478

## 2026 Budget - Fund Expenditures

### Enterprise Funds

#### Storm Water Utility - Fund 550

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Administrative &amp; General Expenses</b>						
Labor and Benefits	510-5910-5___-0920	123,185	274,283	274,283	280,638	6,355
Office Supplies	550-5950-6100-0921	920	1,000	3,000	3,000	-
Software Maint - Outside Svcs	550-5950-6213-0923	1,912	3,028	2,850	3,050	200
Postage	550-5950-6304-0930	-	-	1,000	1,000	-
Credit Card Fees	550-5950-6307-0923	1,986	2,200	2,200	2,200	-
Shoe Allowance	550-5950-6402-0930	50	-	-	250	250
Training/Conference	550-5950-7100-0930	982	1,998	1,200	1,650	450
Contr Svcs-Outside Services	550-5950-8100-0923	25,604	15,000	25,000	5,000	(20,000)
Computer Consulting	550-5950-8101-0920	1,526	905	-	2,000	2,000
Accounting & Auditing	550-5950-8102-0923	2,273	3,321	3,000	3,500	500
Bank Fees	550-5950-8118-0923	6,430	5,700	5,700	840	(4,860)
Building Rental	550-5950-8206-0931	24,934	25,642	24,934	26,351	1,417
Property & Liability Insurance	550-5950-8330-0924	19,769	20,135	17,000	25,827	8,827
Workers Comp Insurance	550-5950-8334-0924	9,405	12,418	8,900	10,506	1,606
Electric - Misc General	550-5950-8400-0930	369	425	394	438	44
Telephone/Pagers	550-5950-8402-0930	166	217	200	250	50
Cell Phone	550-5950-8403-0921	1,389	1,534	2,100	1,600	(500)
Total Administrative & General		220,899	367,806	371,761	368,100	2,694
<b>Other Operating Expenses</b>						
Depreciation	550-5950-9190-0000	190,583	175,000	175,000	190,000	15,000
Interest Payments	550-5950-9310-0000	39,336	68,650	68,650	68,650	-
Bond Expense	550-5950-9330-0930	21,411	-	-	-	-
Total Other Operating		251,330	243,650	243,650	258,650	30,000
<b>Total Operating Expenses</b>		<b>\$ 1,341,851</b>	<b>\$ 1,279,176</b>	<b>\$ 1,299,920</b>	<b>\$ 1,471,832</b>	<b>\$ 357,840</b>
<b>Fixed Assets - Capital Outlay</b>				<b>\$ 1,490,000</b>	<b>\$ 1,865,000</b>	<b>\$ 375,000</b>

2026

# Capital Improvement Plan Detail - Storm Water Utility

Ashwaubenon, WI

Project #	SW-06		
Project Name	Willard Pond Construction		
Contact	Village Engineer	Department	Storm Water Utility
Type	New	Category	Stormwater
Useful Life	30 years	Account Code	550-5950-1838-0822
Project Entry Year	2024	Project Number	2656

**Description**

Pond construction in an area identified in the Village's Storm Water Management Plan - ranking high in achieving WDNR Fox River TMDL Goals. Land was purchased in late 2024 and construction followed.

**Justification**

Water quality components of the storm water ponds help ensure the Village stays in compliance with mandated WDNR water quality requirements.

Expenditures	2026	Total
Construction/Maintenance	750,000	750,000
Total	750,000	750,000
Funding Sources	2026	Total
G.O. Debt (Stormwater)	750,000	750,000
Total	750,000	750,000

Capital Improvement Plan Detail - Storm Water Utility  
Ashwaubenon, WI

Project #	SW-21		
Project Name	Ashwaubenon Street Culvert Replacement		
Contact	Village Engineer	Department	Storm Water Utility
Type	Replacement	Category	Stormwater
Useful Life	50 years	Account Code	550-5950-1839-0000
Project Entry Year	2025	Project Number	2657

Description

Replace the existing twin corrugated metal 8.3'X12.5' culvert pipe. The pipes would be replaced with a twin cell box culvert.

Justification

The existing culvert has failed and should be replaced before the roadway washes out.

- West Culvert: There are many holes throughout the bottom of the culvert. There are two seams in the culvert located below the water line that appear to be starting to separate on both sides of the culvert. This separation is causing the bottom of the culvert to tip down losing the support between both sides of the culvert.
- East Culvert: This culvert has holes located on each end on the portion that would act like an end wall. There are also two manufactured joints that are separating causing a ¼" gap.

Expenditures	2026	Total
Construction/Maintenance	575,000	575,000
Planning/Design	75,000	75,000
Total	650,000	650,000
Funding Sources	2026	Total
G.O. Debt (Stormwater)	650,000	650,000
Total	650,000	650,000

2026

# Capital Improvement Plan Detail - Storm Water Utility

Ashwaubenon, WI

Project #	SW-05		
Project Name	Allied Pond Land Purchase and Pond Construction		
Contact	Village Engineer	Department	Storm Water Utility
Type	New	Category	Stormwater
Useful Life	30 years	Account Code	550-5950-1833-0000/550-5950-1838-0826
Project Entry Year	2024	Project Number	2658

Description

Land acquisition and pond construction in an area identified in the Village's Water Management 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 mandated WDNR water quality requirements.

Expenditures	2026	Total	Future
Land Acquisition	250,000	250,000	550,000
Total	250,000	250,000	
Funding Sources	2026	Total	Future
Stormwater Utility Retained Earnings	250,000	250,000	550,000
Total	250,000	250,000	



2026

Capital Improvement Plan Detail - Storm Water Utility

Ashwaubenon, WI

Project #	V-SW-15		
Project Name	Trailer Mounted 15" Wood Chipper		
Contact	Director of Public Works	Department	Storm Water Utility
Type	Replacement	Category	Vehicles
Useful Life	10 years	Account Code	550-5950-1820-0000
Project Entry Year	2024	Project Number	2659

Description

Diesel powered trailer mounted wood chipping machine.

Justification

Replacement of existing chipper (2015 Morbark Chipper, FA #1506). The current chipper is at the end of its useful life.

Expenditures	2026	Total
Vehicles	97,000	97,000
Total	97,000	97,000

Funding Sources	2026	Total
Vehicle Replacement Fund	97,000	97,000
Total	97,000	97,000

Budget Impact

Routine Maintenance

Capital Improvement Plan Detail - Storm Water Utility

Ashwaubenon, WI

Project #	V-SW-24		
Project Name	Remote Control Slope Mower		
Contact	Director of Public Works	Department	Storm Water Utility
Type	New	Category	Vehicles
Useful Life	10 years	Account Code	550-5950-1820-0000
Project Entry Year	2025	Project Number	2660

Description

Remote controlled 52" to 60" slope mower. The primary use of the mower would be to mow around storm water ponds, with additional use for maintaining steep slopes within road right-of-ways.

Justification

The Public Works Department mows various areas with very steep slopes. To ensure safety of the operators, the Village should not continue to use a traditional style mower.

Expenditures	2026	Total
Vehicles	68,000	68,000
Total	68,000	68,000
Funding Sources	2026	Total
Vehicle Replacement Fund	68,000	68,000
Total	68,000	68,000

Budget Impact

Routine Maintenance

2026

# Capital Improvement Plan Detail - Storm Water Utility

Ashwaubenon, WI

Project #	SW-07		
Project Name	Streambank Stabilization Projects		
Contact	Village Engineer	Department	Storm Water Utility
Type	New	Category	Stormwater
Useful Life	25 years	Account Code	550-5950-8100-0870
Project Entry Year	2024	Project Number	2661

Description

Installation of proper permanent erosion control mechanisms along eroded stream banks in the Village.

Justification

Prevention of potential loss of valuable property.

Expenditures	2026	Total	Future
Construction/Maintenance	50,000	50,000	750,000
Total	50,000	50,000	

Funding Sources	2026	Total	Future
Stormwater Utility Retained Earnings	50,000	50,000	750,000
Total	50,000	50,000	





# INTERNAL SERVICE FUNDS



**2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance**  
**Internal Service Funds**  
**Summary Report**

<b>ACCOUNT</b>	<b>DENTAL INSURANCE</b>	<b>HEALTH INSURANCE</b>	<b>EQUIPMENT REPLACEMENT</b>	<b>TOTAL</b>
<b>Revenues</b>				
Premiums - Employer	\$ 149,772	\$ 2,071,991	\$ -	\$ 2,221,763
Premiums - Employee	16,641	109,052	-	125,693
Stop Loss Reimbursements	-	114,000	-	114,000
Insurance Refunds	-	50,000	-	50,000
Vision Premiums	-	13,250	-	13,250
Equipment Use Charge	-	-	918,799	918,799
Total Revenues	<u>166,413</u>	<u>2,358,293</u>	<u>918,799</u>	<u>3,443,505</u>
<b>Expenditures</b>				
Insurance Expense	160,000	1,340,632	-	1,500,632
Prescription Expense	-	375,000	-	375,000
Insurance Administration	6,112	526,000	-	532,112
Wellness Program	-	5,000	-	5,000
Vision	-	13,250	-	13,250
Depreciation	-	-	918,799	918,799
Total Expenditures	<u>166,112</u>	<u>2,259,882</u>	<u>918,799</u>	<u>3,344,793</u>
Operating Income	<u>301</u>	<u>98,411</u>	<u>-</u>	<u>98,712</u>
<b>Nonoperation Revenues</b>				
Gain on Sale of Assets	<u>-</u>	<u>-</u>	<u>75,000</u>	<u>75,000</u>
Change in Net Position	301	98,411	75,000	173,712
Net Position - Beginning	<u>131,741</u>	<u>771,194</u>	<u>5,472,259</u>	<u>6,375,194</u>
<b>Net Position - Ending</b>	<u><u>\$ 132,042</u></u>	<u><u>\$ 869,605</u></u>	<u><u>\$ 5,547,259</u></u>	<u><u>\$ 6,548,906</u></u>

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Internal Service Funds

#### Dental Insurance - Fund 600

##### DEPARTMENT DESCRIPTION

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

##### PLAN PREMIUMS

PLAN TYPE	2026 MONTHLY PREMIUM			2026 ANNUAL PREMIUM		
	VILLAGE	EMPLOYEE	TOTAL	VILLAGE	EMPLOYEE	TOTAL
Single	\$ 42.67	\$ 4.74	\$ 47.41	\$ 512.04	\$ 56.88	\$ 568.92
Employee + Spouse	\$ 85.35	\$ 9.48	\$ 94.83	\$ 1,024.20	\$ 113.76	\$ 1,137.96
Employee + Child(ren)	\$ 104.79	\$ 11.64	\$ 116.43	\$ 1,257.48	\$ 139.68	\$ 1,397.16
Family	\$ 141.44	\$ 15.72	\$ 157.16	\$ 1,697.28	\$ 188.64	\$ 1,885.92

PLAN TYPE	2025 MONTHLY PREMIUM			2025 ANNUAL PREMIUM		
	VILLAGE	EMPLOYEE	TOTAL	VILLAGE	EMPLOYEE	TOTAL
Single	\$ 41.43	\$ 4.60	\$ 46.03	\$ 497.16	\$ 55.20	\$ 552.36
Employee + Spouse	\$ 82.86	\$ 9.21	\$ 92.07	\$ 994.32	\$ 110.52	\$ 1,104.84
Employee + Child(ren)	\$ 101.73	\$ 11.31	\$ 113.04	\$ 1,220.76	\$ 135.72	\$ 1,356.48
Family	\$ 137.33	\$ 15.25	\$ 152.58	\$ 1,647.96	\$ 183.00	\$ 1,830.96

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Operating Revenues</b>						
Dental Premiums - Employer	600-5100-4573-0000	140,282	142,006	148,453	149,772	1,319
Dental Premiums - Employee	600-5100-4572-0000	15,592	16,574	17,029	16,641	(388)
Dental Premiums - Retirees	600-5100-4572-0000	2,581	1,368	1,720	-	(1,720)
Total Operating Revenues		158,455	159,948	167,202	166,413	(789)
<b>Operating Expenses</b>						
Dental Insurance Claims	600-5100-8307-0000	136,715	152,575	150,000	160,000	10,000
Insurance Administration	600-5100-8301-0000	5,878	5,934	6,191	6,112	(79)
Total Operating Expenses		142,593	158,509	156,191	166,112	9,921
Change in Net Position		15,863	1,439	11,011	301	(10,710)
Net Position - Beginning		114,439	130,302	132,086	131,741	
Net Position - Ending		<u>\$ 130,302</u>	<u>\$ 131,741</u>	<u>\$ 143,097</u>	<u>\$ 132,042</u>	



## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Internal Service Funds

#### Health Insurance - Fund 610

##### DEPARTMENT DESCRIPTION

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

PLAN TYPE	2026 MONTHLY PREMIUM			2026 ANNUAL PREMIUM		
	VILLAGE	EMPLOYEE	TOTAL	VILLAGE	EMPLOYEE	TOTAL
Single	\$ 618.96	\$ 32.58	\$ 651.54	\$ 7,427.52	\$ 390.96	\$ 7,818.48
Employee + Child(ren)	\$ 1,237.91	\$ 65.15	\$ 1,303.06	\$ 14,854.92	\$ 781.80	\$ 15,636.72
Employee + Spouse	\$ 1,485.50	\$ 78.18	\$ 1,563.68	\$ 17,826.00	\$ 938.16	\$ 18,764.16
Family	\$ 2,104.46	\$ 110.76	\$ 2,215.22	\$ 25,253.52	\$ 1,329.12	\$ 26,582.64

PLAN TYPE	2025 MONTHLY PREMIUM			2025 ANNUAL PREMIUM		
	VILLAGE	EMPLOYEE	TOTAL	VILLAGE	EMPLOYEE	TOTAL
Single	\$ 604.15	\$ 31.80	\$ 635.95	\$ 7,249.80	\$ 381.60	\$ 7,631.40
Employee + Child(ren)	\$ 1,208.30	\$ 63.60	\$ 1,271.90	\$ 14,499.60	\$ 763.20	\$ 15,262.80
Employee + Spouse	\$ 1,449.97	\$ 76.31	\$ 1,526.28	\$ 17,399.64	\$ 915.72	\$ 18,315.36
Family	\$ 2,054.12	\$ 108.11	\$ 2,162.23	\$ 24,649.44	\$ 1,297.32	\$ 25,946.76

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Operating Revenues</b>						
Health Ins Premiums - ER	610-5100-4575-0000	1,997,299	2,106,582	2,106,582	2,071,991	(34,591)
Health Ins Premiums - EE	610-5100-4574-0000	95,722	106,676	110,873	109,052	(1,821)
Health Ins Premiums - Retirees	610-5100-4574-0000	33,844	28,125	32,572	-	(32,572)
Stop Loss Reimbursements	610-5100-4578-0000	349,040	408,719	348,012	114,000	(234,012)
Vision Insurance Premiums	610-5100-4581-0000	13,113	13,067	13,250	13,250	-
Insurance Refunds	610-5100-4751-0000	9,158	41	-	-	-
Rebates	610-5100-4753-0000	42,141	44,758	50,000	50,000	-
Total Operating Revenues		2,540,317	2,707,968	2,661,289	2,358,293	(302,996)
<b>Operating Expenses</b>						
Health Insurance Claims	610-5100-8305-0000	1,541,680	1,647,114	1,571,296	1,340,632	(230,664)
Prescriptions	610-5100-8310-0000	310,410	368,578	350,000	375,000	25,000
Insurance Administration	610-5100-8301-0000	524,501	637,287	614,106	526,000	(88,106)
Wellness	610-5100-8315-0000	10,005	-	11,000	5,000	(6,000)
Vision Insurance	610-5100-8320-0000	13,111	14,114	13,250	13,250	-
Total Operating Expenses		2,399,707	2,667,093	2,559,652	2,259,882	(299,770)
Change in Net Position		140,610	40,875	101,637	98,411	(3,226)
Net Position - Beginning		589,709	730,319	837,519	771,194	
Net Position - Ending		\$ 730,319	\$ 771,194	\$ 939,156	\$ 869,605	

## 2026 Budget - Schedule of Revenues, Expenditures and Changes in Fund Balance

### Internal Service Funds

#### Equipment Replacement - Fund 620

##### DEPARTMENT DESCRIPTION

The Equipment Replacement Fund accounts for the provision of vehicles and related 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 sum of each respective department's asset annual depreciation.

##### 2026 BUDGETED ASSET ACQUISITIONS

- Public Safety:
  - Police Patrol Car #2
  - Police Patrol Car #7
  - Chief 390 Vehicle
  - Investigations Vehicle #714
- Public Works
  - Tandum-Axle Dump Trucks (2)
  - 3/4 Ton Regular Cab 4WD Work Tru
  - Sidewalk Broom and Salter for Track
  - Median / ROW Lawn Mower
  - Lawn Mower Trailer
- Parks, Recreation, & Forestry
  - Toolcat
  - Forester Pickup Truck
  - V Plow Snow Blade (2)
  - Ball Diamond Groomer Rake

ACCOUNT DESCRIPTION	GL NUMBER	2024 ACTUAL	2025 FORECAST	2025 BUDGET	2026 BUDGET	BUDGET AMT CHANGE
<b>Operating Revenues</b>						
Equipment Use Charges - GG	620-5100-4595-0000	911,139	8,607	8,607	8,607	-
Equipment Use Charges - PS	620-5200-4595-0000	-	348,398	357,837	408,667	50,830
Equipment Use Charges - PW	620-5400-4595-0000	-	304,748	298,860	275,854	(23,006)
Equipment Use Charges - PR	620-5500-4595-0000	-	65,186	77,972	78,534	562
Equipment Use Charges - FT	620-5600-4595-0000	-	28,874	29,538	39,207	9,669
Equipment Use Charges - SA	620-5700-4595-0000	-	107,931	107,180	107,930	750
Total Operating Revenues		911,139	863,744	879,994	918,799	38,805
<b>Operating Expenses</b>						
Depreciation - Building Inspection	620-5100-9190-0000	8,607	8,607	8,607	8,607	-
Depreciation - PS	620-5200-9190-0000	317,505	348,398	357,837	408,667	50,830
Depreciation - PW	620-5400-9190-0000	343,804	304,748	298,860	275,854	(23,006)
Depreciation - PR	620-5500-9190-0000	103,772	65,186	77,972	78,534	562
Depreciation - FT	620-5600-9190-0000	38,976	28,874	29,538	39,207	9,669
Depreciation - SA	620-5700-9190-0000	98,475	107,931	107,180	107,930	750
Total Operating Expenses		911,139	863,744	879,994	918,799	38,805
Operating Income		-	-	-	-	-
<b>Nonoperating Revenues (Expenses)</b>						
Sale of Equipment - General Government	620-5100-4800-0000	5,310	-	-	-	-
Sale of Equipment - Public Safety	620-5200-4800-0000	35,570	32,950	25,000	25,000	-
Sale of Equipment - Public Works	620-5400-4800-0000	80,069	26,482	25,000	25,000	-
Sale of Equipment - Parks & Recreation	620-5500-4800-0000	-	25,950	25,000	25,000	-
Sale of Equipment - Sanitation	620-5700-4800-0000	8,625	-	-	-	-
Proceeds of GO Debt	620-5100-4830-0000	-	1,052,000	-	-	-
Depreciation - Building Inspection	620-5100-9330-0000	(28,887)	-	-	-	-
Total nonoperating revenues (expenses)		100,687	1,137,382	75,000	75,000	-
Income before transfers		100,687	1,137,382	75,000	75,000	-
Operating Transfer In	620-5200-4810-0000	150,000	-	-	-	-
Change in Net Position		250,687	1,137,382	75,000	75,000	-
Net Position - Beginning		4,084,190	4,334,877	6,105,900	5,472,259	
Net Position - Ending		<u>\$ 4,334,877</u>	<u>\$ 5,472,259</u>	<u>\$ 6,180,900</u>	<u>\$ 5,547,259</u>	

Vehicle Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI



Project # V-PS-11  
Project Name Police Patrol - Car #2

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	3 years	Account Code	620-5200-1820-0000
Project Entry Year	2024	Project Number	2662

Supplemental Attachments  
[Car 2.jpg](#)

Description

Replace existing police patrol car #2 (2022 Ford Explorer, FA #2204).

Justification

Patrol vehicles are on a three-year depreciation cycle. This has been done to maintain a good working fleet with lower maintenance costs, have the ability to rotate these vehicle out to other areas of the department (SRO, fire inspections, investigations), and create a higher resale value if sold. The plan would be to transfer FA #2204 to the Fire Inspection Department and sell FA #1701 at auction as part of this request.

Expenditures	2026	Total
Vehicles	80,000	80,000
Total	80,000	80,000

Funding Sources	2026	Total
Vehicle Replacement Fund	80,000	80,000
Total	80,000	80,000

Vehicle Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI



Project # V-PS-12  
Project Name Police Patrol - Car #7

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	3 years	Account Code	620-5200-1820-0000
Project Entry Year	2024	Project Number	2663

Description

Replace existing police patrol car #7 (2022 Ford Explorer, FA #2205).

Justification

Patrol vehicles are on a three-year depreciation cycle. This has been done to maintain a good working fleet with lower maintenance costs, have the ability to rotate these vehicle out to other areas of the department (SRO, fire inspections, investigations), and create a higher resale value if sold. The plan would be to transfer FA #2205 to the School Resource Officer and FA #1404 would be sold at auction as part of this request.

