2020 BUDGET

# 2020 BUDGET

### **Developed By:**

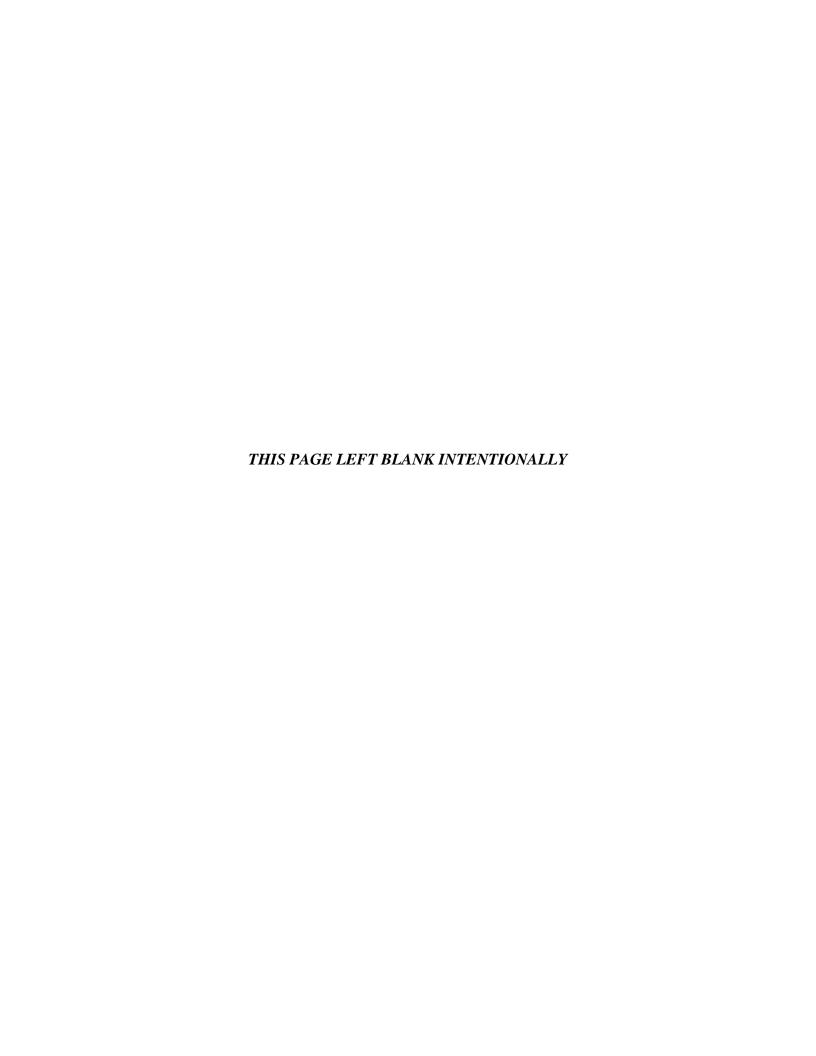
Mary Kardoskee, Village President Allison Swanson, Village Manager Greg Wenholz, Director of Finance

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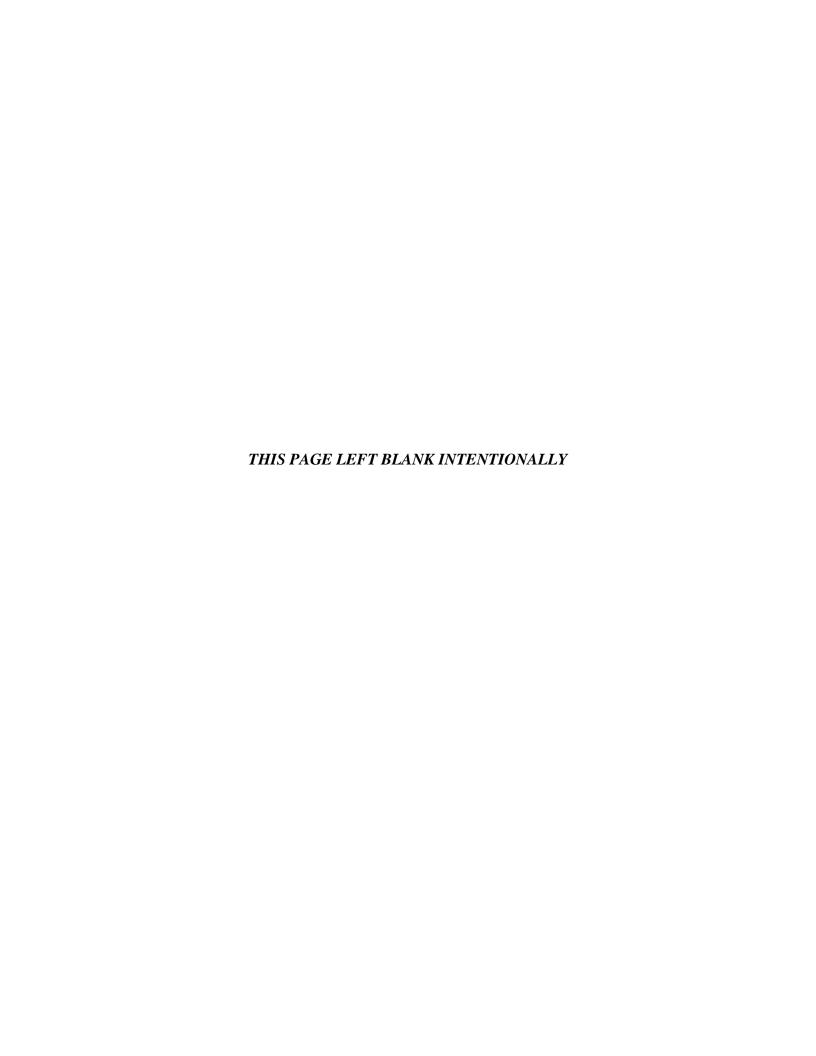
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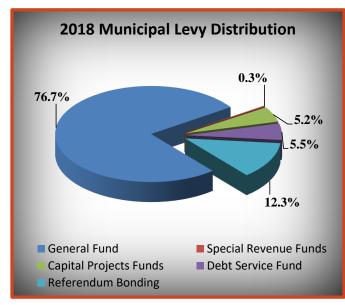


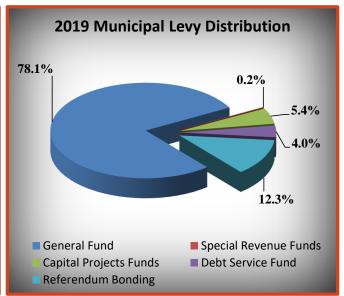
## Village of ASHWAUBENON 2020 Operating Budget

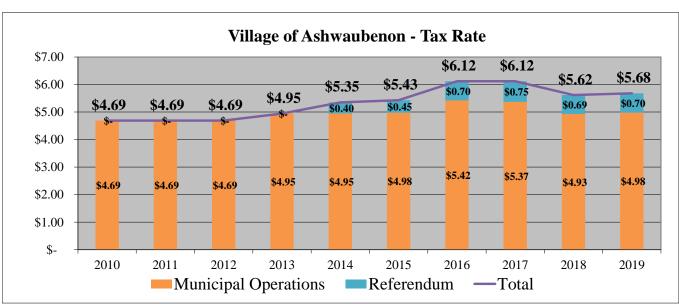
# INTRODUCTORY SECTION



	2019 BUDGET		202	0 BUDGET	
	2018 Levy	2019 Levy	Inc	crease/(Decrease)	Percent Change
General Fund	\$ 9,621,558	\$ 9,812,237	\$	190,679	1.98%
Special Revenue Funds	37,500	25,000		(12,500)	-33.33%
Capital Projects Funds	650,000	675,000		25,000	3.85%
Debt Service Fund	695,913	500,481		(195,432)	-28.08%
Referendum Bonding	 1,543,250	1,545,800		2,550	0.17%
Total Municipality Levy	\$ 12,548,221	\$ 12,558,518	\$	10,297	0.08%
Municipal Operations Tax Rate	\$ 4.93	\$ 4.98	\$	0.05	1.01%
Referendum Related Tax Rate	\$ 0.69	\$ 0.70	\$	0.01	NA
Total Municipal Tax Rate	\$ 5.62	\$ 5.68	\$	0.06	1.07%







### Village Services' Costs for Average Tax Payer

Median Village of Ashwaubenon Home Assessed Value	\$ 159,200
2020 Budget Village of Ashwaubenon Tax Rate	\$ 5.67952
Tax Payment to the Village of Ashwaubenon	\$ 904.18

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

Public Safety	\$	381.19
Public Works		
Engineering, Streets Maintenance, Curb & Gutter, Garage, Admin	\$	102.21
Snow Removal	\$	9.46
Street Lighting	\$	24.60
Annual Mill/Pave Road Reconstruction	\$	46.80
Sanitation (garbage, recycling, wood chipping, yard waste collection)	\$	46.16
Parks, Recreation, Forestry		
Pool, Lake, Youth / Adult / Co-Sponsored Programming, Administration	\$	33.26
Park Maintenance and Forestry	\$	42.44
General Government		
Administration, Court, Clerk, Assessor, Finance, Building Inspection, Attorney	\$	22.85
Other Government (insurance, village hall maintenance, building fund)	\$	33.05
IT	\$	8.86
Economic Development	\$	5.98
Debt Service - Municipal (Oneida St, Klipstine Park, Cormier Rd, Waube Ln)	\$	36.03
Debt Service - Referendum	\$	111.29
Average Homeowner Village of Ashwaubenon, WI		2020
DATE January 1, 2020  PAY TO Village of Ashwaubenon	<u> </u>	904.18
This is a substitution of the substitution of	Ψ	707.10
Eight Hundred, ninety-nine and 69/100	DO	LLARS
FOR Annual Property Tax Average Homeon	umor	

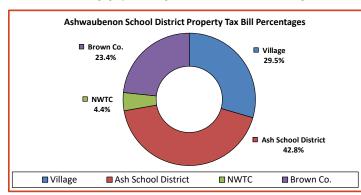
#### Village of Ashwaubenon - Ashwaubenon School District

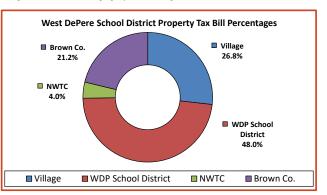
Fiscal					Vill	age of Ash	wau	benon							Overlapp	ing F	Rates			
Year/							С	apital		Percent	Ashwa	ubenon	Nort	theast `	Wisconsin				Stat	te of
Tax Roll		General		Debt 8	Ser	vice	Pr	ojects/	<b>Fotal</b>	of Total	School	District	Te	chnica	l College		Brown	County	Wisc	onsin
Year		Fund	1	Municipal	Re	eferendum	Sp	ec Rev	Rate	Tax Bill	Rate	Percent	Ra	ate	Percent		Rate	Percent	Rate	Percent
2011/2010		4.19	\$	0.27	\$	-	\$	0.23	\$ 4.69	23.2%	\$ 9.07	44.9%	\$	1.61	8.0%	\$	4.67	23.1%	\$ 0.17	0.8%
2012/2011	5	4.21	\$	0.31	\$	-	\$	0.17	\$ 4.69	23.7%	\$ 8.82	44.6%	\$	1.58	8.0%	\$	4.54	22.9%	\$ 0.17	0.8%
2013/2012	5	4.01	\$	0.50	\$	-	\$	0.18	\$ 4.69	23.8%	\$ 8.78	44.6%	\$	1.56	7.9%	\$	4.50	22.8%	\$ 0.16	0.8%
2014/2013	9	4.26	\$	0.52	\$	-	\$	0.17	\$ 4.95	23.7%	\$ 9.45	45.3%	\$	1.65	7.9%	\$	4.64	22.2%	\$ 0.17	0.8%
2015/2014	5	4.26	\$	0.53	\$	0.40	\$	0.16	\$ 5.35	25.1%	\$ 10.33	48.4%	\$	0.81	3.8%	\$	4.69	22.0%	\$ 0.17	0.8%
2016/2015	5	4.29	\$	0.51	\$	0.45	\$	0.18	\$ 5.43	25.4%	\$ 10.23	47.9%	\$	0.80	3.7%	\$	4.73	22.1%	\$ 0.17	0.8%
2017/2016	9	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	5	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	5	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	9	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%

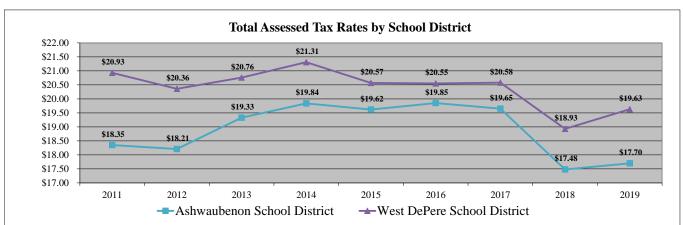
#### Village of Ashwaubenon - West DePere School District

Fiscal				Vi	illage of Ash	ıwat	benon							Overlapp	ing l	Rates			
Year/						C	apital		Percent	West 1	DePere	No	rtheast	Wisconsin				Stat	e of
Tax Roll	General		Debt	Se	rvice	Pı	ojects/	Total	of Total	School	District	T	echnica'	l College		Brown	County	Wisc	onsin
Year	Fund	]	Municipal	F	Referendum	Sp	ec Rev	Rate	Tax Bill	Rate	Percent	]	Rate	Percent		Rate	Percent	Rate	Percent
2011/2010	\$ 4.19	\$	0.27	9	\$ -	\$	0.23	\$ 4.69	20.9%	\$ 11.29	50.3%	\$	1.61	7.2%	\$	4.67	20.8%	\$ 0.17	0.8%
2012/2011	\$ 4.21	\$	0.31	9	\$ -	\$	0.17	\$ 4.69	21.0%	\$ 11.40	50.9%	\$	1.58	7.1%	\$	4.54	20.3%	\$ 0.17	0.7%
2013/2012	\$ 4.01	\$	0.50	9	\$ -	\$	0.18	\$ 4.69	21.5%	\$ 10.93	50.1%	\$	1.56	7.1%	\$	4.50	20.6%	\$ 0.16	0.7%
2014/2013	\$ 4.26	\$	0.52	9	\$ -	\$	0.17	\$ 4.95	22.2%	\$ 10.88	48.8%	\$	1.65	7.4%	\$	4.64	20.8%	\$ 0.17	0.8%
2015/2014	\$ 4.26	\$	0.53	9	\$ 0.40	\$	0.16	\$ 5.35	23.4%	\$ 11.80	51.7%	\$	0.81	3.5%	\$	4.69	20.5%	\$ 0.17	0.8%
2016/2015	\$ 4.29	\$	0.51	9	\$ 0.45	\$	0.18	\$ 5.43	24.3%	\$ 11.18	50.1%	\$	0.80	3.6%	\$	4.73	21.2%	\$ 0.17	0.8%
2017/2016	\$ 4.54	\$	0.60	9	\$ 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	9	\$ 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	9	\$ 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	9	\$ 0.70	\$	0.31	\$ 5.68	26.8%	\$ 10.17	48.0%	\$	0.85	4.0%	\$	4.50	21.2%	\$ -	0.0%

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







# 2020 Budget

# Village of Ashwaubenon Tax Increment Calculation

		Equalized		Equalized		
Taxing Jurisdiction	Apportioned Levy	Value (w/o TIF)	Interim Rate	Value (with TIF)	Amount to be Levied	Tax Increment
BROWN COUNTY	9,949,811.91	2,331,266,900	0.004267985	2,586,600,100	11,039,570.43	1,089,758.52
ASHWAUBENON SCHOOLS	16,257,237.00	2,081,036,048	0.007812088	2,300,692,148	17,973,209.52	1,715,972.52
WEST DEPERE SCHOOLS	2,413,861.00	250,230,852	0.009646536	285,907,952	2,758,021.35	344,160.35
VTAE	1,890,430.88	2,331,266,900	0.000810903	2,586,600,100	2,097,481.78	207,050.90
VILLAGE OF ASHWAUBENON	12,558,518.00	2,331,266,900	0.005386993	2,586,600,100	13,933,996.63	1,375,478.63
TOTAL FOR TAX INCREMENT	\$ 43,069,858.79				\$ 47,802,279.71 \$ 4,732,420.92	\$ 4,732,420.92

70% 24% 6% 100%

177,511,500 62,404,700 15,417,000 255,333,200

3,290,050.55 1,156,627.14 285,743.23 4,732,420.92

S

TID #3 TID #4 TID #5

ALLOCATION OF TAX INCREMENT

8

# 2020 Budget

Village of Ashwaubenon Assessed Tax Rates - Comparative Summary of Jurisdictional Levies

Ashwaubenon School District												
									Increase/		Increase/	
		2019	7	2019		2018	2018		(Decrease)		(Decrease)	
Jurisdiction		Levy	Tay	Tax Rate		Levy	Tax Rate		in Levy	% Change	in Tax Rate	% Change
Village of Ashwaubenon	<del>\$</del>	12,558,518 \$ 5.67952	S	5.67952	S	12,548,221	\$ 5.61653	<del>\$</del>	10,297	0.08%	\$ 0.06299	1.12%
Ashwaubenon School District		16,257,237		8.23588		16,466,315	8.23961		(209,078)	-1.27%	(0.00373)	-0.05%
N.W.T.C. Vocational School		1,890,431	_	0.85494		1,817,690	0.81359		72,741	4.00%	0.04135	5.08%
Brown County		9,949,812	•	4.49975		10,029,209	4.48903		(79,398)	-0.79%	0.01072	0.24%
Tax Incremental Districts		4,388,261		ı		3,452,362	ı		935,899	27.11%	1	1
Subtotal		45,044,258	=	19.27008		44,313,797	19.15876		730,461	1.65%	0.11133	0.58%
State Credit - Schools		(3,434,654)		(1.57386)		(3,613,850)	(1.67384)		179,197	4.96%	0.09998	5.97%
Net Levy and Tax Rate	<del>\$</del>	\$ 41,609,605 \$ 17.69622	\$	7.69622	<del>⊗</del>	\$ 40,699,947 \$ 17.48491	\$ 17.48491	8	909,658	2.24% \$	\$ 0.21131	1.21%

West DePere School District										
							Increase/		Increase/	
		2019	2019		2018	2018	(Decrease)		(Decrease)	
Jurisdiction		Levy	Tax Rate		Levy	Tax Rate	in Levy	% Change	in Tax Rate	% Change
Village of Ashwaubenon	<del>∽</del>	12,558,518 \$ 5.67952	\$ 5.6795	52   \$	3 12,548,221	\$ 5.61653	\$ 10,297	%80'0	\$ 0.06299	1.12%
West DePere School District		2,413,861	10.17457	7.2	2,286,626	9.68948	127,235	5.56%	0.48510	5.01%
N.W.T.C. Vocational School		1,890,431	0.85494	4	1,817,690	0.81359	72,741	4.00%	0.04135	5.08%
Brown County		9,949,812	4.49975	22	10,029,209	4.48903	(79,398)	-0.79%	0.01072	0.24%
Tax Incremental Districts		3,016,448	ı		2,460,230	1	556,218	22.61%	ı	1
Subtotal		29,829,070	21.20878	8,	29,141,977	20.60863	687,093	2.36%	0.60015	2.91%
State Credits - Schools		(426,627)	(1.57386)	(9)	(452,186)	(1.67384)	25,559	5.65%	0.09998	5.97%
Net Levy and Tax Rate	8	\$ 29,402,443 \$ 19.63491	\$ 19.6349	11	\$ 28,689,790 \$ 18.93479	\$ 18.93479	\$ 712,652	2.48%	\$ 0.70013	3.70%

# 2020 Budget

Village of Ashwaubenon Equalized Tax Rates - Comparative Summary of Jurisdictional Levies

<b>Ashwaubenon School District</b>													
									Increase/		Increase/	/es	
	22	2019	C.	2019		2018	2018		(Decrease)		(Decrease)	(es)	
Jurisdiction	ĭ	Levy	Ta	Tax Rate		Levy	Tax Rate		in Levy	% Change	in Tax Rate		% Change
Village of Ashwaubenon	\$ 12,	12,558,518 \$ 5.38699	<del>\$</del>	5.38699	S	12,548,221	\$ 5.69136	5	10,297	0.08%	<del>\$</del>	(0.30437)	-5.35%
Ashwaubenon School District	16,	6,257,237		7.81209		16,466,315	8.36919		(209,078)	-1.27%	(0.5	(0.55710)	-6.66%
N.W.T.C. Vocational School	1,	1,890,431		0.81090		1,817,690	0.82443	~	72,741	4.00%	(0.0	(0.01353)	-1.64%
Brown County	9,	9,949,812		4.26798		10,029,209	4.54884		(79,398)	-0.79%	(0.2	(0.28086)	-6.17%
Tax Incremental Districts #3 & #4	4,	4,388,259		ı		3,452,362	ı		935,897	27.11%	-		1
Subtotal	45,	45,044,257		18.27797		44,313,797	19.43382		730,459	1.65%	(1.1	1.15585)	-5.95%
State Credit - Schools	(3,	(3,446,823)	J	(1.65630)		(3,628,425)	(1.84419)	<u>~</u>	181,602	5.00%	0.1	0.18789	10.19%
Net Levy and Tax Rate	\$ 41,	\$ 41,597,434 \$ 16.62167	\$ 1		S	\$ 40,685,372 \$ 17.58963	\$ 17.58963	3	912,062	2.24% \$	)	(0.96797)	-5.50%

West DePere School District												
								Inc	Increase/		Increase/	
T T		2019	2019		2018		2018	De	Decrease)	6	(Decrease)	
Jurisaiction		Levy	lax Kate	e	Levy		ı ax Kate	III	ın Levy	% Change	m rax kate	% Change
Village of Ashwaubenon	<del>\$</del>	\$ 12,558,518 \$ 5.38699	\$ 5.386		\$ 12,5	12,548,221 \$	5.69136	S	10,297	%80'0	\$ (0.30437)	-5.35%
West DePere School District		2,413,861	9.64654	554	2,2	2,286,626	9.63633		127,235	2.56%	0.01020	0.11%
N.W.T.C. Vocational School		1,890,431	0.81090	060	1,8	1,817,690	0.82443		72,741	4.00%	(0.01353)	-1.64%
Brown County		9,949,812	4.267	8629	10,0	10,029,209	4.54884		(79,398)	-0.79%	(0.28086)	-6.17%
Tax Incremental Districts #3 & #4		3,016,446	1		2,4	2,460,230	-		556,216	22.61%	1	•
Subtotal		29,829,068	20.11242	342	29,1	29,141,977	20.70097		687,091	2.36%	(0.58855)	-2.84%
State Credits - Schools		(414,458)	(1.656	(2630)	(4	(437,611)	(1.84419)		23,154	5.29%	0.18789	10.19%
Net Levy and Tax Rate	↔	\$ 29,414,610 \$ 18.45612   \$ 28,704,365 \$ 18.85678   \$	\$ 18.456	512	\$ 28,7	704,365 \$	18.85678	<del>\$</del>	710,245	2.47% \$	\$ (0.40066)	-2.12%

## Village of Ashwaubenon 2020 Budget



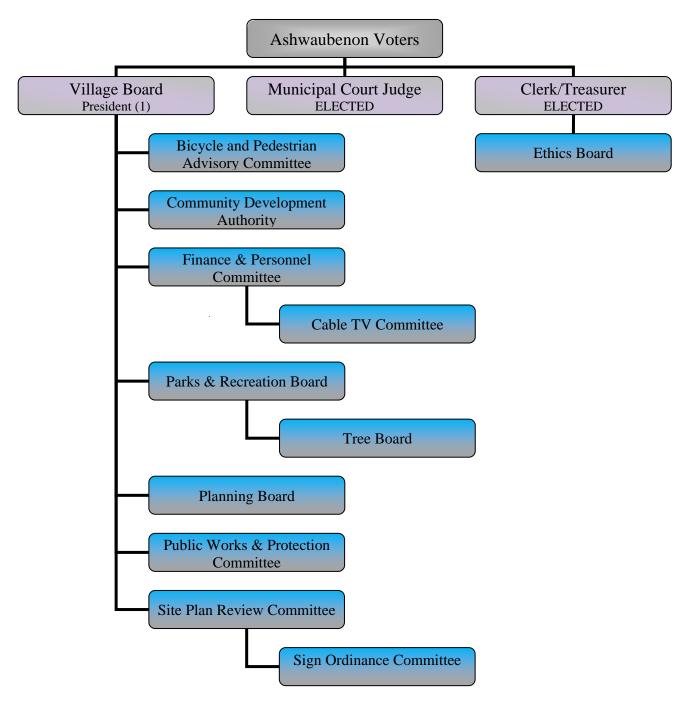
## **Elected and Appointed Officials and Consultants**

<b>Elected Position</b>	Village Official	Years of Service	Expiration Date of Current
Village President	Mary Kardoskee	15	April 2022
Village Trustee - Wards 1 & 2	Allison Williams	3	April 2020
Village Trustee - Wards 3 & 4	Gary Paul	9	April 2020
Village Trustee - Wards 5 & 6	Chris Zirbel	3	April 2020
Village Trustee - Wards 7 & 8	Mark Williams	14	April 2021
Village Trustee - Wards 9 & 10	Ken Bukowski	11	April 2021
Village Trustee - Wards 11 & 12	Mike Malcheski	8	April 2021
Village Clerk/Treasurer	Patrick Moynihan, Jr.	7	April 2022
Village Judge	Gary Wickert	32	April 2022

Appointed Position	Village Employee	Years in Position	Years with Village
Appointed 1 ostilon	Employee	1 USITION	v mage
Village Manager	Allison Buckley	9	9
Village Attorney	Tony Wachewicz	3	3
Public Safety Director	Vacant	N/A	N/A
Public Works Director	Doug Martin	17	19
Finance Director	Greg Wenholz	13	13
Director of Community Development	Aaron Schuette	3	3
Parks, Recreation & Forestry Director	Rex Mehlberg	15	15

Consultant Type	Consultant
Assessor	Mike Denor, Fair Market Assessments, Green Bay, WI
Labor Counsel	Von Briesen & Roper, S.C., Milwaukee, WI
Certifiied Public Accountant	CliftonLarsonAllen LLP, Green Bay, WI
Financial Consultants	Robert W. Baird & Co., Milwaukee, WI
TIF Consultants	Robert W. Baird & Co., Milwaukee, WI
Bond Counsel	Quarles & Brady, Milwaukee, WI
Medical and Dental Consultants	Hayes Companies, Milwaukee, WI

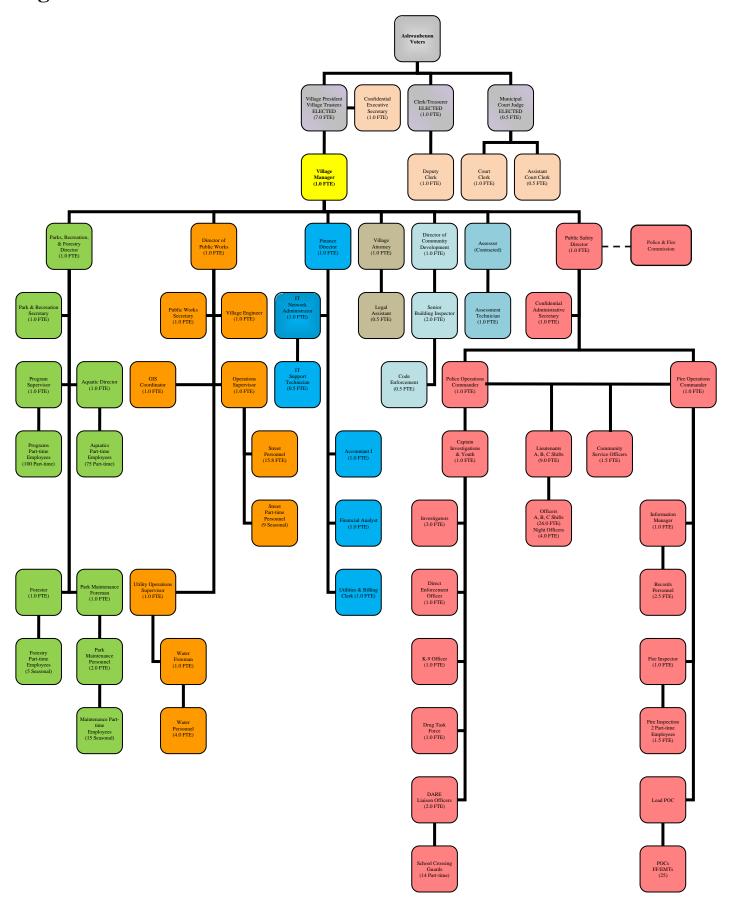
### Village of Ashwaubenon 2020 Budget Standing and Advisory Committees