Expenditures	2026	Total
Vehicles	80,000	80,000
Total	80,000	80,000

Funding Sources	2026	Total
Vehicle Replacement Fund	80,000	80,000
Total	80,000	80,000

Vehicle Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI



Project # V-PS-13  
Project Name Chief 390 Vehicle

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	5 years	Account Code	620-5200-1820-0000
Project Entry Year	2024	Project Number	2664

Description

Replace existing Chief 390 vehicle (2013 Chevy Tahoe; FA #1205).

Justification

The current vehicle in service for CH390 is past its useful life. Going forward, the CH390 vehicle will be on a five year replacement cycle. In the past, older squad cars were rotated down for CH390 use, but had numerous mechanical issues. Upon acquisition of the new vehicle, FA #1205 will be sold at auction.

Expenditures		2026	Total
Vehicles		72,000	72,000
Total		72,000	72,000
Funding Sources		2026	Total
Vehicle Replacement Fund		72,000	72,000
Total		72,000	72,000

Vehicle Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI



Project # V-PS-05  
Project Name Investigations Vehicle 714

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	5 years	Account Code	620-5200-1820-0000
Project Entry Year	2024	Project Number	2665

Description

Replace existing Investigations vehicle (2013 black Ford Explorer; FA #1302).

Justification

The vehicle being replaced was a police patrol vehicle rotated down to investigations and is at the end of its useful life. It has had an increase in the number of repairs recently including a new back hatch due to water leaking into the vehicle. The Investigator driving this vehicle is a member of the Brown County Fire Investigation Task Force and will need an SUV large enough to transport fire equipment as well as APS Investigation equipment. This vehicle will have radio and emergency lights so it can be a dual purpose use for special events and Packers games. FA #1302 will be sold at auction after aquisition of the new vehicle.

Expenditures	2026	Total
Vehicles	55,000	55,000
Total	55,000	55,000

Funding Sources	2026	Total
Vehicle Replacement Fund	55,000	55,000
Total	55,000	55,000



2026

Vehicle Capital Improvement Plan Detail - Public Works  
Ashwaubenon, WI



Project #	V-PW-07		
Project Name	Tandem Axle Dump/Winter Equipment (Replace Grader)		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	12 years	Account Code	620-5400-1820-0000
Project Entry Year	2024	Project Number	2666

Description

Dump truck that is an 80,000 lb tandem axle plow truck upfitted with a plow, wing, salt spreader, and pre-wet brine system.

Justification

Replacing 1995 CAT 140H Grader (FA #0303). The current grader has exceeded its useful life and has experienced multiple mechanical issues during the winter months. The body has considerable corrosion and replacement parts have either become discontinued or increasingly challenging to source.

Expenditures	2026	Total
Vehicles	331,000	331,000
Total	331,000	331,000

Funding Sources	2026	Total
Vehicle Replacement Fund	331,000	331,000
Total	331,000	331,000

Budget Impact

Routine Maintenance

2026

**Vehicle Capital Improvement Plan Detail - Public Works**

Ashwaubenon, WI



Project #	V-PW-20		
Project Name	Tandem Axle Dump w Winter Equipment		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	12 years	Account Code	620-5400-1820-0000
Project Entry Year	2024	Project Number	2667

Description

Dump truck that is an 80,000 lb tandem axle plow truck upfitted with a plow, wing, salt spreader, and pre-wet brine system.

Justification

Replacement of 2011 International 7500 Tandem Axle Dump Truck (FA #1006). The current grader has exceeded its useful life.

Expenditures	2026	Total
Vehicles	331,000	331,000
Total	331,000	331,000

Funding Sources	2026	Total
Vehicle Replacement Fund	331,000	331,000
Total	331,000	331,000

Budget Impact

Routine Maintenance

Vehicle Capital Improvement Plan Detail - Public Works  
Ashwaubenon, WI



Project #	V-PW-14		
Project Name	3/4 Ton Regular Cab 4WD Work Truck with Plow		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	10 years	Account Code	620-5400-1820-0000
Project Entry Year	2024	Project Number	2668

Description

Four wheel drive regular cab 8' box work truck. The standard features of the truck would include: AM/FM radio, Air Conditioning, Power Windows, Power Doors, Trailer Package, Plow Prep Package, and Spray in bed-liner. Purchase will also include a 8'6" V-Plow.

Justification

Replacement for 2011 Ford F-250 Super Duty with Plow (FA #1105). The current truck is at the end of its useful life. The body of the truck has considerable corrosion.

Expenditures	2026	Total
Vehicles	65,000	65,000
Total	65,000	65,000
Funding Sources	2026	Total
Vehicle Replacement Fund	65,000	65,000
Total	65,000	65,000

Budget Impact

Routine Maintenance

Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-33		
Project Name	Sidewalk Broom and Salter for Trackless		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	10 years	Account Code	620-5400-1820-0000
Project Entry Year	2025	Project Number	2669

Description

Rear mount salter and angle broom attachments for the Village's Trackless sidewalk clearing machines.

Justification

The current broom and salter have excessive corrosion and are past their useful life.

Expenditures	2026	Total
Vehicles	19,700	19,700
Total	19,700	19,700

Funding Sources	2026	Total
Vehicle Replacement Fund	19,700	19,700
Total	19,700	19,700

Budget Impact

Routine Maintenance

Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-35
Project Name	Median / ROW Lawn Mower

Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	10 years	Account Code	620-5400-1820-0000
Project Entry Year	2025	Project Number	2670

Description

Commercial grade gas powered lawn mower with a 48"-54" deck and a locking differential.

Justification

The current mower is not commercial grade and has various failures on a weekly basis. Current lawn mower is a 2023 Simplicity Prestige 52" (S-194/FA#2306)

Expenditures	2026	Total
Vehicles	12,800	12,800
Total	12,800	12,800

Funding Sources	2026	Total
Vehicle Replacement Fund	12,800	12,800
Total	12,800	12,800

Budget Impact

Routine Maintenance

Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-34		
Project Name	Lawn Mower Trailer		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	10 years	Account Code	620-5400-1820-0000
Project Entry Year	2025	Project Number	2671

Description

Tandem axle 18' commercial grade dovetail trailer. The trailer will include built in ramps and strobe lighting.

Justification

The current trailer is at the end of its useful life and is too small for the lawn mowers owned by the Village.

Expenditures	2026	Total
Vehicles	7,000	7,000
Total	7,000	7,000

Funding Sources	2026	Total
Vehicle Replacement Fund	7,000	7,000
Total	7,000	7,000

Budget Impact

Routine Maintenance



Vehicle Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	V-PR-08		
Project Name	Toolcat		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Vehicles
Useful Life	7 years	Account Code	620-5500-1820-0000
Project Entry Year	2025	Project Number	2672

Description

Bobcat UW56 Toolcat vehicle with a light material bucket, herbicide spray unit, and turbine blower for trail cleanup and fall leaves.

Justification

The purchase of a Bobcat UW56 ToolCat is being requested to replace a 1970's era International tractor that is used to spray broadleaf herbicide in our parks. This Toolcat unit will be used in all aspects of our Department's maintenance operations including stump grinding, tree removals, storm damage, moving material (woodchips/mulch/leaves) and spraying of herbicide. We have been using DPW's unit they purchased in 2024 and it has proven to be a very practical machine to improve operations efficiency. Attachments include in the purchase are a light material bucket, herbicide spray unit and a turbine blower (for cleanup of trailways and fall leaves).

Expenditures	2026	Total
Vehicles	125,000	125,000
Total	125,000	125,000
Funding Sources	2026	Total
Vehicle Replacement Fund	125,000	125,000
Total	125,000	125,000

2026

## Vehicle Capital Improvement Plan Detail - Parks, Recreation & Forestry

Ashwaubenon, WI



**Project #** V-PR-06  
**Project Name** Forester Pick-Up Truck

<b>Contact</b>	Director of Parks, Recreation & Forestry	<b>Department</b>	Parks, Recreation & Forestry
<b>Type</b>	Replacement	<b>Category</b>	Vehicles
<b>Useful Life</b>	10 years	<b>Account Code</b>	620-5600-1820-0000
<b>Project Entry Year</b>	2025	<b>Project Number</b>	2673

### Description

Ford F-250 or similar make and model vehicle. Replaces Forestry pick-up truck (2011 Ford F-250, FA #1005).

### Justification

FA #1005 is showing signs of age and has higher maintenance costs.

Expenditures		2026	Total
Vehicles		55,000	55,000
Total		55,000	55,000

Funding Sources		2026	Total
Vehicle Replacement Fund		55,000	55,000
Total		55,000	55,000

Vehicle Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	V-PR-10		
Project Name	Boss v-plow		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Vehicles
Useful Life	12 years	Account Code	620-5500-1820-0000
Project Entry Year	2025	Project Number	2674

Supplemental Attachments  
[Boss V Plow.pdf](#)

Description

Boss V-plow to be attached to a 2025 Ford F-250 (FA# 2574).

Justification

The current plow is past its useful life and will be sold at auction after acquiring the new plow. The plow is used during snow events to plow the Cornerstone parking lots and pathways as well as other locations.

Expenditures	2026	Total
Vehicles	11,000	11,000
Total	11,000	11,000
Funding Sources	2026	Total
Vehicle Replacement Fund	11,000	11,000
Total	11,000	11,000

Vehicle Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	V-PR-11
Project Name	Boss V-plow

Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	New	Category	Vehicles
Useful Life	12 years	Account Code	620-5500-1820-0000
Project Entry Year	2025	Project Number	2675

Supplemental Attachments  
[Boss V Plow.pdf](#)

Description  
Boss V-plow to be attached to a 2025 Ford F-250 (FA# 2573).

Justification  
For use in parking lot snow removal at multiple sites.

Expenditures	2026	Total
Vehicles	10,500	10,500
Total	10,500	10,500

Funding Sources	2026	Total
Vehicle Replacement Fund	10,500	10,500
Total	10,500	10,500

Vehicle Capital Improvement Plan Detail - Parks, Recreation & Forestry  
Ashwaubenon, WI

Project #	V-PR-09		
Project Name	Ball diamond groomer rake		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Vehicles
Useful Life	15 years	Account Code	620-5500-1820-0000
Project Entry Year	2025	Project Number	2676

Supplemental Attachments  
[Bunker rake replacement.pdf](#)

Description

Replacement rake for underneath the groomer chassis.

Justification

The rake will replace FA #2203. The current rake (attached underneath the machine) is not able to break up material on our fields as needed. It was thought the current rake would do the needed job, but it has not been the case. FA #2203 will be sold at auction.

Expenditures	2026	Total
Vehicles	3,300	3,300
Total	3,300	3,300

Funding Sources	2026	Total
Vehicle Replacement Fund	3,300	3,300
Total	3,300	3,300





# APPENDICES

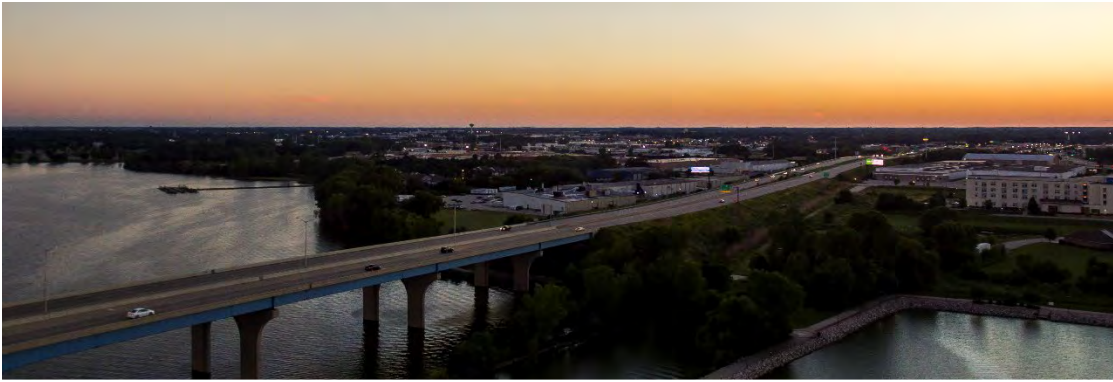




Village of

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# ASHWAUBENON



## STRATEGIC PLAN

Adopted: November 23, 2021



Village of Ashwaubenon

2155 Holmgren Way

Ashwaubenon, Wisconsin 54304

[www.ashwaubenon.com](http://www.ashwaubenon.com)

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# Acknowledgments

## Village Board

Mary Kardoskee, Village President

Allison Williams, Trustee

Gary Paul, Trustee

Chris Zirbel, Trustee

Jay Krueger, Trustee

Steve Kubacki, Trustee

Tracy Flucke, Trustee

## Village Staff

Joel Gregozeski, Village Manager

Doug Martin, Director of Public Works

Rex Mehlberg, Director of Parks, Recreation and Forestry

Aaron Schuette, Director of Community Development

Kris Teske, Village Clerk

Brian Uhl, Chief of Public Safety

Tony Wachewicz, Village Attorney

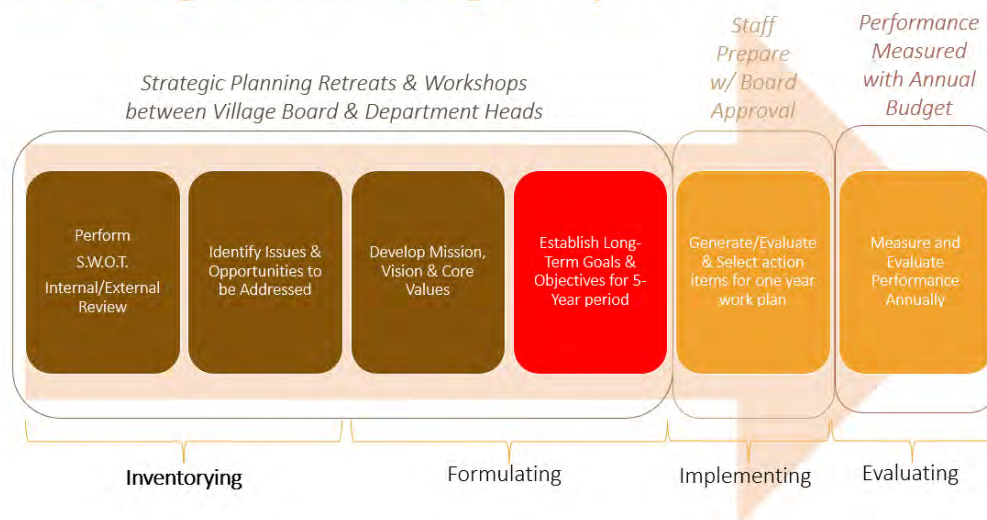
Greg Wenholz, Director of Finance / Village Treasurer

## Introduction

A strategic plan is a top-level planning tool for an organization to establish clear policy direction over all operational aspects of its vision. The Strategic Plan serves as a framework for decision making over a five-year period. The plan is the result of a disciplined effort to facilitate decisions that will shape what the Village intends to accomplish. This plan incorporated an assessment of the present state of Village governance, the gathering of critical information, setting goals and finally making decisions for the future. This plan seeks to strengthen and build upon opportunities while addressing areas of concern.

## Strategic Planning Model

### Strategic Planning Steps



In addition to the Village Board's vision for the future of the Village, this plan also identifies actions, activities, and planning efforts that are currently active and those that are needed for continued operational success and effective administrative management.

Through the strategic planning efforts, the following key areas of concern, questions and opportunities were identified:

- Communication and Engagement (Internal & External).
- Infrastructure/Asset Planning & Maintenance.
- Efficient Business and Development Approval Processes.
- Appropriate Staffing Levels for Level of Services.
- Zoning & Property Code Enforcement.
- Performance Management (Improve Efficiency/Effectiveness).

# Justification of the Plan

Success isn't a matter of chance but rather a matter of choice. This concept really encapsulates why it's important to have a clear strategic direction and plan. The organization's success isn't going to happen by accident. Successful communities look into the future and create a plan to successfully accomplish its vision. If the Village isn't intentional about the direction of its services, we aren't likely to get there.

The importance of strategic planning is threefold.

1. Our program of services will have better results.  
Setting broad key objectives with clear action orientated actions will enable the Village to have a clear direction and method for evaluating results.
2. The strategic plan is the leading management tool.  
A strategic plan sets in motion the responsibilities, project timelines and funding budget expectations.
3. The best communities do it.  
High performance organizations have fundamental differences that set them apart from other organizations. Communities that plan are more likely to be in better financial positions than those that don't.

There are many things the Village can do to integrate the Strategic Plan into the life and work of our organization, including the following examples:

## Village Board Agenda Items

- Village business can be connected to one (or more) of the six strategic directives. This can be included routinely as part of staff reports.

## Budgeting and Goal Setting

- The Government Finance Officers Association (GFOA) encourages the inclusion of a strategic planning framework in the public budget document.
- Budget initiatives can be connected to how they support one or more of the strategic directives.
- When the governing body meets to adopt goals, the Village's adopted Mission, Vision, Core Values, and Strategic Directives (*Strategic Planning Framework*) can be used to categorize priorities.

## Communication

- The Village's communication tools can include updates on the implementation progress of key initiatives in each critical success area to keep the residents informed.
- Copies of the *Strategic Planning Framework* can be posted around Village facilities.
- Employees exemplifying the Village's values can be acknowledged using cards on which behavior can be described and values can be circled. Employees can be rewarded using gift cards, etc.
- The Village's mission/vision/core values can be printed on the back of employee business cards.



## Our Mission

*"Deliver superior services for all, making Ashwaubenon a community of choice to live, work, and play."*

## Our Guiding Core Values

The following values reflect our beliefs about the roles and responsibilities of our organization:

- Act with **PROFESSIONALISM** | We uphold the high standards, skills, competence, and integrity of our individual position within the organization and community.
- Support collaborative **TEAMWORK** | We work together effectively as a team and collaborate with other governmental agencies, private entities, and community partners.
- Be **DRIVEN** towards success | We establish community-minded goals, measure our performance, and report to the public on our success in meeting those goals.
- Focus on quality **SERVICE** | We understand the services we provide are vital to community well-being, and the value of the service depends on the quality of the individual's experience.
- Seek improvement through **INNOVATION** | We are visionary, creative, learn from experience, and seek new and efficient ways to solve problems and serve the public.
- Have **FUN** through work | We strive to make our work fulfilling and exciting. We appreciate being part of a family of public servants who enjoy making a difference in our community.

## Our Vision

*"Ashwaubenon will be an inclusive, attractive, and award-winning community featuring safe neighborhoods, thriving businesses, and exciting cultural opportunities."*



# Strategic Directives

Looking forward, we will create our vision by six primary strategic directives:

- **Enhance our quality of life.**
- **Secure public health & safety.**
- **Improve & maintain our public infrastructure & facilities.**
- **Support community & economic development.**
- **Strive for organizational & financial excellence.**
- **Provide effective communication & engagement.**



Each directive is where we'll focus energy and resources to achieve our vision for the future. They specifically address key issues, opportunities and desires that affect the community. Each directive is ultimately accompanied with an identified goal. Each goal is a broad, value-based statement expressing our preferences for the term of this plan. Each directive is followed with key initiatives. The stated initiatives are concise statements associated with each directive; describing what we'll do to achieve our vision. Action steps or tasks have also been identified in the plan document. These actions are specific steps on how we'll achieve the related initiative.



## Directive #1: Enhance Quality of Life.

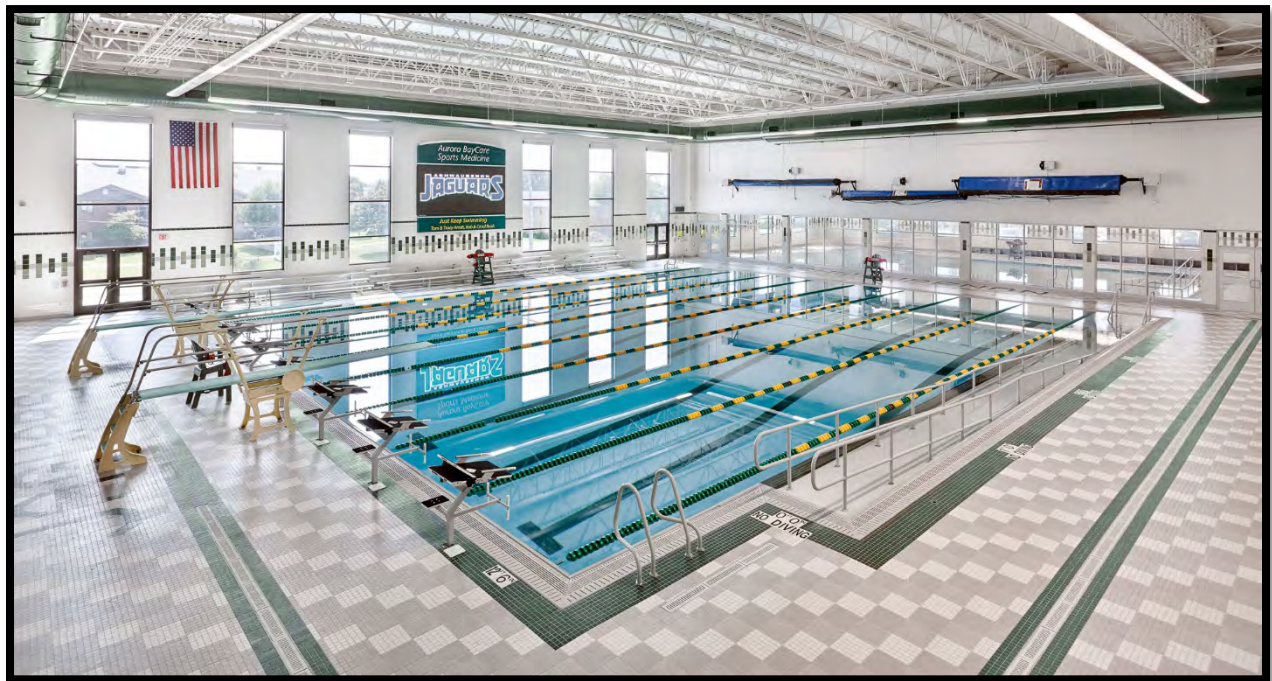
**GOAL:** The Village of Ashwaubenon will nurture our community's cultural fabric by advancing and expanding a diverse set of recreational, entertainment, and cultural opportunities. Our parks and recreation services will be a resource of pride for a connected community.

Key Initiative #1: Plan, develop, improve, and maintain the Village's "Quality of Life" assets, both public and private.		
S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
1.1.1 Implement the Village's Comprehensive Outdoor Recreation Plan (CORP).	Parks, Recreation & Forestry	Ongoing
1.1.2 Implement the Village's Bicycle and Pedestrian Plan.	Bicycle & Pedestrian Committee Parks, Recreation & Forestry Public Works Community Development	Ongoing
1.1.3 Implement the Village's Comprehensive Plan.	Plan Commission Community Development	Ongoing
1.1.4 Implement a Public Arts Program.	Community Development Administration	1-2 Years

Key Initiative #2: Build and strengthen relationships with neighborhood organizations and diverse community groups.		
S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
1.2.1 Actively participate and support the Ashwaubenon Business Association.	Community Development Administration	Ongoing
1.2.2 Provide an "Ashwaubenon Update" presentation to community groups as requested.	Community Development Administration	Ongoing

Key Initiative #3: Support and enhance recreational, entertainment and cultural opportunities throughout the Village.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
1.3.1 Provide additional cultural and recreational opportunities for the Village.	Parks, Recreation & Forestry Ashwaubenon Performance Arts Center	Ongoing
1.3.2 Become a community known for high quality special events and community gatherings.	Parks, Recreation & Forestry Ashwaubenon Performance Arts Center	Ongoing
1.3.3 Review/revise local ordinances, policies, permitting, and procedures related to Special Events, Managed Markets and Mobile Food Vendors in the Village.	Administration Parks, Recreation & Forestry	1 Year



## Directive #2: Secure Public Health & Safety.

**Goal:** The Village of Ashwaubenon will strive to protect the lives and property of our residents, visitors, and taxpayers. The Village will accomplish this through the professional delivery of public safety services, including community policing, emergency medical services, fire & rescue operations, municipal code enforcement, building & fire inspection, and emergency management preparedness.



Key Initiative #1: Protect lives and property through timely and effective public safety response.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
2.1.1 Increase directed enforcement for speed & traffic enforcement.	Public Safety	1 Year
2.1.2 Implement the utilization of part-time paid-on-premise paramedics/EMTs to enhance emergency medical services.	Public Safety	1 Year
2.1.3 Evaluate available information on public safety services and demands to ensure quality and responsiveness goals are being achieved; develop strategies/tactics to meet long-term demands. Provide an annual report highlighting the performance outcomes of the Village's public safety services.	Public Safety	Ongoing
2.1.4 Continue MABAS (Mutual Aid Box Alarm System) and other cooperative efforts with other neighboring departments, municipalities, and agencies; continually evaluating new opportunities for delivery of public safety services.	Public Safety	Ongoing



Key Initiative #2: Enhance crime prevention, community policing and code enforcement.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
2.2.1 Develop and implement a plan to improve traffic safety during school start and release times.	Public Safety	1 Year
2.2.2 Engage neighborhood groups/associations as an ally in crime prevention and reduction efforts.	Public Safety	2-3 Years
2.2.3 Formalize, coordinate, and increase the utilization of social media to support crime prevention efforts (Facebook, Twitter, Nextdoor, etc.).	Public Safety	2-3 Years
2.2.4 Expand efforts to provide fire prevention education in areas schools, to various community groups, and businesses.	Public Safety	3-4 Years
2.2.5 Expand efforts to provide pedestrian and bicycle safety education in areas schools, to various community groups, and businesses.	Public Safety Parks, Recreation & Forestry	3-4 Years
2.2.6 Develop and implement a comprehensive neighborhood preservation / code compliance program.	Community Development Public Safety	1-2 Years



Key Initiative #3: Improve the Village's ability to manage & recover from disruptive or disaster related events.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
2.3.1 Update and revise the Village of Ashwaubenon's Emergency Management Plan.	Public Safety	1-2 Years
2.3.2 Develop and implement a NIMS (National Incident Management System) training protocol for Village officials, staff, and emergency responders.	Public Safety	1-2 Years
2.3.3 Develop, refine, practice, and implement disaster recovery pre-plans.	Public Safety	2-3 Years
2.3.4 Annually evaluate, report, and apply where feasible FEMA (Federal Emergency Management Agency) grant funding opportunities for public safety services and equipment.	Public Safety	Ongoing
2.3.5 Evaluate the implementation of a Mobile Field Force for crowd control issues.	Public Safety	3-4 Years

Key Initiative #4: Enhance environmental sustainability and resiliency.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
2.4.1 Revise the Village's floodplain ordinance to conform to WDNR and FEMA standards.	Community Development	1-2 Years
2.4.2 Evaluate opportunities to use alternative energies for Village facilities.	Public Works Finance	2-3 Years
2.4.3 Evaluate use of alternative fuels for Village fleet, including compressed natural gas, hybrid, and electric vehicles.	Public Works Finance	3-4 Years
2.4.4 Protect environmentally sensitive areas through effective code administration.	Community Development	Ongoing



## Directive #3: Improve & Maintain Public Infrastructure & Facilities.

**Goal:** The Village of Ashwaubenon will plan, provide, and maintain functionally appropriate, sustainable, accessible, high-quality infrastructure & public facilities to serve the needs of its citizens, businesses, and visitors.

Key Initiative #1: Improve our roads & highways, pedestrian, bike, and transit infrastructure.		
S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
3.1.1 Complete annually the roadway rating and mill/resurface program.	Public Works	Ongoing
3.1.2 Complete road reconstruction projects identified in the Village's capital improvement program.	Public Works	Ongoing
3.1.3 Complete bicycle, pedestrian and trail projects as identified in adopted Village planning documents, including Bicycle and Pedestrian Plan, Comprehensive Outdoor Recreation Plan and Comprehensive Plan.	Bicycle & Pedestrian Committee Public Works Parks, Recreation & Forestry	Ongoing
3.1.4 Revise Village codes to include pedestrian and bicycle accommodations consistent with Village Board policy.	Bicycle & Pedestrian Committee Village Board Community Development	1 Year
3.1.5 Support new technologies and service delivery methods to enhance transit efficiencies and accessibility.	Community Development Public Works	Ongoing
3.1.6 Update and implement Village regulations and policies for winter maintenance of sidewalks and trail facilities.	Public Works Parks, Recreation & Forestry	1 year

Key Initiative #2: Improve & effectively maintain our water, sanitary and stormwater management services, and infrastructure.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
3.2.1 Complete utility infrastructure replacement projects identified in the Village's capital improvement program.	Public Works / Utilities	Ongoing
3.2.2 Maintain compliance with the Village's MS4 permit.	Public Works / Utilities	Ongoing
3.2.3 Complete stormwater pond construction and maintenance projects identified in the Village's capital improvement program.	Public Works / Utilities	Ongoing
3.2.4 Maintain GIS system updates for all Village utilities.	Public Works / Utilities	Ongoing



Key Initiative #3: Improve & effectively maintain our Village owned facilities.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
3.3.1 Complete Village Garage and Ashwaubomay Storage Facility Analysis.	Public Works Parks, Recreation & Forestry	1 Year
3.3.2 Evaluate and recommend options for a more comprehensive Village asset management system.	Finance Public Works	2-3 Years
3.3.3 Develop and implement a preventative and long-term maintenance program/plan for all Village facilities.	Public Works Finance	3-4 Years



## Directive #4: Support Community & Economic Development.

**GOAL:** The Village of Ashwaubenon will encourage reinvestment in the Village's neighborhoods, ensuring quality housing developments create diverse and affordable options for all citizens. Additionally, the Village will actively pursue business and workforce development opportunities to support a growing and sustainable tax base.

Key Initiative #1: Attract, expand, and retain businesses and workforce.		
S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
4.1.1 Develop and track annual business retention visits and set goals to increase meeting frequency and follow up.	Community Development	1-2 Years
4.1.2 Maintain a current parcel map of available commercial and industrial properties for development.	Community Development	Ongoing
4.1.3 Revise the zoning and development related ordinances to make them easier for businesses and the public to understand and Village staff to administer.	Community Development Plan Commission Village Board	3-4 Years
4.1.4 Review & rewrite the Zoning Code for signs to comply with Supreme Court rulings	Community Development Plan Commission Village Board	1 Year
4.1.5 Continually evaluate development review processes to find efficiencies while maintaining Village standards.	Community Development	Ongoing
4.1.6 Support the Greater Green Bay Chamber's workforce development efforts.	Community Development	Ongoing

Key Initiative #2: Support redevelopment opportunities for key districts, underutilized properties, and along commercial corridors.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
<b>4.2.1 Update the Comprehensive Plan with new census data and development projects.</b>	Community Development	1-2 Years
<b>4.2.2 Develop and implement a marketing strategy for the Village's Tax Incremental Finance Districts and other Village-owned properties.</b>	Community Development	2-3 Years
<b>4.2.3 Use targeted TIF investments to support redevelopment efforts.</b>	Village Board Community Development Finance	Ongoing
<b>4.2.4 Market Village-owned properties through the WEDC "Locate In Wisconsin" website.</b>	Community Development	Ongoing
<b>4.2.5 Hold an annual economic development meeting with stadium district businesses.</b>	Community Development	2-3 Years
<b>4.2.6 Review and possibly recommend the implementation of a Business Improvement District to the stadium district.</b>	Community Development Administration	2-3 Years



Key Initiative #3: Strive to expand and create new quality, diverse housing options.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
4.3.1 Encourage homeowners to take advantage of Brown County's housing rehabilitation loan program.	Community Development	Ongoing
4.3.2 Annually update the housing fee and development report as required by State statute.	Community Development	Ongoing
4.3.3 Promote additional senior housing development in the Village.	Community Development	Ongoing
4.3.4 Promote efforts to diversify the Village's housing stock.	Community Development	Ongoing





## Directive #5: Strive for Organizational & Financial Excellence.

**GOAL:** The Village of Ashwaubenon will implement policy decisions in a manner that provides accountable, innovative, and results-focused government, effectively managing its fiscal and human resources to maintain a superior level of service.



**Key Initiative #1:** Optimize organizational structure and human resource management.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
5.1.1 Evaluate, Right-size, and better align Village functional organization/structure by conducting a comprehensive human resources and organizational study.	Administration	1-2 Years
5.1.2 Annually review and revise where necessary employee job descriptions to reflect accurate essential job duties and functions.	Administration	Ongoing
5.1.3 Develop a staffing succession plan for supervisory/management positions.	Administration	2-3 Years
5.1.4 Review and revise the Village's Employee Handbook to reflect industry standards and regulatory requirements.	Administration	1 Year
5.1.5 Review and revise the Village's employee compensation, benefits, and performance evaluation program to reflect industry standards and regulatory requirements.	Administration	1-2 Years
5.1.6 Establish intra-departmental team to establish an effective employee recognition program.	Administration	1 Year

Key Initiative #2: **Implement operating efficiencies and technology improvements.**

<b>S.M.A.R.T. Action Items:</b>	<b>Responsibility:</b>	<b>Timeframe:</b>
<b>5.2.1 Establish an intra-departmental business process improvement team to identify and overcome process inefficiencies -- Explore Lean Government training; implement techniques where applicable.</b>	Administration	2-3 Years
<b>5.2.2 Improve website from a technology-utility standpoint (permitting, payments, licensing, fillable forms, records, etc.).</b>	Finance / Information Technology	1-2 Years
<b>5.2.3 Improve access and content on employee Intranet platform.</b>	Finance / Information Technology	1-2 Years
<b>5.2.4 Review and update records retention policy to conform to regulatory standards. Provide for appropriate storage facilities for required records to ensure safe, secure keeping.</b>	Village Clerk Village Attorney Information Technology	1-2 Years
<b>5.2.5 Develop and implement electronic document/record storage system.</b>	Village Clerk Village Attorney Information Technology	2-3 Years
<b>5.2.6 Expand the public's access to GIS Information &amp; data.</b>	Community Development Public Works / Utilities Information Technology	2-3 Years
<b>5.2.7 Deploy an improved Enterprise Resource Program/Financial Software.</b>	Finance / Information Technology	1-2 Years
<b>5.2.8 Provide multi-media technology improvements to the Village Board room to enhance presentations, interoperability, and public access at meetings.</b>	Information Technology	1 Year

Key Initiative #3: Expand and improve our performance management and reporting systems.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
5.3.1 Develop an Annual Operating Budget document that is recognized by the Government Finance Officers Association (GFOA) for Distinguished Budget.	Finance Administration	1 Year
5.3.2 Develop a Comprehensive Annual Financial Report (CAFR) that is recognized by the Government Finance Officers Association (GFOA) for excellence.	Finance	2-3 Years
5.3.3 Develop a Popular Annual Financial Report (PAFR) that is recognized by the Government Finance Officers Association (GFOA) for excellence.	Finance	2-3 Years
5.3.4 Improve the five-year Capital Improvement Plan to include higher levels of detail, focus on long-term debt planning, consensus on priorities and thorough analysis of potential alternative funding. Integrates directly into annual budget.	Administration Finance	1-2 Years
5.3.5 Develop an annual budget and performance management scorecard focusing on key performance indicators. Report information quarterly to the Village Board and general public.	Administration Finance	1-2 Years

## Directive #6: Provide Effective Communication & Engagement.

**GOAL:** The Village of Ashwaubenon will utilize a citizen-centered approach toward communication and engagement; we aim to empower our diverse population to be informed and participate in local government activities and decision-making.

Key Initiative #1: Maximize the use of electronic communication to provide comprehensive, timely and accurate information.		
S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
6.1.1 Increase methods / frequency of communication and engagement among staff, elected officials, and general public.	Administration	1-2 Years
6.1.2 Expand content strategies for Manager's Minute (internal staff newsletter) to foster interpersonal communications through entire organization.	Administration	Ongoing
6.1.3 Develop, promote, and disseminate a monthly electronic newsletter to the general public. Content shall evolve and change based on current events in the Village and actions by the Village Board.	Administration	1-2 Years
6.1.4 Develop and implement a social media use policy. More effectively utilize social media outlets to provide real-time information to Village residents and businesses.	Administration	1 Year

Key Initiative #2: Market/brand the Village and increase exposure through effective multimedia campaigns and special events.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
6.2.1 Develop & implement an integrated marketing strategy for the Village of Ashwaubenon.	Administration	3-4 Years
6.2.2 Review and evaluate opportunities for additional community wayfinding signs.	Community Development	1-2 Years





Key Initiative #3: Maintain collaborative relationships with other public/education/government entities and private service providers.

S.M.A.R.T. Action Items:	Responsibility:	Timeframe:
<b>6.3.1 Renew the intergovernmental services agreement with the Oneida Nation.</b>	Administration	1-2 Years
<b>6.3.2 Support cooperative agreements with the Green Bay Packers and Titledown District to support efforts toward sustainable public services and greater economic development.</b>	Community Development	1-2 Years
<b>6.3.2 Continue our cooperative agreements with the Ashwaubenon School District.</b>	Administration	Ongoing
<b>6.3.2 Cooperative with the Ashwaubenon Performing Arts Center to expand programs and events.</b>	Administration Parks, Recreation & Forestry	Ongoing





## Evaluation of Results

Periodic review and adjustment will be necessary over the planning period. The Village will monitor progress through regular reporting including during the annual budget process. Performance measurement describes specific measurable outcomes for each strategic goal and objective to determine if it was achieved or not. Performance measures should use a balanced approach to determine success.

- Service Delivery (What is our service/product? – How much did we deliver?)
- Citizen (Customer) Satisfaction (How satisfied are our citizens?)
- Cost Efficiency (How much did it cost?)

The review should evaluate the progress made toward achieving the strategic directives recognizing that many directives are on-going. As key objectives, strategies, and actions are accomplished throughout the year they should be documented. The documentation of accomplishments allows for an assessment of the program by comparing designated strategies and actions to achievements. If key objectives are not being attained or strived for then corrective actions need to occur. These can include modifying the actions and strategies to achieve the objectives to modifying the objective itself.

Public evaluation through surveys and assessments can be helpful as well. If these are used, it is recommended that they begin following the second year of the plan being implemented to ensure that the program has had adequate public exposure.

# APPENDICES

Appendix A – SWOT Analysis

Appendix B – Community Survey Results

## Appendix A – SWOT Analysis

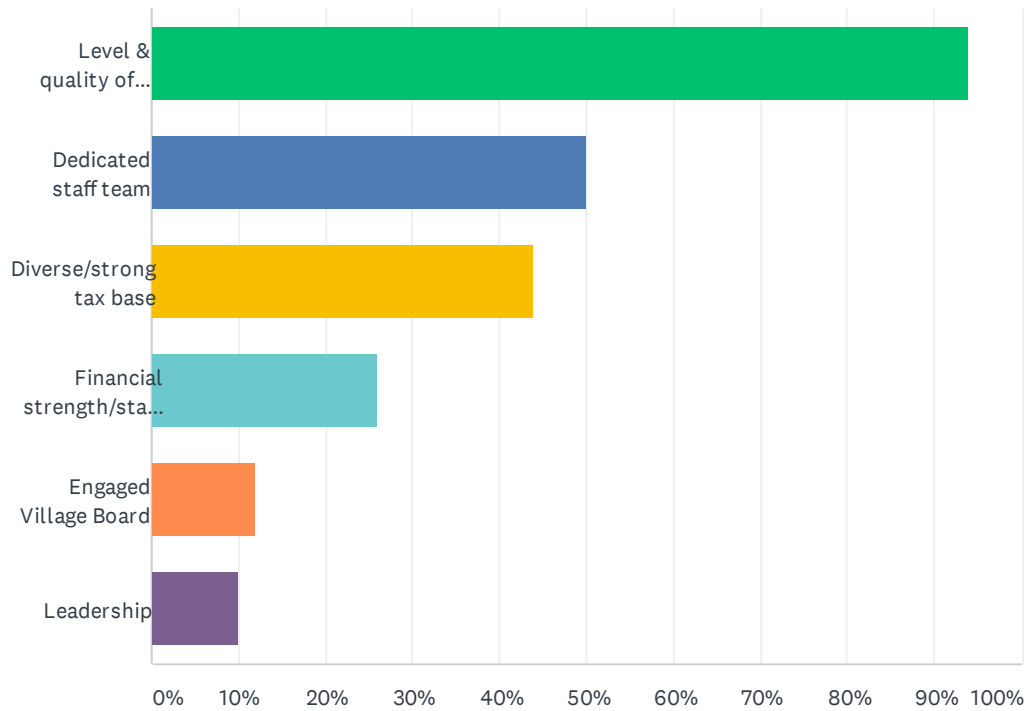
S.W.O.T. stands for Strengths, Weaknesses, Opportunities, and Threats, and so a SWOT Analysis is a technique for assessing these four aspects of our organization.

The Village Board, Department Heads, and all employees of the Village of Ashwaubenon, provided input for the S.W.O.T. analysis. The items identified as strengths, weaknesses, opportunities, or threats are not all-encompassing, rather a summation of key points for each category.

The following is a summary of the completed SWOT Analysis.

Q1 Strengths are things that the Village of Ashwaubenon does particularly well, or in a way that distinguishes us from other municipal organizations. In your opinion, what do we do well? Select all that apply or add additional strengths if desired.