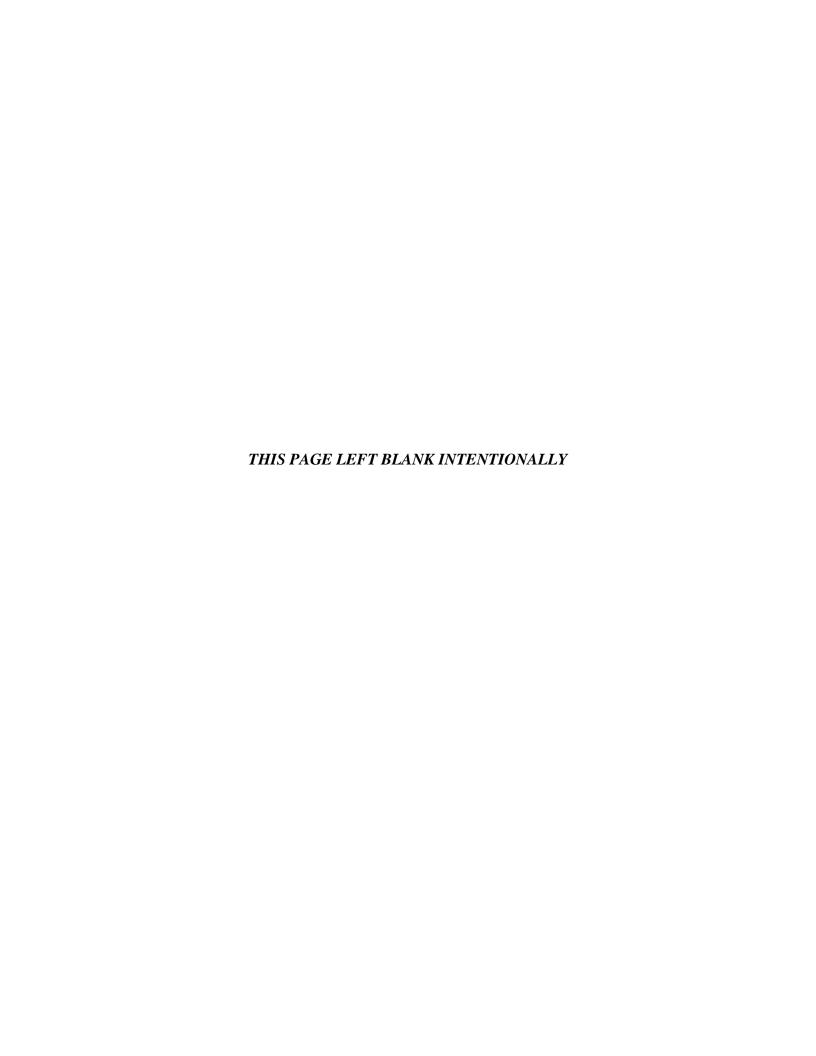


#### **Committees with Appointments by Village President:**



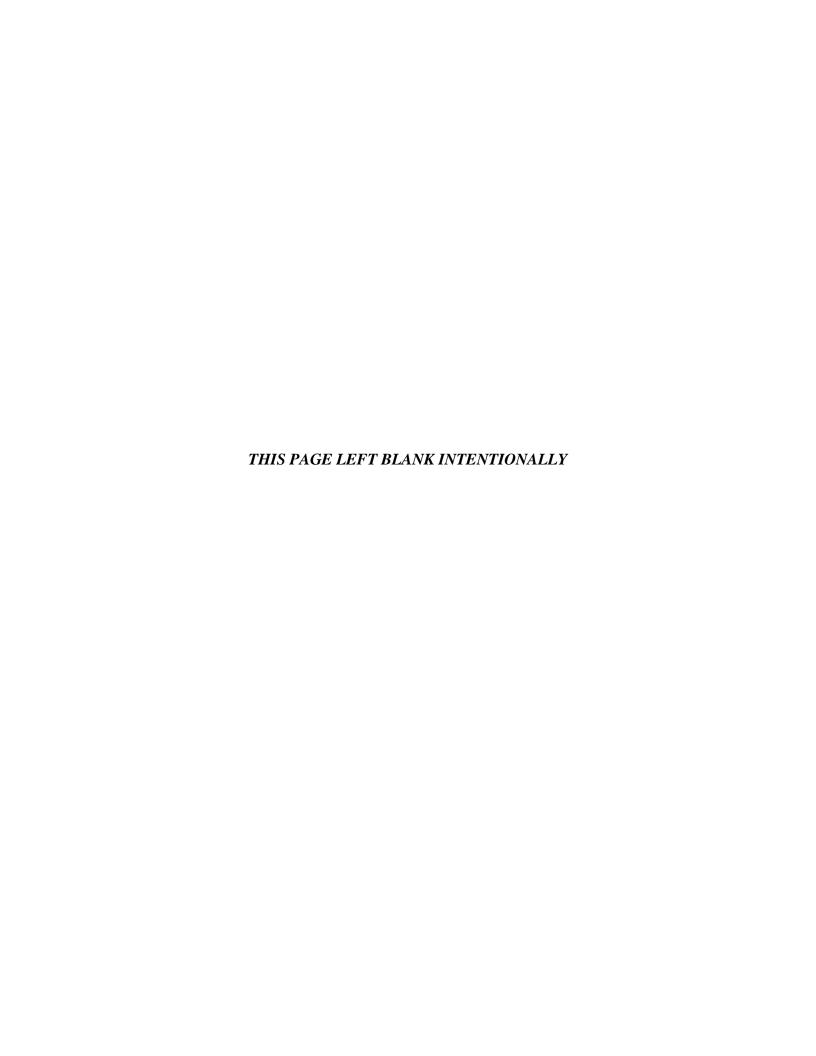
### Village of Ashwaubenon Organizational Chart





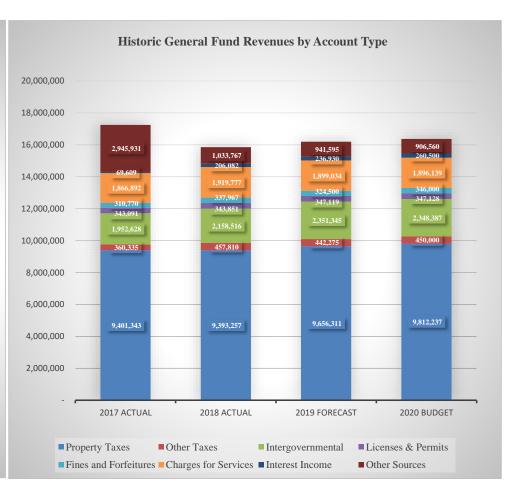
# Village of ASHWAUBENON 2020 Operating Budget

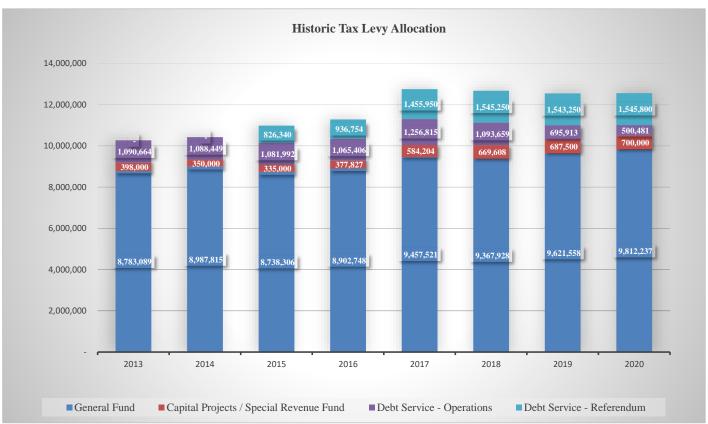
# GENERAL FUND

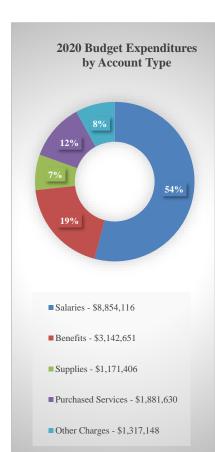


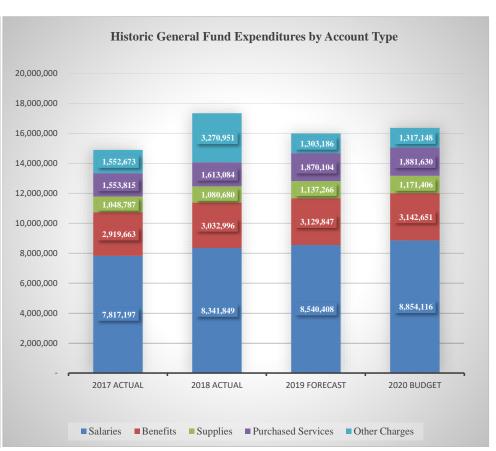
	2017	2018	2019	2019	2020
Account	Actual	Actual	Forecast	Budget	Budget
				J	J
REVENUES					
Property Taxes	\$ 9,401,343	\$ 9,393,257	\$ 9,656,311	\$ 9,621,558	\$ 9,812,237
Other Taxes	360,335	457,810	442,275	390,000	450,000
Intergovernmental	1,952,628	2,158,516	2,351,345	2,323,490	2,348,387
Special Assessments	35	2,416	2,260	-	2,260
Licenses & Permits	343,091	343,851	347,119	317,100	347,128
Fines and Forfeitures	310,770	337,967	324,500	378,000	346,000
Public Charges for Services	1,866,892	1,919,777	1,899,034	1,803,925	1,896,139
Interest Income	69,609	206,082	236,930	205,000	260,500
Donations	50,454	4,049	5,000	5,000	5,000
Miscellaneous	2,312,042	505,850	402,335	358,844	367,300
Total Revenues	16,667,199	15,329,575	15,667,109	15,402,917	15,834,951
EXPENDITURES					
General Government	2,304,534	2,315,790	2,272,755	2,320,001	2,354,060
Public Safety	7,690,315	7,991,542	8,260,228	8,282,347	8,446,288
Public Works	2,204,514	2,435,359	2,543,533	2,443,883	2,610,996
Sanitation	837,105	898,581	922,851	889,275	874,834
Parks, Recreation & Forestry	1,602,999	1,701,952	1,861,133	1,876,297	1,959,617
Health & Human Services	6,024	6,223	7,895	8,595	7,895
Conservation & Development	103,787	95,442	112,416	114,519	113,261
Total Expenditures	14,749,277	15,444,889	15,980,811	15,934,917	16,366,951
E	1 017 022	(115 214)	(212.702)	(522,000)	(522,000)
<b>Excess of Revenues over (under) Expenditures</b>	1,917,922	(115,314)	(313,702)	(532,000)	(532,000)
Other Financing Sources (Uses)					
Proceeds from Sale of Other Capital Assets	_	_	_	_	_
Transfer In - Enterprise Fund Tax Equivalent	503,847	478,784	500,000	500,000	500,000
Transfers In	79,553	42,668	32,000	32,000	32,000
Transfers Out	(142,857)	(1,894,673)	32,000	32,000	52,000
Total Other Financing Sources	440,543	(1,373,221)	532,000	532,000	532,000
Total Other I maneing Sources	110,515	(1,575,221)	232,000	232,000	332,000
Net Change in Fund Balance	2,358,465	(1,488,534)	218,298	-	-
Fund Balance - January 1	\$ 5,191,801	\$ 7,550,266	\$ 6,061,732	\$ 7,461,980	\$ 6,280,029
Fund Balance - December 31	\$ 7,550,266	\$ 6,061,732	\$ 6,280,029	\$ 7,461,980	\$ 6,280,029

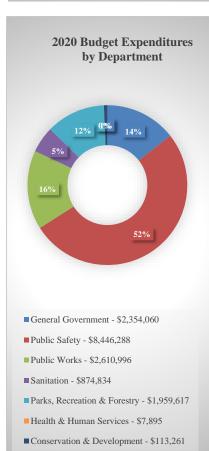


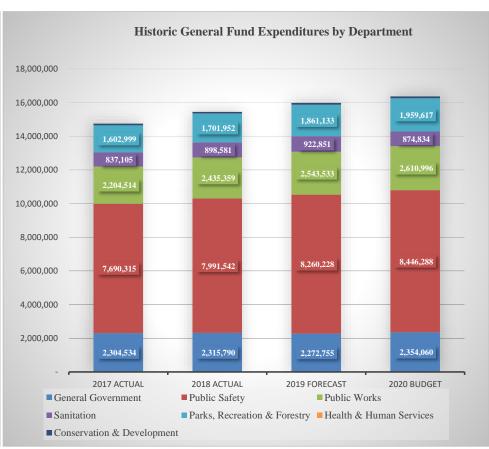












		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Account		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
Taxes								
Property Taxes	4000	\$ 9,401,343	\$ 9,393,257	\$ 9,656,311	\$ 9,621,558	\$ 9,812,237	\$ 190,679	1.98%
Room Tax	4010	360,335	457,810	442,275	390,000	450,000	60,000	15.38%
Total Taxes		9,761,678	9,851,067	10,098,586	10,011,558	10,262,237	250,679	2.50%
Intergovernmental								
State Aids								
Personal Property Aid	4119	_	_	184,305	184,305	184,305	_	0.00%
Shared Taxes From State	4120	382,867	370,653	364,588	364,588	364,588	-	0.00%
Expenditure Restraint Program	4121	-	-	120,211	120,211	120,211	-	0.00%
Exempt Computer Aids	4122	234,492	237,939	243,697	240,000	243,697	3,697	1.54%
Fire Insurance Tax	4123	86,267	87,713	94,870	88,000	92,500	4,500	5.11%
Municipal Service	4124	6,615	5,630	5,312	5,600	5,300	(300)	-5.36%
Transportation Aid	4125	904,335	965,974	962,242	962,242	962,242	-	0.00%
Recycling Grant	4126	76,074	76,043	76,175	75,000	76,000	1,000	1.33%
Rescue	4128	6,333	6,084	7,201	6,000	6,000	-	0.00%
Police Training	4129	7,520	-	5,020	5,020	5,020	-	0.00%
DOJ Grant	4130	47,761	51,233	30,000	30,000	30,000	-	0.00%
Local Aids		102 102	211 112	215 500	200 700	21 - 500	-	N/A
School District	4153	193,193	211,442	215,700	200,500 42,024	216,500	16,000	7.98%
Other	4150	7,171	145,805	42,024	, -	42,024	24.907	0.00%
Total Intergovernmental		1,952,628	2,158,516	2,351,345	2,323,490	2,348,387	24,897	1.07%
Special Assessments	4297	35	2,416	2,260	-	2,260	2,260	N/A
Licenses & Permits								
Licenses	4300							
Liquor & Malt Beverage	7700	80,293	40,428	43,490	40,000	40,000	-	0.00%
Operators	7701	15,795	14,235	14,085	13,500	14,000	500	3.70%
Cigarette	7702	2,010	1,900	1,800	1,800	1,800	-	0.00%
Bicycle	7703	-	-	-	100	100	-	0.00%
Dog	7704	1,558	1,196	1,200	1,500	1,500	-	0.00%
Cat	7705	75	80	50	200	200	-	0.00%
Peddlers	7707	12,650	11,450	17,700	15,900	15,900	2 029	0.00%
Weights & Measures Short Term Rental	7708	24,094 600	29,979 5,400	29,934 11,100	28,000 5,000	31,028 15,000	3,028 10,000	10.81% 200.00%
Other	7712 7706	4,040	3,508	5,660	5,000	5,000	10,000	0.00%
Total Licenses	7700	141,115	108,176	125,019	111,000	124,528	13,528	12.19%
Permits	4350	141,113	100,170	123,017	111,000	124,320	13,320	12.17/0
Rezoning Hearing	7720	2,700	2,535	2,000	2,000	2,500	500	25.00%
Building	7721	87,043	109,117	100,000	90,000	100,000	10,000	11.11%
Electrical	7722	26,050	32,056	32,000	30,000	32,000	2,000	6.67%
Plumbing	7723	31,546	34,241	32,000	30,000	32,000	2,000	6.67%
Heating	7724	28,210	32,401	32,000	30,000	32,000	2,000	6.67%
Sewer	7725	2,890	2,650	4,100	4,100	4,100	-	0.00%
Right of Way	7726	9,569	8,745	6,000	6,000	6,000	-	0.00%
Curb Cut	7727	635	250	500	500	500	-	0.00%
Alarm	7728	9,359	10,280	11,500	11,500	11,500	-	0.00%
Other	7729	3,974	3,400	2,000	2,000	2,000	-	0.00%
Total Licenses & Pormits		201,976	235,675	222,100	206,100	222,600	16,500	8.01%
<b>Total Licenses &amp; Permits</b>		343,091	343,851	347,119	317,100	347,128	30,028	9.47%
Fines and Forfeitures								
Court Penalties & Costs	4400	286,305	313,354	300,000	350,000	320,000	(30,000)	-8.57%
Parking Violations	4410	24,465	24,613	24,500	28,000	26,000	(2,000)	-7.14%
<b>Total Fines and Forfeitures</b>		310,770	337,967	324,500	378,000	346,000	(32,000)	-8.47%
					I		I	

		2017	2018	2019	2019	2020	2020 vs 201	9 Rudget
Account		Actual	Actual	Forecast	Budget	Budget		% Change
							,	
<b>Public Charges for Services</b>								
Sale of Materials and Supplies	4500	10,159	9,785	7,500	7,000	7,500	500	7.14%
Site Plan Review Fees	4502	2,580	3,330	3,570	1,750	3,000	1,250	71.43%
CSM/Subdivision Fees	4503	3,650	2,050	5,561	1,750	2,500	750	42.86%
Public Safety								
Rescue Squad Services	4505	506,449	521,180	520,000	505,000	520,000	15,000	2.97%
Fire Inspections	4510	94,377	96,807	95,000	94,000	96,000	2,000	2.13%
Police Charges for Services	4512	184,208	171,029	205,000	190,000	205,000	15,000	7.89%
Fire Charges for Services	4513	14,886	21,310	17,500	15,000	17,500	2,500	16.67%
Rescue Charges for Services	4540	25,621	22,799	22,500	20,000	22,500	2,500	12.50%
Public Safety Accident Reports	4506	120	65	-	-	-	-	N/A
Misc & Warrant Fees	4508	1,083	1,916	2,144	1,500	2,000	500	33.33%
False Alarms	4511	15,346	19,680	22,000	15,000	20,000	5,000	33.33%
Total Public Safety		842,090	854,786	884,144	840,500	883,000	42,500	5.06%
Parks, Recreation & Forestry		1 202	£ 1£0	200	200		(200)	-100.00%
Administration Community Pool		1,283	5,158	300	300	92 124	(300)	
Ashwaubomay Lake		59,772 125,984	80,251 126,970	80,568 126,308	80,568 140,176	83,134 142,071	2,566 1,895	3.18% 1.35%
		46,648	60,883	52,838	58,544	69,771	1,895	1.33%
Adult Recreation Programs  Co-Sponsored Programs		31,793	49,971	58,952	32,292	61,578	29,286	90.69%
Youth Recreation Programs		83,329	88,962	90,373	92,752	96,117	3,365	3.63%
Facility Rentals	4537	65,430	62,041	68,043	68,043	69,218	1,175	1.73%
Tree Planting Program	4521	2,465	1,696	1,800	3,000	3,000	1,175	0.00%
Total Parks, Recreation & Forestry	4321	416,704	475,932	479,182	475,675	524,889	49,214	10.35%
Public Works		410,704	773,732	477,102	473,073	324,007	77,217	10.33 /0
Weed Control	4514	2,807	1,125	3,575	2,500	2,500	_	0.00%
Snow Removal	4515	1,555	626	2,226	1,750	1,750	_	0.00%
Rubbish Collection/Garbage Cans	.515	18,469	11,043	7,000	7,000	10,000	3,000	42.86%
Recycling	4520	13,947	1,322	276	10,000		(10,000)	-100.00%
Other Charges		-	-	1,000	1,000	1,000	-	0.00%
Total Public Works		36,778	14,116	14,077	22,250	15,250	(7,000)	-31.46%
Labor and Service Reimbursements		554,931	559,778	505,000	455,000	460,000	5,000	1.10%
<b>Total Public Charges for Services</b>		1,866,892	1,919,777	1,899,034	1,803,925	1,896,139	92,214	5.11%
Interest Income								
Interest on Investments		62,679	196,700	225,000	200,000	250,000	50,000	25.00%
Interest On Delinquent Taxes	4602	2,226	6,394	8,659	3,000	7,500	4,500	150.00%
Interest On Special Assessment	4603	4,704	2,988	3,271	2,000	3,000	1,000	50.00%
Total Interest Income		69,609	206,082	236,930	205,000	260,500	55,500	27.07%
Devetters	4500	50.454	4.040	5,000	5,000	5 000		0.000/
Donations	4702	50,454	4,049	5,000	5,000	5,000	-	0.00%
Missellaneous								
Miscellaneous Cable Tv Franchise Fee	4700	207,500	215,937	213,134	210,000	212,000	2,000	0.95%
Rent	4700	87,180	89,784	92,524	92,524	95,300	2,776	3.00%
Miscellaneous	4/01	2,017,362	200,129	92,324	56,320	60,000	3,680	6.53%
Total Miscellaneous		2,312,042	505,850	402,335	358,844	367,300	8,456	2.36%
Total Miscellaneous		2,312,012	303,030	102,333	330,011	307,300	0,130	2.3070
<b>Total Revenues</b>		16,667,199	15,329,575	15,667,109	15,402,917	15,834,951	432,034	2.80%
Other Finances Sources								
Transfer In - Enterprise Fund Tax Equival	let 4025	503,847	478,784	500,000	500,000	500,000		0.00%
Operating Transfer In	4810	79,553	478,784	32,000	32,000	32,000	-	0.00%
Total Other Finances Sources	<b>→</b> 01U	583,400	521,452	532,000	532,000	532,000	-	0.00%
			,	- ,		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
TOTAL REVENUES & OTHER FINAN	CING							
SOURCES		\$17,250,599	\$15,851,027	\$16,199,109	\$15,934,917	\$16,366,951	\$ 432,034	2.71%

					-		
	2017	2018	2019	2019	2020	2020 vs 2019	Rudgot
Demonstra							
<b>Departments</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
General Government							
Village Board Administration	\$ 294,902		\$ 303,794	\$ 305,577		\$ 1,336	0.44%
Municipal Court	159,984	155,253	161,254	171,654	170,939	(715)	-0.42%
Village Clerk/Treasurer	204,629	223,009	188,809	200,289	213,175	12,886	6.43%
Village Assessor	131,975	132,534	139,461	139,463	141,032	1,569	1.13%
Finance	306,536	288,067	309,957	316,890	328,676	11,786	3.72%
				172,466			-2.65%
Information Technology	174,369	214,967	149,745	,	167,893	(4,573)	
Building Inspection	199,361	196,232	202,000	212,014	205,504	(6,510)	-3.07%
Legal Services	147,486	167,090	149,841	152,351	158,583	6,232	4.09%
Village Hall Maintenance	139,139	140,536	142,160	145,116	144,117	(999)	-0.69%
General Government	546,153	491,195	525,736	504,181	517,228	13,047	2.59%
Total General Government	2,304,534	2,315,790	2,272,755	2,320,001	2,354,060	34,059	1.47%
	, ,	, , ,	, . ,	,,	,,	,,,,,	
Public Safety							
Police / Fire / Rescue	7,579,884	7,914,892	8,152,828	8,155,374	8,312,849	157,475	1.93%
Fire Inspection	110,431	76,650	107,401	126,973	133,439	6,466	5.09%
Total Public Safety	7,690,315	7,991,542	8,260,228	8,282,347	8,446,288	163,941	1.98%
Total Tublic Surety	7,070,313	7,771,542	0,200,220	0,202,347	0,440,200	103,741	1.5070
Public Works							
Engineering	134,392	130,732	139,413	152,301	151,637	(664)	-0.44%
Street Administration	159,351	158,634	174,386	180,249	182,445	2,196	1.22%
Garage	434,729	546,023	503,964	458,462	511,088	52,626	11.48%
•							
Street Maintenance	549,657	641,325	703,664	669,169	743,515	74,346	11.11%
Curb & Gutter	54,567	24,764	23,557	33,100	28,148	(4,952)	-14.96%
Snow & Ice Control	168,369	148,942	218,883	163,200	179,208	16,008	9.81%
Traffic Control	97,644	103,903	114,828	97,268	105,206	7,938	8.16%
Street Lighting	460,133	456,288	452,765	459,372	466,344	6,972	1.52%
Sidewalk Maintenance	9,467	8,279	6,806	10,600	8,230	(2,370)	-22.36%
School District Maintenance	866	0,277	0,000	1,700	538	(1,162)	-68.35%
		_	246		538		-90.39%
Labor for Others	1,184	-	246	5,600		(5,062)	
Transit System	134,154	216,469	205,021	212,862	234,099	21,237	9.98%
Total Public Works	2,204,514	2,435,359	2,543,533	2,443,883	2,610,996	167,113	6.84%
Sanitation							
	240.741	41.6.072	200.021	207.612	204.225	0.710	2.260/
Garbage & Refuse Collection	349,741	416,073	398,921	385,613	394,325	8,712	2.26%
Recycling	179,487	203,182	202,315	167,022	156,962	(10,060)	-6.02%
Landfill	190,008	212,851	236,884	211,740	240,000	28,260	13.35%
Weed Control	16,228	7,615	10,245	16,500	10,574	(5,926)	-35.92%
Wood Chipping	101,640	58,861	74,487	108,400	72,973	(35,427)	-32.68%
Total Sanitation	837,105	898,581	922,851	889,275	874,834	(14,441)	-1.62%
Total Santation	037,103	070,301	722,031	007,273	074,034	(17,771)	-1.02/0
Parks, Recreation & Forestry							
Parks & Recreation Administration	353,334	367,383	418,094	429,707	434,514	4,807	1.12%
Community Pool	90,660	94,498	92,320	92,509	97,620	5,111	5.52%
•						·	
Ashwaubomay Lake	130,967	137,955	134,159	139,040	144,054	5,014	3.61%
Adult Recreation	41,284	51,819	48,807	44,394	52,791	8,397	18.91%
Co-Sponsored Recreation	84,015	91,532	94,651	68,820	103,533	34,713	50.44%
Youth Recreation	109,176	115,883	119,768	135,011	137,536	2,525	1.87%
Park Maintenance	482,878	458,778	483,781	482,129	512,488	30,359	6.30%
Community Center	67,727	77,141	119,745	146,038	108,030	(38,008)	-26.03%
Performing Arts Center	42,297	58,245	75,421	75,276	74,224	(1,052)	-1.40%
Forestry	200,660	248,718	274,386	263,373	294,827	31,454	11.94%
•							
Total Parks, Recreation & Forestry	1,602,999	1,701,952	1,861,133	1,876,297	1,959,617	83,320	4.44%
Health & Human Services							
Animal Control	6,024	6 222	7 905	0 505	7 905	(700)	-8.14%
Animai Control	0,024	6,223	7,895	8,595	7,895	(700)	-8.14%
Conservation & Development							
Economic Development	103,787	95,442	112,416	114,519	113,261	(1,258)	-1.10%
Leonomic Development	103,787	93, <del>44</del> 2	112,410	114,519	113,201	(1,230)	-1.10/0
Total Expenditures	14,749,277	15,444,889	15,980,811	15,934,917	16,366,951	432,034	2.71%
_						,	
Other Financing Uses							
Transfers Out	142,857	1,894,673	-	-	-	-	N/A
TOTAL EVDENDIBUDES & OBJECT							
TOTAL EXPENDITURES & OTHER	*						
FINANCING USES	\$14,892,134	\$17,339,561	\$15,980,811	\$15,934,917	\$16,366,951	\$ 432,034	2.71%

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget		% Change
5100	Salary	4,517,780	4,213,834	4,849,741	5,098,466	5,298,105	199,639	3.92%
5100	Fitness	54,588	61,046	56,963	63,735	63,735	199,039	0.00%
5102	FLSA	58,253	69,411	60,834	65,000	65,000	-	0.00%
5103	Fire/Rescue Meeting Pay	35,354	39,293	38,000	40,000	40,000	-	0.00%
5110	Hourly	1,854,229	1,946,244	2,369,207	2,423,739	2,459,493	35,754	1.48%
5111	Overtime	333,457	382,345	446,601	382,363	631,563	249,200	65.17%
5112 5120	Double Time Longevity	5,031 6,619	23,652 14,392	6,230	6,990	6,390	(600)	N/A -8.58%
5125	Call Time	4,350	750	0,230	0,990	0,390	(000)	-0.36% N/A
5130	Comp Time	275,238	365,035	275,000	225,000	1,200	(223,800)	-99.47%
5140	Poll Workers	9,439	26,143	5,636	12,000	26,000	14,000	116.67%
5150	Holiday Pay	284,602	351,419	270,796	255,663	262,630	6,967	2.73%
5170	Sick	40,553	118,947	42,224	-	-	-	N/A
5180	Vacation	337,702	729,338	119,175	-	-	-	N/A
	Salaries And Wages	\$ 7,199,120	\$ 7,570,068	\$ 7,818,807	\$ 7,965,593	\$ 8,221,353	\$ 255,760	3.21%
	Overtime/Comptime Total Salaries And Wages	7,817,197	771,782 8,341,849	721,601 8,540,408	607,363 8,572,956	632,763 8,854,116	25,400 281,160	4.18% 3.28%
	Total Salaries Alid Wages	7,017,197	0,341,049	8,340,408	6,372,930	0,034,110	281,100	3.2070
5210	Medicare/Fica	536,073	611,074	635,799	654,158	675,342	21,184	3.24%
5220	Health Insurance	1,473,804	1,200,293	953,247	1,333,904	938,026	(395,878)	-29.68%
5220.1	Health Insurance - HSA	62,904	276,507	591,659	246,580	554,996	308,416	125.08%
5221 5222	Dental Insurance Life Insurance	85,966 13,606	94,718 15,185	95,555 16,859	97,622 18,011	95,270	(2,352) 1,206	-2.41% 6.70%
5240	Retirement	699,810	787,719	789,228	771,094	19,217 812,300	41,206	5.34%
5300	Public Safety Trust Fund Con		47,500	47,500	47,000	47,500	500	1.06%
2200	Total Benefits	2,919,663	3,032,996	3,129,847	3,168,369	3,142,651	(25,718)	-0.81%
	Total Personnel Services	10,736,859	11,374,846	11,670,256	11,741,325	11,996,767	255,442	2.18%
6100	Office Supplies	42,340	35,980	30,650	37,280	36,000	(1,280)	-3.43%
6101	Operational Supplies	90,423	63,268	67,822	81,822	78,822	(3,000)	-3.67%
6102	Evidence Supplies	2,162	2,505	2,395	2,395	2,395	-	0.00%
6104	Lifeguard Training Supplies	699	1,263	700	700	700	-	0.00%
6105	Range Supplies	14,977	13,873	15,300	15,300	15,300	(100)	0.00%
6108 6109	Election Supplies Forms	2,413 3,156	5,546 2,407	2,000 4,000	3,100 4,000	3,000 3,250	(100) (750)	-3.23% -18.75%
6111	State Stamps	829	2,407	4,000	900	900	(730)	0.00%
6113	Maintenance Supplies	239,358	230,368	255,729	222,400	241,900	19,500	8.77%
6114	Concession Supplies	18,013	19,002	17,934	19,985	19,985	-	0.00%
6115	Pool And Lake Supplies	13,535	11,317	12,134	11,630	11,630	-	0.00%
6116	Janitorial Supplies	19,895	21,594	24,672	23,785	25,485	1,700	7.15%
6117	Athletic Field Supplies	32,636	28,995	31,174	29,862	29,862	-	0.00%
6118	Program Supplies	42,423	60,381	61,059	54,761	58,761	4,000	7.30%
6120	Code Books Total Supplies	522,941	1,308 497,806	100 525,669	1,100 509,020	528,070	(1,020) 19,050	-92.73% 3.74%
				323,009		326,070		3.7470
6122	Gas & Oil	176,171	214,584	213,450	197,328	214,438	17,110	8.67%
6123	Landscaping Supplies	6,759	8,046	9,200	9,200	9,200	-	0.00%
6124	Program/Trip Expense	95,784	94,559	92,800	3,200 104,030	3,200	(2,430)	0.00% -2.34%
6211 6212	Repairs-Building/Equipment Voting Machine Maintenance	1,463	94,559 150	1,953	1,800	101,600 1,700	(2,430)	-2.34% -5.56%
6213	Software Maintenance	87,326	96,685	124,590	126,932	129,951	3,019	2.38%
6214	Fire Alarm/Security Maint	1,239	4,121	3,045	2,400	3,050	650	27.08%
6215	Equipment Maintenance	154	11,357	9,286	9,295	11,850	2,555	27.49%
6301	Record Checks	4,025	3,381	4,000	4,000	4,000	-	0.00%
6302	Newspaper Publishing	12,006	10,743	8,650	9,400	9,750	350	3.72%
6303	Licenses	668 27.641	784	839	837	1,962	1,125	134.41%
6304 6305	Postage Copy Machine	27,641 20,004	25,686 21,379	27,186 21,050	30,210 20,580	30,300 21,680	90 1,100	0.30% 5.34%
6306	Building Furnishings	3,049	2,624	2,800	2,800	3,800	1,100	35.71%
6307	Credit Card Fees	20,067	26,567	21,000	21,000	21,000	-	0.00%
6401	Uniforms	58,649	53,036	58,832	66,822	68,755	1,933	2.89%
6402	Shoe Allowance	2,597	4,322	3,700	3,700	4,000	300	8.11%
6403	Tool Allowance	400	800	800	800	800	-	0.00%
6500	Grant Expenses	4,570	75	4,550	-	-	-	N/A
6501	Asset Forfeiture Expenses	-	-	66	-	-	-	N/A

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
6502	Public Education	2,539	3,835	3,800	3,800	2,300	(1,500)	-39.47%
6505	ATV Patrol Total Operating	733 525,846	140 582,874	611,597	1,150 619,284	643,336	(1,150) 24,052	-100.00% 3.88%
	Total Operating	323,840	362,674	011,597	019,204	045,550	24,032	3.0070
7100	Training/Conference	45,973	60,476	63,554	67,570	66,510	(1,060)	-1.57%
7120	Dues & Subscriptions	22,633	20,067	22,791	26,435	25,385	(1,050)	-3.97%
7130	Mileage Reimbursement	13,584	13,286	13,969	13,825	13,940	115	0.83%
7140	Fitness Test & Equipment Maint		4,050	4,440	4,440	1,000	(3,440)	-77.48%
	Total Travel/Training	83,390	97,878	104,754	112,270	106,835	(5,435)	-4.84%
8100	Contracted Services	453,615	543,528	651,002	573,963	612,732	38,769	6.75%
8101	Computer Consulting	30,081	22,040	25,000	34,800	32,400	(2,400)	-6.90%
8102	Accounting & Auditing	18,150	19,140	21,000	19,250	21,000	1,750	9.09%
8103	Rodent Control	-	2,213	1,395	1,395	1,395	-	0.00%
8104	Mutual Aid	18,627	18,384	18,439	18,775	18,775	-	0.00%
8105	Humane Society	5,901	3,540	6,000	6,000	6,000	-	0.00%
8106	Cleaning Contract	30,426	32,765	37,300	37,300	36,300	(1,000)	-2.68%
8107	Weights & Measures	21,680	22,770	23,925	21,050	23,925	2,875	13.66%
8108	Brown Co Mrf Charges	1,140	17,596	37,351	15,000	36,000	21,000	140.00%
8109	Brown County Landfill	188,868	195,255	199,533	196,740	204,000	7,260	3.69%
8112	Jail Fees	34,360	28,900	31,000	38,400	38,400	-	0.00%
8113	Printing	9,035	9,618	13,260	11,400	11,400	-	0.00%
8114	Tree Planting - Village	5,611	8,795	11,000	11,000	11,000	-	0.00%
8115	Engineering Services	6,303	7,124	7,500	7,500	7,500	(1.052)	0.00%
8116	Economic Development	5,370	6,785	7,000	7,503	6,450	(1,053)	-14.03%
8117	Tree Planting - Residents	5,928	8,263	3,000	3,000	3,000	-	0.00%
8118	Bank Fees	23,415	33,794	31,000	30,000	31,000	1,000	3.33%
8119	Investment Fees	16,518	16,548	16,980	16,500	16,800	300	1.82%
8201 8202	Vehicle Repairs	222,935	240,391	231,865	231,345 485,253	231,345	37,155	0.00% 7.66%
	Equipment Use Charge Radio Maintenance	431,645 15,843	363,895 2,729	485,253 3,000	4,000	522,408 1,500	(2,500)	-62.50%
8203 8205	Equipment Rental	8,063	9,012	8,300	8,300	8,300	(2,300)	0.00%
8203	Total Purchased Services	1,553,815	1,613,084	1,870,104	1,778,474	1,881,630	103,156	5.80%
	Total I dichased Services	1,555,615	1,013,004	1,070,104	1,770,474	1,001,030	103,130	3.0070
8300	Physical/Psych Exams	5,836	8,669	8,042	4,400	16,235	11,835	268.98%
8305	Property & Liability Insurance	93,998	115,059	133,405	114,991	140,175	25,184	21.90%
8306	Employee Assistance Program	3,652	3,647	3,647	3,600	3,647	47	1.31%
8307	Unemployment	1,379	154	1,200	3,750	1,200	(2,550)	-68.00%
8309	Workers Comp Insurance	302,240	223,686	250,207	236,387	223,499	(12,888)	-5.45%
	Total Insurance	407,228	351,214	396,501	363,128	384,756	21,628	5.96%
8400	Gas & Electric	645,260	645,099	653,063	657,641	676,416	18,775	2.85%
8401	Water/Sewer/Storm Water	61,826	73,750	70,032	69,750	69,750	-	0.00%
8402	Telephone/Pagers	27,869	26,205	26,175	29,175	22,675	(6,500)	-22.28%
8403	Cell Phone	39,140	37,198	39,593	39,684	40,596	912	2.30%
8404	Teletype	4,146	4,536	4,536	4,536	4,536	-	0.00%
8405	Television Expenses	1,422	1,456	1,531	1,584	1,584	-	0.00%
	Total Utilities	779,662	788,244	794,930	802,370	815,557	13,187	1.64%
8500	Wage Reserve	-	-	-	9,046	10,000	954	10.55%
9120	Equipment > \$5000	28,938	66,755	7,002	_	_	_	N/A
9121	Equipment < \$5000	105,647	72,188	-	-	-	-	N/A
	Total Capital Outlay	139,535	138,943	7,002	-	-	-	N/A
9200	Operating Transfer Out	142,857	1,894,673	-	-	-	-	N/A
TOTAL	EXPENDITURES & OTHER							
		\$14,892,134	\$17,339,561	\$15,980,811	\$15,934,917	\$16,366,951	\$ 432,034	2.71%

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

#### **DEPARTMENT DESCRIPTION:**

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

#### **SERVICES:**

- \* Human Resources: Employee hiring, training, benefits and discipline
- \* Economic Development: Land sales, business recruitment, tax incremental financing, greenfield development and redevelopment
- \* Overall Administration: Day-to-day and long-term management of Village services.

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

	2018	2019	2020 - Budget
Village President	1.00	1.00	1.00
Village Trustees	6.00	6.00	6.00
Village Manager	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00
Total Full-Time Equivalents	9.00	9.00	9.00

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

#### **2019 ACCOMPLISHMENTS**

- \* Completed Public Safety operations study.
- \* Recruited new Public Safety Director.
- \* Kick off construction in Aldon Station.

#### 2020 OBJECTIVES

- \* Implement recommendations of Public Safety study.
- \* Assist new Chief/Director of Public Safety transition.
- \* Focus of Tax Incremental District #5 growth.

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

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget		% Change
	***************************************						1 2 1 9	
	Salaries And Wages	202,288	207,145	213,326	213,326	217,577	4,251	1.99%
	Overtime/Comptime	1,458	1,215	1,275	1,275	1,275	-	0.00%
	Total Salaries And Wages	203,745	208,361	214,601	214,601	218,852	4,251	1.98%
5210	Medicare/Fica	14,230	15,352	16,416	16,416	16,741	325	1.98%
5220	Health Insurance	34.183	17,164	10,410	19,052	10,741	(19,052)	-100.00%
5220.1	Health Insurance - HSA	4,422	18,884	33,845	15,863	31,449	15,586	98.25%
5220.1	Dental Insurance	2,217	2,261	2,261	2,910	2,261	(649)	-22.30%
5222	Life Insurance	551	537	815	815	832	17	2.09%
5240	Retirement	11,215	11,150	11,384	11,384	12,018	634	5.57%
3240	Total Benefits	66,818	65,349	64,721	66,440	63,301	(3,139)	-4.72%
	Total Personnel Services	270,563	273,709	279,322	281,041	282,153	1,112	0.40%
6100	Office Supplies	4,325	4,436	3,600	3,600	3,600	-	0.00%
7100	Training/Conference	3,016	4,188	4,400	4,400	4,400	-	0.00%
7120	Dues & Subscriptions	7,997	7,312	8,162	8,000	8,000	-	0.00%
7130	Mileage Reimbursement	5,123	4,937	5,062	4,800	5,000	200	4.17%
	Total Travel/Training	16,136	16,437	17,624	17,200	17,400	200	1.16%
8100	Contracted Services	2,519	11,218	2,000	2,500	2,500	-	0.00%
8403	Cell Phone	1,360	1,108	1,248	1,236	1,260	24	1.94%
	<b>Total Expenditures</b>	\$ 294,902	\$ 306,907	\$ 303,794	\$ 305,577	\$ 306,913	\$ 1,336	0.44%

#### **Department: Municipal Court - 5121**

#### **DEPARTMENT DESCRIPTION:**

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

#### **SERVICES:**

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

#### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Village Judge	1.00	1.00	1.00
Court Clerk	1.00	1.00	1.00
Assistant Court Clerk	0.60	0.60	0.60
Total Full-Time Equivalents	2.60	2.60	2.60

#### 2019 ACCOMPLISHMENTS

- \* SDC (State Debt Collection) which is an automated interface between TiPSSCourts and WI Dept of Revenue intercepted the amount of \$17,775 between January 1, 2019 and September 23, 2019, in outstanding debt.
- \* Defendant's used Point and Pay (a credit card service through our website which is an automated interface between our website and TiPSSCourts used to pay fines) between January 1, 2019 and September 23, 2019, so far the sum of \$24,138 has been paid using this service.
- \* Tax Refund Intercept Program (TRIP)which is another automated interface between TiPSSCourts and WI Dept of Revenue tax intercepted the amount of \$15,042 between January 1, 2019 and September 23, 2019 in outstanding debt.
- \* Defendant's used GovPayNet (another online credit card service to pay fines) between January 1, 2019 and September 23, 2019, so far the amount of \$70,365 has been paid using this service.
- \* Hired new Deputy Court Clerk
- \* We changed using Warrants (body only-arrest) to using Appearance Warrants (defendant is given court date and released) which saves on officers time driving to the jail and processing the defendant at the Brown County Jail. It also saves Ashwaubenon Municipal Court on jail fees.

#### 2020 OBJECTIVES

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

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

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	93,980	95,791	98,396	98,396	101,673	3,277	3.33%
	Overtime/Comptime	1,135	549	1,000	4,000	1,000	(3,000)	-75.00%
	Total Salaries And Wages	95,115	96,340	99,396	102,396	102,673	277	0.27%
5210	Medicare/Fica	6,908	7,245	7,834	7,834	7,855	21	0.27%
5220	Health Insurance	6,738	-	-	-	-	-	N/A
5220.1	Health Insurance - HSA	1,712	7,397	4,666	4,666	5,286	620	13.29%
5221	Dental Insurance	354	378	378	378	378	-	0.00%
5222	Life Insurance	98	98	186	186	190	4	2.15%
5240	Retirement	3,398	3,326	3,708	3,708	3,542	(166)	-4.48%
	Total Benefits	19,207	18,443	16,772	16,772	17,251	479	2.86%
	Total Personnel Services	114,322	114,783	116,168	119,168	119,924	756	0.63%
6100	Office Supplies	1,117	1,057	1,200	1,200	1,200	-	0.00%
6109	Forms	962	1,524	1,500	1,500	1,500	-	0.00%
6120	Code Books	-	-	100	100	80	(20)	-20.00%
	Total Supplies	2,080	2,581	2,800	2,800	2,780	(20)	-0.71%
6213	Software Maintenance	6,646	6,668	6,832	6,832	7,001	169	2.47%
7100	Training/Conference	1,002	879	2,100	2,100	680	(1,420)	-67.62%
7120	Dues & Subscriptions	960	880	890	890	890	-	0.00%
7130	Mileage Reimbursement	104	221	600	600	400	(200)	-33.33%
	Total Travel/Training	2,066	1,980	3,590	3,590	1,970	(1,620)	-45.13%
8100	Contracted Services	510	340	864	864	864	-	0.00%
8112	Jail Fees	34,360	28,900	31,000	38,400	38,400	-	0.00%
	Total Purchased Services	34,870	29,240	31,864	39,264	39,264	-	0.00%
	Total Expenditures	\$ 159,984	\$ 155,253	\$ 161,254	\$ 171,654	\$ 170,939	\$ (715)	-0.42%

**Department: Clerk/Treasurer - 5141** 

#### **DEPARTMENT DESCRIPTION:**

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

#### **SERVICES:**

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

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

	2018	2019	2020 - Budget
Village Clerk/Treasurer (1)	1.00	1.00	1.00
Deputy Clerk / Legal Assistant (2)	1.00	0.70	0.70
Clerk (3)	0.00	0.10	0.10
Poll Workers (4)	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	2.00	1.80	1.80

#### Notes:

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

#### 2019 ACCOMPLISHMENTS

- \* Achieved on-time and accurate Brown County Hotel-Motel-STR Room Tax submissions of all Ashwaubenon lodging entities.
- \* Continued support of the Short-Term Rental (STR) licensing program as it transitions from the Office of the Clerk-Treasurer to Building Inspection/Zoning in 2020.
- Consolidated all official village records for enhanced centralized record management.
- \* Successfully prepared and performed all election-related activities, including Chief Election Inspector and Election Inspector training for the two elections conducted in 2019.
- \* The Deputy Clerk role/duties were successfully transitioned to reflect a 70/30% split with the Legal Department.
- \* Successfully completed the Wisconsin Election Commission 4-Year Voter Registration Maintenance program

**Department: Clerk/Treasurer - 5141** 

#### **2020 OBJECTIVES**

- \* Continue to provide a high level of courteous, efficient service to Ashwaubenon citizens and business community.
- \* Train Election Inspectors as Board of Absentee Ballot Canvassers with the introduction of Central Count to the village's electoral processes
- \* Recruit & Train Election Inspectors in electoral processes and the operation of the new Express Vote Voting System for the 2020-2022 term.
- \* Seek appropriate training opportunities for both the Clerk-Treasurer and the Deputy Clerk, thus enhancing their job skills and performance.

#### **BUDGET SUMMARY:**

- \* Increase of Election Inspector wages are reflected due to conducting four elections in 2020, coupled with the adding the Board of Absentee Ballot Canvassing (Central Count).
- \* Reductions in various supply and operating costs to match actual trends.
- \* Account 8107; Weights & Measures Increased based on contract with City of Appleton.

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

		2017	2018	2019	2019	2020	2020 vs 201	19 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	109,081	125,710	99,429	105,793	117,762	11,969	11.31%
	Overtime/Comptime	493	2,015	500	500	500	-	0.00%
	Total Salaries And Wages	109,574	127,725	99,929	106,293	118,262	11,969	11.26%
5210	Medicare/Fica	6,902	7,457	7,214	7,214	7,058	(156)	-2.16%
5220	Health Insurance	22,919	21,689	11,618	14,229	11,954	(2,275)	-15.99%
5220.1	Health Insurance - HSA	-	-	6,367	6,532	7,929	1,397	21.39%
5221	Dental Insurance	1,204	1,291	1,672	1,842	1,750	(92)	-4.99%
5222	Life Insurance	317	388	545	644	655	11	1.71%
5240	Retirement	6,457	6,404	5,787	6,093	6,160	67	1.10%
	Total Benefits	37,800	37,229	33,204	36,554	35,506	(1,048)	-2.87%
	Total Personnel Services	147,374	164,954	133,133	142,847	153,768	10,921	7.65%
6100	Office Supplies	1,758	1,197	1,200	1,500	1,200	(300)	-20.00%
6108	Election Supplies	2,413	5,546	2,000	3,100	3,000	(100)	-3.23%
6120	Code Books	-	_	-	1,000	-	(1,000)	-100.00%
	Total Supplies	4,171	6,743	3,200	5,600	4,200	(1,400)	-25.00%
6212	Voting Machine Maintenance	1,463	150	1,953	1,800	1,700	(100)	-5.56%
6213	Software Maintenance	3,122	3,117	2,200	3,900	4,000	100	2.56%
6301	Record Checks	4,025	3,381	4,000	4,000	4,000	-	0.00%
6302	Newspaper Publishing	10,614	10,573	8,400	8,400	9,000	600	7.14%
6304	Postage	3,331	3,231	3,686	3,810	3,900	90	2.36%
	Total Operating	22,555	20,451	20,239	21,910	22,600	690	3.15%
7100	Training/Conference	1,670	1,228	1,500	1,920	1,680	(240)	-12.50%
7120	Dues & Subscriptions	502	665	600	600	600	_	0.00%
7130	Mileage Reimbursement	606	336	350	500	540	40	8.00%
	Total Travel/Training	2,777	2,229	2,450	3,020	2,820	(200)	-6.62%
8100	Contracted Services	5,772	5,562	5,562	5,562	5,562	_	0.00%
8107	Weights & Measures	21,680	22,770	23,925	21,050	23,925	2,875	13.66%
	Total Purchased Services	27,452	28,332	29,487	26,612	29,487	2,875	10.80%
8403	Cell Phone	300	300	300	300	300	-	0.00%
	Total Expenditures	\$ 204,629	\$ 223,009	\$ 188,809	\$ 200,289	\$ 213,175	\$ 12,886	6.43%

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

#### **DEPARTMENT DESCRIPTION:**

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

#### **SERVICES:**

- \* All assessment data is subject to open records.
- \* Available to the public is all assessment information readily available at http://assessordata.org.

#### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Assessor Technician	1.00	1.00	1.00
Note: Village Assessor is a contracted position.			

#### **2019 ACCOMPLISHMENTS**

- \* Provide staff with TIF District valuation and other ongoing construction projects.
- \* Board of Review met and adjourned May 30, 2019.
- \* Four appeals were contested at Board of Review and the valuations were successfully upheld.
- \* Continue to analyze value of Titletown District and components within.

#### 2020 OBJECTIVES

- \* Tentative date of 2019 Board of Review May 20, 2020.
- \* Continue to follow market trend and their effect on the overall value and equalized ratio.
- \* Work with Developers, Village staff & Village Board regarding both ongoing and proposed construction projects.
- \* Comply with mandated WI DOR filings and procedures.

#### **BUDGET SUMMARY:**

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

		2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
-								
	Salaries And Wages	44,959	45,993	47,453	47,453	48,623	1,170	2.47%
	Overtime/Comptime	1,164	1,561	75	1,000	250	(750)	-75.00%
	Total Salaries And Wages	46,123	47,554	47,528	48,453	48,873	420	0.87%
5210	Medicare/Fica	3,136	3,492	3,707	3,707	3,739	32	0.86%
5220	Health Insurance	15,545	15,157	14,943	14,943	14,943	-	0.00%
5221	Dental Insurance	1,038	1,142	1,142	1,142	1,142	-	0.00%
5222	Life Insurance	298	309	315	324	332	8	2.47%
5240	Retirement	3,206	3,164	3,105	3,174	3,299	125	3.94%
	Total Benefits	23,223	23,264	23,212	23,290	23,455	165	0.71%
	Total Personnel Services	69,346	70,818	70,740	71,743	72,328	585	0.82%
6100	Office Supplies	477	260	500	1,500	1,200	(300)	-20.00%
6213	Software Maintenance	4,853	3,964	4,652	5,000	5,000	-	0.00%
7100	Training/Conference	305	142	500	500	500	_	0.00%
7120	Dues & Subscriptions	1,732	1,816	2,000	2,000	2,000	-	0.00%
	Total Travel/Training	2,037	1,958	2,500	2,500	2,500	-	0.00%
8100	Contracted Services	55,262	55,535	61,069	58,720	60,004	1,284	2.19%
	Total Expenditures	\$ 131,975	\$ 132,534	\$ 139,461	\$ 139,463	\$ 141,032	\$ 1,569	1.13%

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

## **SERVICES:**

- \* Cash management and investment of Village funds to maximize returns within adopted investment policies.
- \* Preparation of monthly and annual financial statements and coordination of the annual audit.
- \* Preparation of required State of Wisconsin financial reports and forms.
- \* Coordination of the annual Village budget for submission to the Finance & Personnel Committee and Village Board for final adoption.
- \* Responsible for daily and monthly village cash account reconciliations.
- \* Receipting of all monies paid to the Village.
- \* Disbursement of monies to vendors.
- \* Monitor Village's purchasing policies.
- \* Payroll processing, reconciliation and proper filing with state and federal agencies.
- \* Service Billing and Collection; including fire protection fees, false alarms and other services.

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Finance Director (1)	1.00	1.00	1.00
Accountant I (2)	1.00	1.00	1.00
Financial Analyst (3)	1.00	1.00	1.00
Billing Clerk (4)	0.05	0.30	0.30
Total Full-Time Equivalents	3.05	3.30	3.30

### Notes:

- 1. 25% of Finance Director is allocated to the Water, Sewer and Storm Water Utility Funds.
- 2. 45% of Accountant is allocated to the Water, Sewer and Storm Water Utility Funds.
- 3. 45% of Finance Analyst is allocated to the Water, Sewer and Storm Water Utility Funds.
- 4. Clerk will allocate time between Finance (30%), Village Clerk/Treasurer (10%), Building Inspection (10%) and Utility Departments (50%).

# 2019 ACCOMPLISHMENTS

- \* Received Government Finance Officer Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" award for 33rd consecutive year.
- \* Transitioned utility bill receipting to Green Bay Water Utility.
- \* Trained two new staff members to the department.
- \* Assisted with administration and financial analysis on various Tax Incremental District projects.
- \* Established automated online reporting for department heads and other supervisors.
- \* Performed village treasury duties, including completing monthly bank reconciliation, investment management, daily cash collection and reconciliation, alarm permitting and weights and measures.
- \* Continued integration to new reporting functionality to assist in standard monthly reporting and aid in completion of annual reporting and budgeting.

### **2020 OBJECTIVES**

- \* Finalize new reporting functionality to assist in standard monthly reporting and aid in completion of annual reporting, including expanding intranet reporting for department heads.
- \* Analyze option between upgrading existing general ledger software or purchasing new product.
- \* Create PAFR (Public Annual Financial Report) to accompany exist Comprehensive Annual Financial Report (CAFR).
- \* Streamline internal accounts payable processes to provide more controlled and secure process.

- \* Account 6103-Software Maintenance: annual increase to maintenance plan.
- \* Account 8101-Computer Consulting: reduce budget to actual trends.
- \* Account 8102-Accounting & Auditing: increase in audit fees.

		2017	2018	2019	2019	2020	2020 vs 202	19 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
								_
	Salaries And Wages	121,243	130,971	152,648	152,648	158,471	5,823	3.81%
	Overtime/Comptime	387	568	-	-	-	-	N/A
	Total Salaries And Wages	121,630	131,539	152,648	152,648	158,471	5,823	3.81%
5210	Medicare/Fica	8,239	9,183	11,677	11,677	12,123	446	3.82%
5220	Health Insurance	24,548	758	29	2,241	· -	(2,241)	-100.00%
5220.1	Health Insurance - HSA	6,458	27,896	27,758	25,893	30,921	5,028	19.42%
5221	Dental Insurance	1,928	2,169	2,215	2,225	2,225	-	0.00%
5222	Life Insurance	182	177	217	303	354	51	16.83%
5240	Retirement	8,428	8,868	9,998	9,998	10,696	698	6.98%
	Total Benefits	49,782	49,052	51,894	52,337	56,319	3,982	7.61%
	Total Personnel Services	171,412	180,591	204,542	204,985	214,790	9,805	4.78%
6100	Office Supplies	4,315	4,416	3,000	3,000	3,000	-	0.00%
6213	Software Maintenance	20,375	20,486	20,500	18,000	21,000	3,000	16.67%
6302	Newspaper Publishing	833	´ -		_	´ -	, -	N/A
	Total Operating	21,207	20,486	20,500	18,000	21,000	3,000	16.67%
7100	Training/Conference	1,326	1,335	2,000	3,000	2,500	(500)	-16.67%
7120	Dues & Subscriptions	650	839	840	695	850	155	22.30%
7130	Mileage Reimbursement	636	728	550	700	700	-	0.00%
	Total Travel/Training	2,613	2,901	3,390	4,395	4,050	(345)	-7.85%
8100	Contracted Services	81,377	53,306	55,500	57,000	57,000		0.00%
8101	Computer Consulting	6,600	6,500	1,500	9,600	7,200	(2,400)	-25.00%
8102	Accounting & Auditing	18,150	19,140	21,000	19,250	21,000	1,750	9.09%
0102	Total Purchased Services	106,127	78,946	78,000	85,850	85,200	(650)	-0.76%
8403	Cell Phone	835	727	525	660	636	(24)	-3.64%
	Total Expenditures	\$ 306,536	\$ 288,067	\$ 309,957	\$ 316,890	\$ 328,676	\$ 11,786	3.72%

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

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget						
Network Administrator	1.00	1.00	1.00						
Note: 20% of position is allocated to the Water, Sewe	Note: 20% of position is allocated to the Water, Sewer and Storm Water Utility Funds.								