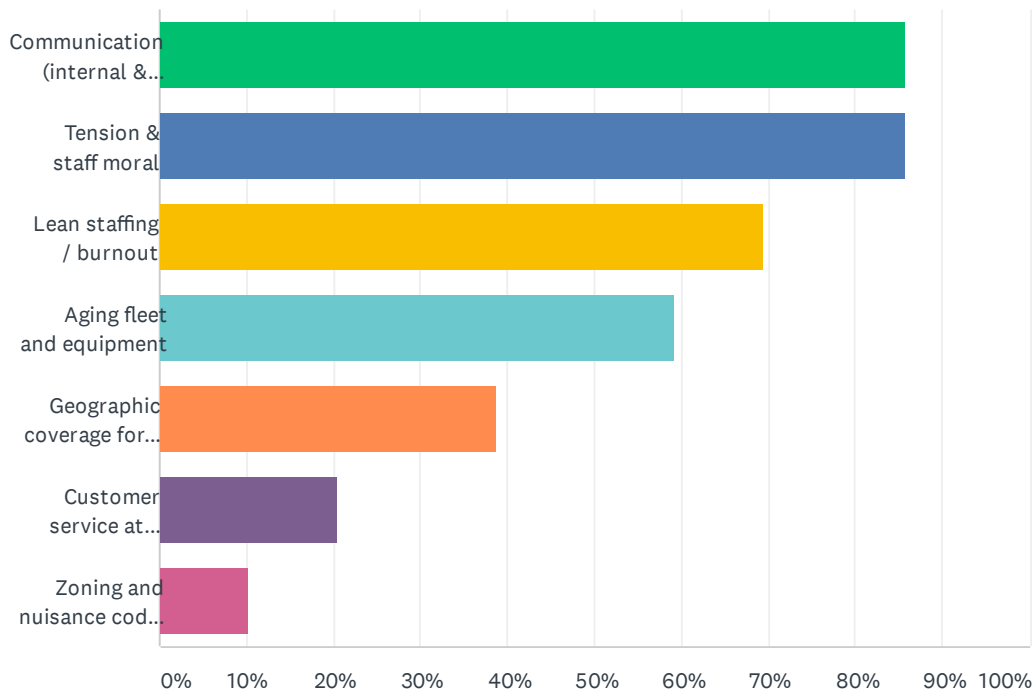
Answered: 50 Skipped: 0



ANSWER CHOICES	RESPONSES	
Level & quality of services provided to the community	94.00%	47
Dedicated staff team	50.00%	25
Diverse/strong tax base	44.00%	22
Financial strength/stability	26.00%	13
Engaged Village Board	12.00%	6
Leadership	10.00%	5
Total Respondents: 50		

**Q2 Weaknesses**, like strengths, are specific to our organization. The focus is on our employees, resources, systems, and procedures. Think about what we could improve, and the sorts of practices we should avoid. These are items we can directly control or manage. Select all that apply, and add any additional comments if necessary.

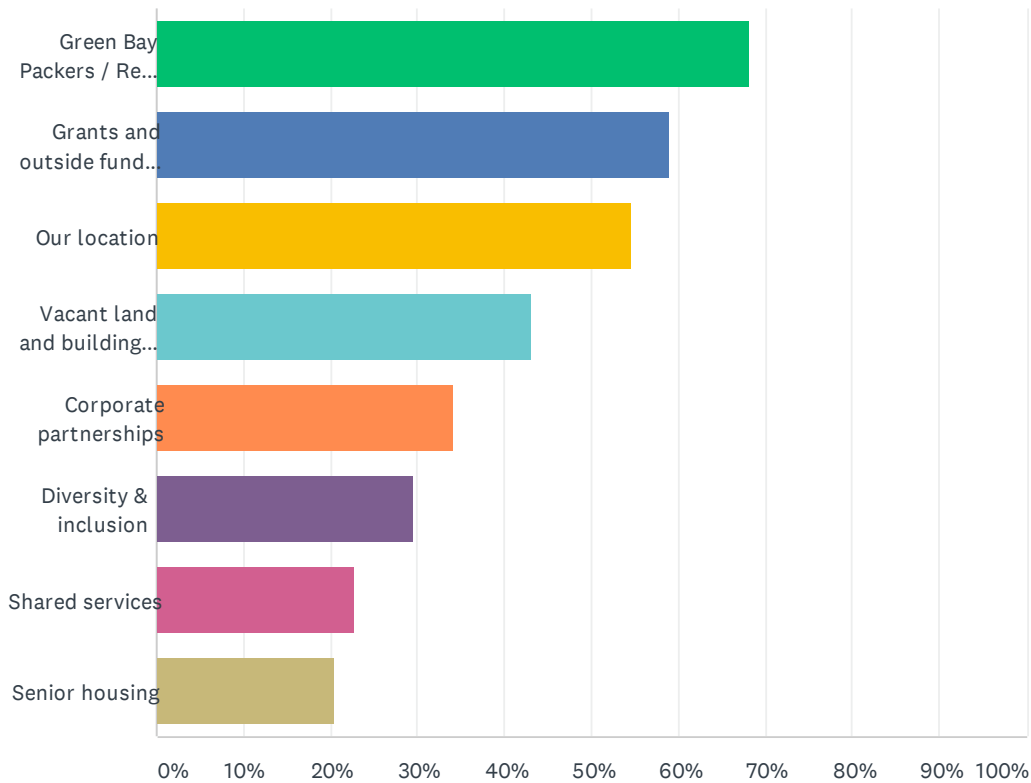
Answered: 49   Skipped: 1



ANSWER CHOICES	RESPONSES	
Communication (internal & external)	85.71%	42
Tension & staff moral	85.71%	42
Lean staffing / burnout	69.39%	34
Aging fleet and equipment	59.18%	29
Geographic coverage for public safety services	38.78%	19
Customer service at Village Hall (signage)	20.41%	10
Zoning and nuisance code enforcement	10.20%	5
Total Respondents: 49		

Q3 Opportunities are openings or chances for something positive to happen. Opportunities occur outside of our control, but we'll need to claim them to fully benefit. Select all that apply, and add any additional comments if necessary.

Answered: 44   Skipped: 6

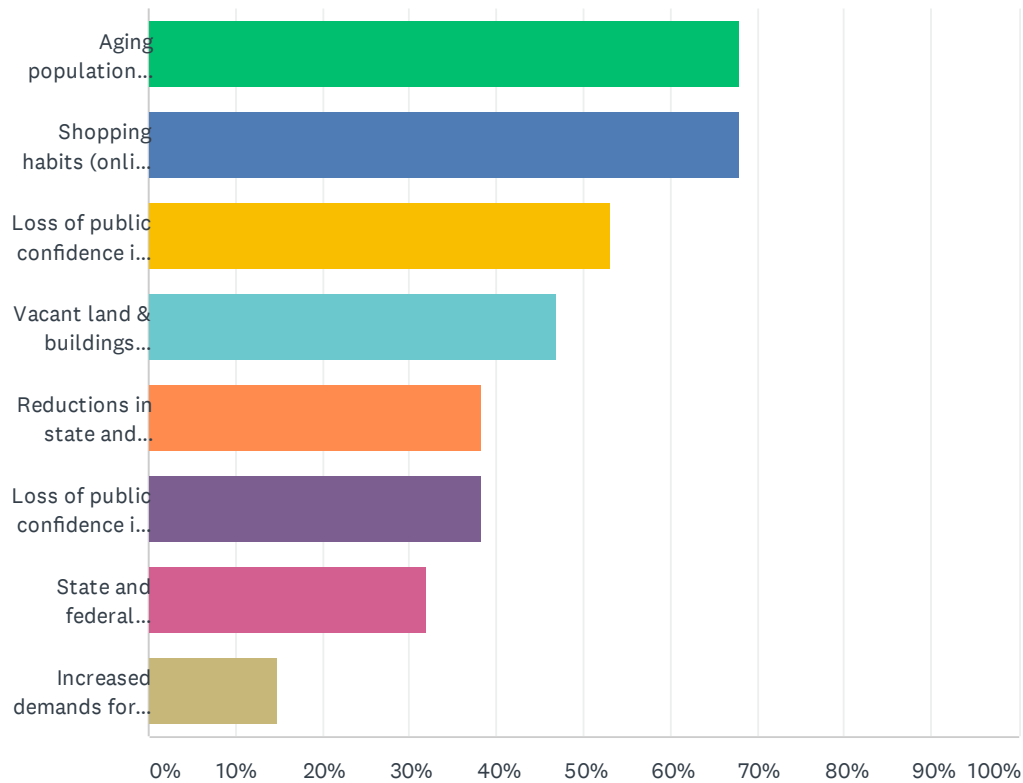


ANSWER CHOICES	RESPONSES	
Green Bay Packers / Resch Expo Center / Entertainment district expansion	68.18%	30
Grants and outside funding sources	59.09%	26
Our location	54.55%	24
Vacant land and buildings for redevelopment	43.18%	19
Corporate partnerships	34.09%	15
Diversity & inclusion	29.55%	13
Shared services	22.73%	10
Senior housing	20.45%	9
Total Respondents: 44		



Q4 Threats include anything that can negatively affect our organization from the outside. Threats are outside our control, but we can identify threats to reduce their impact on the organization. Select all that apply, and add any additional comments where necessary.

Answered: 47   Skipped: 3

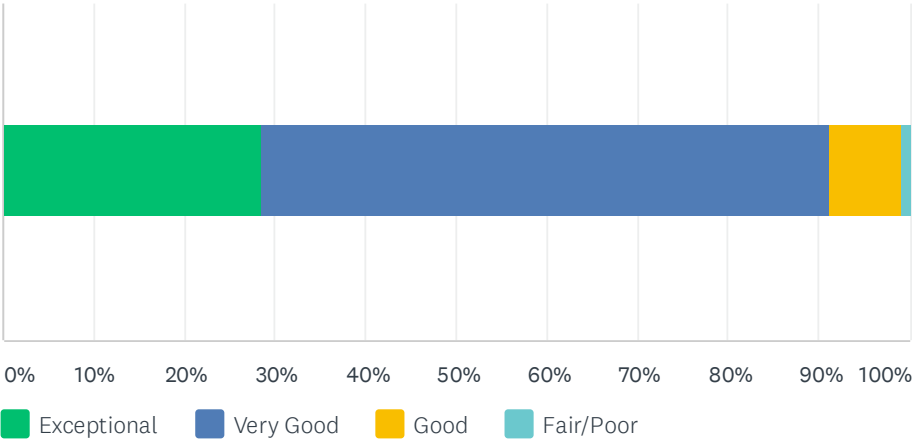


ANSWER CHOICES	RESPONSES	
Aging population (increased service demands)	68.09%	32
Shopping habits (online vs. brick & mortar)	68.09%	32
Loss of public confidence in government institutions	53.19%	25
Vacant land & buildings (retail/commercial)	46.81%	22
Reductions in state and federal aid	38.30%	18
Loss of public confidence in social environments	38.30%	18
State and federal mandates (unfunded)	31.91%	15
Increased demands for transit services / mobility	14.89%	7
Total Respondents: 47		

## APPENDIX B – Community Survey Results

Q1 Which of the following best describes your opinion of the general quality of life in the Village of Ashwaubenon?

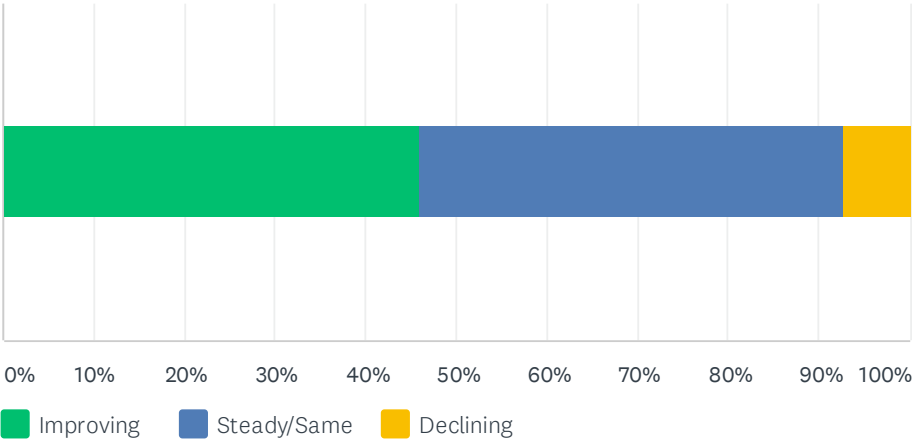
Answered: 137    Skipped: 0



ANSWER CHOICES		RESPONSES	
Exceptional		28.47%	39
Very Good		62.77%	86
Good		8.03%	11
Fair/Poor		0.73%	1
TOTAL			137

Q2 In your opinion, in which direction is Ashwaubenon headed?

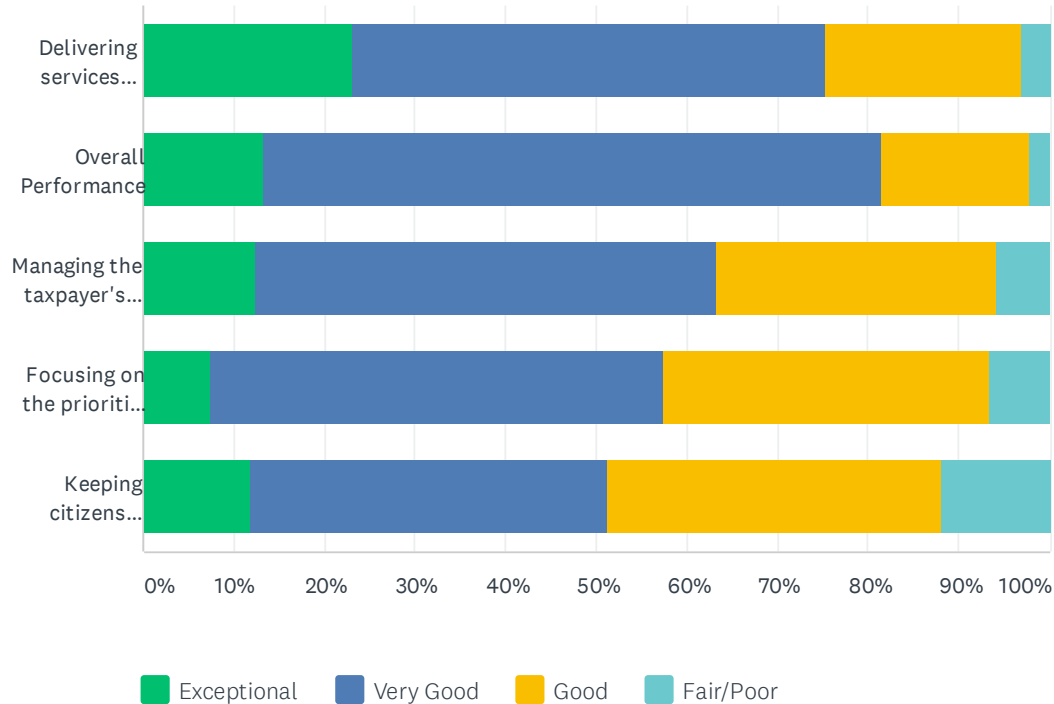
Answered: 137    Skipped: 0



ANSWER CHOICES	RESPONSES	
Improving	45.99%	63
Steady/Same	46.72%	64
Declining	7.30%	10
TOTAL		137

### Q3 How do you think the Village of Ashwaubenon is doing in each of the following areas?

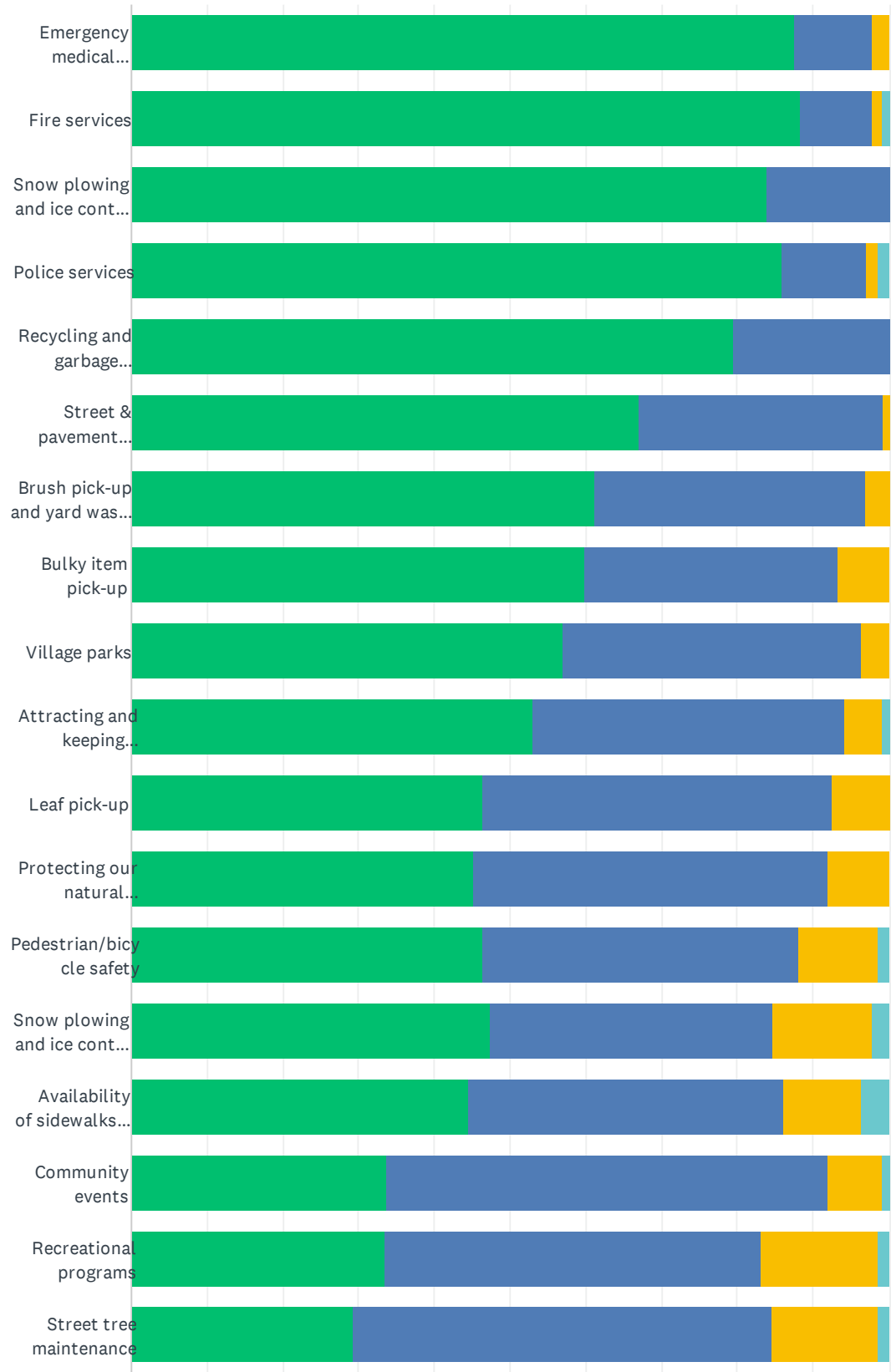
Answered: 137 Skipped: 0



	EXCEPTIONAL	VERY GOOD	GOOD	FAIR/POOR	TOTAL	WEIGHTED AVERAGE
Delivering services efficiently	23.13% 31	52.24% 70	21.64% 29	2.99% 4	134	2.96
Overall Performance	13.33% 18	68.15% 92	16.30% 22	2.22% 3	135	2.93
Managing the taxpayer's money	12.50% 17	50.74% 69	30.88% 42	5.88% 8	136	2.70
Focusing on the priorities that matter most to citizens	7.35% 10	50.00% 68	36.03% 49	6.62% 9	136	2.58
Keeping citizens informed	11.85% 16	39.26% 53	37.04% 50	11.85% 16	135	2.51

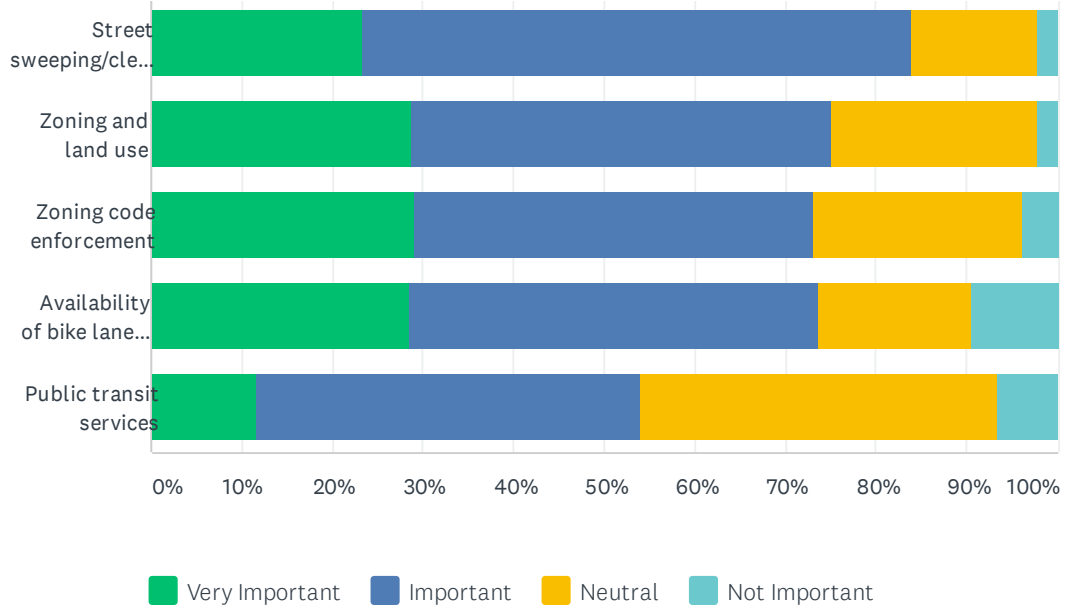
Q4 Using the list of services and functions provided by the Village, please indicate how important each is to you and your household?