### 2019 ACCOMPLISHMENTS:

- \* Replaced server room LAN & SAN Switches with 2 x 10 Gb redundant switches each
- \* Replaced and installed new Nimble SAN (storage server)
- \* Replaced 2 new physical host servers as well as upgrade most of the virtual machines with a new operating system
- \* Replaced and upgrade Village Garage network cabinet
- \* Installed new fiber backbone between server room and patch panel room
- \* Replaced existing pc/laptop hardware according to predetermined replacement schedule.
- \* Deployed new interview room hardware and software in Public Safety Department.
- \* Installed and replaced Village access control system (software and hardware)
- \* Upgraded Phone and Voicemail software to pre-prep for phone handsets next year

### 2020 OBJECTIVES:

- \* Begin phase 1 of phone handset replacements and upgrades
- \* Replace existing layer 3 switch with 2 x 10 Gb redundant switches
- \* Upgrade layer 2 to 3 switch/firewall cables and connections
- Install new backup software solution
- \* Upgrade interview room camera's in Public Safety
- \* Install new PC's in Public Safety & Community Pool Sharpboards
- \* Annual replacement of older pc/laptop hardware.
- \* Recable patch panel room
- \* Roll out UpFleet -Village vehicle maintenance software program

- \* Removed part-time role and replaced with contracted services.
- \* \$92,317 of capital requests approved but moved to the Oneida Service Agreement Budget. See the capital request details under Fund 241 budget.

Fund 100 - General Government

Department: Information Technology - 5157

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accou	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	45,125	60,345	57,139	72,456	58,691	(13,765)	-19.00%
5210	Medicare/Fica	2,971	4,383	5,543	5,543	4,490	(1,053)	-19.00%
5220	Health Insurance	12,436	12,125	11,954	17,931	11,954	(5,977)	-33.33%
5221	Dental Insurance	830	913	913	913	913	-	0.00%
5222	Life Insurance	48	52	59	86	89	3	3.49%
5240	Retirement	3,060	3,559	3,743	3,743	3,962	219	5.85%
	Total Benefits	19,345	21,033	22,212	28,216	21,408	(6,808)	-24.13%
	Total Personnel Services	64,469	81,378	79,351	100,672	80,099	(20,573)	-20.44%
6100	Office Supplies	5,637	3,071	3,000	3,000	3,000	-	0.00%
6213	Software Maintenance	17,603	33,884	33,300	33,000	33,000	-	0.00%
6304	Postage		-	-	=	-	-	N/A
	Total Operating	17,603	33,884	33,300	33,000	33,000	-	0.00%
7100	Training/Conference	28	-	-	_	-	-	N/A
7120	Dues & Subscriptions	228	_	-	-	-	-	N/A
	Total Travel/Training	256	-	-	-	-	-	N/A
8100	Contracted Services	1,005	8,556	10,114	10,114	26,114	16,000	158.20%
8101	Computer Consulting	23,481	15,540	23,500	25,200	25,200	-	0.00%
	Total Purchased Services	24,486	24,096	33,614	35,314	51,314	16,000	45.31%
8403	Cell Phone	200	450	480	480	480	-	0.00%
9120	Equipment > \$5000	16,938	41,261	-	_	-	-	N/A
9121	Equipment < \$5000	44,780	30,828	-	-	-	-	N/A
	Total Capital Outlay	61,719	72,090	-	-	-	-	N/A
	Total Expenditures	\$ 174,369	\$ 214,967	\$ 149,745	\$ 172,466	\$ 167,893	\$ (4,573)	-2.65%

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

### **SERVICES:**

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

## STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Director of Inspection Services	1.00	1.00	1.00
Building Inspector (1)	1.00	1.00	1.00
Customer Service Rep/Secretary (2)	0.30	0.30	0.30
Clerk (3)	0.00	0.10	0.10
Code Enforcement Official	0.40	0.40	0.40
Total Full-Time Equivalents	2.70	2.80	2.80

#### Notes:

- 1. 40% of Building Inspector is allocated to the Water, Sewer and Storm Water Utility Funds.
- 2. Secretary position is allocated among multiple departments; 30% to Building Inspection.
- 3. Clerk will allocate time between Building Inspection (10%), Finance (30%), Village Clerk/Treasurer (10%) and Utility Departments (50%).

### 2019 ACCOMPLISHMENTS:

- \* Created online inspection request form to improve inspection scheduling responsiveness and efficiency.
- \* Permit application packets were created with links to the online ordinances.
- \* Moved to paperless permitting and plan review.
- \* Creation of a new temporary occupancy sign-off sheet to clarify requirements to full occupancy.
- \* Cross-connection inspection process was revamped to create efficiencies for village staff and
- \* Began pre-submittal site plan meetings with applicants to avoid issues during approval.

### 2020 OBJECTIVES:

- \* Generate efficiencies in performing inspections by using two vehicles.
- \* Continue to improve usage of MuniCRM for permitting, site plan, and other records.
- \* Improve community knowledge of the need to maintain buildings through code enforcement.
- \* Begin to take on certain site plan review requests and attend site plan review committee meetings.

- \* Account 6213-Software Maintenance: Increased to include the quarterly cost of the Wis. Dept. of Justice TIME access for code enforcement. Previously budgeted in account 8100.
- \* Account 6303-Licenses: Increase due to renewal of certain building inspection credentials, including Master Plumber, Commercial Building Inspector (2), UDC Plumbing Inspector, and Cross-Connection Inspector.

		2017	2018	2019	2019	2020	2020 vs 20	
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	0.1.1.1.177	105 101	120.025	144.514	145.014	1.45.400	1.550	1.000/
	Salaries And Wages	135,491	138,935	144,514	145,914	147,492	1,578	1.08%
	Overtime/Comptime	40	39	144514	145.014	- 1.47.400	1.570	N/A
	Total Salaries And Wages	135,530	138,974	144,514	145,914	147,492	1,578	1.08%
5210	Medicare/Fica	9,117	10,162	11,163	11,163	11,283	120	1.07%
5220	Health Insurance	30,665	17,841	-	23,161	-	(23,161)	-100.00%
5220.1	Health Insurance - HSA	2,619	8,917	27,636	9,798	24,315	14,517	148.16%
5221	Dental Insurance	1,972	1,999	1,977	2,207	1,978	(229)	-10.38%
5222	Life Insurance	201	195	223	193	261	68	35.23%
5240	Retirement	8,130	7,260	8,558	8,558	8,901	343	4.01%
	Total Benefits	52,704	46,375	49,557	55,080	46,738	(8,342)	-15.15%
	Total Personnel Services	188,234	185,349	194,071	200,994	194,230	(6,764)	-3.37%
6100	Office Supplies	1,718	2,073	900	900	720	(180)	-20.00%
6111	State Stamps	829	_,	-	900	900	-	0.00%
6120	Code Books	-	1,308	_	-	-	_	N/A
	Total Supplies	2,546	3,382	900	1,800	1,620	(180)	-10.00%
6122	Gas & Oil	2,114	2,008	1,600	2,040	1,564	(476)	-23.33%
6213	Software Maintenance	300	300	300	300	1,200	900	300.00%
6303	Licenses	6	122	177	150	1,300	1,150	766.67%
6402	Shoe Allowance	-	238	-	-	300	300	N/A
0402	Total Operating	2,420	2,668	2,077	2,490	4,364	1,874	75.26%
7100	Training/Conference	2,505	1,261	2,409	2,500	2,500		0.00%
7100	Dues & Subscriptions	430	1,201	517	430	430	_	0.00%
/120	Total Travel/Training	2,935	1,376	2,926	2,930	2,930	-	0.00%
				,		ŕ		
8100	Contracted Services	889	1,200	-	1,200	-	(1,200)	-100.00%
8201	Vehicle Repairs	481	461	475	800	800	-	0.00%
	Total Purchased Services	1,370	1,661	475	2,000	800	(1,200)	-60.00%
8300	Physical/Psych Exams	-	45	-	-	-	-	N/A
8403	Cell Phone	1,855	1,751	1,550	1,800	1,560	(240)	-13.33%
	Total Expenditures	\$ 199,361	\$ 196,232	\$ 202,000	\$ 212,014	\$ 205,504	\$ (6,510)	-3.07%

The Department of Legal Services provides legal advice and opinions to the Village Board, Village Committees and Village Staff. The department may also contract with outside legal sources if necessary to assist with unplanned litigation, labor and employment issues, and other legal questions in specialty areas as the need may arise.

### **SERVICES:**

- \* Advise the Village Board, Committees and Staff on 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 Village Departments, construction and other services.
- \* Prosecute municipal court citations.
- \* Oversite of Village related claims and litigation.
- \* Handle collective bargaining issues with Ashwaubenon Public Safety Officers Association Unit

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

	2018	2019	2020 - Budget
Village Attorney	1.00	1.00	1.00
Deputy Clerk / Legal Assistant	0.50	0.30	0.30
Total Full-Time Equivalents	1.50	1.30	1.30

### 2019 ACCOMPLISHMENTS:

- \* Managed, conducted and participated in various litigation matters pertaining to claims and litigation against the Village.
- \* Drafted numerous real estate documents related to various economic development projects including the former Schneider site, Titletown Phase II, housing projects, and others.
- \* Revised, updated, and drafted ordinances and changes requested by Village Staff.
- \* Provided frequent direction and handled responses to public record requests.
- \* Continued monitoring and advising on the enforcement of Short-Term Rental Properties.
- \* Engaged in managing, reviewing and participating in the Brown County Expo Center project including review, edit, and draft various documents related to the Project including the bonding process.
- \* Handle municipal court pretrials and trials along with appeals to Circuit Court of Village citations.
- \* Provided advice and guidance on various human resources and Public Safety matters.

### 2020 OBJECTIVES:

- \* Engage in collective bargaining discussions with Public Safety Bargaining Unit.
- \* Work with Community Development and Inspection to update various zoning and building code
- \* Manage and participate in continued litigation to protect Village's rights and interests.
- \* Continue revisions to Ashwaubenon Municipal Code and update ordinances consistent with State law.

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

		2017	2018	2019	2019	2020	2020 vs 201	19 Budget
Accoun	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	105,388	130,190	114,278	114,978	119,814	4,836	4.21%
5210	Medicare/Fica	7,313	9,980	8,795	8,795	9,165	370	4.21%
5220.1	Health Insurance - HSA	-	-	2,647	2,799	3,171	372	13.29%
5221	Dental Insurance	-	-	303	342	342	-	0.00%
5222	Life Insurance	-	-	87	270	368	98	36.30%
5240	Retirement	5,602	7,151	7,531	7,531	8,087	556	7.38%
	Total Benefits	12,916	17,131	19,363	19,737	21,133	1,396	7.07%
	Total Personnel Services	118,304	147,320	133,641	134,715	140,947	6,232	4.63%
6100	Office Supplies	2,084	62	-	-	-	-	N/A
6120	Code Books	84	-	-	-	-	-	N/A
	Total Supplies	2,169	62	-	-	-	-	N/A
6304	Postage	24	-	-	-	-	-	N/A
7100	Training/Conference	1,133	1,197	1,500	1,500	1,300	(200)	-13.33%
7120	Dues & Subscriptions	2,544	3,696	3,864	5,500	5,500	-	0.00%
7130	Mileage Reimbursement	57	196	200	-	200	200	N/A
	Total Travel/Training	3,734	5,089	5,564	7,000	7,000	-	0.00%
	<u> </u>					·		
8100	Contracted Services	22,493	14,041	10,000	10,000	10,000	-	0.00%
		,	•	•		,		
8403	Cell Phone	763	577	636	636	636	-	0.00%
	Total Expenditures	\$ 147,486	\$ 167,090	\$ 149,841	\$ 152,351	\$ 158,583	\$ 6,232	4.09%

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

### **SERVICES:**

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

### STAFFING (FTE Positions):

Village Hall Maintenance tasks are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2020 projects.

### **2019 ACCOMPLISHMENTS**

- \* Completed overhead door and safety-eye replacement on all Village Hall garage doors serving Public Safety bringing all doors into code compliance.
- \* Completed Public Safety Fire Garage Exhaust System replacement which provides exhaust hosing and outside air exchange fans to maintain a safe working environment within the Fire Garage.
- \* Completed Public Safety Station #2 roof replacement and garage door opener replacements.

### 2020 OBJECTIVES

- Spatial Needs Assessment and Expansion Pre-Design Study for Village Garage and Cold Storage
- \* Planning for the rehabilitation of the South Village Hall Parking Lot. As part of a three-year program, the Village Hall Parking Lots will be resurfaced/restriped starting with the South Lot in 2020 (coordinated with the Ashwaubenon Ballpark Project), the West Lot in 2021 and the North Lot in 2022.
- \* Village Hall Air Handler #2 Heating Coil Replacement.
- \* Village Hall Emergency Generator Rewiring and Server Room (Liebert) Air Conditioner Connections to Emergency System.

- \* Personnel Services: Increased payroll allocation based on actual trend.
- \* Account 8400-Electric: Reduced to match actual trend.

Fund 100 - General Government
Department: Village Hall Maintenance - 5171

		2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Accou	Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
' <u>-</u>								
	Total Salaries And Wages	\$ 2,136	\$ 9,178	\$ 11,427	\$ 5,500	\$ 9,000	\$ 3,500	63.64%
	Total Benefits	1,068	674	839	2,200	689	(1,511)	-68.68%
	Total Personnel Services	3,204	9,853	12,266	7,700	9,689	1,989	25.83%
6101	Operational Supplies	7,204	3,223	7,500	10,800	10,800	_	0.00%
		,			,	,		
6211	Repairs-Building/Equipment	29,310	27,722	22,800	22,800	22,800	-	0.00%
6214	Fire Alarm/Security Maint	875	3,746	2,000	2,000	2,000	-	0.00%
	Total Operating	30,184	31,468	24,800	24,800	24,800	-	0.00%
8106	Cleaning Contract	30,426	32,765	33,300	33,300	33,300	-	0.00%
8400	Gas & Electric	56,990	54,357	53,500	57,516	54,528	(2,988)	-5.20%
8401	Water/Sewer/Storm Water	9,419	8,870	10,794	11,000	11,000	_	0.00%
	Total Utilities	66,408	63,227	64,294	68,516	65,528	(2,988)	-4.36%
9121	Equipment < \$5000	1,712	-	-	-	-	-	N/A
	<b>Total Expenditures</b>	\$ 139,139	\$ 140,536	\$ 142,160	\$ 145,116	\$ 144,117	\$ (999)	-0.69%

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

# **SERVICES:**

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

# **2020 OBJECTIVES**

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

- \* Service fees for postage, copying, credit cards, banking, investments and telephone are reviewed annually for cost savings potential. Budget adjustments are made based on actual cost trends.
- \* Account 8305-Property & Liability Insurance: Rate changes include: commercial liability (0%), property (up 15%) and business auto (up 3%); all from 2019 actual rates.
- \* Account 8309-Workers Comp Insurance: Adjusted annually to match expected costs based on a threeyear average of actual workers' compensation claims. Budget has an estimated \$30,000 reduction from 2019 rates.

		2017	2018	2019	2019	2020	2020 vs 20	19 Rudget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
Account	Description	Actual	Actual	Forceast	Duuget	Duaget	ψ Change	70 Change
6100	Office Supplies	5,786	5,279	5,000	5,000	5,000	_	0.00%
0100	office supplies	3,700	3,279	2,000	3,000	3,000		0.0070
6304	Postage	23,426	22,456	23,500	26,400	26,400	-	0.00%
6305	Copy Machine	19,411	20,439	20,000	18,900	20,000	1,100	5.82%
6307	Credit Card Fees	20,067	26,567	21,000	21,000	21,000	-	0.00%
	Total Operating	62,903	69,462	64,500	66,300	67,400	1,100	1.66%
8100	Contracted Services	3,895	_	_	_	_	_	N/A
8118	Bank Fees	23,415	33,794	31.000	30,000	31,000	1,000	3.33%
8119	Investment Fees	16,518	16,548	16,980	16,500	16,800	300	1.82%
011)	Total Purchased Services	43,828	50,343	47,980	46,500	47,800	1,300	2.80%
		,	,	,	,	ĺ	,	
8305	Property & Liability Insurance	90,332	111,393	130,395	110,791	135,875	25,084	22.64%
8306	Employee Assistance Program	3,652	3,647	3,647	3,600	3,647	47	1.31%
8307	Unemployment	1,379	154	1,200	3,750	1,200	(2,550)	-68.00%
8309	Workers Comp Insurance	302,240	223,686	250,207	236,387	223,499	(12,888)	-5.45%
	Total Insurance	397,603	338,880	385,449	354,528	364,221	9,693	2.73%
8402	Talanhana/Dagara	24,246	22,733	22,675	22,675	22 675		0.00%
8402 8403	Telephone/Pagers Cell Phone	24,240	22,733	22,073	22,073	22,675	-	0.00% N/A
8405	Television Expenses	26	132	132	132	132	-	0.00%
0403	Total Utilities	24,273	22,865	22,807	22,807			0.00%
	Total Ctilities	24,273	22,803	22,807	22,807	22,807	_	0.0070
8500	Wage Reserve	_	_	_	9,046	10,000	954	10.55%
	2				,	ĺ		
9121	Equipment < \$5000	11,761	4,366	-	-	-	-	N/A
	Total Expenditures	\$ 546,153	\$ 491,195	\$ 525,736	\$ 504,181	\$ 517,228	\$ 13,047	2.59%
	<b>F</b>	,,	,,	,,-	,,	,,	,,,	
	Other Financing Uses							
9200	Operating Transfer Out	142,857	1,894,674	-	-	-	-	N/A
	-							
	Total Expenditures	\$ 689,010	\$2,385,869	\$ 525,736	\$ 504,181	\$ 517,228	\$ 13,047	2.59%

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

### **SERVICES:**

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

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Public Safety Director	1.00	1.00	1.00
Commanders	2.00	2.00	2.00
Captain of Investigations	1.00	1.00	1.00
Lieutenants	9.00	9.00	9.00
Officers	38.00	38.00	38.00
Community Service Officers	1.50	1.50	1.50
Support Services	3.80	3.80	3.80
Confidential	1.00	1.00	1.00
Crossing Guard	Part-time	Part-time	Part-time
Fire/Rescue - Paid on Call	Part-time	Part-time	Part-time
Total Full-Time Equivalents	57.30	57.30	57.30

### 2019 ACCOMPLISHMENTS:

- \* Placed (28) new MSA (SCBA) units into service.
- \* Completed Department MPO (Motor Pump Operator) to be complaint with State requirements.
- \* Completed NIMS (National Incident Management System) training for all supervisors.
- \* Placed (3) new hire Public Safety Officers on the Department
- \* Completed overall department study with Fitch and Associates.

### 2020 OBJECTIVES:

- \* Work with neighboring communities on joint shared services.
- \* Integration of new Public Safety Director and support personnel.

- \* Account 5111-Overtime: Reviewed each year to adjust budget values to prior years' actual trends. Also review and adjust required annual officer training as needed.
- \* Account 6215-Equipment Maintenance: \$2,555 increase due to annual maintenance.
- \* Account 7100-Training: \$4,300 increase due to required schools and training for (2) new officers and promotion of two officers to Lieutenant.
- \* Account 8300-Physical/NFPA Exams: Increase due to anticipating 5 new hires
- \* Account 8402-Telephone/Pagers: \$6,500 decrease to zero due to transition of new paging provider which will utilize web to cell phone system Ten-33 software.

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

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget		% Change
	Wages	4,080,299	4,195,797	4,274,837	4,409,152	4,540,838	131,686	2.99%
5120	Longevity	4,160	4,680	3,560	4,320	3,720	(600)	-13.89%
5150	Holiday Pay	228,249	274,626	270,796	255,663	262,630	6,967	2.73%
5101	Fitness	54,588	60,908	56,963	63,735	63,735	-	0.00%
5102	FLSA	58,253	69,411	60,834	65,000	65,000	-	0.00%
5111	Overtime	44.470	10.001	0.527	0.500	0.700	-	N/A
5111	3311 - County Court	14,458	19,894	8,627	8,500	8,500	-	0.00%
5111	3312 - Municipal Court	5,297	4,658	5,660	5,100	5,100	(10, 600)	0.00%
5111	3313 - Emergency Call-in	82,022	102,627	66,919	69,400	58,800	(10,600)	-15.27%
5111	3314 - Regular	78,710	84,301	144,452	91,400	116,000	24,600	26.91%
5111	3315 - Meetings	20,161	23,142	28,149	26,300	26,300	-	0.00%
5111	3316 - Special Occurances		48,570	65,805	57,300	57,800	500	0.87%
5111 5111	3317 - Packers Games	74,172 3,687	52,816 9,856	57,360 9,837	53,900	55,900	2,000 1,600	3.71%
5111	3318 - Arena Inspection 3319 - Court Officer	3,087 4,972		5,530	7,000	8,600	1,000	22.86% 0.00%
5111	3323 - Liaison		7,016		4,900	4,900	(1,900)	
5111		15,876	8,308 6,691	13,610 5,257	13,900 600	12,000	` ' '	-13.67% 666.67%
5111	3330 - Drug Task Force 3351 - Police Inservice	4,064 48,695	84,347	83,743	69,900	4,600 73,600	4,000 3,700	5.29%
5111	3352 - Fire Inservice	17,972	46,807	37,187	30,400	32,650	2,250	7.40%
5111	3353 - Rescue Inservice	63,768	70,238	69,612	59,000	61,200	2,230	3.73%
5111	3361 - CSO's	393	407	09,012	39,000	01,200	2,200	N/A
5111	3370 - Honor Guard	2,479	12,908	11,110	7,800	7,800	_	0.00%
5111	3371 - Public Education	6,713	4,841	2,340	2,300	3,000	700	30.43%
5111	3372 - Political Visits	0,715	144	4,227	3,500	3,700	200	5.71%
5111	5309 - EMT Basic Trainin	1,462	14,224	6,828	5,600	6,000	400	7.14%
5111	5500 - BOTS Grants	21,547	22,249	18,510	20,000	20,000	-	0.00%
5103	Fire/Rescue Meeting Pay	35,354	39,293	38,000	40,000	40,000	_	0.00%
	Total Salaries And Wages	4,976,733	5,268,759	5,349,754	5,374,670	5,542,373	167,703	3.12%
	C	, ,			, ,			
5210	Medicare/Fica	339,964	387,073	393,787	411,165	423,988	12,823	3.12%
5220	Health Insurance	888,141	743,007	556,163	829,319	537,936	(291,383)	-35.14%
5220.1	Health Insurance - HSA	26,922	136,683	343,672	116,643	332,999	216,356	185.49%
5221	Dental Insurance	49,782	55,025	53,382	56,320	54,028	(2,292)	-4.07%
5222	Life Insurance	8,452	9,037	9,438	9,875	10,163	288	2.92%
5240	Retirement	542,634	613,607	611,443	602,770	629,684	26,914	4.47%
5300	Public Safety Trust Fund Co	47,500	47,500	47,500	47,000	47,500	500	1.06%
	Total Benefits	1,903,395	1,991,933	2,015,384	2,073,092	2,036,298	(36,794)	-1.77%
	Total Personnel Services	6,880,128	7,260,692	7,365,138	7,447,762	7,578,671	130,909	1.76%
		, ,	,,	,,	, .,, .=	, ,	,	
6100	Office Supplies	6,045	5,698	6,000	8,000	8,000	-	0.00%
	Operational Supplies							
6101	General Office	2,049	1,962	7,954	4,992	4,992	-	0.00%
6101	3301 - Police	5,714	9,172	6,600	6,600	6,800	200	3.03%
6101	3302 - Fire	16,847	8,528	8,200	8,200	8,200	-	0.00%
6101	3303 - Rescue	27,533	24,649	25,000	30,000	30,000	-	0.00%
6101	3304 - Communications	633	815	372	500	500	-	0.00%
6101	3305 - Investigations	2,735	4,183	309	4,000	2,000	(2,000)	-50.00%
6101	3307 - Police Blood Draws	-	765	220	1,000	500	(500)	-50.00%
6101	3309 - Electronics	12,883	2,815	2,000	2,000	2,000	-	0.00%
6101	3360 - Crossing Guards	674	-	467	850	850	-	0.00%
6101	5308 - EMS Grant	8,415	-	4,000	6,980	6,980	-	0.00%
6102	Evidence Supplies	2,162	2,505	2,395	2,395	2,395	-	0.00%
6105	Range Supplies	14,977	13,873	15,300	15,300	15,300	_	0.00%
6109	Forms	2,193	883	2,500	2,500	1,750	(750)	-30.00%
6116	Janitorial Supplies	8,512	7,385	7,800	7,800	7,800	-	0.00%
	Total Supplies	111,371	83,233	89,117	101,117	98,067	(3,050)	-3.02%
					l			

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

		2017	2018	2019	2019	2020	2020 vs 201	19 Budget
Accou	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
							_	
6122	Gas & Oil	75,303	91,020	83,902	75,924	83,812	7,888	10.39%
6211	Repairs-Building/Equipment	17,881	13,483	10,000	15,430	13,000	(2,430)	-15.75%
6213	Software Maintenance	11,980	16,832	33,500	33,500	33,500	-	0.00%
6215	Equipment Maintenance	38	11,063	9,125	9,125	11,680	2,555	28.00%
6306	Building Furnishings	3,049	2,624	2,800	2,800	3,800	1,000	35.71%
C401	Uniforms General Officer	52.001	49.510	55 229	60.500	<i>(</i> 0.500		0.000/
6401		53,901	48,510	55,238	60,500	60,500	-	0.00%
	3370 - Honor Guard	1,374	2,204	67	1,805	1,805	-	0.00%
<500	Grant Expenses	1 405						<b>N</b> T/A
6500	Public Education	1,485	75	4.550	-	-	-	N/A
c#01	5308 - EMS Grant	3,085	75	4,550	-	-	-	N/A
6501	Asset Forfeiture Expenses	2.520	2 925	66	2 000	2 200	(1.500)	N/A
6502	Public Education	2,539	3,835	3,800	3,800	2,300	(1,500)	-39.47%
6505	ATV Patrol	733	140	202.040	1,150	210 207	(1,150)	-100.00%
	Total Operating	171,368	189,785	203,048	204,034	210,397	6,363	3.12%
7100	Training/Conference	26,938	46,494	35,700	35,700	40,000	4,300	12.04%
7120	Dues & Subscriptions	4,791	2,515	4,200	4,200	4,000	(200)	-4.76%
7130	Mileage Reimbursement	78	-	-	-	-	_	N/A
7140	Fitness Test & Equipment Mai	1,200	4,050	4,440	4,440	1,000	(3,440)	-77.48%
	Total Travel/Training	33,007	53,058	44,340	44,340	45,000	660	1.49%
0400	G 1 G		2.020	100,000				37/4
8100	Contracted Services	10.625	2,030	100,000	10.775	10.555	-	N/A
8104	Mutual Aid	18,627	18,384	18,439	18,775	18,775	-	0.00%
8201	Vehicle Repairs	89,093	84,337	88,065	88,065	88,065	-	0.00%
8202	Equipment Use Charge	178,222	139,205	194,945	194,945	218,088	23,143	11.87%
8203	Radio Maintenance	15,843	2,729	3,000	4,000	1,500	(2,500)	-62.50%
	Total Purchased Services	301,784	246,684	404,449	305,785	326,428	20,643	6.75%
	Physical/Psych Exams							
8300	3373 - NFPA Physicals	5,685	4,029	4,400	4,400	5,525	1,125	25.57%
	3374 - New Hire Exams	-	-	-	-	7,025	7,025	N/A
8400	Gas & Electric	_	7.659	8,500	9.000	10,200	1,200	13.33%
8401	Water/Sewer/Storm Water	_	1,357	1,800	1,800	1,800	1,200	0.00%
8402	Telephone/Pagers	3,623	3,472	3,500	6,500	1,000	(6,500)	-100.00%
8403	Cell Phone	24,893	23,393	24,000	26,100	25,200	(900)	-3.45%
8404	Teletype	4,146	4,536	4,536	4,536	4,536	(500)	0.00%
0404	Total Utilities	32,662	40,417	42,336	47,936	41,736	(6,200)	-12.93%
9121	Equipment < \$5000	43,878	36,993	· -	_	_	_	N/A
/121	Equipment \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	-13,070	30,773					
	Total Expenditures	\$ 7,579,884	\$ 7,914,892	\$ 8,152,828	\$ 8,155,374	\$ 8,312,849	\$ 157,475	1.93%

**Department: Fire Inspection - 5230** 

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

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

### STAFFING (FTE Positions):

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.00	00 1.00
.00 1.0	00 1.00
.00 2.0	2.00
1	1.00 1.0

### 2019 ACCOMPLISHMENTS:

- \* On pace for 2,500 routine fire inspections.
- \* Estimated 2,000 violations recorded.
- \* Installed four residential Knox Boxes.
- \* Continued communication with Public Safety responders, including the use of the "building hazards" file in an effort to make responders aware of potential hazards that may impact fire operations.
- \* Created new follow-up program to use for all violations found during routine inspections. Card system that holds building representatives accountable for correcting safety violations in a timely manner. Provides an avenue to document when/if violations are being corrected in real time.
- \* Created a reinspection fee schedule to be used at the inspectors discretion for violations that are not being corrected on time, or for violations that may pose an immediate threat to life or building safety.
- \* Continued collection of Business Information Logs.
- \* Continuation and follow-up on the Residential Knox Box Program.