Answered: 137   Skipped: 0





## Ashwaubenon Community Survey



# Ashwaubenon Community Survey

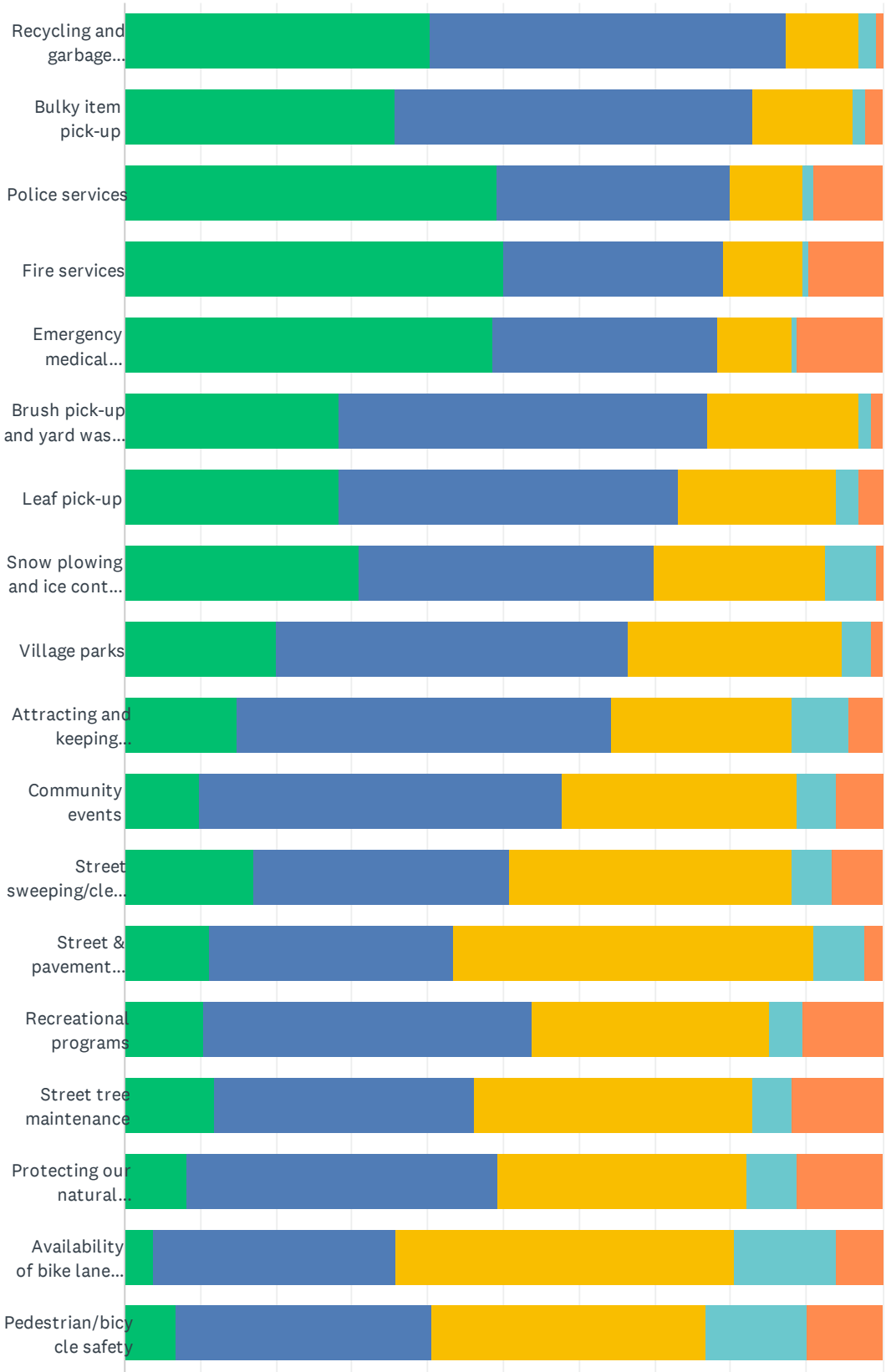
	VERY IMPORTANT	IMPORTANT	NEUTRAL	NOT IMPORTANT	TOTAL	WEIGHTED AVERAGE
Emergency medical services	87.59% 120	10.22% 14	2.19% 3	0.00% 0	137	3.85
Fire services	88.32% 121	9.49% 13	1.46% 2	0.73% 1	137	3.85
Snow plowing and ice control (roads)	83.94% 115	16.06% 22	0.00% 0	0.00% 0	137	3.84
Police services	86.03% 117	11.03% 15	1.47% 2	1.47% 2	136	3.82
Recycling and garbage collection	79.56% 109	20.44% 28	0.00% 0	0.00% 0	137	3.80
Street & pavement maintenance	67.15% 92	32.12% 44	0.73% 1	0.00% 0	137	3.66
Brush pick-up and yard waste collection	61.31% 84	35.77% 49	2.92% 4	0.00% 0	137	3.58
Bulky item pick-up	59.85% 82	33.58% 46	6.57% 9	0.00% 0	137	3.53
Village parks	56.93% 78	39.42% 54	3.65% 5	0.00% 0	137	3.53
Attracting and keeping businesses in Ashwaubenon	52.94% 72	41.18% 56	5.15% 7	0.74% 1	136	3.46
Leaf pick-up	46.32% 63	46.32% 63	7.35% 10	0.00% 0	136	3.39
Protecting our natural environment	45.26% 62	46.72% 64	8.03% 11	0.00% 0	137	3.37
Pedestrian/bicycle safety	46.32% 63	41.91% 57	10.29% 14	1.47% 2	136	3.33
Snow plowing and ice control (sidewalks & trails)	47.45% 65	37.23% 51	13.14% 18	2.19% 3	137	3.30
Availability of sidewalks and walking paths	44.53% 61	41.61% 57	10.22% 14	3.65% 5	137	3.27
Community events	33.82% 46	58.09% 79	7.35% 10	0.74% 1	136	3.25
Recreational programs	33.58% 46	49.64% 68	15.33% 21	1.46% 2	137	3.15
Street tree maintenance	29.41% 40	55.15% 75	13.97% 19	1.47% 2	136	3.13
Street sweeping/cleaning	23.36% 32	60.58% 83	13.87% 19	2.19% 3	137	3.05
Zoning and land use	28.68% 39	46.32% 63	22.79% 31	2.21% 3	136	3.01
Zoning code enforcement	29.10% 39	44.03% 59	23.13% 31	3.73% 5	134	2.99
Availability of bike lanes and bike paths	28.47% 39	45.26% 62	16.79% 23	9.49% 13	137	2.93
Public transit services	11.68% 16	42.34% 58	39.42% 54	6.57% 9	137	2.59

## Ashwaubenon Community Survey

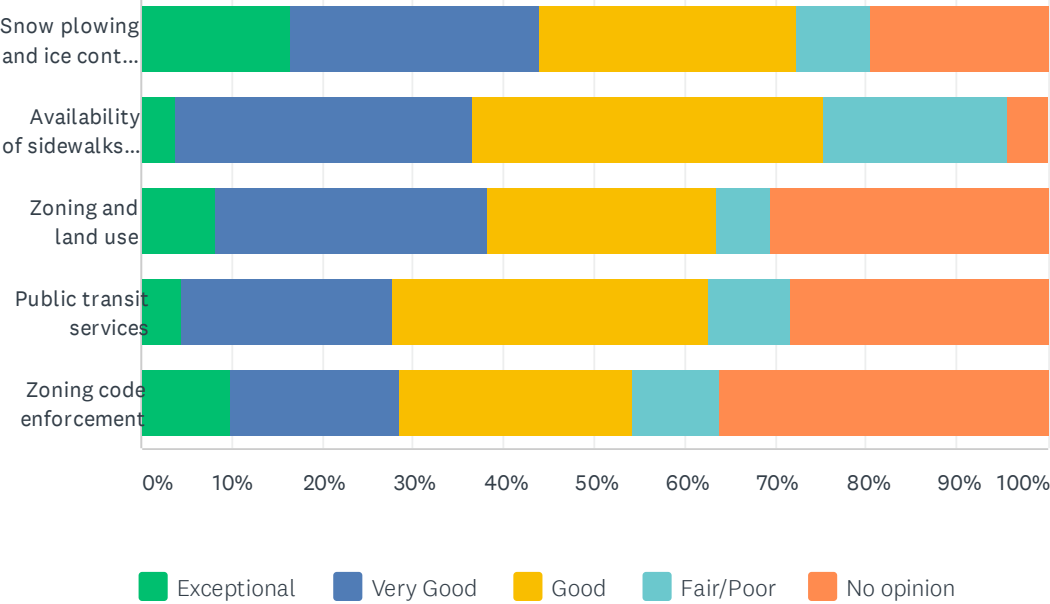
#	OTHER (PLEASE SPECIFY)	DATE
1	Need Covid mask ordinance! Keep people safe. They are too ignorant otherwise and don't care about anyone but themselves!	3/31/2021 1:30 PM
2	Please consider keep biking walking trails and paths clear in the winter months	3/22/2021 3:11 PM
3	Teen programs	3/22/2021 9:07 AM

Q5 Using the same list of services and functions, how well do you think the Village is performing in each area?

Answered: 134 Skipped: 3



Ashwaubenon Community Survey



# Ashwaubenon Community Survey

	EXCEPTIONAL	VERY GOOD	GOOD	FAIR/POOR	NO OPINION	TOTAL	WEIGHTED AVERAGE
Recycling and garbage collection	40.30% 54	47.01% 63	9.70% 13	2.24% 3	0.75% 1	134	3.24
Bulky item pick-up	35.82% 48	47.01% 63	13.43% 18	1.49% 2	2.24% 3	134	3.13
Police services	49.25% 66	30.60% 41	9.70% 13	1.49% 2	8.96% 12	134	3.10
Fire services	50.00% 67	29.10% 39	10.45% 14	0.75% 1	9.70% 13	134	3.09
Emergency medical services	48.51% 65	29.85% 40	9.70% 13	0.75% 1	11.19% 15	134	3.04
Brush pick-up and yard waste collection	28.36% 38	48.51% 65	20.15% 27	1.49% 2	1.49% 2	134	3.01
Leaf pick-up	28.36% 38	44.78% 60	20.90% 28	2.99% 4	2.99% 4	134	2.93
Snow plowing and ice control (roads)	30.83% 41	39.10% 52	22.56% 30	6.77% 9	0.75% 1	133	2.92
Village parks	20.15% 27	46.27% 62	28.36% 38	3.73% 5	1.49% 2	134	2.80
Attracting and keeping businesses in Ashwaubenon	14.93% 20	49.25% 66	23.88% 32	7.46% 10	4.48% 6	134	2.63
Community events	9.77% 13	48.12% 64	30.83% 41	5.26% 7	6.02% 8	133	2.50
Street sweeping/cleaning	17.16% 23	33.58% 45	37.31% 50	5.22% 7	6.72% 9	134	2.49
Street & pavement maintenance	11.19% 15	32.09% 43	47.76% 64	6.72% 9	2.24% 3	134	2.43
Recreational programs	10.45% 14	43.28% 58	31.34% 42	4.48% 6	10.45% 14	134	2.39
Street tree maintenance	11.94% 16	34.33% 46	36.57% 49	5.22% 7	11.94% 16	134	2.29
Protecting our natural environment	8.21% 11	41.04% 55	32.84% 44	6.72% 9	11.19% 15	134	2.28
Availability of bike lanes and bike paths	3.73% 5	32.09% 43	44.78% 60	13.43% 18	5.97% 8	134	2.14
Pedestrian/bicycle safety	6.77% 9	33.83% 45	36.09% 48	13.53% 18	9.77% 13	133	2.14
Snow plowing and ice control (sidewalks & trails)	16.42% 22	27.61% 37	28.36% 38	8.21% 11	19.40% 26	134	2.13
Availability of sidewalks and walking paths	3.73% 5	32.84% 44	38.81% 52	20.15% 27	4.48% 6	134	2.11
Zoning and land use	8.21% 11	29.85% 40	25.37% 34	5.97% 8	30.60% 41	134	1.79
Public transit services	4.48% 6	23.13% 31	35.07% 47	8.96% 12	28.36% 38	134	1.66
Zoning code enforcement	9.77% 13	18.80% 25	25.56% 34	9.77% 13	36.09% 48	133	1.56

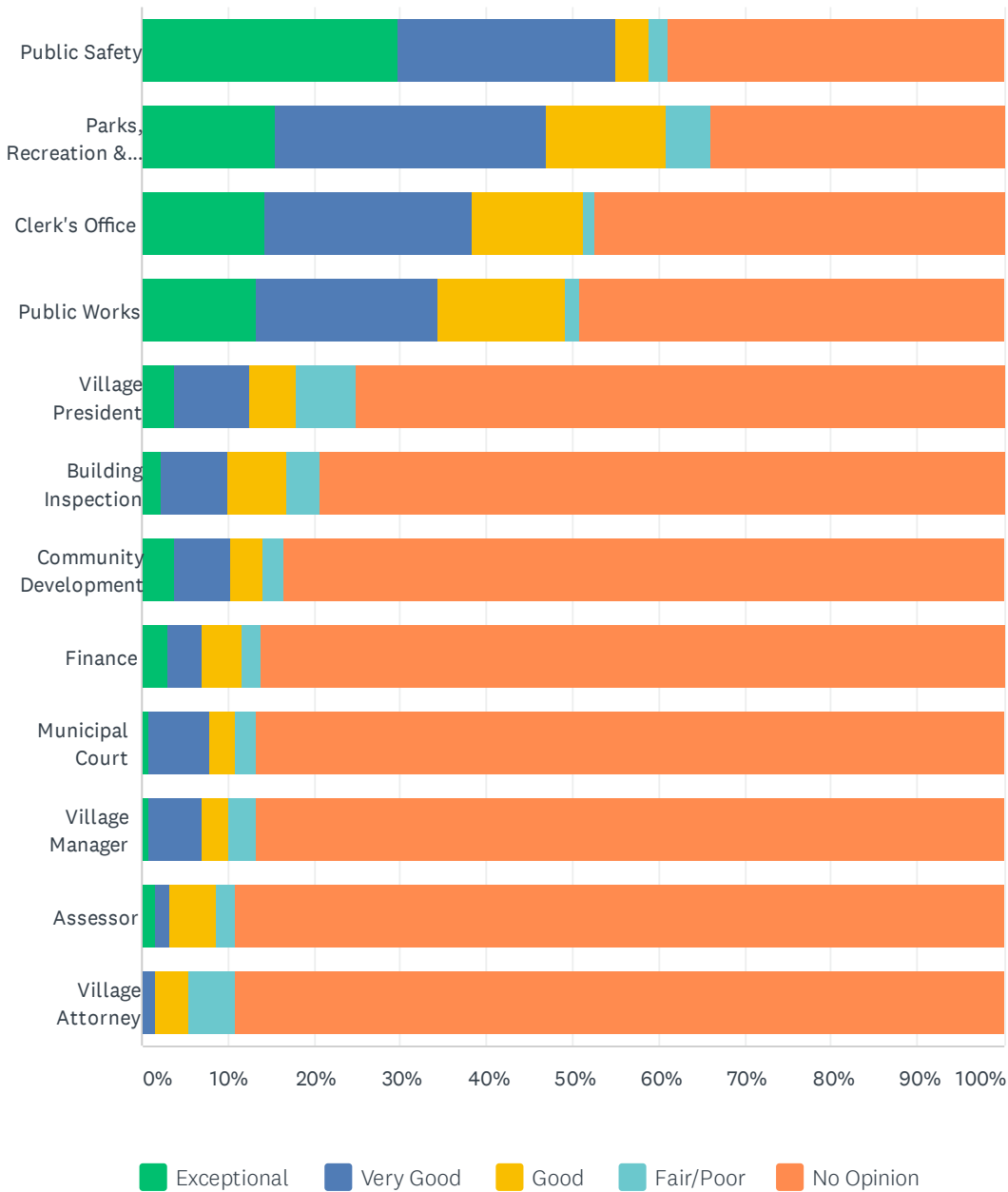


## Ashwaubenon Community Survey

#	OTHER (PLEASE SPECIFY)	DATE
1	Speed zone enforcement on Shady Ln. must be improved or a stop sign out in. Someone is going to get severely injured or killed. People drive 60 mpg in a 25 often. I have almost got hit while walking many times!	3/31/2021 1:30 PM
2	The industrial area of Parkview Rd and Holmgran is often overlooked. We live on Parkview Ct for 9 years and have to call for bulk and leaf pick up as our street gets missed. Same for street cleansing. Would love to see bike lane or side walks on this area so families can get out more safely. Holmgren from Parkview Rd to Glory rd is awful for speeding. We often pack up bikes and head to the residential area for a safer family bike ride.	3/28/2021 5:31 PM
3	Traffic flow around schools at start and end times is hazardous. Road conditions were poor this winter	3/26/2021 5:14 PM
4	Police Union seems like they are running village	3/22/2021 8:43 AM
5	Date if large garbage pick up confusing	3/19/2021 4:09 PM
6	Would like to see every week recycling. Most communities are going this route.	3/16/2021 11:38 AM

Q6 If you've had direct contact with any of the following village departments or services, how would you rate your overall customer service experience?

Answered: 133    Skipped: 4

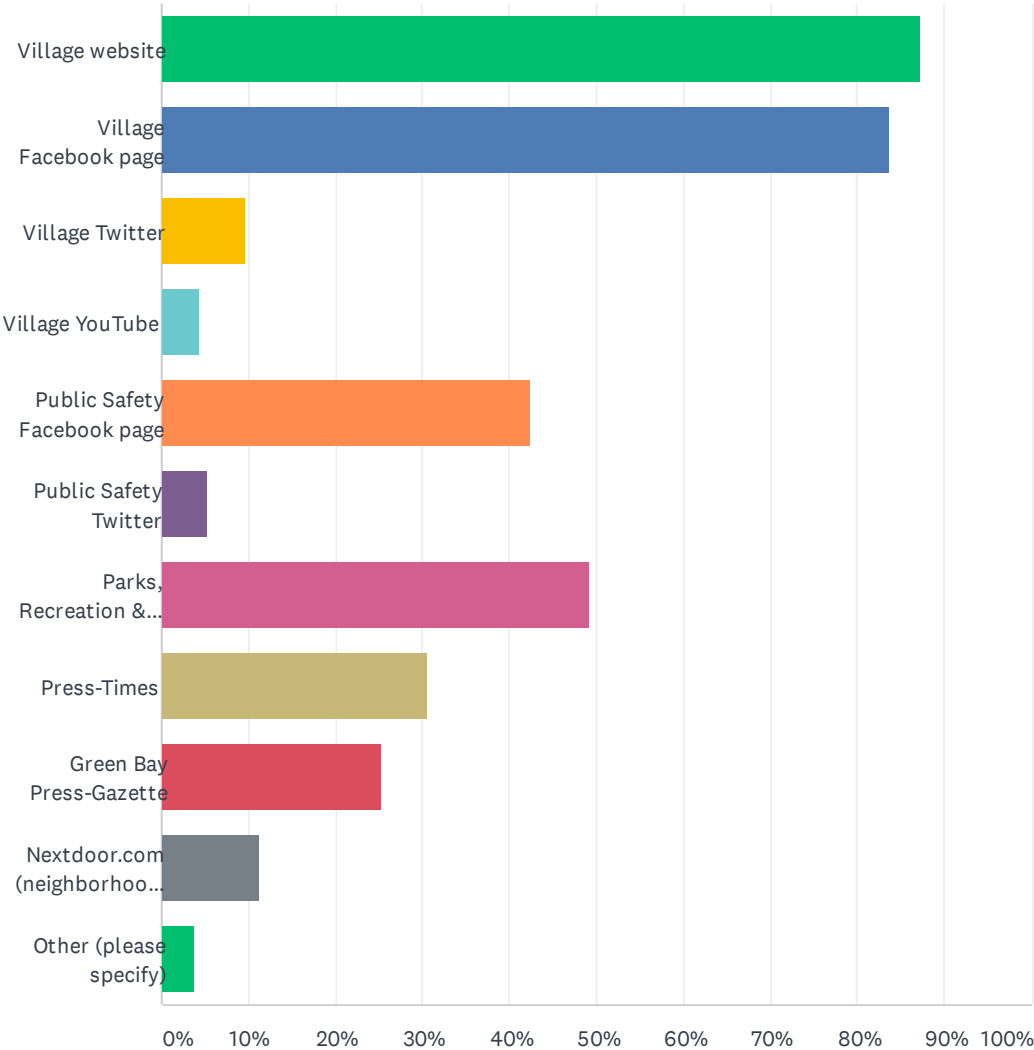


# Ashwaubenon Community Survey

	EXCEPTIONAL	VERY GOOD	GOOD	FAIR/POOR	NO OPINION	TOTAL	WEIGHTED AVERAGE
Public Safety	29.77% 39	25.19% 33	3.82% 5	2.29% 3	38.93% 51	131	2.05
Parks, Recreation & Forestry	15.38% 20	31.54% 41	13.85% 18	5.38% 7	33.85% 44	130	1.89
Clerk's Office	14.29% 19	24.06% 32	12.78% 17	1.50% 2	47.37% 63	133	1.56
Public Works	13.28% 17	21.09% 27	14.84% 19	1.56% 2	49.22% 63	128	1.48
Village President	3.88% 5	8.53% 11	5.43% 7	6.98% 9	75.19% 97	129	0.59
Building Inspection	2.31% 3	7.69% 10	6.92% 9	3.85% 5	79.23% 103	130	0.50
Community Development	3.91% 5	6.25% 8	3.91% 5	2.34% 3	83.59% 107	128	0.45
Finance	3.10% 4	3.88% 5	4.65% 6	2.33% 3	86.05% 111	129	0.36
Municipal Court	0.78% 1	6.98% 9	3.10% 4	2.33% 3	86.82% 112	129	0.33
Village Manager	0.78% 1	6.20% 8	3.10% 4	3.10% 4	86.82% 112	129	0.31
Assessor	1.56% 2	1.56% 2	5.47% 7	2.34% 3	89.06% 114	128	0.24
Village Attorney	0.00% 0	1.56% 2	3.91% 5	5.47% 7	89.06% 114	128	0.18

Q7 Which of the following, if any, do you use for information about the Village of Ashwaubenon? Check all that apply.