### 2020 OBJECTIVES:

- \* Complete all state mandated fire inspections on time.
- \* Continue using new follow-up program for violations found during routine inspections.
- \* Begin implementing re-inspection fees in an effort to clean up reoccurring violations and to correct immediate threats to life safety in buildings.
- \* Continue using new re-inspection fee schedule as needed as part of our routine inspections.
- \* Begin to broaden the scope of services provided including being a part of fire investigations and creating a residential fire safety program.
- \* Continue to train and build knowledge in fire prevention in order to recognize a broader range of possible hazards.
- \* Continue to provide quality fire inspection services for PMI events.
- Collect Business Information Logs.

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

		2017	2018	2019	2019	2020	2020 vs 201	19 Budget
Accour	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	75,637	60,429	71,000	81,619	96,624	15,005	18.38%
	Overtime/Comptime	344	622	-	-	-	-	N/A
	Total Salaries And Wages	75,981	61,050	71,000	81,619	96,624	15,005	18.38%
5210	Medicare/Fica	5,480	4,705	5,040	6,244	7,392	1,148	18.39%
5220	Health Insurance	11,525	-	-	22,414	-	(22,414)	-100.00%
5220.1	Health Insurance - HSA	3,491	-	21,406	-	15,857	15,857	N/A
5221	Dental Insurance	958	-	1,142	1,142	1,142	-	0.00%
5222	Life Insurance	31	2	54	54	58	4	7.41%
5240	Retirement	4,551	6,601	3,500	3,500	4,368	868	24.80%
	Total Benefits	26,035	11,307	31,143	33,354	28,817	(4,537)	-13.60%
	Total Personnel Services	102,016	72,358	102,143	114,973	125,441	10,468	9.10%
6100	Office Supplies	713	437	450	900	700	(200)	-22.22%
6122	Gas & Oil	1,114	352	400	1,200	424	(776)	-64.67%
6213	Software Maintenance	750	750	750	2,000	750	(1,250)	-62.50%
6401	Uniforms	1,805	1,080	1,200	2,000	1,200	(800)	-40.00%
	Total Operating	3,669	2,182	2,350	5,200	2,374	(2,826)	-54.35%
7100	Training/Conference	550	550	750	2,000	2,000	-	0.00%
7120	Dues & Subscriptions	1,520	255	300	1,500	500	(1,000)	-66.67%
	Total Travel/Training	2,070	805	1,050	3,500	2,500	(1,000)	-28.57%
8201	Vehicle Repairs	1,191	-	500	1,500	1,500	-	0.00%
8403	Cell Phone	773	867	908	900	924	24	2.67%
	Total Expenditures	\$ 110,431	\$ 76,650	\$ 107,401	\$ 126,973	\$ 133,439	\$ 6,466	5.09%

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

### **SERVICES:**

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

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Village Engineer (1)	1.00	1.00	1.00
GIS Coordinator (2)	1.00	1.00	1.00
Customer Service Rep/Secretary (3)	0.25	0.25	0.25
Part-time (4)	0.30	0.30	0.30
Total Full-Time Equivalents	2.55	2.55	2.55

### Notes:

- 1. 75% of Engineer position is allocated to the Water, Sewer and Storm Water Utility Funds.
- 2. 30% of GIS Coordinator position is allocated to Water, Sewer and Storm Water Utility Funds.
- 3. Secretary position is allocated among multiple departments; 25% to Engineering.
- 4. Part-time position is allocated amoung multiple departments; 25% to Engineering.

# **2019 ACCOMPLISHMENTS:**

- \* Completed roadway construction management for the Cormier Road Reconstruction Project (Oneida Street to Ashland Avenue).
- \* Completed Element Way utility and roadway construction management project.
- \* Continued design coordination of the Titletown Phase II utility and roadway reconstruction.
- \* Continued the design of the electrical overhead to underground conversion along Mike McCarthy Way from Holmgren Way to Ashland Avenue.
- \* Completed the construction administration of the Coronis Pond Project, Main Avenue Pond Expansion Project, Ashland Avenue Pond Expansion Project and Hansen Road Storm Sewer Reconstruction
- \* Continued design of the South Broadway Schneider Site Redevelopment.
- \* Continued design administration of the Vanderperren Reconstruction Project (Tentative 2020 Reconstruction).
- \* Coordinated construction of 2019 Mill/Pave Program.
- \* Implemented new website/social media construction update program for large projects.

# 2020 OBJECTIVES:

- \* Liaison engineering and construction administration work between WDOT, Canadian National Railroad and Village with regards to STH 32 Railway Siding Rehabilitation.
- \* Construction Administration of the Vanderperren Way Reconstruction Project.
- \* Design, bidding and construction administration of the South Broadway Schneider Site Redevelopment.
- \* Design, bidding and construction administration of the SW Development Utility Easement.
- \* Construction administration of the Mike McCarthy Way Overhead Utility Relocation Project and subsequent sidewalk construction.
- \* Construction administration of the 2020 Mill/Pave Program.
- \* Begin review of GIS/Operations computer programs to assist in daily operations planning and future capital replacement planning.

### **BUDGET SUMMARY:**

\* The Village Engineering Budget remains relatively constant with a slight adjustment in training expenses, contracted services and cell phone expenses.

		2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Accour	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	Salaries And Wages	71,800	74,513	76,287	81,788	82,749	961	1.17%
	Overtime/Comptime	33	18	63	63	63	-	0.00%
	Total Salaries And Wages	71,833	74,531	76,350	81,851	82,812	961	1.17%
5210	Medicare/Fica	4,534	5,066	6,262	6,262	6,335	73	1.17%
5220	Health Insurance	21,130	14,135	15,690	15,690	15,690	-	0.00%
5220.1	Health Insurance - HSA	1,745	5,542	3,429	6,998	5,285	(1,713)	-24.48%
5221	Dental Insurance	986	1,041	893	1,084	893	(191)	-17.62%
5222	Life Insurance	123	136	187	187	277	90	48.13%
5240	Retirement	4,775	4,864	5,158	5,217	5,495	278	5.33%
	Total Benefits	33,294	30,784	31,620	35,438	33,975	(1,463)	-4.13%
	Total Personnel Services	105,127	105,315	107,970	117,289	116,787	(502)	-0.43%
6100	Office Supplies	2,651	526	1,200	2,400	2,400	-	0.00%
6122	Gas & Oil	1,339	692	732	732	570	(162)	-22.13%
6211	Repairs-Building/Equipment	-	-	-	1,000	1,000	-	0.00%
6213	Software Maintenance	7,547	7,985	8,000	9,500	9,500	-	0.00%
	Total Operating	8,885	8,677	8,732	11,232	11,070	(162)	-1.44%
7100	Training/Conference	2,298	240	2,486	1,700	700	(1,000)	-58.82%
7120	Dues & Subscriptions	265	437	500	500	500	-	0.00%
	Total Travel/Training	2,563	677	2,986	2,200	1,200	(1,000)	-45.45%
8100	Contracted Services	7,360	8,150	8,500	11,000	12,000	1,000	9.09%
8115	Engineering Services	6,303	7,124	7,500	7,500	7,500	_	0.00%
8201	Vehicle Repairs	634	82	2,345	500	500	-	0.00%
	Total Purchased Services	14,297	15,355	18,345	19,000	20,000	1,000	5.26%
8403	Cell Phone	870	180	180	180	180	-	0.00%
	Total Expenditures	\$ 134,392	\$ 130,732	\$ 139,413	\$ 152,301	\$ 151,637	\$ (664)	-0.44%

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

### **SERVICES:**

- \* Weekly refuse collection.
- \* Biweekly recycling collection.
- \* Monthly Large Rubbish Collection (First Full Week of Each Month).
- \* Snow Clearing and Removal for all Village Roadways and School Parking Facilities.
- \* Curbside brush pick-up (Continual Basis) and Curbside leaf pick-up (Spring and Fall)
- \* Roadway maintenance: Curb, Sidewalk, Roadway, Signal and Signage.
- \* Construction assistance to all other Village Departments
- \* Village Hall maintenance assistance

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Director of Public Works (1)	1.00	1.00	1.00
Street Operations Supervisor (2)	1.00	1.00	1.00
Customer Service Rep/Secretary (3)	0.30	0.30	0.30
Total Full-Time Equivalents	2.30	2.30	2.30

### Notes:

- 1. 60% of Public Works Director is allocated to the Water, Sewer and Storm Water Utility Funds.
- 2. 25% of Street Operations Supervisor is allocated to Water, Sewer and Storm Water Utility Funds.
- 3. Secretary position is allocated among multiple departments; 30% to Street Administration.

### 2019 ACCOMPLISHMENTS:

- \* Completed all scheduled roadway asphalt resurfacing, concrete street repair, sidewalk repair and roadway maintenance projects scheduled for 2019.
- \* Continued inter-department project implementation into Public Works projects (i.e.: Winter Forestry Department assistance, Completing Utility asphalt patchwork with Public Works patchwork, Completing Park and Recreation concrete projects with nearby Public Works construction).
- \* Completed a Village website informational tab at top of website page to alert residents during severe weather events (snow plowing schedules) or inform residents of ongoing Village construction. This tab links to the Village's social media account to provide another avenue of communication.
- \* Restarted storm sewer maintenance program to best minimize Village flooding scenarios.
- \* Implemented new game-day traffic control protocols with Public Safety and the Green Bay Packers.

### **2020 OBJECTIVES:**

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

Fund 100 - General Government

Department: Street Administration - 5421

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	107,742	111,031	119,221	119,221	122,486	3,265	2.74%
	Overtime/Comptime	100	21	75	75	75	-	0.00%
	Total Salaries And Wages	107,843	111,052	119,296	119,296	122,561	3,265	2.74%
5210	Medicare/Fica	7,266	8,006	9,126	9,126	9,376	250	2.74%
5220	Health Insurance	24,819	15,145	16,810	16,810	16,810	250	0.00%
5220.1	Health Insurance - HSA	2,444	8,159	5,516	9,798	7,929	(1,869)	-19.08%
5220.1	Dental Insurance	1,505	1,603	1,426	1,655	1,426	(229)	-13.84%
5222	Life Insurance	278	374	542	560	640	80	14.29%
5240	Retirement	7,273	7,337	7,814	7,814	8,273	459	5.87%
3240	Total Benefits	43,584	40,623	41,234	45,763	44,454	(1,309)	-2.86%
	Total Personnel Services	151,427	151,675	160,530	165,059	167,015	1,956	1.19%
	Total Tersonner Services	131,427	131,073	100,550	103,039	107,013	1,930	1.19/0
6100	Office Supplies	906	571	650	780	780	-	0.00%
6213	Software Maintenance	550	550	6,406	6,750	6,750	-	0.00%
6304	Postage	847	-	-	-	-	-	N/A
	Total Operating	1,397	550	6,406	6,750	6,750	-	0.00%
7100	Training/Conference	820	160	1,500	2,500	2,500	-	0.00%
8100	Contracted Services	966	1,599	1,500	1,500	1,500	-	0.00%
8403	Cell Phone	3,834	4,079	3,800	3,660	3,900	240	6.56%
	<b>Total Expenditures</b>	\$ 159,351	\$ 158,634	\$ 174,386	\$ 180,249	\$ 182,445	\$ 2,196	1.22%

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

### **SERVICES:**

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

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

	2018	2019	2020 - Budget
Lead Mechanic	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00
Inventory Control Specialist	1.00	1.00	1.00
Total Full-Time Equivalents	3.00	3.00	3.00

- \* Account 6122-Gas and Oil: New software created a revised fuel charge allocation to various departments based on the equipment using the gas pumps. All street vehicles are coded to the Garage budget since many of the vehicles have multi-purpose use.
- \* Account 6401-Uniforms: One time increase to update crew safety clothing.
- \* Account 8400-Electric: Budget adjusted for anticipated cost increases.
- \* Capital requests of \$86,000 approved but moved to the Oneida Service Agreement Budget. See the capital request details under Fund 241 budget.

		2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Accou	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	Salaries And Wages	194,440	238,814	228,686	199,261	233,754	34,493	117.31%
	Overtime/Comptime	23,066	30,822	9,900	7,200	7,200	-	100.00%
	Total Salaries And Wages	217,506	269,636	238,586	206,461	240,954	34,493	116.71%
5210	Medicare/Fica	14,635	19,647	15,794	15,794	18,433	2,639	116.71%
5220	Health Insurance	71,213	57,753	59,351	64,948	59,771	(5,177)	92.03%
5221	Dental Insurance	3,429	3,425	3,425	3,737	3,426	(311)	91.68%
5222	Life Insurance	591	746	738	738	715	(23)	96.88%
5240	Retirement	14,286	13,746	13,256	13,256	12,889	(367)	97.23%
	Total Benefits	104,155	95,318	92,564	98,473	95,234	(3,239)	96.71%
	Total Personnel Services	321,660	364,954	331,150	304,934	336,188	31,254	110.25%
6100	Office Supplies	17	4,480	1,200	2,000	2,000	_	100.00%
6113	Maintenance Supplies	14,817	32,250	21,000	21,000	21,000	_	100.00%
6116	Janitorial Supplies	4,221	7,251	9,600	9,600	9,600	_	100.00%
0110	Total Supplies	19,055	43,981	31,800	32,600	32,600	-	100.00%
6122	Gas & Oil	26,883	59,069	69,880	56,496	69,880	13,384	123.69%
6211	Repairs-Building/Equipment	11,145	6,381	16,000	19,800	19,800	_	100.00%
6401	Uniforms	355	300	500	1,500	3,500	2,000	233.33%
6402	Shoe Allowance	1,721	3,606	3,000	3,000	3,000	_	100.00%
6403	Tool Allowance	400	800	800	800	800	-	100.00%
	Total Operating	40,504	70,156	90,180	81,596	96,980	15,384	118.85%
7100	Training/Conference	350	-	-	-	-	-	N/A
8300	Physical/Psych Exams	-	227	-	-	-	-	N/A
8400	Gas & Electric	31,525	34,193	37,332	31,332	37,320	5,988	119.11%
8401	Water/Sewer/Storm Water	6,119	7,018	6,500	8,000	8,000	-	100.00%
	Total Utilities	37,644	41,211	43,832	39,332	45,320	5,988	115.22%
9120	Equipment > \$5000	12,000	25,493	7,002	_	-	-	N/A
9121	Equipment < \$5000	3,515				-		N/A
	Total Capital Outlay	15,515	25,493	7,002	-	-	-	N/A
	Total Expenditures	\$ 434,729	\$ 546,023	\$ 503,964	\$ 458,462	\$ 511,088	\$ 52,626	111.48%

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

# **STAFFING (FTE Positions):**

	2018	2019	2020 - Budget
Public Works Field Operator I (1)	0.80	0.80	0.80
Public Works Field Operator II	8.00	8.00	8.00
Seasonal Employees (2)			
Total Full-Time Equivalents	8.80	8.80	8.80

#### Notes:

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

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

# **BUDGET SUMMARY:**

\*

Account 6122-Gas and Oil: New software created a revised fuel charge allocation to various departments based on the equipment using the gas pumps. All street vehicles are coded to the Garage budget since many of the vehicles have multi-purpose use.

\* Account 8201-Vehicle Repairs: One-time increase for rust removal and repainting of 2001 Volvo Loader to extend replacement life 3 years at a cost of \$8,000 and one-time increase for control cable repairs on road graders at a cost of \$12,000. Repairs will be funded with Oneida Service Agreement funds.

\*

Account 8202-Equipment Use Charge: This account is the annual depreciation charge for all Street Maintenance vehicles. Recent years' and 2020 planned purchases of new equipment have replaced older, fully-depreciated equipment; thus generating a larger depreciation charge to the department.

Fund 100 - General Government

Department: Street Maintenance - 5431

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	166,858	192,638	214,140	239,062	208,158	(30,904)	87.07%
	Overtime/Comptime	32,982	37,448	21,120	21,120	21,120	-	100.00%
	Total Salaries And Wages	199,840	230,085	235,260	260,182	229,278	(30,904)	88.12%
5210	Medicare/Fica	13,599	16,931	19,904	19,904	17,534	(2,370)	88.09%
5220	Health Insurance	75,621	141,352	154,619	99,836	164,369	64,533	164.64%
5220.1	Health Insurance - HSA	-	-	-	5,599	10,571	4,972	188.80%
5221	Dental Insurance	4,556	7,992	7,992	5,327	9,286	3,959	174.32%
5222	Life Insurance	526	919	868	868	1,677	809	193.20%
5240	Retirement	18,819	30,405	29,343	19,814	37,620	17,806	189.87%
	Total Benefits	113,121	197,598	212,725	151,348	241,057	89,709	159.27%
		-						
	Total Personnel Services	312,961	427,683	447,985	411,530	470,335	58,805	114.29%
6113	Maintenance Supplies	42,035	36,025	42,500	45,000	45,000	-	100.00%
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6122	Gas & Oil	25,263	-	-	-	-	-	N/A
8201	Vehicle Repairs	72,302	83,686	78,000	78,000	78,000	_	100.00%
8202	Equipment Use Charge	97,021	93,622	134,639	134,639	150,180	15,541	111.54%
0202	Total Purchased Services	169,322	177,308	212,639	212,639	228,180	15,541	107.31%
	1 out 1 dichased betvices	107,322	177,500	212,037	212,037	220,100	13,571	107.5170
8300	Physical/Psych Exams	76	308	540	_	_	_	N/A
	<i>y</i>	, 0	200	2.0				,
	Total Expenditures	\$ 549,657	\$ 641,325	\$ 703,664	\$ 669,169	\$ 743,515	\$ 74,346	111.11%

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

# **STAFFING (FTE Positions):**

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

		2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Account	Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
								_
	Total Salaries And Wages	28,540	9,244	10,774	15,000	15,000	-	0.00%
	Total Benefits	10,401	675	783	6,100	1,148	(4,952)	-81.18%
	Total Personnel Services	38,941	9,919	11,557	21,100	16,148	(4,952)	-23.47%
6113	Maintenance Supplies	15,627	14,845	12,000	12,000	12,000	_	0.00%
				,	ĺ			
	<b>Total Expenditures</b>	\$ 54,567	\$ 24,764	\$ 23,557	\$ 33,100	\$ 28,148	\$ (4,952)	-14.96%

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

# **DEPARTMENT DESCRIPTION:**

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

# **STAFFING (FTE Positions):**

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

	2017	2018	2019	2019	2020	2020 vs 202	19 Budget
<b>Account Description</b>	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
							_
Salaries And Wages	20,264	13,660	54,711	25,000	35,000	10,000	140.00%
Overtime/Comptime	18,545	27,094	22,500	20,000	20,000	-	100.00%
Total Salaries And Wages	38,809	40,754	77,211	45,000	55,000	10,000	122.22%
Total Benefits	15,602	3,005	5,200	18,200	4,208	(13,992)	23.12%
Total Personnel Services	54,411	43,759	82,411	63,200	59,208	(3,992)	93.68%
Maintenance Supplies	113,958	105,184	136,472	100,000	120,000	20,000	120.00%
Total Expenditures	\$ 168,369	\$ 148,942	\$ 218,883	\$ 163,200	\$ 179,208	\$ 16,008	109.81%

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

# **STAFFING (FTE Positions):**

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

		2017	2018	2019	2019	2020	2020 vs 201	0
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	20,608	26,904	40,360	22,000	33,000	11,000	50.00%
	Overtime/Comptime	3,139	6,734	8,000	2,000	2,000	-	0.00%
	Total Salaries And Wages	23,747	33,638	48,360	24,000	35,000	11,000	45.83%
	Total Benefits	8,471	2,434	2,900	9,700	2,678	(7,022)	-72.39%
	Total Personnel Services	32,217	36,072	51,260	33,700	37,678	3,978	11.80%
6113	Maintenance Supplies	30,608	30,292	28,000	28,000	28,000	-	0.00%
8400	Gas & Electric	34,818	37,539	35,568	35,568	39,528	3,960	11.13%
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	Total Expenditures	\$ 97,644	\$ 103,903	\$ 114,828	\$ 97,268	\$ 105,206	\$ 7,938	8.16%

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

# **STAFFING (FTE Positions):**

No staffing needs are required for the Street Lighting budget.

# **BUDGET SUMMARY:**

\* Increase due to anticipated rates increases from Wisconsin Public Service.

Account	t Description	2017 Actual	2018 Actual	2019 Forecast	2019 Budget	2020 Budget	2020 vs 201 \$ Change	0
8400	Gas & Electric	460,133	456,288	452,765	459,372	466,344	6,972	1.52%
	<b>Total Expenditures</b>	\$ 460,133	\$ 456,288	\$ 452,765	\$ 459,372	\$ 466,344	\$ 6,972	1.52%

**Department: Sidewalk Maintenance - 5444** 

# **DEPARTMENT DESCRIPTION:**

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

# **STAFFING (FTE Positions):**

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

Accoun	nt Description	2017 Actual	2018 Actual	2019 Forecast	2019 Budget	2020 Budget	2020 vs 202 \$ Change	0
	Salaries And Wages Total Benefits	2,996 1,130	4,595 333	3,000 306	4,000 1,600	3,000 230	(1,000) (1,370)	-25.00% -85.63%
	Total Personnel Services	4,126	4,928	3,306	5,600	3,230	(2,370)	-42.32%
6113	Maintenance Supplies	5,341	3,351	3,500	5,000	5,000	-	0.00%
	Total Expenditures	\$ 9,467	\$ 8,279	\$ 6,806	\$ 10,600	\$ 8,230	\$ (2,370)	-22.36%

**Department: School District Maintenance - 5447** 

# **DEPARTMENT DESCRIPTION:**

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

# **STAFFING (FTE Positions):**

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

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
<b>Account Description</b>	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
Salaries And Wages Total Benefits	595 271	-	1. 1	1,200 500	500 38	(700) (462)	-58.33% -92.40%
Total Personnel Services	866	-	-	1,700	538	(1,162)	-68.35%
Total Expenditures	\$ 866	\$ -	\$ -	\$ 1,700	\$ 538	<b>\$</b> (1,162)	-68.35%

# **Department: Labor for Others - 5449**

# **DEPARTMENT DESCRIPTION:**

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

# **STAFFING (FTE Positions):**

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

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
<b>Account Description</b>	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
Total Salaries And Wages Total Benefits	831 353	-	230 16	4,000 1,600	500 38	(3,500) (1,562)	-87.50% -97.63%
Total Personnel Services	1,184	-	246	5,600	538	(5,062)	-90.39%
Total Expenditures	\$ 1,184	\$ -	\$ 246	\$ 5,600	\$ 538	\$ (5,062)	-90.39%

**Department: Transit System - 5455** 

# **DEPARTMENT DESCRIPTION:**

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

# STAFFING (FTE Positions):

No staffing needs are required for the Transit System budget.

# **BUDGET SUMMARY:**

\* Transit rates from City of Green Bay based on state and federal contributions and percent of local ridership.

		2017	2018	2019	2019	2020	2020 vs 2019 Budge	
Account	Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
8100	Contracted Services	134,154	216,469	205,021	212,862	234,099	21,237	9.98%
	Total Expenditures	\$ 134,154	\$ 216,469	\$ 205,021	\$ 212,862	\$ 234,099	\$ 21,237	9.98%

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

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

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

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

	2018	2019	2020 - Budget
Public Works Field Operator I	1.00	1.00	1.00
Public Works Field Operator I	1.00	1.00	1.00
Public Works Field Operator I	0.75	0.75	0.75
Total Full-Time Equivalents	2.75	2.75	2.75

### **BUDGET SUMMARY:**

\* Account 6122 - Gas and Oil - New software created a revised fuel charge allocation to various departments based on the equipment using the gas pumps. All street vehicles are coded to the Garage budget since many of the vehicles have multi-purpose use.

		2017	2018	2019	2019	2020	2020 vs 201	0
Account	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	165,344	187,822	173,959	173,959	177,906	3,947	2.27%
	Overtime/Comptime	7,074	19,348	8,164	8,164	8,164	-	0.00%
	Total Salaries And Wages	172,418	207,171	182,123	182,123	186,070	3,947	2.17%
5210	Medicare/Fica	11,718	15,269	13,933	13,933	14,235	302	2.17%
5220	Health Insurance	33,995	38,089	22,414	28,184	31,753	3,569	12.66%
5220.1	Health Insurance - HSA	3,491	15,079	28,267	13,997	15,857	1,860	13.29%
5221	Dental Insurance	3,105	3,730	3,803	2,610	3,140	530	20.31%
5222	Life Insurance	247	361	458	275	251	(24)	-8.73%
5240	Retirement	11,749	15,401	15,579	11,732	11,547	(185)	-1.58%
	Total Benefits	64,303	87,929	84,453	70,731	76,783	6,052	8.56%
	Total Personnel Services	236,721	295,099	266,576	252,854	262,853	9,999	3.95%
6113	Maintenance Supplies	5,202	895	3,057	1,500	1,500	-	0.00%
6122	Gas & Oil	12,815	27,593	25,104	27,156	25,104	(2,052)	-7.56%
8201	Vehicle Repairs	18,703	30,780	27,900	27,900	27,900	-	0.00%
8202	Equipment Use Charge	76,301	61,481	76,203	76,203	76,968	765	1.00%
	Total Purchased Services	95,003	92,260	104,103	104,103	104,868	765	0.73%
	Total Expenditures	\$ 349,741	\$ 416,073	\$ 398,921	\$ 385,613	\$ 394,325	\$ 8,712	2.26%

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

### **SERVICES:**

\* Fully single-stream recycling pick-up.

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

	2018	2019	2020 - Budget
Public Works Field Operator I	1.00	1.00	1.00
Public Works Field Operator I	0.25	0.25	0.25
Total Full-Time Equivalents	1.25	1.25	1.25

Accour	nt Description	2017 Actual	2018 Actual	2019 Forecast	2019 Budget	2020 Budget	2020 vs 20 \$ Change	19 Budget % Change
	-			•				
	Salaries And Wages	59,523	66,580	70,194	82,254	74,048	(8,206)	-9.98%
	Overtime/Comptime	7,144	14,613	1,166	1,166	1,166	-	0.00%
	Total Salaries And Wages	66,668	81,194	71,360	83,420	75,214	(8,206)	-9.84%
5210	Medicare/Fica	4,358	5,944	5,617	5,617	5,754	137	2.44%
5220	Health Insurance	22,774	20,171	22,414	5,603	5,603	-	0.00%
5220.1	Health Insurance - HSA	3,491	21,551	26,072	4,666	5,286	620	13.29%
5221	Dental Insurance	1,363	2,617	2,661	663	663	-	0.00%
5222	Life Insurance	95	277	280	75	77	2	2.67%
5240	Retirement	5,459	11,895	11,992	4,809	5,077	268	5.57%
	Total Benefits	37,540	62,456	69,036	21,433	22,460	1,027	4.79%
	Total Personnel Services	104,207	143,650	140,396	104,853	97,674	(7,179)	-6.85%
6113	Maintenance Supplies	4,769	608	1,750	2,000	2,000	-	0.00%
6122	Gas & Oil	11,452	10,736	10,476	10,476	10,476	-	0.00%
8100	Contracted Services	-	150	-	-	-	-	N/A
8201	Vehicle Repairs	10,159	15,759	16,080	16,080	16,080	-	0.00%
8202	Equipment Use Charge	48,900	32,279	33,613	33,613	30,732	(2,881)	-8.57%
	Total Purchased Services	59,059	48,188	49,693	49,693	46,812	(2,881)	-5.80%
	Total Expenditures	\$ 179,487	\$ 203,182	\$ 202,315	\$ 167,022	\$ 156,962	<b>\$</b> (10,060)	-6.02%

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

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

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

- \* The Solid Waste Tipping Fee is increasing from \$43.00/ton in 2019 to \$43.85/ton in 2020. That cost increase is reflected in the Brown County Landfill account.
- \* Due to the severe drop in the recycling market, a once profitable venture whereby communities were paid \$15-\$20/ton for recycled materials are now averaging a \$25-\$30/ton cost. The market has bottomed out on these materials and is hoped to gain traction in 2020, however, a placeholder in the Brown County MRF Charges account is budgeted for continued recycling payments.