Answered: 134 Skipped: 3



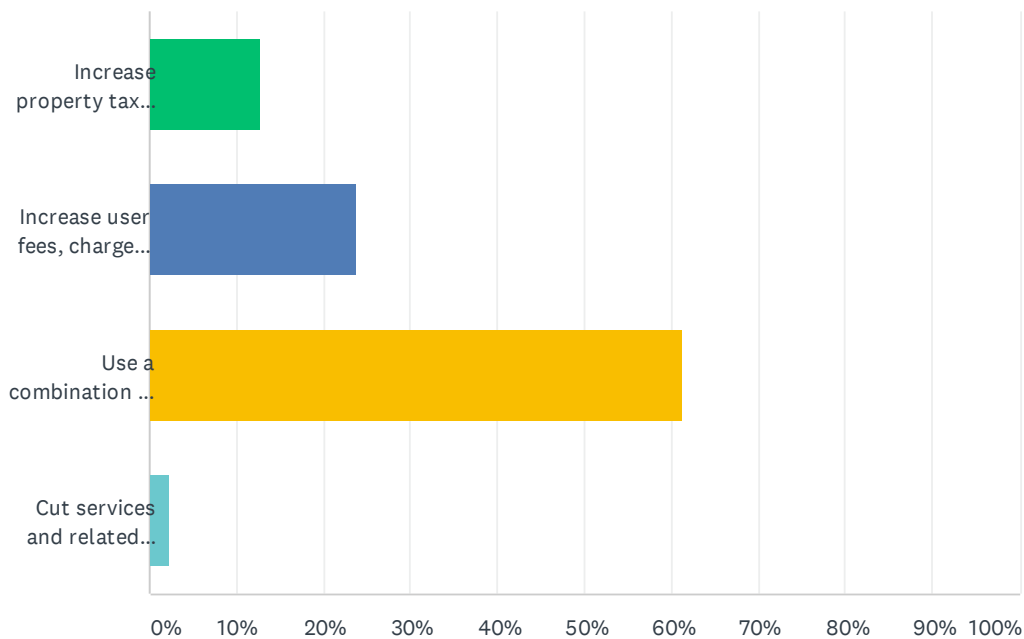
# Ashwaubenon Community Survey

ANSWER CHOICES	RESPONSES	
Village website	87.31%	117
Village Facebook page	83.58%	112
Village Twitter	9.70%	13
Village YouTube	4.48%	6
Public Safety Facebook page	42.54%	57
Public Safety Twitter	5.22%	7
Parks, Recreation & Forestry Facebook page	49.25%	66
Press-Times	30.60%	41
Green Bay Press-Gazette	25.37%	34
Nextdoor.com (neighborhood social networking website)	11.19%	15
Other (please specify)	3.73%	5
Total Respondents: 134		

#	OTHER (PLEASE SPECIFY)	DATE
1	Parks and Rec magazine	3/27/2021 8:06 AM
2	Friends	3/24/2021 2:10 PM
3	Phone call to department	3/23/2021 7:40 PM
4	Code Red	3/17/2021 7:27 PM
5	Friends	3/16/2021 11:22 PM

**Q8 The cost to provide village services continues to rise for a variety of factors. Village services can be paid through a combination of any of the following sources: property taxes, direct user fees, charges and assessments. How would you prefer the Village address rising costs? Please choose one answer.**

Answered: 134 Skipped: 3

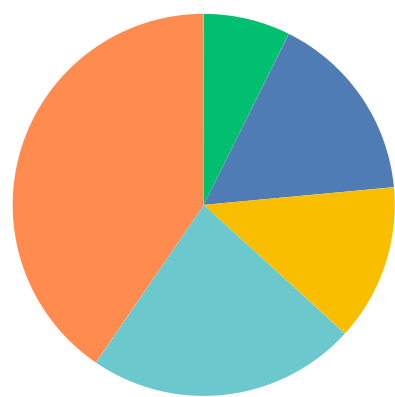


ANSWER CHOICES	RESPONSES	
Increase property taxes – do not increase user fees, charges and assessments	12.69%	17
Increase user fees, charges and assessments – do not increase property taxes	23.88%	32
Use a combination of increased property taxes and user fees, charges and assessments	61.19%	82
Cut services and related spending	2.24%	3
<b>TOTAL</b>		<b>134</b>



Q9 How long have you lived in Ashwaubenon?

Answered: 136    Skipped: 1



Less than 2 years
2 to 5 years
6 to 10 years
11 to 25 years
More than 25 years

ANSWER CHOICES	RESPONSES	
Less than 2 years	7.35%	10
2 to 5 years	16.18%	22
6 to 10 years	13.24%	18
11 to 25 years	22.79%	31
More than 25 years	40.44%	55
TOTAL		136

## Q10 Please share with us any comments you wish to make.

Answered: 43 Skipped: 94

#	RESPONSES	DATE
1	Overall the redevelopment of Titledown and the areas around Lambeau are positive steps forward--it's a lot of hard work, but we're seeing progress. I'd like to see more on resident-focused visioning for the future of life in the village, thinking about things like equity and inclusion. Also items such as trails and connectivity, and more interesting activated public spaces (such as Spruce Street Harbor Park in Philadelphia, Mears Park in St. Paul, or even simpler interventions like special lighting elements at key locations) are severely lacking and without a strong implementation plan (that I know of), outside of trails within the parks. The Expo is gorgeous, and I'd like to see how to expand that energy and activity throughout that "entertainment area." It could be really cool, and a year-round destination to bring more visitor dollars to our local economy, but right now it's just a random collection of bars. It seems like some intervention by the village will be needed to take it to the next level that is not naturally occurring with the private sector.	4/2/2021 4:27 PM
2	It would be nice if the municipal building was open just a little bit longer for people who work during the day. It is typically open the same hours I work and makes it difficult to access some services without missing lunch.	4/2/2021 3:03 AM
3	Please do something about the safety of individuals in Ashwaubenon. I have lived on Shady Ln. for 22 years and the safety for pedestrians is atrocious. It is getting worse instead of better. It is being used as an expressway because there are no stop signs or stop lights. Ridge Rd and Packerland Blvd. both have stoplights and stop signs so Shady is inundated with delivery drivers, motorcycles and other crazy motorists flying down the street. I have called several times on this and it has definitely gotten worse. The hill by Morris and Shady is where they fly going both ways. Please, I am asking you to do something that is going to fix this issue not put a temporary bandaid on the problem. Thank you.	3/31/2021 1:30 PM
4	Administration shows little concern for homeowner's complaints and concerns of residential properties--little to no enforcement of ordinances. Too much priority is given to Titledown--too many restrictions and rules for businesses (I know of many businesses that won't consider Ashwaubenon because of this). One meeting I watched, wrangled for almost an hour with a business owner about whether they would have partially or completely covered screws on the exterior of a building--but I as a homeowner have to live next to a DUMP and keep being told there is nothing that can be done--REALLY?	3/29/2021 10:29 AM
5	Ashwaubenon provides the best services in the whole area!! It's a great place to live!	3/29/2021 8:21 AM
6	None	3/28/2021 9:18 PM
7	I have been very pleased with garbage, large pick up, snow removal, voting access and other services. I realize the pandemic may cause a temporary rise in local taxes. Possibly find raising events could be used to inform the community of our needs.	3/28/2021 3:48 PM
8	I love living in Ashwaubenon.....46 years. In general I believe the village does a good job in all aspects of management. I miss the televising of the board meetings. I know it is not feasible, non the less, it was a valuable means of communication between the village and residents.	3/28/2021 10:10 AM
9	Driving around and seeing more and more vehicles sitting in driveways with flat tires for long periods of time needs to be addressed before we look like a dump.	3/28/2021 9:59 AM
10	I wish more was done to neighbors that do not cut their lawn and keep up with essential work that needs to be done with their property. We can only call to complain so many times before it's time to sell our home which is unfortunate.	3/28/2021 9:57 AM
11	I am pleased that the village has a new village manager. It was time to move on from the negativity and conflict she appeared to bring to the role and the village.	3/28/2021 9:56 AM
12	A great place to live!	3/28/2021 9:54 AM

## Ashwaubenon Community Survey

13	Hope that all the internal law suits and such are now resolved; takes away from the important work that should be done and embarrassing to the residents. Also, please put out some COMPOST this year!!!!	3/28/2021 7:25 AM
14	Na	3/26/2021 5:14 PM
15	I moved to Ashwaubenon from De Pere (apartment to home purchase) and love the area! Thank you for all that you do!	3/24/2021 3:38 PM
16	I wish you would enforce homeowners keeping junk and accumulated possessions out of eyesight from the street.	3/24/2021 2:10 PM
17	Thanks for valuing my opinion! I only found this survey accidentally through the website. was this gone out to the community in other ways?	3/24/2021 8:39 AM
18	Our family has been very active in various park and rec co-sponsored sporting groups as our children have grown, and the same question comes up every year...why are these organizations closed to residents that do not live or attend school in the village? We keep hearing that the boarders are closed to non-residents but for these organizations, adding participants from other communities can be a good thing. There are opportunities for increased profits with added non-resident user fees as well as more community use of Ashwaubenon facilities, services, and businesses. It would be very nice to hear that there is some work being done on the village leadership level to amend this old way of thinking and consider opening Ashwaubenon activities to surrounding communities.	3/23/2021 10:50 PM
19	Ash P&R board need to allow cosponsored organizations to have participants from outside of the village. An additional fee could be charged just like regular P&R classes. This will provide a small increase of revenue for both the village and these organizations. It will also bring families into the village that may like it here enough for them to move into the village or school choice here. Also, these programs ultimately feed the HS sports programs. Having strong youth baseball, softball, soccer, swim, wrestling and football programs, will build a strong base for the HS athletic programs.	3/22/2021 3:29 PM
20	They need more affordable housing/apartments for seniors.	3/22/2021 3:28 PM
21	This is a nice place to live. Would like to see more updates to local parks.	3/22/2021 2:36 PM
22	Ashwaubenon needs to attract better businesses; more restaurants and furniture stores are not the key to a sustainable future. There are too many good jobs leaving, and too many vacant stores left behind. In general better planning seems to be needed. Ashwaubenon built a performing arts center that can't serve alcohol because it was attached to a school, and built a baseball field but never thought a parking lot might be needed. It seems me that the old Schneider yard along the river would have been a great place to house both of those venues and attract people, but instead the property was turned into more condos. As a whole, I think Ashwaubenon does a great job, but when it comes to planning around the little water front we have the only thing our leaders can think of is apartments and condos. We can do better.	3/22/2021 11:38 AM
23	Over all I think the village is doing a very good job.. We've lived here 48 years! Proud of our schools and parks.. Most people in our area take pride in their home and yard but there are a few that are not.. and that concerns me..	3/22/2021 9:32 AM
24	Need to have more teen programs like a teen center and sports through the community center and make it more family oriented	3/22/2021 9:07 AM
25	I am disgusted with the number of lawsuits over the last two years. I think the Village President let the former administrator get away with far to many things. I also am disappointed that Mark Williams was thrown to the curb as he moved to a new location in the Village. It was an easy transition that could have been made but Ms President decided against with no transparency	3/22/2021 9:05 AM
26	My only comment is it seems the village is being run by public safety union which is disappointing as a tax payer. Village board needs to step up.	3/22/2021 8:43 AM
27	Maintain the trails and parks that are in place now, before adding additional ones. There are places along the water front that need attention to lights and trail maintenance.	3/22/2021 8:41 AM
28	Just what date or week is large garbage pick up. I see on calendar one date and neighbors putting out large items the week before what the calendar shows. Can someone put on FB the answer	3/19/2021 4:09 PM

## Ashwaubenon Community Survey

29	Thanks for soliciting resident input. Survey needs more publicity to get wider response.	3/17/2021 7:27 PM
30	N/A	3/17/2021 3:54 PM
31	N/A	3/16/2021 8:18 PM
32	Disappointed in costs of affordable housing. We're loosing people to other communities. Ashwaubomay park is looking sloppy. Especially the northern section. Sad that packers tore down houses, own vacant homes & aren't doing anything to develop or clean them up.	3/16/2021 8:15 PM
33	More public safety services are needed.	3/16/2021 2:52 PM
34	Overall all I think Ashwaubenon is a 9 in almost all areas. Love living in Ashwaubenon. ♥	3/16/2021 2:02 PM
35	None	3/16/2021 1:21 PM
36	I have lived in 4 different states and Ashwaubenon is the best managed city we have lived in. That said, I think it would benefit from an attractive downtown development with walkability. Its a great place to live, but you would never know driving through it with the string of strip malls.	3/16/2021 12:13 PM
37	I'm very impressed with the continued growth in businesses and high end housing. Just wish we had more land for single family homes.	3/16/2021 12:13 PM
38	Our community is a diamond in Northeast Wisconsin! Thank you all!	3/16/2021 12:03 PM
39	Increase recycling pick up to weekly. Increase tree trimming. Increase road plowing and salting.	3/16/2021 11:38 AM
40	I would like to have seen an option where we cut seldom used or less needed services in combination with raising fees and then property taxes as the last resort.	3/16/2021 11:29 AM
41	N/A	3/16/2021 11:28 AM
42	Recreational programs have declined since I have lived here. Softball program is terrible. There has been a huge decline in the progrqm since the new president has taken iver. Park and rec programs are also declining.	3/16/2021 11:25 AM
43	I believe you need to think long and hard on the proposed location of Chick Fil'a. The location that is being looked into is too small. If you ever go to Appleton, it is ALWAYS busy. Not just busy for a fad. A better location would be where the old Hardees was and the shell gas station. You need an access road and more space for parking. The restraurant is always very, very busy and more room is needed.	3/16/2021 11:20 AM

**Village of Ashwaubenon**

2155 Holmgren Way

Ashwaubenon, WI 54304

920-492-2300

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## APPENDIX B - Budget Policies

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The full budget policies are shown in Appendix B.

The Village of Ashwaubenon has adopted financial policies that align with GFOA recommended best practices and that align with State of Wisconsin statutes. These policies provide financial security and provide guidelines to budget for and manage Village finances. The full, detailed financial policies included in this appendix section are listed below.

- **Structurally Balanced Budget Policy**
- **Fund Balance Policy**
- **Debt Management Policy**
- **Purchasing Policy**



## VILLAGE OF ASHWAUBENON FINANCIAL POLICY/PROCEDURE MANUAL

SUBJECT:                   STRUCTURALLY BALANCED BUDGET

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### ***Why a Structurally Balanced Budget Policy is Important***

The Village of Ashwaubenon is required by law to have a “balanced budget.” However, the law does not distinguish between a budget that is balanced using short-term fixes and a budget that is structurally balanced for the long term. Therefore, a budget that may fit the statutory definition of a “balanced budget” may not, in fact, be financially sustainable. A true structurally balanced budget is one that supports financial stability for multiple years into the future. The Government Finance Officers Association (GFOA) recommends that governments maintain structural balance where recurring revenues are great than or equal to recurring expenditures in the adopted budget. By defining our own balanced budget policy, the Village of Ashwaubenon is ensuring that we maintain a strong financial foundation for our community for years to come.

### ***Adopting a Structurally Balanced Budget***

The Village of Ashwaubenon will adopt a structurally balanced budget. A structurally balanced budget has two important qualities.

First, ongoing expenditures should be covered by ongoing revenues. Ongoing revenues are revenues that can be expected to continue year-to-year. Property taxes are an example of recurring revenue. Ongoing expenditures also can be expected to continue year-to-year. Employee wages for a program, service, or department that the government expects to offer year-to-year is an example of a recurring expenditure.

The second quality of a structurally balanced budget is that one-time or short-term revenues are used to fund one-time or short-term expenditures only. An example of this is a grant with a term limit. An example of a short-term expenditure could be contractors hired to provide the service that the grant funds, not the hiring of permanent employees to perform the grant work since the grant revenue is limited and the longer-term cost of the newly hired employees would then be unfunded.

### ***Procedures***

1. The Village shall annually adopt a structurally balanced budget for the General Fund where operating revenues and other funding sources are equal to, or exceed, operating expenditures. Funding sources that can be considered in adhering to this provision include that portion of general fund balance more than the minimum per the Village’s fund balance policy that may be budgeted to reduce the ensuing year’s tax levy. Any increase in expenditures, decrease in revenues, or combination of the two that would result in a budget imbalance during a fiscal year will be reported to the Finance and Personnel Committee and the Village Board for consideration of budget revisions or use of fund balance to support ongoing operations. Any year-end operating surpluses will revert to unassigned fund balance for use in maintaining reserve levels set by policy, after consideration of transferring appropriate amounts to committed or assigned categories within the general fund or to other funds for specified purposes (for example, to pre-fund planned capital expenditures, fund internal service funds, or reduce future borrowing costs).
2. Enterprise funds (water, sewer, and storm water utilities) shall be supported by their own rates and specified revenue sources, including property taxes as deemed appropriate by the Village Board, and not be subsidized by the General Fund. Enterprise funds will pay their share of the

**VILLAGE OF ASHWAUBENON**  
**FINANCIAL POLICY/PROCEDURE MANUAL**

SUBJECT:                   STRUCTURALLY BALANCED BUDGET

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overhead services provided by General Fund departments. Enterprise funds operating surpluses will not be used to subsidize other Village funds.

3. Sufficient charges shall be levied to operating departments to support activities accounted for in the Internal Service Funds (health insurance, dental insurance, and vehicle replacement).
4. The operating budget shall serve as the annual financial plan for the Village and as the policy document for implementing Village goals and objectives outlined in the Village strategic plan. The budget shall provide the staff with the resources necessary to accomplish Village Board determined service levels. The Village's annual budget document will be presented by department, with a logical breakdown of programs and line-item detail. Budget information will be presented for discussion and review by the Finance and Personnel Committee, Village Board, and the public. Where practical, the Village's annual budget document will include performance measures of workload, efficiency, and effectiveness to assist policy makers in making resource allocation decisions.
5. Budget control is maintained at the fund, function, and departmental level. Budget accountability rests primarily with the operating departments of the Village, with oversight by the Finance and Personnel Committee and Village Board.

***Implementation and Review***

Upon adoption of this policy, the Village Board authorizes Village staff to annually propose a structurally balanced budget as defined above. The Finance Director shall review this policy every three years, or sooner at the direction of the Village Board, and make any recommendations for changes to the Finance & Personnel Committee and Village Board.

# VILLAGE OF ASHWAUBENON

## FINANCIAL POLICY/PROCEDURE MANUAL

SUBJECT: FUND BALANCE POLICY

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### ***Purpose***

The following policy has been adopted by the Village Board in order to address the implications of Government Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Government Fund Definitions*. The Village recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the Village of Ashwaubenon and is fiscally advantageous for both the Village and the taxpayer. The policy is created in consideration of unanticipated events that could adversely affect the financial condition of the Village of Ashwaubenon and jeopardize the continuation of necessary public services. This policy helps mitigate financial risk and ensures the Village maintains adequate fund balances and reserves in order to:

- a. Provided sufficient cash flow for daily financial needs.
- b. Secure and maintain investment grade bond ratings.
- c. Offset significant economic downturns or revenue shortfalls, and
- d. Provide funds for unforeseen expenditures related to emergencies.

### ***Definitions***

Fund balance is a measurement of available financial resources and is defined as the excess of assets over liabilities, which is an [unrestricted] resource that remains part of the general government budget. The Village desires to maintain a prudent level of financial reserves to guard it citizens against service disruption in the event of unexpected temporary revenue shortfalls or unpredicted one-time expenditures. The fund balance has been accumulated to meet this purpose, to provide stability and flexibility to respond to unexpected adversity and/or opportunities.

GASB Statement 54 distinguishes fund balance classified based on the relative strength of the constraints that control the purposes for which specified amounts can be spent. Beginning with the most restrictive constraints, fund balance amounts will be reported in the following categories:

- 1) **Nonspendable Fund Balance:** Fund balance in this category is inherently nonspendable, such as the long-term portion of loans receivable, inventories and prepaid items or are legally or contractually required to be maintained intact (e.g., permanent fund principal).
- 2) **Restricted Fund Balance:** This category has externally enforceable limitations on the use of fund balance, imposed by parties such as creditors, grantors, or law or regulations of other governments.
- 3) **Committed fund balance:** This encompasses limitations imposed by the government on itself at its highest level of decision making (e.g., governing board through a resolution). For example, the governing board might like to commit a portion of fund balance to a “stabilization fund” to provide a cushion against unknown economic shocks and revenue declines. Such action shall be taken in open meeting and require the approval of a majority of Village Board.
- 4) **Assigned fund balance:** This category is for the portion of fund balance that is earmarked for an intended use. Intent can be expressed by the Village Board or by a designee to whom the governing body delegates the authority. For example, a portion of fund balance might be assigned

## VILLAGE OF ASHWAUBENON FINANCIAL POLICY/PROCEDURE MANUAL

SUBJECT: FUND BALANCE POLICY

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to offset a gap in the budget stemming from a decline in revenues or a portion could be assigned to pay for an upcoming special project.

- 5) **Unassigned fund balance:** This encompasses all fund balances that are left after considering the other four categories. Use is least constrained in this category of fund balance. Unassigned amounts are available for any legal purpose.

### ***Fund Balance Target Level***

The Government Finance Officers Association (GFOA) recommends governments establish a formal policy on the level of unrestricted fund balance. GFOA best practices recommend minimum reserve of 2 months (17%) of general fund spending; however, one size does not fit all. AAA governments in Wisconsin are between 25% - 30%.

It is the goal of the Village to achieve and maintain an unassigned fund balance in the general fund at fiscal year-end of not less than 20%, but not greater than 30% of the subsequent year's budgeted expenditures. If the unassigned fund balance at fiscal year-end falls below or above the goal, the Village shall provide explanation and develop a restoration plan to achieve and maintain the minimum fund balance.

### ***Funding the Target Reserve Amount***

Funding of general fund balance targets will generally come from excess revenues over expenditures or one-time revenues. The reserves will be funded in the following priority order: budget stabilization, emergency disaster, working capital, self-insurance reserve, and capital improvement projects.

### ***Conditions for Use of Reserves***

The Village will avoid the appropriation of fund balance for recurring operating expenditures. If at any time the utilization of a fund balance to pay for operating expenditures is necessary to maintain the quality or level of current services, an explanation of the circumstances of the utilization of fund balance and the strategy to arrest the future use of fund balance will be included through a resolution.

The fund balance reserve may be used at the discretion of the Village Board to:

- Provide resources to make up for temporary decreased revenues, such as state aids.
- Provide temporary resources in the event of an economic downturn while expenditure reductions are implemented.
- Provide resources to meet emergency expenditures in the case of fire, flood, tornado, or other disasters.

### ***Authority over Reserves***

The responsibility for designating funds to specific classifications shall be as follows:

**Committed Fund Balance** – The Village Board is the Village's highest level of decision-making authority, and the formal action that is required to be taken to establish, modify, or rescind a fund

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**FINANCIAL POLICY/PROCEDURE MANUAL**

SUBJECT: FUND BALANCE POLICY

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balance commitment is a resolution approved by the Board. Commitments of fund balance, once made, can be modified only by a majority vote of the Village Board.

**Assigned Fund Balance** – The authority to assign general fund balance relating to the carryover of fund balance at the close of each fiscal year is delegated to the Village Finance Director. These assigned funds must be reported to the Village Board. The Village Board has the authority to remove or change the assignment of the funds with a simple majority vote.

***Replenishment of Reserves***

When fund balance falls below the minimum goal, the Village will replenish shortages/deficiencies using the budget strategies and timeframes described below.

The following budgetary strategies shall be utilized by the Village to replenish funding deficiencies:

- The Village will reduce recurring expenditures to eliminate any structural deficit or,
- The Village will increase revenues or pursue other funding sources, or,
- Some combination of the two options above.

Minimum fund balance deficiencies shall be replenished within the following time periods:

- Deficiency resulting in a minimum fund balance between 15% and 20% shall be replenished over a period not to exceed one year.
- Deficiency resulting in a minimum fund balance between 10% and 15% shall be replenished over a period not to exceed three years.
- Deficiency resulting in a minimum fund balance of less than 10% shall be replenished over a period not to exceed five years.

***Excess Reserves***

Surplus Fund Balance – should unassigned fund balance of the General Fund ever exceed the maximum 20% range, the Village will consider such fund balance surpluses for one-time nonrecurring expenditures and which will not require additional future expense outlays for maintenance, additional staffing or other recurring expenditures. The Village could also consider one-time transfers of funds to other funds. The Village could also consider allowing increased unassigned fund balance for known future uses.

***Implementation and Review***

Upon adoption of this policy, the Village Board authorizes the Finance Director to establish any standards and procedures which may be necessary for its implementation. The Finance Director shall review this policy at least annually and make any recommendations for changes to the Village Board.

# VILLAGE OF ASHWAUBENON

## FINANCIAL POLICY/PROCEDURE MANUAL

SUBJECT: DEBT MANAGEMENT POLICY

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### ***Purpose***

The Debt Management Policy provides guidelines for the financing of Village capital projects and infrastructure. The objectives of the policy are the following:

1. Village obtains financing only when necessary based on capital project needs.
2. The process for identifying the timing and amount of debt or other financing shall be efficient.
3. The most favorable interest and other costs are obtained.

The primary responsibility for developing financing recommendations rests with the Finance Director. In developing the recommendations, the Finance Director may call upon assistance by the Village Manager and advice from the Village's Financial Advisor and/or Auditor. Responsibilities include:

- Meet annually with department heads to consider financing needs;
- Review annually all debt issues to determine whether refinancing or restructuring may be in order. (The Finance Director will monitor such opportunities on an ongoing basis.);
- Review annually the provisions of ordinances authorizing issuance of obligations; and,
- Annually review services provided by the Financial Advisor, Bond Counsel, Paying Agent and other service providers to evaluate the extend and effectiveness of services being provided.
- The Finance Director shall prepare a written report annually on the Village's debt service status.

### ***Bond Counsel Involvement***

The Bond Counsel will issue an opinion as to the legality and tax-exempt status of any obligations. The Village will also seek the advice of Bond Counsel on all other types of financings and on any other questions involving federal tax or arbitrage law. Bond Counsel is also responsible for the preparation of the ordinance authorizing issuance of obligations and all of the closing documents to complete their sale and will perform other services as defined by contract approval by the Village Board.

### ***Financial Advisor Involvement***

The Village will utilize the services of a Financial Advisor when issuing debt. The Financial Advisor will advise on the structuring of obligations to be issued, inform the Village of various options, advise the Village as to how choices will impact the marketability of Village obligations and will provide other relevant services. To ensure independence, the Financial Advisor will not bid on nor underwrite any Village debt issues on which it is advising.

### ***Installment Contract***

The Village may negotiate a short-term installment loan with a financial institution selected through a competitive process. The installment loan would be used to finance purchases of vehicles and/or equipment with a minimum cost of \$100,000. The item being financed must also have a



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minimum life of five years. The Finance and Personnel Committee must approve and recommend the installment loan to the Village Board for approval.

***Short-Term Debt***

General

Short-term obligations may be issued to finance projects or portions of projects for which the Village ultimately intends to issue long-term debt; i.e., it will be used to provide interim financing which will eventually be refunded with the proceeds of long-term obligations. Short-term obligations may be backed with a tax or revenue pledge, or a pledge of other available resources.

Interim financing may be appropriate when timing of the financing is critical. Short-term obligations can often be obtained more quickly than long-term obligations and thus can be used in emergencies until long-term financing can be obtained. In addition, in some cases when the amount of financing required is relatively small, it may be cheaper for the Village to issue a small amount of short-term obligations to provide for its immediate needs than to issue a larger amount of long-term obligations to provide financing for both immediate and future needs when the carrying costs of issuing obligations which are not immediately needed are taken into account.

Line of Credit

With the approval of the Village Board, the Village may establish a tax-exempt line of credit with a financial institution selected through a competitive process. Draws shall be made on the line of credit when:

1. the need for financing is so urgent that time does not permit the issuance of a long-term debt;
2. the need for financing is so small that the total cost of issuance of long-term debt including carrying costs of debt proceeds not needed immediately is significantly higher, and
3. The Finance and Personnel Committee approves the draw.

Draws will be made on the line of credit to pay for projects designated for line of credit financing by the Village Board. Only projects which will ultimately be financed with the proceeds of authorized bonds may be designated.

***Long-Term Debt***

Long-term obligations will not be used for operating purposes and the life of the obligations will not exceed the useful life of the projects financed, but in any case no longer than 10 years (unless approved by Village Board).

Level or declining debt service shall be employed unless operational matters dictate otherwise, or except to achieve overall level debt service with existing bonds. The Village may choose to delay principal payments or capitalized interest during project construction.

The Village shall be mindful of the potential benefits of bank qualification and will strive to limit its annual issuance of debt to \$10 million or less when such estimated benefits are greater than the

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benefits of exceeding the bank qualification limit. Should subsequent changes in the law raise this limit, the Village policy will be adjusted accordingly.

The cost of issuance of private activity bonds is usually higher than for governmental purpose bonds. Consequently, private activity bonds will be issued only when they will economically benefit the Village. The Village will rely on recommendations from its financial advisor and/or bond counsel.

The cost of taxable debt is higher than for tax-exempt debt. However, the issuance of taxable debt is mandated in some circumstances and may allow valuable flexibility in subsequent contracts with users or managers of the improvement constructed with the bond proceeds. Therefore, the Village will usually issue obligations tax exempt, but may occasionally issue taxable obligations

***Variable Rate Debt***

The Village may choose to issue bonds that pay a rate of interest that varies according to a pre-determined formula or results from a periodic remarketing of the securities, consistent with state laws and covenants of pre-existing bonds, and depending on market conditions. The Village will have no more than 15% of its outstanding general obligation bonds in variable rate form.

***Revenue Bonds***

The Village shall seek to finance the capital needs of its revenue producing enterprise activities through the issuance of Alternate Revenue-debt obligations. Prior to issuing Alternate Revenue-debt obligations, the Finance Director will work with the Village's financial advisor to develop financial plans and projections showing the feasibility of the planned financing, required rates and charges needed to support the planned financing and the impact of the planned financing on rate payers, property owners and the other affected parties. The amount of Alternate Revenue-debt obligations issued by the Village will be limited by the feasibility of the overall financing plan as determined by the Village's financial advisor. If it is not feasible to issue an Alternate Revenue obligation, then a revenue-secured debt obligation should be considered.

***Interest Rate Swaps***

Debt instruments utilizing imbedded swaps or having other less traditional characteristics may be issued, provided the Village is not unduly exposed to third party risk and that utilization of such an instrument does not precipitate an adverse rating agency reaction.

***Refunding***

The Village shall consider refunding debt whenever an analysis indicates the potential for present value savings of approximately 3 to 5% of the principal being refunded. This target may change depending on the time to maturity and the absolute level of interest rates of the refunding candidate. For longer maturities the target can be higher, for shorter maturities, lower. For higher interest rates the target may be higher, for lower rates it could be lower.

Private activity bonds may be refunded in a current refunding or by using taxable debt.

***Capital Leasing***

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Capital leasing is an option for the acquisition of a piece or package of equipment costing less than \$500,000.

Leasing shall not be considered when funds are on hand and could be made available for the acquisition unless the interest expense associated with the lease is less than the interest that can be earned by investing the funds on hand or when other factors such as budget constraints or vendor responsiveness override the economic consideration.

Whenever a lease is arranged with a private sector entity, a tax-exempt rate shall be sought. Whenever a lease is arranged with a government or other tax-exempt entity, the Village shall strive to obtain an explicitly defined taxable rate so that the lease will not be counted in the Village's total annual borrowing subject to arbitrage rebate.

The lease agreement shall permit the Village to refinance the lease at no more than reasonable cost should the Village decide to do so. A lease which can be called at will is preferable to one which can merely be accelerated.

Since the market for lease financings is relatively inefficient, the interest rate available at any one time may vary widely. Therefore, the Village shall obtain at least three competitive proposals for any major lease financing. The net present value of competitive bids shall be compared, taking into account whether payments are in advance or in arrears, and how frequently payments are made. The purchase price of equipment shall be competitively bid as well as the terms and cost of financing.

The advice of the Village's bond counsel shall be sought in any capital leasing arrangement and when federal tax forms are prepared to ensure that all federal tax laws are obeyed.

The Village may consider issuing certificates of participation to finance a very large project. Analysis will be performed because financing costs may be greater than other types of financing

***Other Types of Financing***

Other types of financing may become available from time-to-time. Examples include debt pools with other entities and low-interest loans from state agencies. The Finance Director will prepare a written analysis of an option, with consideration of advice from the Village's financial advisor.

***Ratios***

The total general obligation debt will be limited at its highest level to 5% of the Village's equalized value. However, the GFOA recommends other limits such as \$1,000 per capita. Other factors to consider are Tax Incremental Financing (TIF) and referendum debt. Therefore, the Village shall maintain a total general obligation debt limit of \$1,000 per capita, not including TIF or Referendum debt.

## **VILLAGE OF ASHWAUBENON FINANCIAL POLICY/PROCEDURE MANUAL**

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The Utility Funds (Water, Sewer and Storm Water) total long-term debt outstanding shall not exceed the amount of fund equity. The Village will also endeavor to maintain 1.5 (times) coverage for all indebtedness of the Water, Sewer and Storm Water Funds.

The review of these ratios will be included in the annual report by the Finance Director to the Finance & Personnel Committee and Village Board.

### ***Official Statement***

The Official Statement for any debt issuances will be prepared by the Financial Advisor with the assistance of the Finance Director.

### ***Ratings***

The Village will strive to maintain and/or to improve its bond rating. The Village receives an updated bond rating for each debt issuance. The Village's Financial Advisor coordinates communication and action with a rating agency where Full disclosure of operations will be made to the bond rating agency. The Finance Director, with the assistance of the Financial Advisor, will prepare the necessary materials for and presentation to the rating agency. After the initial contact, a formal ratings application will be prepared and sent along with a draft of the Official Statement relating to the bond sale to the rating agency. This application and related documentation should be sent several weeks prior to the bond sale to give the rating agency sufficient time to perform their review.

### ***Secondary Market Disclosure***

SEC 15c2-12 regulations became effective July 3, 1995. The regulation requires municipal debt issuers to provide specified financial and operating information for fiscal years beginning on January 1, 1996, or later. The information provided should mirror the information provided in an official statement at the time of a primary offering. The annual financial information is to be sent to all Nationally Recognized Municipal Information Depositories (NRMSIRs) designated by the SEC through a Municipal Securities Rulemaking Board (MSRB) online tool called EMMA (Electronic Municipal Market Access). The Village has a Continuing Disclosure policy which defines the Village's submission requirements to EMMA. The Finance Director will be designated "Compliance Officer" for disclosure requirements. Copies of CAFR and updated tables from the Official Statement must be submitted within 270 days of fiscal year end.

### ***Arbitrage Liability Management***

#### **General**

Arbitrage in the government bond market refers to the difference between the amount of interest gained on funds, which have been borrowed at a lesser tax-free rate and the interest on funds, which have been invested at a taxable rate rendering a greater yield. It is the Village's policy to minimize the cost of arbitrage rebate and yield restrictions while strictly complying with the law by not investing borrowed funds outside normal banking accounts. However, the Village is open to investing proceeds if

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such investment is feasible and advantageous to the Village. The village would work with its financial advisor to determine if such investment is recommended.

Federal arbitrage legislation is intended to discourage entities from issuing tax-exempt obligations unnecessarily. In compliance with the spirit of this legislation, the Village will not issue obligations except for identifiable projects with very good prospects of timely initiation. Obligations will be planned and issued as close to project start times in order for funds to be spent in a timely fashion.

#### **Responsibility**

The advice of Bond Counsel and other qualified experts will be sought whenever questions about arbitrage rebate regulations arise due to the complexity of arbitrage rebate regulations and the severity of the non-compliance penalties. The Finance Director will be responsible for identifying the amount of unspent debt proceeds (including interest) and for ensuring, to the extent feasible, the oldest proceeds on hand are spent first. If necessary, the Village will contract with an arbitrage rebate service provider to maintain a system for computing and tracking the arbitrage rebate liability. The arbitrage service provider will notify the Village within 60 days of year-end the amount of any accrued liability and will also notify the Village 60 days in advance of when a rebate of excess arbitrage earnings is due to the Internal Revenue Service. The Village's Bond Counsel and Financial Advisor shall review in advance any arbitrage rebate payments and forms sent to the Internal Revenue Service.

The expenditure of obligation proceeds will be tracked in the financial accounting system by [type of issue]. Investments will be pooled for financial accounting purposes and may, at the discretion of the Finance Director, be pooled for investment purposes. When investments of bond proceeds are co-mingled with other investments, the Village shall adhere to the Internal Revenue Service rules on accounting allocations. Arbitrage rebate costs shall be charged as negative interest revenue to the funds in which the related obligation proceeds were originally deposited

#### ***Investment of Bond Proceeds***

The investment of bond proceeds will be dictated by the bond indenture and state statutes. The Finance Directory and Financial Advisor will prepare the cash flow requirements for the bond proceeds and shall be used as a guide in structuring the maturity of the bond proceeds portfolio.

Debt covenants and arbitrage requirements will be designed to maintain compliance with both debt and investment policies with any arbitrage liability adjusting net investment income in the year in which the liability was incurred. Debt service reserve funds shall be maintained and invested, as applicable, in compliance with the debt agreements.

#### ***Internal Interim Financing***

In order to defer the issuance of obligations, when sufficient non-restricted reserve funds are on hand, consideration shall be given to appropriating them to provide interim financing for large construction

**VILLAGE OF ASHWAUBENON**  
**FINANCIAL POLICY/PROCEDURE MANUAL**

SUBJECT: DEBT MANAGEMENT POLICY

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contracts or parts of contracts. When the appropriations are subsequently re-financed with the proceeds of obligations or other resources, the non-restricted reserve funds shall be repaid. When expenditures are reimbursed from debt issuances, applicable state law and the Internal Revenue Service rules on reimbursements will be complied with so that the reimbursements may be considered expenditures for arbitrage purposes. General requirements include:

- The Village shall declare its intention to reimburse any expenditure with debt proceeds before paying the expenditure via an inducement (reimbursement) resolution.
- Reimbursement bonds must be issued and the reimbursement made within one year after the expenditure was made or the property financed by the expenditure was placed in service, whichever is later; and
- The expenditure to be reimbursed must be a capital expenditure.

***Implementation and Review***

Upon adoption of this policy, the Village Board authorizes the Finance Director to establish any standards and procedures which may be necessary for its implementation. The Finance Director shall review this policy at least annually and make any recommendations for changes to the Finance & Personnel Committee and Village Board.



**VILLAGE OF ASHWAUBENON**  
**FINANCIAL POLICY/PROCEDURE MANUAL**

SUBJECT: PURCHASING POLICY

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The following policy is established for the purchase of goods and services on behalf of the Village of Ashwaubenon. This policy shall take effect upon adoption by the Village Board.

**PURPOSE**

The purpose of this policy is to:

- Clarify the system of purchasing contractual services, material, and equipment for the Village.
- Determine the levels of approval necessary before purchasing contractual and professional services (not including professional engineering), material, and equipment for the Village.
- Provide public confidence in the procedures used in public purchasing.
- Ensure fair treatment of all persons who deal with the Village procurement system.
- Provide economy and value in Village purchasing activities.
- Foster competition within the free enterprise system where possible and appropriate.
- Promote a detailed operating and capital improvement budgeting processes.
- Provide safeguards for the assurance of a purchasing system of quality and integrity.

**1. PURCHASING AGENT**

The Finance Director is hereby designated the Purchasing Agent, hereinafter named “Agent,” for the Village. The Agent may delegate authority to any designee for the preparation of specifications, the obtaining of quotations as may be required, and the purchase of items as specified in this policy.

- A. The terms of this policy are applicable to the purchase of all budgeted and non-budgeted goods and non-professional services.
- B. All departments shall adhere to this purchasing policy.
- C. The Agent is hereby granted the authority to make all budgeted purchases in accordance with the provisions of this policy for all items not specifically requiring Village Board approval. For items requiring Village Board approval, the Agent is authorized to solicit bids or quotes for Village Board approval.
- D. Should the Agent not be available to provide an approval as required by this policy for a period of five or more business days, the Village Manager shall be authorized to provide necessary approvals. Any approvals made by the Village Manager shall be brought to the attention of the Agent upon his/her return.

**PROCEDURES TO BE FOLLOWED WHENEVER PURCHASES ARE MADE**

**2. GENERAL PURCHASES**

Levels of purchasing authority are as follows:

- A. Budgeted General Purchases worth less than \$5,000.
  - i. Shall be made at the discretion of the Department Head or designee which is most advantageous to the Village, providing they are clearly budgeted expenditures.

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Generally, these types of purchases are for services, materials, supplies, and equipment needed for day-to-day operations.

- ii. Do not require competitive procurement procedures. However, receiving at least two (2) quotes or price checks is expected.