Account	Description	2017 Actual	2018 Actual	2019 Forecast	2019 Budget	2020 Budget		19 Budget % Change
8108 8109	Brown Co Mrf Charges Brown County Landfill Total Purchased Services	1,140 188,868 190.008	17,596 195,255 212,851	37,351 199,533 236,884	15,000 196,740 211.740	36,000 204,000 240,000	21,000 7,260 28,260	140.00% 3.69% 13.35%
	Total Expenditures	\$ 190,008	\$ 212,851	\$ 236,884	\$ 211,740	\$ 240,000	\$ 28,260	13.35%

# **Department: Weed Control - 5740**

### **DEPARTMENT DESCRIPTION:**

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

### STAFFING (FTE Positions):

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

		2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	Total Salaries And Wages	9,513	6,169	7,500	10,000	7,500	(2,500)	-25.00%
	Total Benefits	5,009	446	545	4,000	574	(3,426)	-85.65%
	<b>Total Personnel Services</b>	14,522	6,615	8,045	14,000	8,074	(5,926)	-42.33%
8100	Contracted Services	1,706	1,000	2,200	2,500	2,500	_	0.00%
	Total Expenditures	\$ 16,228	\$ 7,615	\$ 10,245	\$ 16,500	\$ 10,574	\$ (5,926)	-35.92%

**Department: Wood Chipping - 5760** 

### **DEPARTMENT DESCRIPTION:**

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

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

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

A	4 December 1	2017	2018	2019	2019 Bardant	2020	2020 vs 2019 Budget \$ Change   % Change		
Accoun	Description	Actual	Actual	Forecast	Budget	Budget	<b>5</b> Change %	o Cnange	
	Total Salaries And Wages Total Benefits	\$ 75,425 22,624	\$ 53,798 3,887	\$ 66,673 4,814	\$ 75,000 30,400	\$ 65,000 4,973	\$ (10,000) (25,427)	86.67% 16.36%	
	Total Personnel Services	98,049	57,685	71,487	105,400	69,973	(35,427)	66.39%	
6113	Maintenance Supplies	3,276	1,176	3,000	3,000	3,000	-	100.00%	
8201	Vehicle Repairs	315	-	-	-	-	-	N/A	
	<b>Total Expenditures</b>	\$ 101,640	\$ 58,861	\$ 74,487	\$ 108,400	\$ 72,973	\$ (35,427)	67.32%	

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

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

- \* Administration of all program divisions.
- \* Policy and program set-up and administration.
- \* Customer service for community questions and concerns.
- \* Planning, partnership and evaluation of all Parks, Recreation and Forestry Department offerings.
- \* Dissemination of community information for all PRF programming, including general Village
- \* Administration of community donation/volunteer programs with local organizations and individuals.

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

2020 - Budget
1.00
1.00
1.00
1.00
Part-Time
4.00
4.00 services are nee

### 2019 ACCOMPLISHMENTS:

- \* Continued operation of the community center, building programming and community rentals.
- \* Administration of the NRDA/GLRI grant for Ashwaubomay/Manseau area to 90% completion.
- \* Continued relationships with community organizations and groups to strengthen programming.
- \* Served as a point of contact for Village programming and community events.
- \* Administration of budgeted projects in our park facilities.
- \* Held eight community meetings to solicit resident feedback for our CORP planning.
- \* Set the groundwork and administration of multiple community events, including neighborhood nights, food truck rallies, and the Ashwaubenon BLAST.

### 2020 OBJECTIVES:

- \* Continue serving community for programming, PRF facility buildings, and related needs.
- \* Begin planning for Ashwaubomay River trail extensions
- \* Plan, administer and oversee capital projects in our park system
- \* Work with our Park Board to update the VOA Comprehensive Outdoor Recreation Plan (CORP) with feedback received online and from eight community meetings held this summer.
- \* Continue planning process for Ashwaubomay River Trail phases.

- \* Account 6213 Software maintenance: Increased \$100 for anticipated cost increase.
- \* Account 6302 Newspaper Publishing: Reduced \$250 for expected lower costs.
- \* Account 6401 Uniforms: Increased \$750 to replenish lower inventory.
- \* Account 7100 Training/Conferences: Reduced \$2,000 to get back to prior years budget. Account was increased in 2019 for Aquatics Coordinator national conference.
- \* Account 8403 Cell Phone: Increase due to providing phones to park maintenance staff and mobile devices at Lake to provide internet access.

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

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	<b>6 Change</b>
		20-211	***	• • • • • • •	• • • • • •	<b>2</b> 0.42	- 004	• • • • •
	Salaries And Wages	207,344	230,005	261,884	269,209	277,043	7,834	2.91%
	Overtime/Comptime	1,001	657	-	1,000	500	(500)	-50.00%
	Total Salaries And Wages	208,345	230,661	261,884	270,209	277,543	7,334	2.71%
5210	Medicare/Fica	13,598	16,425	18,817	20,671	21,231	560	2.71%
5220	Health Insurance	70,231	55,593	37,357	59,771	37,357	(22,414)	-37.50%
5220.1	Health Insurance - HSA	3,491	15,079	35,403	13,997	31,714	17,717	126.58%
5221	Dental Insurance	4,151	4,567	4,568	4,568	4,568	-	0.00%
5222	Life Insurance	801	929	1,012	1,216	1,278	62	5.10%
5230	Disability	-	-	-	-	-	-	N/A
5240	Retirement	14,025	15,330	17,198	17,331	18,733	1,402	8.09%
	Total Benefits	106,296	107,924	114,354	117,554	114,881	(2,673)	-2.27%
	Total Personnel Services	314,641	338,586	376,238	387,763	392,424	4,661	1.20%
6100	Office Supplies	3,251	2,315	2,500	2,900	2,800	(100)	-3.45%
6213	Software Maintenance	11,451	-	6,000	6,000	6,100	100	1.67%
6302	Newspaper Publishing	-	170	250	1,000	750	(250)	-25.00%
6305	Copy Machine	537	940	1,050	1,680	1,680	-	0.00%
6401	Uniforms	1,215	943	1,827	1,017	1,750	733	72.07%
	Total Operating	13,203	2,053	9,127	9,697	10,280	583	6.01%
7100	Training/Conference	2,200	1,697	4,000	5,900	3,900	(2,000)	-33.90%
7120	Dues & Subscriptions	659	789	88	1,290	1,290	-	0.00%
7130	Mileage Reimbursement	6,782	6,796	7,025	7,025	6,900	(125)	-1.78%
	Total Travel/Training	9,641	9,282	11,113	14,215	12,090	(2,125)	-14.95%
8113	Printing	9,035	9,618	13,260	11,400	11,400	-	0.00%
8300	Physical/Psych Exams	-	1,655	-	-	-	-	N/A
8403	Cell Phone	3,457	3,875	5,856	3,732	5,520	1,788	47.91%
	<b>Total Expenditures</b>	\$ 353,334	\$ 367,383	\$ 418,094	\$ 429,707	\$ 434,514	\$ 4,807	1.12%

**Department: Community Pool - 5523** 

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

- \* Provide lifeguarding services to the community and the Ashwaubenon School District.
- \* Provide aquatic programming (swim 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 swim and diving competitions for said organizations.
- \* Provide a venue for the public to use/rent for birthday parties and special events.

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

	2018	2019	2020 - Budget
Instructors/Guards	Part-Time	Part-Time	Part-Time
Pool Director	Part-Time	Part-Time	Part-Time
Pool Supervisor	Part-Time	Part-Time	Part-Time
Swim Instructor	Part-Time	Part-Time	Part-Time
Water Exercise Instructor	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents			

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

### 2019 ACCOMPLISHMENTS:

- \* Hosted 2019 Boys High School WIAA sectional swim meet.
- \* Continued to grow our warm water pool classes and offered a varied degree of Aquatic Programing for the residents of Ashwaubenon.
- \* Continued partnership with Woodside Senior Community to offer access to the warm water pool for their residents.
- \* Aquatic Coordinator Melody Escoto was awarded the 2019 Wisconsin Park and Recreation "Young Professional of the Year" award.

### 2020 OBJECTIVES:

- \* Continue to secure and train staff to operate a safe aquatic environment for all user groups.
- \* Host more event days at the pool during our current open swim hours
- \* Partner with other residential facilities in the area to offer swim times for their residents on weekdays.
- \* Continue to grow our swimming lesson program to meet the needs of our community, by training more staff and offering quality classes.

- \* Staffing cost increase due to part-time wage scale modifications in 2019.
- \* Additional Lifeguard cost of \$486 due to increased ASD usage

			2017		2018		2019		2019		2020	20	20 vs 20	19 Budget
Accoun	nt Description		ctual		Actual	F	orecast	F	Budget	F	Budget		Change	% Change
				<u> </u>					0		0		8	8
	Salaries And Wages		73,564		78,467		75,810		75,810		79,801		3,991	5.26%
5210	Medicare/Fica		5,628		6,510		5,799		5,799		6,104		305	5.26%
	Total Personnel Services		79,191		84,977		81,609		81,609		85,905		4,296	5.26%
C104	T.C 177		470		1 110		500		500		500			0.000/
6104	Lifeguard Training Supplies Pool And Lake Supplies		479		1,119		500		500		500		-	0.00%
6115	Total Supplies		6,746 7,224		4,199 5,318		4,400 4,900		4,400 4,900		4,400		_	0.00%
	Total Supplies		7,224		3,316		4,900		4,900		4,900		-	0.00%
8100	Contracted Services		4,245		3,843		5,000		6,000		6,000		-	0.00%
8300	Physical/Psych Exams		-		360		811		-		815		815	N/A
	Total Expenditures	\$	90,660	\$	94,498	\$	92,320	\$	92,509	\$	97,620	\$	5,111	5.52%
EXPEN	DITURES BY PROGRAM/FUNCTION	)N												
4980 - P	2001		6,997		5,678		5,711		4,900		5,715		815	16.63%
4981 - L			36,824		34,039		30,086		30,086		31,870		1,784	5.93%
	ool Director		-		183		2,901		2,901		3,450		549	18.92%
	ool Supervisor		15,748		21,125		7,537		7,537		7,885		348	4.62%
	wim Instructor		25,423		27,967		39,787		39,787		41,631		1,844	4.63%
	Vater Exercise Instructor		1,423		1,663		1,298		1,298		1,069		(229)	
	Aaster Swim		2,263		2,536		2,671		3,000		3,000		-	0.00%
	Aqua Zumba		1,982		1,307		2,329		3,000		3,000		-	0.00%
	Total Expanditures	\$	90,660	\$	94,498	Ф	92,320	\$	92,509	\$	97,620	\$	5,111	5.52%
	Total Expenditures	Φ_	90,000	Ф	94,498	\$	92,320	Þ	92,509	\$	97,020	Ф	5,111	5.54%
D. E. F. E. F.	WING DIV DD O CD A MEWN CENON													
REVEN	IUES BY PROGRAM/FUNCTION	_												
4980 - S	wimming Lessons		31,939		40,416		38,314		38,314		42,025		3,711	9.69%
	Open Swim		5,513		9,380		8,427		8,427		8,717		290	3.44%
	ifeguard Training		1,115		2,245		1,560		1,560		1,140		(420)	-26.92%
	ool Rental		10,675		13,594		12,101		12,101		12,683		582	4.81%
4491 - W	Varm Water - Therapeutic Mobility		5,677		8,210		-		· -		-		-	N/A
4492 - W	Varm Water - Aqua Kick Boxing		_		-		1,544		1,544		597		(947)	-61.33%
	Varm Water - Therapeutic Core		-		-		2,283		2,283		2,133		(150)	-6.57%
	Master Swim Clinic		3,198		6,406		4,238		4,238		4,266		28	0.66%
4488 - N	Master Swim Class		1,321		-		1,965		1,965		1,962		(3)	
4489 - D	Deep Water		334		-		2,329		2,329		2,852		523	22.43%
	Competitive Swim		-		-		3,742		3,742		2,275		(1,467)	-39.20%
	Vater Exercise		-		-		4,065		4,065		4,485		420	10.33%
	Total Revenues	\$	59,772	\$	80,251	\$	80,568	\$	80,568	\$	83,134	\$	2,566	3.19%
Davanu	ues ever (under) Evnenditures	•	(30,888)	\$	(14,247)	¢	(11.752)	\$	(11 0/1)	¢	(14,486)			
Kevenu	es over (under) Expenditures	\$	(30,000)	Ф	(14,247)	Ф	(11,/52)	Φ	(11,941)	Ψ	(14,400)	I		

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

### **SERVICES:**

- \* Lake admissions and concessions operations.
- \* Lifeguard services at the Lake.
- \* General facility supervision and maintenance.
- \* Lake rentals to general public and area organizations

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

	2018	2019	2020 - Budget
Life Guards	Part-Time	Part-Time	Part-Time
Café Supervisor	Part-Time	Part-Time	Part-Time
Concessions/Ticket Seller	Part-Time	Part-Time	Part-Time
Lake Supervisor	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents			

### 2019 ACCOMPLISHMENTS:

- \* Successful addition of a second raft and a second basketball hoop to the Lake amenities.
- \* Partnered with Unison Credit Union to host a "Splash Splash Bash", which included sponsored games, prizes and media blitz.
- \* Ashwaubomany Blast brought 1,280 people to the Lake.
- \* Hosted two new "log-rolling" events
- \* Partnered with a Village Food Truck Rally event, which brought 690 patrons into the Lake.
- \* 386 dogs attended this years Doggie Dip.
- \* Installation of a 24 x 40 shade shelter for use by public and groups.
- \* Completed a successful SAFE season. No water-based medical emergencies. 27 rescues were
- \* New credit card machines purchased and put into use, which accept "Tap & Pay" customers.
- \* Aquatic Coordinator awarded the 2019 Wisconsin Park and Recreation Young Professional of the Year Award

### 2020 OBJECTIVES:

- \* Increase marketing efforts to let the public know about Lake events and amenities.
- \* Continue to provide the public with a safe and supervised swim area.
- \* Continue to bring new events to the lake
- \* Increase partnerships with the Village food truck rally events.
- \* Increase internet coverage at Cafe/admission area for better efficiency.

- \* Staffing cost increase due to part-time wage scale modifications in 2019.
- \* Additional \$975 in lifeguard expenses requested for 3 food-truck rally events. Expenses offset by event revenue.

Department: Ashwaubomay Lake - 5524

		204=	2010	2040	2010	2020	2020 201	
A	of Decements	2017	2018	2019 Farrage et	2019	2020	2020 vs 2019	
Accour	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change   %	o Change
	Salaries And Wages	74,045	75,372	74,212	78,305	81,934	3,629	4.63%
5210	Medicare/Fica	5,660	5,059	5,677	5,991	6,268	277	4.62%
	Total Personnel Services	79,705	80,431	79,889	84,296	88,202	3,906	4.63%
6104	Lifeguard Training Supplies	85	144	200	200	200	-	0.00%
6114	Concession Supplies	17,607	18,958	17,584	19,635	19,635	-	0.00%
6115	Pool And Lake Supplies	6,790	7,119	7,734	7,230	7,230	-	0.00%
6116	Janitorial Supplies Total Supplies	826 25,511	510 26,730	772 26,290	775 27,840	775 27,840	-	0.00%
	Total Supplies	25,511	20,730	20,290	27,040	27,040	_	0.0070
6214	Fire Alarm/Security Maint	117	294	161	170	170	-	0.00%
6303	Licenses	662	662	662	687	662	(25)	-3.64%
	Total Operating	779	956	823	857	832	(25)	-2.92%
0100	G 1G			100				37/4
8100	Contracted Services	-	-	180	-	-	-	N/A
8300	Physical/Psych Exams	_	135	930	_	930	930	N/A
0300	Thysical/T sych Exams		133	730		750	750	14/11
8400	Gas & Electric	2,931	3,401	3,397	3,397	3,600	203	5.98%
8401	Water/Sewer/Storm Water	22,042	26,303	22,650	22,650	22,650	-	0.00%
	Total Utilities	24,972	29,704	26,047	26,047	26,250	203	0.78%
	T ( ) T	φ 120 O ( <b>T</b>	ф. 12 <b>=</b> 0==	h 121150	ф. 120 0 to	<b>.</b>	<b></b>	2 (10/
	Total Expenditures	\$ 130,967	\$ 137,955	\$ 134,159	\$ 139,040	\$ 144,054	\$ 5,014	3.61%
EXPENI	DITURES BY PROGRAM/FUNCTIO	N						
2122 221 12		•						
Lake								
	Lifeguard Wages	51,897	53,694	52,598	57,421	60,100	2,679	4.67%
	Lake Supervisor Wages	8,999	9,050	9,120	5,302	5,547	245	4.62%
	Lifeguard Training Supplies	288	144	200	200	200	-	0.00%
	Lake Supplies	6,790	7,119	7,734	7,230	7,230	-	0.00%
	Janitorial Supplies	826	510	772	775	775	-	0.00%
	Fire Extinguisher Testing Licenses	117 662	294 662	161	170 687	170	(25)	0.00% -3.64%
	Contracted Services	002	002	662 180	087	662	(25)	-3.04% N/A
	Physical Exams	_	135	930	_	930	930	N/A
	Electric	2,931	3,401	3,397	3,397		203	5.98%
4990 -		22,042	26,303	22,650	22,650	22,650	-	0.00%
Total Lak	ke	94,551	101,311	98,404	97,832	101,864	4,032	4.12%
Concessi	ons							
	Café Supervisor Wages	7,333	6,921	5,756	5,598	5,850	252	4.50%
	Concessionaire Wages	11,476	10,766	12,415	15,975	16,705	730	4.57%
	Concessions Supplies	17,607	18,958	17,584	19,635	19,635	-	0.00%
Total Co	ncessions	36,416	36,645	35,755	41,208	42,190	982	2.38%
	Total Expenditures	\$ 130,967	\$ 137,955	\$ 134,159	\$ 139,040	\$ 144,054	\$ 5,014	3.61%
	1 0 <b></b> 2 <b>p</b> 0 0.5	Ψ 100,50.	Ψ 10.900	ψ 10 i,10>	Ψ 10>,0:0	Ψ 111,001	φ 5,011	010170
REVEN	UES BY PROGRAM/FUNCTION	•						
T al. A 1		06.240	02.624	02 110	09.076	09.076		0.000/
Lake Adı		96,249	92,634 4,613	93,110	98,076 3,100	98,076 4,020	020	0.00% 29.68%
Lake Pro Concessi	_	3,313 26,422	4,613 29,723	4,135 29,063	3,100	4,020 39,000	920	0.00%
Food Tru		40,442 -	49,143	49,003	39,000	39,000 975	975	0.00% N/A
1004 114		_	_	_		713	713	1 1/11
	<b>Total Revenues</b>	\$ 125,984	\$ 126,970	\$ 126,308	\$ 140,176	\$ 142,071	\$ 1,895	1.35%
_							l	
Revenu	es over (under) Expenditures	\$ (4,983)	\$ (10,985)	\$ (7,851)	\$ 1,136	\$ (1,983)	J	

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

### **SERVICES:**

- \* Educational Senior classes, Meals on Wheels, Bus Trips, Instructional Classes
- Athletic leagues, Fitness Classes

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget						
Adult Softball Scorekeeper	Part-Time	Part-Time	Part-Time						
Adult New Program Instructor	Part-Time	Part-Time	Part-Time						
Bean Bag Instructor	Part-Time	Part-Time	Part-Time						
Summer Softball Umpires	Part-Time	Part-Time	Part-Time						
Total Full-Time Equivalents									
Note: Positions are part-time, may include multiple persons and vary depending on participation.									

### 2019 ACCOMPLISHMENTS:

- Hosted three pickleball tournaments with 42 teams from across Wisconsin.
- \* Pound Fitness sold out every session in 2019.
- Organized and ran three different softball leagues playing from May through late August.
- Hosted a successful season of eight Summer Concerts at Klipstine Park. This included sponsorship solicitation, scheduling and food service organization.
- \* Offered 3 successful food trucks throughout the summer at Ashwaubomay Park.
- Continued to expand senior educational offerings offering a wide variety of classes to the community. \* Partnered with area business to co-host with financial backing.

### 2020 OBJECTIVES:

- Continue to offer a wide variety of programing to meet community needs. \*
- \* Develop relationships with local businesses to partner with them in new class offerings.
- Continue to grow programming to utilize community center.
- Work with surrounding municipalities to offer bus trips in 2020 to locations such Downtown Chicago, Brewers game, Bucks Game and New Glarus Oktoberfest/Brewery Tour.
- Develop new special events to attract people to visit Ashwaubenon.
- Add a 4th Food Truck Rally in May as a summer kickoff. Continue to refine revenues and expenses. Solicit additional event sponsors.
- \* Add a women's flag football after using this year to gauge interest.

- Staffing cost increase due to part-time wage scale modifications in 2019.
- Increased Food Truck Rally program supplies and contracted services by \$7,900; however, budgeting the four planned Food Truck Rally's revenues to exceed total expenditures.

			2017		2018		2019		2019		2020	2020	ve 20	19 Budget
Accoun	nt Description		Actual		Actual	IR.	orecast	T	Budget	T	2020 Budget	\$ Ch		% Change
Accoun	n Description	Γ	Actual	Γ	Actual	T.	orceast		Juaget		Juaget	ψСП	ange	70 Change
	Salaries And Wages		8,990		8,942		9,902		9,052		9,513		461	5.09%
5210	Medicare/Fica		783		684		757		692		728		36	5.20%
	Total Personnel Services		9,833		9,626		10,659		9,744		10,241		497	5.10%
			,		,		,		,		,			
6118	Program Supplies		10,211		16,930		17,648		10,950		15,850	4	4,900	44.75%
6124	Program/Trip Expense		-		-		-		3,200		3,200		-	0.00%
8100	Contracted Services		21,240		25,263		20,500		20,500		23,500	ĺ.	3,000	14.63%
		_		_		_		_						
	Total Expenditures	\$	41,284	\$	51,819	\$	48,807	\$	44,394	\$	52,791	\$	8,397	18.91%
EXDEM		ON												
EXPENI	DITURES BY PROGRAM/FUNCTI	<u>O</u> N												
0 61 11 1														
Softball I	=		6,206		5,567		5,374		5,335		5,561		226	4.24%
-	e Wages pervisor Wages		2,116		2,827		2,461		1,615		1,815		200	12.38%
Supplie	-		4,582		2,609		4,000		4,000		4,000		200	0.00%
	es ftball Program		12,904		11,003		11,835		10,950		11,376		426	3.89%
	dult Fitness		10,180		14,717		14,500		14,500		14,500		<del>-</del> 20	0.00%
	dult New Programs		3,664		2,499		3,441		3,411		3,411		_	0.00%
	dult Bean Bag League		105		177		583		583		654		71	12.18%
	enior Citizens Program		8,041		5,209		4,000		7,200		7,200		-	0.00%
	ickleball Program		290		1,505		1,250		1,250		1,250		_	0.00%
	ummer Concert Program		6,100		5,964		6,000		6,000		6,000		_	0.00%
	dult Golf Program		-		3,300		500		500		500		_	0.00%
	ood Truck Rally		_		-		6,698		_		7,900		7,900	N/A
4699 - Sc	oftball Tournament		-		7,445		-		-		-		-	N/A
		_			= 1 0 1 0									
	Total Expenditures	\$	41,284	\$	51,819	\$	48,807	\$	44,394	\$	52,791	\$	8,397	18.91%
REVEN	UES BY PROGRAM/FUNCTION													
Commun	ity Gardens		1,054		1,271		1,104		1,250		1,250		-	0.00%
Rummage	e Sale		942		693		858		822		696		(126)	-15.33%
Soda			327		-		-		-		-		-	N/A
Bus Trips	s		5,191		2,125		2,400		2,405		2,430		25	1.04%
Picklebal	1		640		-		1,290		1,695		1,290		(405)	-23.89%
Senior Ci	itizens		5,038		3,365		4,500		5,849		4,865		(984)	-16.82%
Adult Go	olf		700		-		565		415		565		150	36.14%
Adult Su	mmer Softball		13,315		12,648		11,821		12,810		12,597		(213)	-1.66%
Adult Fit			9,816		8,670		9,836		24,243		26,643	2	2,400	9.90%
Adult Te			285		180		-		180		-		(180)	-100.00%
	ew Programs		2,500		17,530		7,735		2,400		2,400		-	0.00%
Bean Bag			690		-		325		475		475		-	0.00%
Summer			6,000		5,700		6,000		6,000		6,000		-	0.00%
	mmer Softball Forfeit Fees		150		-		- 404		-		10.550		-	N/A
Food Tru			-		9.701		6,404		-		10,560	1	0,560	N/A
Softball 1	Tournament		-		8,701		-		-		-		-	N/A
	<b>Total Revenues</b>	\$	46,648	\$	60,883	\$	52,838	\$	58,544	\$	69,771	\$ 1	1,227	19.18%
	· · · · · · · · · · · · · · · · ·			T		7		Ĺ		Ţ	, , , _	<u> </u>	,	
Revenue	es over (under) Expenditures	\$	5,364	\$	9,064	\$	4,031	\$	14,150	\$	16,980			

The Village partners with seven different organizations to provide programming for 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 use and upkeep, and insurance coverage. Staff will attend organization meetings as needed to provide guidance and direction.

### **SERVICES:**

- \* Funding assistance for equipment & wages, payroll services, and liability insurance coverage.
- \* Complementary community center usage for monthly meetings, if desired.
- \* Upkeep, grooming and/or lining/prep of respective Village facilities.
- \* Provide staff liaison to attend co-sponsored board meetings and help with program concerns.

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Special Children Workers	Part-Time	Part-Time	Part-Time
AYB Umpires	Part-Time	Part-Time	Part-Time
Swim Club	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents			

### 2019 ACCOMPLISHMENTS:

- \* Provided recreation opportunities to over 1,000 children connected with Village youth organizations.
- \* Assisted AYSA in the purchase of four new soccer goals, and installation of a new pathway at Fort Howard Park.

\*

- Worked with AYB to purchase and install a solar powered scoreboard at Ed Krcmar Field.
- \* Served 15 Ashwaubenon youth in the "Special Children's Program", partnering with the Ashwaubenon School District.
- \* Fencing improvements to youth diamonds at Ashwaubomay (AYB) and Pioneer Park (AGSA). Use of general 5541 funds out of park maintenance).

### 2020 OBJECTIVES:

- \* Continue recovery of AYSA participation numbers by giving guidance to AYSA Board.
- \* Continue partnership with organizations to assist volunteer boards in providing quality recreation programming.
- \* Partner with organizations when applicable to maintain and improve athletic facilities.
- \* Work with Special Children's Program and Ashwaubenon School District to continue the correct balance between staff and participants and offer quality summer programming.

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

			2017		2018		2019		2019		2020	20	)20 vs 20	19 Budget
Accoun	t Description	A	Actual		Actual	F	orecast	I	Budget	]	Budget	\$ (	Change	% Change
	Salaries And Wages		58,019		62,530		68,020		43,436		75,255		31,819	73.25%
5210	Medicare/Fica		4,435		4,784		5,400		3,323		5,757		2,434	73.25%
	Total Personnel Services		62,455		67,313		73,420		46,759		81,012		34,253	73.25%
6118	Program Supplies		17,894		20,328		17,861		17,861		17,861		-	0.00%
9200	Dhyoi and Dayrah Evans				225		360				260		360	N/A
8300	Physical/Psych Exams Property & Liability Insurance		2 666		_		3,010		4 200		360 4 300		100	
8305	Total Insurance		3,666		3,666 3,891		3,370		4,200 4,200	_	4,300 4,660		460	2.38%
	Total insurance		3,000		3,891		3,370		4,200		4,000		400	10.93%
	Total Expenditures	\$	84,015	\$	91,532	\$	94,651	\$	68,820	\$	103,533	\$	34,713	50.44%
EXPENI	DITURES BY PROGRAM/FUNCTIO	N												
4480 - Sp	ecial Children's Program		12,788		14,836		14,468		14,468		19,434		4,966	34.32%
4481 - As	shwaubenon Youth Baseball		13,872		9,316		13,435		10,896		13,442		2,546	23.37%
4482 - As	shwaubenon Girls Softball Association		5,750		6,573		5,750		5,750		5,750		-	0.00%
4483 - As	shwaubenon Youth Football Program		2,346		2,346		2,346		2,346		2,346		-	0.00%
4484 - As	shwaubenon Soccer Club		5,410		5,400		4,000		4,000		4,000		-	0.00%
4485 - As	shwaubenon Wrestling Club		-		427		427		427		427		-	0.00%
4486 - As	shwaubenon Swim Club		40,183		48,743		50,855		26,733		53,474		26,741	100.03%
4651 - Co	o-Sponsored Administration-Insurance		3,666		3,666		3,010		4,200		4,300		100	2.38%
4651 - Co	o-Sponsored Administration-Physicals		-		225		360		-		360		360	N/A
	Total Expenditures	\$	84,015	\$	91,532	\$	94,651	\$	68,820	\$	103,533	\$	34,713	50.44%
		<u> </u>		•	- )		, , , , ,	Ė			, , , , , , , , , , , , , , , , , , , ,			
REVEN	UES BY PROGRAM/FUNCTION													
_	imbursements:													
4481	Ashwaubenon Youth Baseball		8,122		3,566		10,435		7,896		10,442		2,546	32.24%
4486	Ashwaubenon Swim Club		31,793		46,405		48,517		24,396		51,136		26,740	109.61%
	<b>Total Revenues</b>	\$	39,915	\$	49,971	\$	58,952	\$	32,292	\$	61,578	\$	29,286	90.69%
Dovon	es over (under) Expenditures	\$	(44,100)	¢	(41,561)	¢	(35,699)	\$	(36 529)	¢	(41,955)			
Kevenue	es over (under) expenditures	<b>Þ</b>	(44,100)	Ф	(41,501)	Ф	(33,099)	Ф	(30,348)	Ф	(41,955)			

# **Department: Youth Recreation - 5530**

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

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

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

	2018	2019	2020 - Budget
Dance Instructors	Part-Time	Part-Time	Part-Time
Gymnastics Instructors	Part-Time	Part-Time	Part-Time
Pom Pon Instructor	Part-Time	Part-Time	Part-Time
Youth Flag Football	Part-Time	Part-Time	Part-Time
New Program Instructors	Part-Time	Part-Time	Part-Time
Special Events Leaders	Part-Time	Part-Time	Part-Time
Teen Program Instructor	Part-Time	Part-Time	Part-Time
Playground Leaders	Part-Time	Part-Time	Part-Time
Program Assistant	Part-Time	Part-Time	Part-Time
Toddler & Preschool Instructor	Part-Time	Part-Time	Part-Time
Rookie Basketball Camp Instructor	Part-Time	Part-Time	Part-Time
Tots/Rookie Football Instructor	Part-Time	Part-Time	Part-Time
Rookie T-Ball Instructor	Part-Time	Part-Time	Part-Time
Rookie Soccer Instructor	Part-Time	Part-Time	Part-Time
Day Camp Leaders	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents			

# **Department: Youth Recreation - 5530**

### **2019 ACCOMPLISHMENTS:**

- \* Offered four neighborhood special events at Fort Howard, Smith, Waterford, and Sand Acres Parks. Attendance estimated at over 1,300 residents for food, games, bounce houses, and outdoor movies.
- \* Continued partnership with the Ashwaubenon Alumni Association to combine the Funathalon and Ashwaubenon Blast. Sold wristbands for children's games, activities and inflatables to help offset costs.
- \* Sold out the 10-week Summer Day Camp with 511 total registrations. A corresponding portion of the Recreation Supervisor's (FTE) assigned time was covered by program revenue.
- \* Park Program finished with a total of 4,180 visits despite the poor weather in June.
- \* Partnered with Ashwaubenon School District to offer the "Free Summer Lunch Program" at Fort Howard Park during park program hours. A total of 989 meals were served at the park throughout the summer, averaging 23 per day.
- \* Offered three Food Truck Rallies at Ashwaubomay Park. These were family oriented with movies, bounce houses, lake swimming and family-style yard games.

### 2020 OBJECTIVES:

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

- \* Staffing cost increase due to part-time wage scale modifications in 2019.
- \* Reduced tumbling wages by \$233 based on 2019 actuals
- \* Changed Youth Tennis contracted services to program supplies and wages. No longer contracted out. Reducing cost of program by \$554 while maintaining the same revenues.
- \* Removed \$1,200 from Neighborhood Events Program supplies that was budgeted for food truck rallies. This will now have its own project code in Adult Recreation.

Salarics And Wages								
Saluries And Wages		2017	2018	2019	2019	2020		
MedicaryFies   5.489   5.611   6.032   6.557   6.862   305   4.679%   1.000   1.000%   1.0	<b>Account Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
MedicaryFies   5.489   5.611   6.032   6.557   6.862   305   4.679%   1.000   1.000%   1.0	0.1	<b>51.55</b>	70.045	70.040	05.600	00.700	4.020	4.6001
Total Personnel Services   77,248   78,957   84,881   92,246   96,571   4,325   4,69%								
Pogram Supplies   13,484   22,582   24,950   24,950   24,050   (900)   3.6.1%								
Postage	Total Personnel Services	11,248	18,931	64,661	92,246	90,371	4,323	4.09%
Postage	6118 Program Supplies	13,484	22,582	24,950	24,950	24,050	(900)	-3.61%
Training/Conference	2 11	,	,	,	,	ŕ		
Nileage Reimbursement   75   71   157   100   100   - 0.00%	6304 Postage	13	-	-	-	-	-	N/A
Nileage Reimbursement   75   71   157   100   100   - 0.00%				100	<b>7</b> 00	<b>7</b> 00		0.000/
Total Travel/Training		-	- 71				-	
No.   Physical/Psych Exams   18,178   13,577   9,000   17,215   15,715   (1,500   -8,716   8,716   15,716   15,715   15,715   15,715   15,716   1							-	
No.   Physical/Psych Exams   S. 19,176   \$115,883   \$19,768   \$135,011   \$137,536   \$2,525   \$1,87%   \$140.   Page   Pa	Total Travel/Training	73	/1	337	000	000	_	0.00%
No.   Physical/Psych Exams   S. 19,176   \$115,883   \$19,768   \$135,011   \$137,536   \$2,525   \$1,87%   \$140.   Page   Pa	8100 Contracted Services	18,178	13,577	9,000	17,215	15,715	(1,500)	-8.71%
Total Expenditures					Í			
Section   Company   Comp	Physical/Psych Exams	-	695	600	-	600	600	N/A
Section   Company   Comp								
4400 - Park Program	Total Expenditures	\$ 109,176	\$ 115,883	\$ 119,768	\$ 135,011	\$ 137,536	\$ 2,525	1.87%
4400 - Park Program	EVDENDITUDES BY PDACDAM/FUNCTION	)N						
4402 - Cymnastics Tumbling		_						
4.00   4.00	2							
4405 - Youth Flag Football   726   -   3,312   3,480   3,431   (49)   -1,41%   4405 - Youth Flag Football   726   -   3,312   3,552   240   7,25%   4408 - Youth Flag Football   5,568   1,995   3,077   3,183   106   32,73%   4411 - Special Events   6,667   8,855   12,559   10,550   10,581   31   0.09%   4411 - Special Events   6,667   8,855   12,559   10,550   10,581   31   0.09%   4416 - Teen Programs   -								
4408 - Youth Flag Football			253			:		
440 - Youth Tennis   59			-					
4411 - Special Events	•		-					
4416 - Teen Programs			-					
4416 - Teen Programs	<u> </u>		,					
4421 - Bus Trips - Playground   1,185   2,113   2,478   1,000   1,000   - 0,00%   4421 - Bus Trips - Other Trips   2,688   2,528   1,515   1,515   1,515   - 0,00%   4422 - Toddler & Pre-School Programs   - 124   802   802   845   43   5,36%   4424 - Neighborhood Events   2,555   2,874   4,858   4,200   3,000   (1,200)   -28.57%   4425 - Rookie Basketball   336   515   392   746   738   (8)   -1,07%   4425 - Rookie Football   2,924   2,658   1,039   1,263   1,165   (98)   -7,76%   4428 - Rookie Football   514   749   458   1,069   1,088   19   1,78%   4429 - Rookie Soccer   706   257   1,133   1,133   1,154   21   1.85%   4430 - Day Camp   41,781   47,788   46,950   51,099   52,780   1,681   3.29%   7040		6,667	8,855					
4421 - Bus Trips - Other Trips   2,688   2,528   1,515   1,515   1,515   - 0,00%     4422 - Toddler & Pre-School Programs   - 124   802   802   845   43   5.36%     4424 - Neighborhood Events   2,555   2,874   4,858   4,200   3,000   (1,200)   -28.57%     4425 - Rookie Basketball   336   515   392   746   738   (8)   -1,07%     4426 - Rookie Football   2,924   2,658   1,039   1,263   1,165   (98)   -7,76%     4428 - Rookie T-Ball   514   749   458   1,069   1,088   19   1,78%     4429 - Rookie Soccer   706   257   1,133   1,133   1,154   21   1,85%     4430 - Day Camp   41,781   47,788   46,950   51,099   52,780   1,681   3,29%     Total Expenditures   \$109,176   \$115,883   \$119,768   \$135,011   \$137,536   \$2,525   1,87%      REVENUES BY PROGRAM/FUNCTION		-	-				309	
4422 - Toddler & Pre-School Programs	4420 - Bus Trips - Playground						-	
4242 + Neighborhood Events	4421 - Bus Trips - Other Trips	2,688					-	
4425 - Rookie Basketball   336   515   392   746   738   (8)   -1.07%   4426 - Rookie Football   2.924   2.658   1.039   1.263   1.165   (98)   -7.76%   4428 - Rookie Football   514   749   458   1.069   1.088   19   1.786   4429 - Rookie Soccer   706   257   1.133   1.133   1.154   21   1.85%   4430 - Day Camp   41,781   47,788   46,950   51,099   52,780   1.681   3.29%   Total Expenditures   109,176   115,883   119,768   135,011   137,536   2.525   1.87%	4422 - Toddler & Pre-School Programs	-						
4426 - Rookie Football   2,924   2,658   1,039   1,263   1,165   (98)   -7.76%   4428 - Rookie T-Ball   514   749   4458   1,069   1,088   19   1.78%   4429 - Rookie Soccer   706   257   1,133   1,133   1,154   21   1.85%   430 - Day Camp   41,781   47,788   46,950   51,099   52,780   1,681   3.29%   70tal Expenditures   109,176   \$115,883   \$119,768   \$135,011   \$137,536   \$2,525   1.87%   70tal Expenditures   4,566   3,876   2,910   6,726   7,307   581   8,64%   69mastics/Tumbling   1,358   1,445   1,015   1,015   915   (100)   -9.85%   70th Golf   795   -	4424 - Neighborhood Events							
1.78%   4428 - Rookie T-Ball   514   749   458   1.069   1.088   19   1.78%   4429 - Rookie Soccer   706   257   1.133   1.133   1.154   21   1.85%   4430 - Day Camp   41,781   47,788   46,950   51,099   52,780   1.681   3.29%   7041   Expenditures   109,176   \$115,883   \$119,768   \$135,011   \$137,536   \$2,525   1.87%   \$109,176   \$115,883   \$119,768   \$135,011   \$137,536   \$2,525   1.87%   \$109,176   \$115,883   \$119,768   \$135,011   \$137,536   \$2,525   1.87%   \$109,176   \$115,883   \$119,768   \$135,011   \$137,536   \$2,525   1.87%   \$109,176	4425 - Rookie Basketball				746	738	(8)	
Adap	4426 - Rookie Football							
Add a color	4428 - Rookie T-Ball							
Total Expenditures	4429 - Rookie Soccer							
Dance	· ·	41,781	47,788	46,950		:		3.29%
Dance	<b>Total Expenditures</b>	\$ 109,176	\$ 115,883	\$ 119,768	\$ 135,011	\$ 137,536	\$ 2,525	1.87%
Dance	DEVENUES DV DDOCD AM/EUNCTION							
Gymnastics/Tumbling         1,358         1,445         1,015         1,015         915         (100)         -9.85%           Pom Pons         2,078         4,629         2,363         2,169         2,360         191         8.81%           Youth Flag Football         4,238         4,659         3,330         3,730         3,150         (580)         -15.55%           Youth Golf         795         -         -         -         -         -         -         N/A           Youth New Programs         1,155         1,227         1,170         1,348         1,210         (138)         -10.24%           Youth New Programs         2,812         1,571         3,200         3,200         3,840         640         20.00%           Special Events         1,984         2,043         4,362         4,362         3,482         (880)         -20.17%           Bus Trips - Playground         1,956         2,100         1,917         2,010         1,824         (186)         -9.25%           Bus Trips - Other Trips         2,476         1,784         1,820         1,820         2,275         455         25.00%           Rookie Basketball         925         -         1,015	REVENUES DI FRUGRAM/FUNCTION	_					I	
Pom Pons         2,078         4,629         2,363         2,169         2,360         191         8.81%           Youth Flag Football         4,238         4,659         3,330         3,730         3,150         (580)         -15.55%           Youth Golf         795         -         -         -         -         -         -         N/A           Youth Tennis         1,155         1,227         1,170         1,348         1,210         (138)         -10.24%           Youth New Programs         2,812         1,571         3,200         3,200         3,840         640         20.00%           Special Events         1,984         2,043         4,362         4,362         3,482         (880)         -20.17%           Bus Trips - Playground         1,956         2,100         1,917         2,010         1,824         (186)         -9.25%           Bus Trips - Other Trips         2,476         1,784         1,820         1,820         1,820         2,275         455         25.00%           Rookie Basketball         925         -         1,015         1,015         1,200         15         1,200         185         18.23%           Rookie Football         1,240 <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>								
Youth Flag Football       4,238       4,659       3,330       3,730       3,150       (580)       -15.55%         Youth Golf       795       -       -       -       -       -       -       N/A         Youth Tennis       1,155       1,227       1,170       1,348       1,210       (138)       -10.24%         Youth New Programs       2,812       1,571       3,200       3,200       3,840       640       20.00%         Special Events       1,984       2,043       4,362       4,362       3,482       (880)       -20.17%         Bus Trips - Playground       1,956       2,100       1,917       2,010       1,824       (186)       -9.25%         Bus Trips - Other Trips       2,476       1,784       1,820       1,820       2,275       455       25.00%         Toddler & Pre-School Programs       1,031       5,120       1,200       1,200       1,200       1,200       -0.00%         Rookie Basketball       925       -       1,015       1,015       1,200       185       18.23%         Rookie Football       1,240       -       1,780       1,780       1,845       65       3.65%         Rookie Soccer       1,	Gymnastics/Tumbling					:		
Youth Golf         795         -         -         -         -         -         N/A           Youth Tennis         1,155         1,227         1,170         1,348         1,210         (138)         -10.24%           Youth New Programs         2,812         1,571         3,200         3,200         3,840         640         20.00%           Special Events         1,984         2,043         4,362         4,362         3,482         (880)         -20.17%           Bus Trips - Playground         1,956         2,100         1,917         2,010         1,824         (186)         -9.25%           Bus Trips - Other Trips         2,476         1,784         1,820         1,820         2,275         455         25.00%           Toddler & Pre-School Programs         1,031         5,120         1,200         1,200         1,200         -         0.00%           Rookie Basketball         925         -         1,015         1,015         1,200         185         18.23%           Rookie Football         1,240         -         1,780         1,780         1,845         65         3.65%           Rookie Soccer         1,225         -         1,495         1,495         1	Pom Pons		,					
Youth Tennis         1,155         1,227         1,170         1,348         1,210         (138)         -10.24%           Youth New Programs         2,812         1,571         3,200         3,200         3,840         640         20.00%           Special Events         1,984         2,043         4,362         4,362         3,482         (880)         -20.17%           Bus Trips - Playground         1,956         2,100         1,917         2,010         1,824         (186)         -9.25%           Bus Trips - Other Trips         2,476         1,784         1,820         1,820         2,275         455         25.00%           Toddler & Pre-School Programs         1,031         5,120         1,200         1,200         1,200         -         0.00%           Rookie Basketball         925         -         1,015         1,015         1,200         185         18.23%           Rookie Football         1,240         -         1,780         1,780         1,845         65         3.65%           Rookie T-Ball         975         -         900         900         1,530         630         70.00%           Rookie Soccer         1,225         -         1,495         1,495 <td>Youth Flag Football</td> <td>4,238</td> <td>4,659</td> <td>3,330</td> <td>3,730</td> <td>3,150</td> <td>(580)</td> <td>-15.55%</td>	Youth Flag Football	4,238	4,659	3,330	3,730	3,150	(580)	-15.55%
Youth New Programs       2,812       1,571       3,200       3,200       3,840       640       20.00%         Special Events       1,984       2,043       4,362       4,362       3,482       (880)       -20.17%         Bus Trips - Playground       1,956       2,100       1,917       2,010       1,824       (186)       -9.25%         Bus Trips - Other Trips       2,476       1,784       1,820       1,820       2,275       455       25.00%         Toddler & Pre-School Programs       1,031       5,120       1,200       1,200       1,200       -       0.00%         Rookie Basketball       925       -       1,015       1,015       1,200       185       18.23%         Rookie Football       1,240       -       1,780       1,780       1,845       65       3.65%         Rookie T-Ball       975       -       900       900       1,530       630       70.00%         Rookie Soccer       1,225       -       1,495       1,495       1,620       125       8.36%         Day Camp       54,515       60,508       61,896       59,982       62,359       2,377       3,96%         Revenues over (under) Expenditures	Youth Golf		-	-	-	-	-	N/A
Special Events         1,984         2,043         4,362         4,362         3,482         (880)         -20.17%           Bus Trips - Playground         1,956         2,100         1,917         2,010         1,824         (186)         -9.25%           Bus Trips - Other Trips         2,476         1,784         1,820         1,820         2,275         455         25.00%           Toddler & Pre-School Programs         1,031         5,120         1,200         1,200         1,200         -         0.00%           Rookie Basketball         925         -         1,015         1,015         1,200         185         18.23%           Rookie Football         1,240         -         1,780         1,780         1,845         65         3.65%           Rookie T-Ball         975         -         900         900         1,530         630         70.00%           Rookie Soccer         1,225         -         1,495         1,495         1,620         125         8.36%           Day Camp         54,515         60,508         61,896         59,982         62,359         2,377         3,96%           Revenues over (under) Expenditures         \$ (25,847)         \$ (26,921)	Youth Tennis	1,155	1,227	1,170	1,348	1,210	(138)	
Bus Trips - Playground       1,956       2,100       1,917       2,010       1,824       (186)       -9.25%         Bus Trips - Other Trips       2,476       1,784       1,820       1,820       2,275       455       25.00%         Toddler & Pre-School Programs       1,031       5,120       1,200       1,200       1,200       - 0.00%         Rookie Basketball       925       - 1,015       1,015       1,200       185       18.23%         Rookie Football       1,240       - 1,780       1,780       1,845       65       3.65%         Rookie T-Ball       975       - 900       900       1,530       630       70.00%         Rookie Soccer       1,225       - 1,495       1,495       1,620       125       8.36%         Day Camp       54,515       60,508       61,896       59,982       62,359       2,377       3.96%         Total Revenues       \$ 83,329       \$ 88,962       \$ 90,373       \$ 92,752       \$ 96,117       \$ 3,365       3.63%         Revenues over (under) Expenditures	Youth New Programs	2,812		3,200			640	20.00%
Bus Trips - Other Trips       2,476       1,784       1,820       1,820       2,275       455       25.00%         Toddler & Pre-School Programs       1,031       5,120       1,200       1,200       1,200       -       0.00%         Rookie Basketball       925       -       1,015       1,015       1,200       185       18.23%         Rookie Football       1,240       -       1,780       1,780       1,845       65       3.65%         Rookie T-Ball       975       -       900       900       1,530       630       70.00%         Rookie Soccer       1,225       -       1,495       1,495       1,620       125       8.36%         Day Camp       54,515       60,508       61,896       59,982       62,359       2,377       3.96%         Total Revenues         * 83,329       * 88,962       * 90,373       * 92,752       * 96,117       * 3,365       3.63%         Revenues over (under) Expenditures	Special Events	1,984		4,362	4,362	3,482	(880)	-20.17%
Toddler & Pre-School Programs         1,031         5,120         1,200         1,200         -         0.00%           Rookie Basketball         925         -         1,015         1,015         1,200         185         18.23%           Rookie Football         1,240         -         1,780         1,780         1,845         65         3.65%           Rookie T-Ball         975         -         900         900         1,530         630         70.00%           Rookie Soccer         1,225         -         1,495         1,495         1,620         125         8.36%           Day Camp         54,515         60,508         61,896         59,982         62,359         2,377         3.96%           Total Revenues           8         83,329         88,962         90,373         92,752         96,117         \$ 3,365         3.63%           Revenues over (under) Expenditures              \$ (25,847)         \$ (26,921)         \$ (29,395)         \$ (42,259)         \$ (41,419)								
Rookie Basketball         925         -         1,015         1,015         1,200         185         18.23%           Rookie Football         1,240         -         1,780         1,780         1,845         65         3.65%           Rookie T-Ball         975         -         900         900         1,530         630         70.00%           Rookie Soccer         1,225         -         1,495         1,495         1,620         125         8.36%           Day Camp         54,515         60,508         61,896         59,982         62,359         2,377         3.96%           Total Revenues           8 83,329         8 8,962         90,373         92,752         96,117         \$ 3,365         3.63%           Revenues over (under) Expenditures	Bus Trips - Other Trips						455	
Rookie Football       1,240       -       1,780       1,780       1,845       65       3.65%         Rookie T-Ball       975       -       900       900       1,530       630       70.00%         Rookie Soccer       1,225       -       1,495       1,495       1,620       125       8.36%         Day Camp       54,515       60,508       61,896       59,982       62,359       2,377       3.96%         Total Revenues         Revenues over (under) Expenditures       \$ (25,847)       \$ (26,921)       \$ (29,395)       \$ (42,259)       \$ (41,419)	Toddler & Pre-School Programs		5,120	1,200	1,200	1,200	-	0.00%
Rookie T-Ball         975         -         900         900         1,530         630         70.00%           Rookie Soccer         1,225         -         1,495         1,495         1,620         125         8.36%           Day Camp         54,515         60,508         61,896         59,982         62,359         2,377         3.96%           Total Revenues           Revenues over (under) Expenditures         \$ (25,847)         \$ (26,921)         \$ (29,395)         \$ (42,259)         \$ (41,419)	Rookie Basketball		-				185	
Rookie Soccer       1,225       - 1,495       1,495       1,620       125       8.36%         Day Camp       54,515       60,508       61,896       59,982       62,359       2,377       3.96%         Total Revenues         83,329       88,962       90,373       92,752       96,117       3,365       3.63%         Revenues over (under) Expenditures         \$ (25,847)       (26,921)       (29,395)       (42,259)       (41,419)	Rookie Football	1,240	-	1,780	1,780	1,845	65	3.65%
Day Camp       54,515       60,508       61,896       59,982       62,359       2,377       3.96%         Total Revenues       \$ 83,329       \$ 88,962       \$ 90,373       \$ 92,752       \$ 96,117       \$ 3,365       3.63%         Revenues over (under) Expenditures       \$ (25,847)       \$ (26,921)       \$ (29,395)       \$ (42,259)       \$ (41,419)	Rookie T-Ball	975	-	900	900	1,530	630	70.00%
Total Revenues \$ 83,329 \$ 88,962 \$ 90,373 \$ 92,752 \$ 96,117 \$ 3,365 3.63%  Revenues over (under) Expenditures \$ (25,847) \$ (26,921) \$ (29,395) \$ (42,259) \$ (41,419)	Rookie Soccer		-					
Revenues over (under) Expenditures \$ (25,847) \$ (26,921) \$ (29,395) \$ (42,259) \$ (41,419)	Day Camp	54,515	60,508	61,896	59,982	62,359	2,377	3.96%
	<b>Total Revenues</b>	\$ 83,329	\$ 88,962	\$ 90,373	\$ 92,752	\$ 96,117	\$ 3,365	3.63%
	Revenues over (under) Expenditures	\$ (25,847)	\$ (26,921)		\$ (42,259)	\$ (41,419)	J	

**Department: Park Maintenance - 5541** 

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

- \* Upkeep and maintenance of 21 park facilities.
- \* Projects & park upgrade installations.
- \* Maintenance of 14 picnic shelters.
- \* Grooming and maintenance of 16 baseball/softball diamonds and maintenance of 12 athletic fields.
- \* Maintenance and upkeep of 33 court (basketball, tennis, pickle ball) areas.
- \* General upkeep of 300 acres of parkland and over 12 miles of trails.
- \* Facility maintenance; including marina, storage buildings, ASD playgrounds, trailheads and other.
- \* Grass cutting and trimming of all parks, trails, Village medians and other locations.
- \* Set-up and breakdown of all special events concerts, food truck rallies, etc.. as offered.

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

	2018	2019	2020 - Budget
Park Foreman	1.00	1.00	1.00
Park Maintenance	1.00	1.00	1.25
Park Maintenance - Seasonal	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	2.00	2.00	2.25

### 2019 ACCOMPLISHMENTS:

- \* Site preparation and installation of Argonne Park playground.
- \* ADA path installation for small Fort Howard Park soccer fields
- \* Smith Park sidewalk installation coordination, prep work and re-landscaping
- \* Lake improvements included installation of a new 24 x 40 framed sun shade, additional in-water basketball hoop, and rehab of changing stalls in open air area.
- \* Additional utility panel installation coordination at Ashwaubomay Park
- \* Forestry assistance for tree take-downs and stumping. Increased work load due to EAB.
- \* Preparation and clean-up of facilities for multiple special events; including Ashwaubenon BLAST, 3 Food-Truck Rallies, weekly summer concerts, AGSA and AYB Tournaments, and Neighborhood
- \* Playground equipment repair in multiple park areas. Swing donation install at Klipstine. Entryway landscape improvements to Ashwaubomay Park.
- \* Permanent corn-hole area installation at the community center.
- \* Trail repair on Industrial Park Trail due to storm washouts.

### 2020 OBJECTIVES:

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

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

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accoun	nt Description	Actual	Actual	Forecast	Budget	Budget	\$ Change 9	<b>6 Change</b>
		•		•				
	Salaries And Wages	189,319	182,709	204,949	204,949	229,730	24,781	12.09%
	Overtime/Comptime	2,273	3,619	3,000	3,000	3,000	-	0.00%
	Total Salaries And Wages	191,592	186,328	207,949	207,949	232,730	24,781	11.92%
5210	Medicare/Fica	13,643	13,960	15,909	15,909	17,804	1,895	11.91%
5220	Health Insurance	35,078	30,313	29,886	29,886	29,886	-	0.00%
5221	Dental Insurance	2,023	2,283	2,284	2,284	2,569	285	12.48%
5222	Life Insurance	326	458	574	574	599	25	4.36%
5240	Retirement	8,163	8,620	8,242	8,198	9,375	1,177	14.36%
	Total Benefits	59,232	55,635	56,895	56,851	64,197	7,346	12.92%
	<b>Total Personnel Services</b>	250,824	241,963	264,844	264,800	296,927	32,127	12.13%
6113	Maintenance Supplies	3,434	4,093	2,700	2,700	2,700	-	0.00%
6116	Janitorial Supplies	2,664	1,677	2,000	2,000	2,000	-	0.00%
6117	Athletic Field Supplies	32,636	28,995	31,174	29,862	29,862	-	0.00%
	Total Supplies	38,828	34,764	35,874	34,562	34,562	-	0.00%
6122	Gas & Oil	17,208	16,914	15,500	16,752	16,752	-	0.00%
6211	Repairs-Building/Equipment	37,299	40,053	40,000	40,000	40,000	-	0.00%
6402	Shoe Allowance	739	303	525	525	525	-	0.00%
	Total Operating	55,247	57,271	56,025	57,277	57,277	-	0.00%
8100	Contracted Services	9,867	8,258	8,400	8,400	8,400	-	0.00%
8201	Vehicle Repairs	25,808	24,852	16,000	16,000	16,000	-	0.00%
8202	Equipment Use Charge	28,774	25,601	28,790	28,790	22,440	(6,350)	-22.06%
8205	Equipment Rental	8,063	9,012	8,300	8,300	8,300	-	0.00%
	Total Purchased Services	72,512	67,723	61,490	61,490	55,140	(6,350)	-10.33%
8300	Physical/Psych Exams	76	540	_	_	650	650	N/A
3300	I nysican i sych Exams	70	540	_		030	050	11/11
8400	Gas & Electric	39,174	30,324	41,548	40,000	43,932	3,932	9.83%
8401	Water/Sewer/Storm Water	21,049	26,193	24,000	24,000	24,000	_	0.00%
	Total Utilities	60,223	56,517	65,548	64,000	67,932	3,932	6.14%
	Total Expenditures	\$ 482,878	\$ 458,778	\$ 483,781	\$ 482,129	\$ 512,488	\$ 30,359	6.30%

# **Department: Community Center - 5551**

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

- \* Event rentals
- \* Meeting rooms
- \* Recreation program facility
- \* Special event location

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Community Center Supervisor	0.60	0.60	0.60
Park Maintenance Worker I	0.00	0.00	0.50
Weekend Permit Staff	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	0.60	0.60	1.10

### 2019 ACCOMPLISHMENTS:

- \* Community Center held 387 paid rentals and 43 invoiced rentals the past year,
- \* Additional 1,402 facility uses for Park and Recreation programming, community meetings and events, and school district needs.
- \* Revenue increased in 2019 due to increased usage.
- \* Permits booked every Saturday and Sunday for both rooms during summer months.
- \* Added permanent cornhole toss board.
- \* Switched from a contracted cleaning company to a new full time Park and Rec staff.
- \* Added permanent concrete bean-bag boards in rear of building for public and rental group usage.

### 2020 OBJECTIVES:

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

- \* Staffing cost increase due to part-time wage scale modifications in 2019.
- \* Account 6116-Janitorial Supplies: Increased \$1,700 based on actual trend. Not all cleaning is
- \* Account 6214-Fire Alarm/Security Maint: Increased \$650 based on 2019 actuals.
- \* Account 8106-Cleaning Contract: Reduced services \$1,000 based on anticipated use.