**B. Budgeted General Purchases between \$5,000 - \$24,999.**

- i. Informal competitive procurement procedures shall be required for all general purchases in cases that either as an individual purchase or in the aggregate between \$5,000 - \$24,999 in value. Informal competitive procurement procedures include the collection of written bids, proposals, or quotations from prospective vendors without formal advertising. For service or professional contracts, a formal Request for Proposals (RFP) or Request for Qualifications (RFQ) process is encouraged.
- ii. The gathering of such bids, proposals or quotes will be completed by the Department Head or designee.
- iii. The purchase award shall be given by the Agent to the lowest responsible bidder whose proposal is determined to be the most advantageous to the Village.
  - a. The Agent is authorized to reject or award any or all bids, proposals, and/or quotes.
  - b. All purchases made under this section shall be based, wherever possible, on at least three written bids, proposals, or quotes. A written explanation shall be placed in the purchasing records if fewer than three suppliers are available to provide a product and/or service, or Village requirements cannot be met.

**C. Budgeted General Purchases between \$25,000 - \$49,999.**

- i. Formal competitive bidding procedures shall be required for all budgeted general purchases in cases that either as an individual purchase or in the aggregate between \$25,000 - \$49,999 in value. Formal competitive bidding procedures include the preparation of a bid packet containing an invitation to bid, specifications, general bid documents, and a public opening date and time. The complete bid packet shall be sent to prospective bidders, as well as those that respond to a published notice. For service or professional contracts, a formal Request for Proposals (RFP) or Request for Qualifications (RFQ) process is encouraged.
- ii. Additional controls and approval procedures shall be placed as follows:
  - a. The complete bid packet shall be approved by the Village Manager prior to the solicitation of bids.
  - b. Sealed competitive bids shall be opened in the presence of the Village Clerk or designee. Bid openings must be scheduled and open to the public.
  - c. The Clerk or designee shall tabulate the bids and review the bid specifications for compliance with the bid document.
  - d. All bids and recommendations will be submitted to the Agent to confirm the availability of funds and to provide a recommendation to the Village Manager.
- iii. The final award of the purchase shall be made by the Village Manager to the lowest responsible bidder whose proposal is determined to be the most advantageous to the Village. The Village Manager is authorized to reject or award any or all bids, proposals, and/or quotes.

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**D. Budgeted General Purchases equal to or greater than \$50,000.**

- i. Formal competitive bidding procedures shall be required for all budgeted general purchases in cases that either as an individual purchase or in the aggregate equal or exceed \$50,000 in value. Formal competitive bidding procedures include the preparation of a bid packet containing an invitation to bid, specifications, general bid documents, and a public opening date and time. The complete bid packet shall be sent to prospective bidders, as well as those that respond to a published notice. For service or professional contracts, a formal Request for Proposals (RFP) or Request for Qualifications (RFQ) process is encouraged.
- ii. Additional controls and approval procedures shall be placed as follows:
  - a. The complete bid packet shall be approved by the Village Manager prior to the solicitation of bids.
  - b. Sealed competitive bids shall be opened in the presence of the Village Clerk or designee. Bid openings must be scheduled and open to the public.
  - c. The Clerk or designee shall tabulate the bids and review the bid specifications for compliance with the bid document.
  - d. All bids and recommendations will be submitted to the Agent to confirm the availability of funds and to provide a recommendation to the Village Board.
- iii. The final award of the purchase shall be made by the Village Board to the lowest responsible bidder whose proposal is determined to be the most advantageous to the Village. The Village Board is authorized to reject or award any or all bids, proposals, and/or quotes.

**E. Non-Budgeted General Purchases**

- i. The authority to award or reject any and/or all bids, proposals, and/or quotes in the amount of \$2,500 or less for all non-budgeted purposes shall be granted to the Agent.
- ii. Any clearly non-budgeted general purchases with a value greater than \$2,500 shall be approved by the Village Board.

**3. PUBLIC CONSTRUCTION CONTRACTS:** Public Construction contracts shall be those as defined in State Statute 62.15. Additional controls and approval procedures shall be placed on public construction contracts as follows:

- A. Competitive sealed bids shall be opened in the presence of the Village Clerk or designee. Bid openings must be scheduled and open to the public.
- B. The Clerk or designee shall tabulate the bids and review the bid specifications for compliance with the bid document.
- C. All bids and recommendations will be submitted to the Village Board for approval.
- D. Village Board approval shall be required prior to final payment.

**PUBLIC CONSTRUCTION CONTRACTS – ACCEPTANCE OF PROPOSALS:** State Statute 62.15 shall be followed for all public construction contracts. There may be instances when the Village shall find it advantageous to also accept a proposal from Brown County. Proposals or estimates shall not be considered bids and will be due at the same time as other bids for a project. The decision on allowing proposals from Brown County shall be made at the discretion of the Village Board and this decision shall be made at the time the expenditure is budgeted unless there are extenuating

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circumstances such as a limited timeframe, cooperation with another municipality or work is to be completed on a County highway.

**PUBLIC CONSTRUCTION CONTRACTS – CHANGE ORDERS:** The change order process on public construction contracts is regulated by State Statutes and the contract documents. On such projects, the project manager is authorized to approve change orders that meet the following criteria: a) The change order must be necessary, as determined by the project manager; and b) The amount of the change order be incorporated into the contingency factor that was a part of the project cost authorization. If the change order meets these two conditions, the project manager is authorized to approve the change order and submit the formal approval to the Village Board.

If the change order does not meet the conditions outlined above, the change order shall be presented to the Village Board for approval provided that it will not result in a costly delay to the construction project. If the cost of delaying the project is prohibitive, the Village Manager shall approve change orders and submit the formal approval to the Village Board.

Change orders that are a result of a change in scope of the project will be approved by the Village Board prior to beginning work on a public construction contract.

4. **EMERGENCY PURCHASES:** Under emergency conditions, purchases may be made by authorized departmental personnel, or the Village Manager provided a report of such purchase is made to the Agent as soon as practical and to the appropriate governing body at its next regularly scheduled meeting. Emergency conditions shall be defined as those purchases necessary to protect life, health, and safety.
5. **RECEIPTS FOR PURCHASES:** It is required that anyone making purchases for the Village assure that receipts are received at the time of purchase or that they will be mailed with the statement to provide documentation of what was purchased for the Village's financial records. Obtaining receipts is the responsibility of the individual making the purchase or authorized to make the purchase. No bills will be paid without an invoice or receipt unless approved by the Village Treasurer or Agent.
6. **CREDIT CARD PURCHASES:** Village credit cards are issued to Department Heads or their designee and may be used for the purchase of items. Purchases made with credit cards must follow the normal purchasing guidelines and require the same approval process. After making a credit card purchase, the Department Head or designee should log into the Village's credit card software partner Travelbank and upload an image of the credit card receipt, enter the proper GL Account Code, provide a brief description of the purchase, and submit the completed transaction. This transaction accounting must be completed within five days of the transaction date. The Village Finance Director will then make final approval of all credit card transactions. The Village Cash Collection Clerk is responsible for reconciling all credit card monthly statements and will contact individual users if there are any concerns. Village credit cards shall not be used for personal purchases. Village credit cards shall not be used to pay any invoices received by the Village. It is the Village's policy to avoid having to pay any credit card finance charges.

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7. **INTERNET PURCHASES:** Village employees may use the internet to make approved and Village related purchases if they follow normal purchasing guidelines and the same approval process. Internet purchases are not permissible in situations where a sealed bid is required. Employees should only make purchases from vendors that they are familiar with and where there are appropriate safeguards to protect the Village's interest. Wherever, possible, internet purchases should be charged to a Village account and invoiced for payment. Employees should not open an account on behalf of the Village. All new accounts must be directed to the Village Finance Department for the set-up. Village credit cards may be used for internet purchases, when necessary, if the transaction is conducted through a secure connection.

8. **SUBMITTING ITEMS FOR PAYMENT:** All statements and invoices should be forwarded directly to the Finance Department. Payments will not be made from a statement. Supporting documentation must be submitted to make payment.

Invoices received and/or submitted to the Finance Department will be entered into miView Point and assigned to the responsible Department Head or designee where the appropriate account number, description and amount are entered. The Department Head or designee then approves the invoice electronically where the invoice then moves to the Agent for final approval. Finally, the invoice flows to Accounts Payable for final payment.

The Financial Analyst processes checks and issues payments to vendors. Payments are to be approved by the Village Board. At a regular Village Board meeting, a list will be provided of all payments included in that payment cycle.

9. **BUDGETARY CONTROLS:** Except in cases of emergency or in cases of duties mandated by the Village (ex. snow plowing):

- A. No money shall be drawn from the treasury of the Village nor shall any obligation for any expenditure be made except those that are authorized by the annual budget and changes made subsequently by the Village Board.
- B. The Agent or designee shall not authorize purchase and/or payment unless there are sufficient allocated funds to pay for the purchase.

10. **LOCAL PURCHASING PREFERENCE:** It is the desire of the Village to purchase from local vendors whenever possible. This can be accomplished by ensuring that local vendors are included in the competitive shopping process. The Village has a responsibility to its residents however, to ensure that the maximum value is obtained for each public dollar spent. It is assumed that local vendors who wish to do business with the Village will offer the lowest possible quote for the item being purchased. Departments shall use due diligence in identifying local vendors who offer the goods or services being sought, and bids or quotes shall be sought from local vendors who have been so identified.

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**11. PURCHASES THAT DO NOT REQUIRE PRIOR AUTHORIZATION**

- A. Existing Professional contracted services such as legal, assessor, architectural, engineering, planning, auditing, maintenance contracts, and janitorial contracts. These expenditures are approved as part of the budget.
- B. On-going expenditures such as fuel, electric, natural gas, utilities, telephone services, etc.
- C. Payroll and related expenses such as employee insurance payments, pension payments, deferred compensation program payments, and mandatory state and federal employee withholding. The Finance Director will automatically charge the appropriate budget accounts.
- D. Routine expenditures, such as insurance premiums and bond payments, which received prior Village Board approval and authorization. The Finance Director will automatically charge the appropriate department budget account.

**12. MISCELLANEOUS PROVISIONS**

- A. The Agent may work with other governmental units in cooperative purchasing for the purpose of obtaining more economical rates and/or prices. For projects or purchases in which one or more governmental units are involved, only one estimate or quote may be required.
- B. All purchasing must adhere to administrative procedures as developed by the Agent under the direction of this policy. Such procedures may be amended or modified at the discretion of the Agent. Future additions to this policy may include the use of purchase orders, blanket purchase orders, sole source procurement, purchase requisitions and the sale of Village owned property.
- C. The Agent, and Department Heads as assigned, shall have the authority to establish an open account for the use of designees purchasing repetitively from a single source. Such accounts might be for the purchase of general office supplies, hand tools, petroleum products, etc. The Agent shall develop such administrative requirements as may be necessary for regulating any open account.
- D. No bid, proposal or quote shall be accepted where the submitting company or person is in default on the payment of taxes, licenses, or other monies due to the Village.

- 13. FAILURE TO COMPLY WITH POLICY:** Employees who fail to follow the purchasing procedures shall be disciplined as appropriate. Repeated failure to follow the purchasing policy shall be grounds for disciplinary action up to and including termination.



## APPENDIX C – Budget Glossary

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The following is a list of the specialized government budgeting and accounting terms that may be found in this budget:

**ACCRUAL ACCOUNTING** - Accounting transactions that are recognized in the period they occur. Revenues are recognized in the accounting period in which they are earned and expenses are recognized in the period incurred.

**AD VALOREM TAXES** - Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation multiplied by the mill or tax rate.

**ANNUAL BUDGET** – A financial plan of Village expenditures and estimated revenues for a one-year period and including a plan of anticipated goals and accomplishments for that one-year period.

**APPROPRIATION** - A fiscal authorization that is approved by the Village Board permitting monetary obligations and annual expenditures against estimated revenues.

**ASSESSED VALUATION** - A valuation set upon real estate and certain personal property by the Village's assessor for a basis for levying property taxes.

**ASSETS** – Property owned by a government which has a monetary value.

**BALANCED BUDGET** - A calculation in which total budgeted disbursements are equal to total estimated resources. Total estimated resources are estimated revenues plus the beginning cash carried over from the prior fiscal year.

**BOND (Debt Instrument)** - A written promise to pay a specified sum of money (called the principal amount or face value) at a specified future due date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (called the interest rate). Bonds are typically used for long-term debt to finance expenditures with a useful life of more than one year.

**BUDGET AMENDMENT** – Village Board authorization to revise a budget appropriation. A majority affirmative vote of Village Board members is required for approval.

**BUDGET CALENDAR** - A schedule of key dates for the preparation and adoption of the budget.

**CAPITAL ASSETS** – Assets that have a purchase cost of at least \$5,000 or more and have a useful life of greater than one year. See also Fixed Assets.

**CAPITAL EXPENDITURES** – Expenditures for the acquisition of fixed assets.

**CAPITAL IMPROVEMENT PLAN (CIP)** – A five-year projection of all planned capital replacements and acquisitions of additional Village facilities, streets, sidewalk, trails, and vehicle purchases.

**CAPITAL PROJECT FUND** – A fund used to account for the acquisition or construction of major capital expenditures other than those financed by proprietary funds. The Village of Ashwaubenon capital project funds are Street Construction, Village Buildings, Parks, Recreation & Forestry, Public Safety, TID #3, and TID #5.

**COMPENSATED ABSCENCES** – Absences for which employees will be paid, such as vacation and sick leave.

**CONTINGENCY** – Funds set aside in a fund for transfer to specific budget line items as a supplemental appropriation as approved by a majority of two thirds vote of Village Board members.

## APPENDIX C – Budget Glossary

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**DEPARTMENT** – A major organizational unit in the Village which provides programs and services in a specific area of responsibility. Within a department there may be subordinate organizational units referred to as Project Codes. For example, within the Adult Recreation, there are multiple Project Codes to account for all the programming within the department.

**DEBT** - An obligation resulting from the borrowing of money to be repaid with interest over a period of time. Debt instruments include bonds, notes, capital leases, and land contracts.

**DEBT SERVICE** - Payment of principal and interest to lenders or creditors on outstanding debt.

**DEBT SERVICE FUND** - A fund used to account for the payment of principal and interest on various types of general obligation debt other than those payable from proprietary funds.

**DEPRECIATION** - Expiration of the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence.

**ENTERPRISE FUND** - A fund used to account for operations that provide goods or services to the general public and are financed primarily through specific and unique user charges. Enterprise funds can only be credited to their respective fund and used solely for expenditures in those funds. The Village of Ashwaubenon enterprise funds are Water, Sewer, and Storm Water.

**EQUALIZED VALUE** - The State's estimate of the full value of property; used to apportion property tax levies of counties, school districts, and municipalities among tax districts.

**EXPENDITURE RESTRAINT PROGRAM (ERP)** - An optional State of Wisconsin program that provides unrestricted aid to qualifying municipalities. To qualify for the program, the Village must have a minimum property tax rate of five mills and must limit the increase in its general fund expenditures to an inflation factor plus a valuation factor. The inflation factor equals the average annual percentage change in the U.S. consumer price index for all urban consumers. The valuation factor equals 60% of the percentage change in net new construction value capped at 2%. Municipalities may qualify for the program annually receiving an aid payment in the following year.

**EXPENDITURES** - These are any outflow of dollars from a fund and include current operating expenses, debt service, and capital outlay payments.

**FISCAL YEAR (FY)** - The annual 12-month accounting period that begins on January 1 and ends on December 31.

**FIXED ASSETS** – Assets of long-term character which are intended to continue to be held or used such as buildings, land, machinery, furniture, and equipment.

**FRINGE BENEFITS** – Contributions made by the Village including those related to salaries and those related to the welfare of Village employees, such as health and dental benefits. Specifically, these include the Village's cost of health/dental insurance, WRS, workers compensation and unemployment compensation.

**FTE** – Full-Time Equivalent position. One FTE equals either 1,950 or 2,080 annual hours or 37.50 or 40 hours per week respectively for all non-Public Safety represented officers. For Public Safety represented officers, one FTE equals 2,080 annual hours.

## APPENDIX C – Budget Glossary

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**FUND** - An accounting entity with a self-balancing set of accounts containing its own assets, liabilities, and fund balance. A fund is established for the purpose of conducting specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**FUND BALANCE** - The difference between assets and liabilities of a governmental fund.

**GENERAL FUND** - A fund used to account for general purpose revenues without specific definition or designated purpose that finance basic governmental activities such as general government, public safety, public works, health and human services, leisure, and development related activities.

**GENERAL OBLIGATION (GO) BONDS** – Bonds that are backed by the full faith and credit of the Village. GO bonds constitute a pledge by the Village to levy a tax if necessary to generate revenue to repay the bonds.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)** - Uniform minimum, standards used by state and local governments for financial accounting, recording and reporting, encompassing the conventions, rules and procedures that define accepted accounting principles; established by the Governmental Accounting Standards Board (GASB).

**GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB)** – An organization that sets accounting standards specifically for governmental entities at the state and local level.

**GRANTS** – A financial gift, donation or award that is made from a funding source, usually a governmental entity, to the Village for the acquisition of goods, services, or land. The grant award agreement defines the Village's responsibilities and duties to be exchanged for the grant. Grants are usually designated for a specific purpose of program.

**INTERGOVERNMENTAL REVENUE** - Revenue received from another government such as in the form of grants and shared revenues. Typically, these contributions are made to local governments from the State and Federal governments and are made for specified purposes.

**INTERNAL SERVICE FUND** – A fund used to report activity that provides services or goods to other funds on a cost-reimbursement basis.

**LEVY** - The total amount to be raised by general property taxes, for general purposes stated in the budget to support general Village activities.

**LEVY LIMITS** - Wisconsin law places a limit on the amount of property taxes that may be levied by municipalities. A municipality is allowed to increase its levy over the amount levied in the prior year by the percentage increase in equalized value from net new construction. Several potential modifications are allowed including for increases in debt service, transfers in services, or increases approved by referendum.

**LINE-ITEM BUDGET** – A budget format focusing on single, individual expense items. For example, a line item would be office supplies, or fuel, or contractual services, or telephone expenses.

**LONG-TERM DEBT** - Debt with a maturity of more than one year after the date of issuance.

**MILL** - A monetary unit used only in calculations, worth one thousandth of a dollar. Typically, the tax rate is referred to as the mill rate.

## APPENDIX C – Budget Glossary

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**MODIFIED ACCRUAL BASIS OF ACCOUNTING** – Under this basis of accounting, revenues are recorded when susceptible to accrual when they become both measurable and available. “Measurable” means the amount of the transaction can be determined and “available” means collectible within the incurred period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as liabilities when due.

**OPERATING TRANSFER** – One-time or recurring monetary transfer between funds.

**PAYMENT IN LIEU OF TAXES** – A payment that a property owner not subject to taxation makes to a government to compensate it for services that the property owner receives that normally are financed through property taxes.

**PROPRIETARY FUND** - Used to account for a government's ongoing organizations and activities that are like those often found in the private sector (enterprise funds). All assets, liabilities, equities, revenues, expenses and transfers relating to the government's business and quasi-business activities - where net income and capital maintenance are measured - are accounted for through proprietary funds.

**REVENUES** - All monetary amounts that the government receives as income or funds to finance governmental disbursements. It includes but not limited to such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

**SHARED REVENUES** - Revenues levied by one government but shared on a predetermined basis, often in proportion to the amount collected at the local level, with another government or class of government.

**SPECIAL ASSESSMENT** - A charge made against certain properties to defray all or part of the cost of a specific capital improvement that benefits primarily those properties.

**SPECIAL REVENUE FUND** - A fund used to account for the revenues from specific sources with specific definitions or requirements about their use. They are usually required by statute, ordinance, or administrative action to finance specific activities of government.

**TAX INCREMENT FINANCING (TIF)** – This is a public financing method that is used as an incentive for development in a tax increment district. Tax increment is defined as the amount of property taxes generated from a development less the amount of taxes generated prior to the development or referred to as the base tax amount.

**TAX INCREMENT DISTRICT (TID)** – A geographical area designated for development. The Village financially contributes to the cost of the development by flowing tax increment dollars to a developer. The legal test for creating the district is referred to as the BUT FOR test; the development would not have occurred but for the generation of new property taxes and the related development.

**TAXES** - Compulsory charges levied by a government for the purpose of financing services performed for a common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

## APPENDIX D – List of Acronyms & Abbreviations

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**APA** – American Planning Association

**APWA** – American Public Works Association

**BOCA** – Building Officials & Code Association

**CDBG** – Community Development Block Grant

**CIP** – Capital Improvement Plan

**CVMIC** – Cities and Villages Mutual Insurance Company

**DNR** – Wisconsin Department of Natural Resources

**DOR** – Wisconsin Department of Revenue

**ERP** – Expenditure Restraint Program

**FEMA** – Federal Emergency Management Association

**GASB** – Governmental Accounting Standards Board

**GFOA** – Government Finance Officers Association of the U.S. & Canada

**GIS** – Geographic Information System

**IACP** – International Association of Chiefs of Police

**ICMA** – International City/County Management Association

**LWM** – League of Wisconsin Municipalities

**MPIC** – Municipal Property Insurance Company

**NLC** – National League of Cities

**NRPA** – National Recreation & Park Association

**TID** – Tax Increment District

**TIF** – Tax Increment Financing