		2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Accour	nt Description	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
	Salaries And Wages	25,764	23,952	54,885	72,385	51,970	(20,415)	-28.20%
5210	Medicare/Fica	1,950	1,825	4,199	5,538	3,975	(1,563)	-28.22%
5220	Health Insurance	329	1,023	4,199	22,414	3,973	(1,303) $(22,414)$	-28.22%
5220	Dental Insurance	20	_	834	1,142	571	(571)	-50.00%
5222	Life Insurance	20	_	20	35	21	(14)	-40.00%
5240	Retirement	243	9	1,779	2,756	1,439	(1,317)	-47.79%
02.0	Total Benefits	2,544	1,834	22,475	31,885	13,934	(17,951)	-56.30%
	Total Personnel Services	28,309	25,786	77,360	104,270	65,904	(38,366)	-36.79%
6113	Maintenance Supplies	283	1,649	1,750	2,200	1,700	(500)	-22.73%
6114	Concession Supplies	406	44	350	350	350	-	0.00%
6116	Janitorial Supplies	3,671	4,771	4,500	3,610	5,310	1,700	47.09%
6118	Program Supplies	593	541	600	1,000	1,000	-	0.00%
	Total Supplies	5,048	7,006	7,200	7,160	8,360	1,200	16.76%
6211	Repairs-Building/Equipment	150	6,919	4,000	5,000	5,000	_	0.00%
6214	Fire Alarm/Security Maint	365	375	1,045	400	1,050	650	162.50%
	Total Operating	571	7,294	5,045	5,400	6,050	650	12.04%
8106	Cleaning Contract	-	-	4,000	4,000	3,000	(1,000)	-25.00%
8400	Gas & Electric	19,689	21,338	20,453	21,456	20,964	(492)	-2.29%
8401	Water/Sewer/Storm Water	3,198	4,010	4,288	2,300	2,300	(1)2)	0.00%
8405	Television Expenses	1,395	1,323	1,399	1,452	1,452	_	0.00%
0.105	Total Utilities	24,282	26,671	26,140	25,208	24,716	(492)	-1.95%
		·			·		, , , ,	
	Total Expenditures	\$ 67,727	\$ 77,141	\$ 119,745	\$ 146,038	\$ 108,030	\$ (38,008)	-26.03%
RENTA	L REVENUES							
		•		10 200	10.200	10.200		0.000/
Activity	Room ark Room - All	53,637	62,041	18,390 26,050	18,390 26,050	18,390 26,050	-	0.00% 0.00%
		33,037	02,041	,			-	
	ark Room - East ark Room - West	-	-	10,758 570	10,758 570	10,758 570	-	0.00% 0.00%
	ark Room - West ark Room - Kitchen	-	-	540	540	1,680	1,140	211.11%
	Learning Institute	-	-	735	735	770	35	4.76%
Ziiviong	_	\$ 53,637	¢ 62 0A1					
	<b>Total Revenues</b>	\$ 53,637	\$ 62,041	\$ 57,043	\$ 57,043	\$ 58,218	\$ 1,175	2.06%
Revenu	es over (under) Expenditures	\$ (14,090)	\$ (15,100)	\$ (62,702)	\$ (88,995)	\$ (49,812)		
_10 . 0110	(	+ (2.,000)	+ (12)100	, + (0=,.0=)	+ (55,576)	. + (1),012)	1	

**Department: Performing Arts Center - 5561** 

### **DEPARTMENT DESCRIPTION:**

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

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

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

### **BUDGET SUMMARY:**

\* Assume 2.0% increase to PAC staff salary effective 07/01/20.

Accoun	t Description	2017 Actual	2018 Actual	2019 Forecast	2019 Budget	2020 Budget		19 Budget % Change
7100	Training/Conference	-	-	2,579	-	-	-	N/A
8100	Contracted Services	42,297	58,245	72,842	75,276	74,224	(1,052)	98.60%
	Total Expenditures	\$ 42,297	\$ 58,245	\$ 75,421	\$ 75,276	\$ 74,224	<b>\$</b> (1,052)	98.60%

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

### **SERVICES:**

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

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Forester	1.00	1.00	1.00
Park Maintenance Worker I	0.00	0.00	0.25
Forestry Seasonal	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	1.00	1.00	1.25

### 2019 ACCOMPLISHMENTS:

- \* Planted 79 trees throughout the Village in the past year. Participated in the "Packer's First Down for Trees" tree planting program that provided 36 trees to plant throughout the Village.
- \* Continued implementation of the Village's EAB readiness plan.
- \* Completed sectional street tree pruning in Management Area 1 (Cormier School, Klipstine Park and Ashwaubomay Park neighborhoods) and Management Area 3 (Fort Howard Park neighborhood).
- \* Assisted on NRDA/GLRI Grant at Ashwaubomay Park to create various habitat structures for wildlife along the Fox River using ash trees harvested from the Park.
- \* Tree work completed this year (through September 18): pruned 282 trees (151 standard, 53 training, 45 raising, 27 storm damage, 6 misc. prune) removed 45 trees and ground 57 stumps.
- Sprayed and remulched all street tree located in medians and cul-de-sacs throughout the Village.
- \* Managed street and park tree pruning/removals from the significant windstorm event that occurred on July 20, 2019.
- \* Completed Young Tree pruning on all trees less than 10" in Management Area 6 (Argonne and Gillis Park Neighborhoods).
- Cleared the Ashwaubomay River and West Main Trail of encroaching vegetation.
- Re-painted most of the brown park signs and all the green 'Ashwaubenon' signs throughout the Village.

# **Department: Forestry Administration - 5610**

### **2020 OBJECTIVES:**

- \* Continue EAB advanced planning for the Village's 1156 Village owned inventoried ash trees. Assess and develop strategies to manage ash trees located in natural areas including wooded areas of our parks and conservancy areas. Develop and implement a removal program for Village owned street and park
- \* Finish Sectional Street Tree Pruning in Management Area 7 (Sherwood Forest neighborhood) continuing into Management Areas 9 and 10 Pioneer Park and Carole Lane neighborhoods) as
- \* Removal and replacement of street and park trees as identified in annual fall survey.
- \* Continue to strive for a 6-year pruning cycle for Village maintained trees that includes a young tree training program for trees less than 10" in diameter.
- \* Complete young tree pruning on 550 trees less than 10" in Management Areas 1 and 3 that are less than 10" in diameter.

### **BUDGET SUMMARY:**

\*

The 2020 Forestry budget request will remain stable from previous years due to several recent large equipment purchases (aerial truck and stump grinder) and a future Emerald Ash Borer Management project that will be discussed and funded outside the conventional budget process.

\* Account 8202-Equipment Use Charge: This account is the annual depreciation charge for all Forestry vehicles. Recent years' purchases of new equipment have replaced older, fully-depreciated equipment; thus generating a larger depreciation charge to the department.

# **Department: Forestry Administration - 5610**

		2017	2018	2019	2019	2020		19 Budget
Accoun	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
	Salaries And Wages	103,890	125,526	121,156	110,256	127,343	17,087	15.50%
5210	Medicare/Fica	7,202	9,138	9,200	8,435	9,742	1,307	15.49%
5220	Health Insurance	19,442	· -	-	-	· -	,	N/A
5220.1	Health Insurance - HSA	2,620	11,318	9,331	9,331	14,535	5,204	55.77%
5221	Dental Insurance	1,401	1,142	1,142	1,142	1,427	285	24.96%
5222	Life Insurance	110	95	120	156	171	15	9.62%
5240	Retirement	5,225	4,055	4,333	4,333	5,318	985	22.73%
	Total Benefits	36,001	25,749	24,126	23,397	31,193	7,796	33.32%
	Total Personnel Services	139,891	151,275	145,282	133,653	158,536	24,883	18.62%
6101	Operational Supplies	5,611	6,685	4,700	4,700	4,700	-	0.00%
6122	Gas & Oil	2,679	6,199	5,856	6,552	5,856	(696)	-10.62%
6123	Landscaping Supplies	6,759	8,046	9,200	9,200	9,200	(0,0)	0.00%
6213	Software Maintenance	1,350	1,350	1,350	1,350	1,350	_	0.00%
6402	Shoe Allowance	137	175	175	175	175	_	0.00%
	Total Operating	10,924	15,770	16,581	17,277	16,581	(696)	-4.03%
7100	Training/Conference	855	317	750	1,100	1,100	-	0.00%
7120	Dues & Subscriptions	355	553	330	330	330	-	0.00%
	Total Travel/Training	1,210	870	1,080	1,430	1,430	-	0.00%
8100	Contracted Services	24,505	44,804	72,750	72,750	72,750	-	0.00%
8114	Tree Planting - Village	5,611	8,795	11,000	11,000	11,000	-	0.00%
8117	Tree Planting - Residents	5,928	8,263	3,000	3,000	3,000	-	0.00%
8201	Vehicle Repairs	4,251	435	2,500	2,500	2,500	-	0.00%
8202	Equipment Use Charge	2,428	11,707	17,063	17,063	24,000	6,937	40.66%
	Total Purchased Services	43,023	74,003	106,313	106,313	113,250	6,937	6.53%
8300	Physical/Psych Exams	-	225	320	-	330	330	N/A
	<b>Total Expenditures</b>	\$ 200,660	\$ 248,718	\$ 274,386	\$ 263,373	\$ 294,827	\$ 31,454	11.94%
REVENU	UES	•						
Resident '	Tree Planting	2,465	1,696	1,800	3,000	3,000	-	0.00%
	<b>Total Revenues</b>	\$ 2,465	\$ 1,696	\$ 1,800	\$ 3,000	\$ 3,000	\$ -	0.00%

# **Department: Animal Control - 5810**

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

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

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

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

### **2019 ACCOMPLISHMENTS:**

- \* Handled 289 animal complaints, January September.
- \* Transported 30 animals to the Wisconsin Humane Society & 9 to the Wildlife Sanctuary.
- \* 70 incidents of animals in vehicles.

### 2020 OBJECTIVES:

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

### **BUDGET SUMMARY:**

\* Account 6101-Operational Supplies: \$700 reduction to match actual trend.

		2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Accoun	<b>Description</b>	Actual	Actual	Forecast	Budget	Budget	<b>\$ Change</b>	% Change
6101	Operational Supplies	123	470	500	1,200	500	(700)	-58.33%
8103	Rodent Control	-	2,213	1,395	1,395	1,395	-	0.00%
8105	Humane Society	5,901	3,540	6,000	6,000	6,000	-	0.00%
	Total Purchased Services	5,901	5,753	7,395	7,395	7,395	-	0.00%
	<b>Total Expenditures</b>	\$ 6,024	\$ 6,223	\$ 7,895	\$ 8,595	\$ 7,895	<b>\$</b> (700)	-8.14%

# **Department: Economic Development - 5651**

### **DEPARTMENT DESCRIPTION:**

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

### **SERVICES:**

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

### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Director of Community Development	1.00	1.00	1.00

### 2019 ACCOMPLISHMENTS:

- \* Secured a \$234,000 WEDC Idle Sites Grant for Capital Credit Union Park.
- \* Wrote a WEDC Idle Sites Grant Application for Aldon Station.
- \* Completed a Request for Proposals to solicit development for Village-owned property on Mike McCarthy Way.
- \* Began administration of a software package to manage short-term rentals in Ashwaubenon.
- \* Completed a draft revision to the Village's floodplain zoning ordinance.
- \* Completed the two housing reports newly required by the State of Wisconsin.

### 2020 OBJECTIVES:

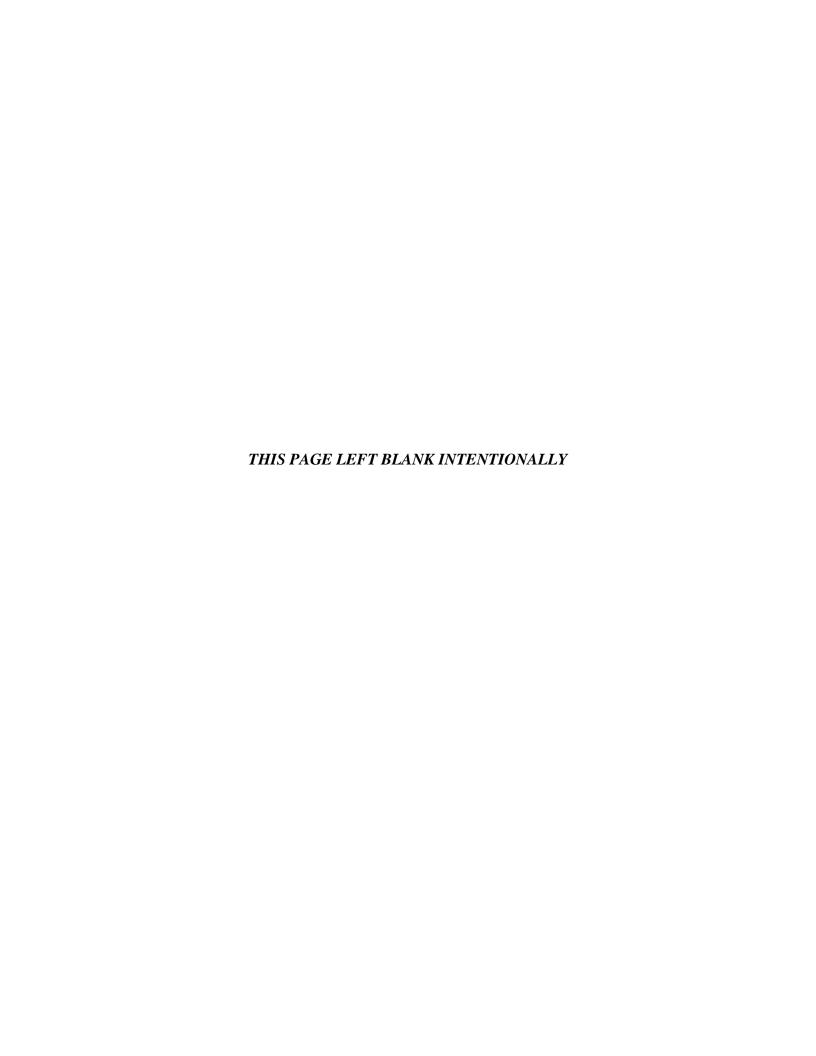
- \* Continue to find efficiencies in the processes for permitting and inspections.
- \* Promote redevelopment opportunities within TID #5.
- \* Rewrite the Village's sign ordinance.
- \* Refine the process for administration of short-term rentals in Ashwaubenon and Brown County.

- \* Account 6100-Supplies: Reduced to match actual trend.
- \* Account 8116-Economic Development: Reduced to match anticipated 2020 payment to League of WI Municipalities.

Fund 100 - General Government

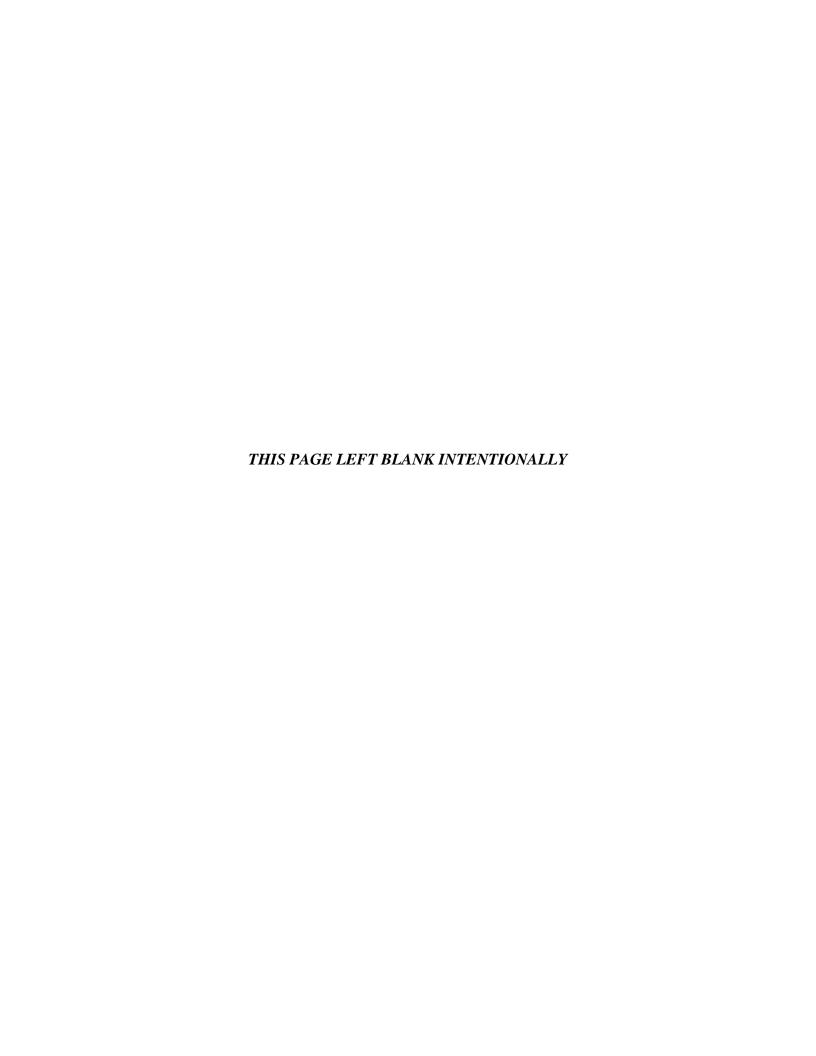
Department: Economic Development - 5651

		2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Accoun	t Description	Actual	Actual	Forecast	Budget	Budget	\$ Change 9	<b>6 Change</b>
				00.004	00.004	00.004		0.00**
	Salaries And Wages	67,586	74,841	88,804	88,804	88,804	-	0.00%
5210	Medicare/Fica	4,730	5,729	6,794	6,794	6,794	_	0.00%
5220	Health Insurance	11,004	,	_	,		-	N/A
5221	Dental Insurance	958	1,142	1,142	1,142	1,142	-	0.00%
5222	Life Insurance	94	94	123	209	209	-	0.00%
5240	Retirement	4,597	4,966	5,778	5,817	5,817	-	0.00%
	Total Benefits	21,384	11,931	13,837	13,962	13,962	-	0.00%
	Total Personnel Services	88,970	86,772	102,641	102,766	102,766	-	0.00%
6100	Office Supplies	1,348	101	250	600	400	(200)	-33.33%
6213	Software Maintenance	800	800	800	800	800	-	0.00%
6302	Newspaper Publishing	560	-	_	-	-	-	N/A
	Total Operating	1,360	800	800	800	800	-	0.00%
7100	Training/Conference	759	789	1,200	2,250	2,250	_	0.00%
7120	Dues & Subscriptions	-	195	500	500	495	(5)	-1.00%
7130	Mileage Reimbursement	123	_	25	100	100	-	0.00%
	Total Travel/Training	882	984	1,725	2,850	2,845	(5)	-0.18%
8100	Contracted Services	5.857	_	_	_	_	_	N/A
8116	Economic Development	5,370	6,785	7,000	7,503	6,450	(1,053)	-14.03%
2110	Total Purchased Services	11,227	6,785	7,000	7,503	6,450	(1,053)	-14.03%
	Total Expenditures	\$ 103,787	\$ 95,442	\$ 112,416	\$ 114,519	<b>\$ 113,261</b>	\$ (1,258)	-1.10%



# Village of ASHWAUBENON 2020 Operating Budget

# SPECIAL REVENUE FUNDS



REVENUES	Park Development	Donation	Oneida Service Agreement	K-9	DARE/	Citizens	Cadets	Stadium Excess	Employee	
REVENUES		Donation	2000		DAKE	Ciuzens				
REVENUES	Development	Donauon	Agreement		Liaison	Academy		Sales Tax	Retirement	TOTAL
				Program	Liaison	Academy	Frogram	Sales Tax	Retirement	IUIAL
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ -	\$ -	\$ 25,000	\$ 37,500
Intergovernmental	-	-	350,848	-	-	_	-	-	-	350,848
Public Charges for Services	72,000	-	-	-	-	_	-	-	-	72,000
Interest	480	-	-	-	-	_	12	-	-	492
Donations	_	25,000	-	1,500	2,000	500	_	_	-	29,000
Miscellaneous	-	-	-	-	-	_	7,000	-	-	7,000
Total Revenues	72,480	25,000	350,848	1,500	14,500	500	7,012	-	25,000	496,840
EXPENDITURES										
Current										
General Government									25.000	25.000
Public Safety	-	-	-	4,110	16,505	2,946	6,764	-	164,000	194,325
•	-	37,624	198.317	,	10,303	2,940	0,704	45,297	104,000	281,238
Capital Outlay	-	37,624	198,317	4.110	16,505	2,946	6.764	45,297	189.000	
Total Expenditures		37,024	198,317	4,110	10,505	2,940	0,704	45,297	189,000	500,563
Excess of Revenues (under)										
Expenditures	72,480	(12,624)	152,531	(2,610)	(2,005)	(2,446)	248	(45,297)	(164,000)	(3,723)
	,		•							
OTHER FINANCING										
SOURCES										
Transfers In	-	-	-	-	-	2,446	-	-	-	2,446
Transfer Out	_	-	(203,621)	-	_	-	-	-	-	(203,621)
Total Other Financing Sour	-	-	(203,621)	-	-	2,446	-	-	-	(201,175)
			(71.000)	(= -10)	(* 00 <del>*</del> )		• 10			
Net Change in Fund Balance	72,480	(12,624)	(51,090)	(2,610)	(2,005)	-	248	(45,297)	(164,000)	(204,898)
Fund Balance - January 1	184,972	12,624	51,090	40,674	6,754	4,352	12,932	45,297	345,737	704,432
Fund Balance - December 3	\$ 257,452	\$ -	\$ -	\$ 38,064	\$ 4,749	\$ 4.352	\$ 13,180	\$ -	\$ 181,737	\$499,534

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

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

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

### 2019 ACCOMPLISHMENTS:

- \* Completed Smith Park trail addition
- \* Completed electrical panel additions in Ashwaubomay Park for increased special event usage.

### **OBJECTIVES:**

- \* Planning and coordination of eligible projects as approved by Village Board.
- \* Continued planning of Village of Ashwaubenon fitness trail system., including major trails, as well as the Klipstine Fitness Trail.
- \* Begin planning blueprints for potential Fort Howard Park restroom & potential planning for a splashpad (phased in at a later point).
- \* Potential blueprint plans for Sand Acres Park restroom.
- \* Potential trail additions to Ashwaubomay River Trail and Main Street Trail.
- \* Potential electronic fitness station addition to Klipstine Fitness Trail.

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
DEVENIES							
REVENUES	<del>.</del>	* 100 <b>252</b>	A =2 000		<b></b>		0.00**
Park Development Acquisition Fees	\$ 84,704	\$ 100,273	\$ 72,000	7 /=,000	\$ 72,000	\$ -	0.00%
Interest	594	414	480	480	480	-	0.00%
Miscellaneous	16,411	-	-	17,386	-	(17,386)	-100.00%
Total Revenues	101,709	100,687	72,480	89,866	72,480	(17,386)	-19.35%
EXPENDITURES							
Capital Outlay	139,198	92,015	18,500	18,500	-	(18,500)	-100.00%
Excess of Revenues over (under) Expenditure	(37,489)	8,672	53,980	71,366	72,480	1,114	1.56%
OTHER FINANCING SOURCES (USES)			(22.244)				27/4
Transfer Out		-	(32,344)	-	-	-	N/A
Net Change in Fund Balance	(37,489)	8,672	21,636	71,366	72,480		
Fund Balance - January 1	192,153	154,664	163,336	172,047	184,972		
Fund Balance - December 31	\$ 154,664	\$ 163,336	\$ 184,972	\$ 243,413	\$ 257,452		

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

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

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

### 2019 ACCOMPLISHMENTS:

- \* SRO tactical equipment
- \* Public Safety speed board.
- \* Park swing in honor of Stephen Kidd
- \* Ashwaubomay Park flag pole and lighting.
- \* Bike Rodeo equipment.
- \* Various park memorial trees and benches.

### 2020 OBJECTIVES:

\* Apply donated funds to respective requests.

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
Interest	\$ -	\$ 211	\$ -	\$ -	\$ -	\$ -	N/A
Donations	17,473	171,273	25,000	-	25,000	25,000	N/A
Total Revenues	17,473	171,484	25,000	-	25,000	25,000	N/A
EXPENDITURES							
Capital Outlay	23,113	107,935	41,000	-	37,624	37,624	N/A
Excess of Revenues over (under) Expenditures	(5,640)	63,549	(16,000)	-	(12,624)	(12,624)	N/A
OTHER FINANCING SOURCES (USES)							
Transfer Out		(47,543)	-	-	-	-	N/A
Net Change in Fund Balance	(5,640)	16,006	(16,000)	-	(12,624)		
Fund Balance - January 1	18,258	12,618	28,624	12,618	12,624		
Fund Balance - December 31	\$ 12,618	\$ 28,624	\$ 12,624	\$ 12,618	\$ -		

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

### STAFFING (FTE Positions):

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

### 2019 ACCOMPLISHMENTS:

- \* Transferred \$32,000 to General Fund for transit services (as directed in service agreement).
- \* Transferred \$190,917 to Public Safety Capital Projects Fund to pay portion of new SCBA equipment.
- \* Funded the following capital items:

SAN Storage Server, Host Server, PC Replacements, SAN Switches, Garage Network Cabinet, Windows Licenses, and Voting equipment

### 2020 OBJECTIVES:

- \* Account 8201-Vehicle Repairs: \$20,000 utilized to pay for one-time rust removal and repainting of 2001 Volvo Loader and one-time control cable repairs on existing road graders.
- \* Capital Outlay: \$92,317 utilized to pay for IT capital items listed below.
- \* Capital Outlay: \$86,000 utilized to pay for Garage capital items of hydraulic vehicle lift, air tool dryer replacement and riding lawn mower (details listed below).
- \* Transfer \$32,000 to General Fund for transit services (as directed in service agreement).
- \* Transfer \$75,134 to Village Building Fund for the following items; Village garage and cold storage expansion study, emergency generator rewiring and cover a portion of the South Village Hall parking lot resurfacing. Capital item details can be found in the Fund 410 budget section.
- \* Transfer \$17,142 to Parks, Recreation & Forestry Capital Projects Fund for a bleacher replacement and a portion of the Ashwaubomay Lake diving board replacement. Capital item details can be found in the Fund 430 budget section.
- \* Transfer \$79,345 to Public Safety Capital Projects Fund for the following items; kitchen remodel, turnout gear, in-car video camera, in-car mobile radio, bullet proof vest replacements, fire helmets/gloves/boots, PBT replacements, fire hose replacement, fitness equipment, hi-rise fire hose pack, taser replacements, squad car printer replacements, red man suit, cyanide kit, POC pagers, MSA gas meters. Capital item details can be found in the Fund 440 budget section.

# **CAPITAL REQUESTS:**

Project Name: Public Safety Vehicle PC Replacement

**Cost:** \$33,000

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Squads - Data911 M8 or higher, Fire Trucks - Getac F110, Rescue squads - Dell Latitude 5420 Rugged

**Justification:** A majority of the squad PC's are 8-10 years old. They all have Windows 7 installed on them which

support for that version of Windows ends January 14, 2020. With the upgrade the County is doing with CAD we need to start upgrading the PC's to handle the new features. The plan is to replace the entire

fleet over the next 3-4 years

Project Name: Village Hall/Public Safety PC Replacement

**Cost:** \$15,000

**Type:** Asset - Replacement

Useful Life: 5 Years

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

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

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

are evaluated for replacement.

**Project Name: Layer 3 Switch** 

**Cost:** \$11,200

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** Dell S4128F-ON

Justification: This switch handles the traffic between VLAN's as well as is a backbone to all the other switches. We

would look to increase this from a 1 Gb to a 10 Gb switch. We would put 2 of these switches in for

redundancy.

Project Name: SQL Server Software Licenses

**Cost:** \$5,000

**Type:** Asset - Replacement

Useful Life: 5 Years

**Description:** SQL Server 2017 or 2019

**Justification:** One license would be to upgrade existing SQL 2012 Server and the other would be for creating a SSRS

Server for Public Safety and GERP reporting.

**Project Name: Layer 2 to Layer 3 Connection Upgrade** 

**Cost:** \$4,400

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Twinax Direct Attach Cables, Transceivers, Fiber patch cables, etc.

**Justification:** This would increase bandwidth and add redundancy between the Layer 2 & Layer 3 switches in the

patch panel room. Our goal is to have 10 Gb connections between the servers and switches.

Project Name: Backup Server Software Upgrade

**Cost:** \$4,000

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Veeam Backup Essentials Enterprise Software

Justification: Now that we have a Nimble Storage array up and running we would like to upgrade our backup

software to Veeam. Nimble has built in integration with Veeam. It will allow better VM snapshots. It has the ability to backup our Office 365 data like Exchange Online, OneDrive, etc. Veeam will also give us the option to replicate our data offsite to the cloud or another location (i.e. Community Center)

Project Name: Cradlepoint NetCloud Management

**Cost:** \$3,400

**Type:** Asset - Maintenance

**Useful Life:** 5 Years

**Description:** NetCloud Cradlepoint management

Justification: The NetCloud Cradlepoint Management allows the IT staff to manage the Village's 25+ craddlepoints

via an online portal. We can configure and push out firmware updates from our desk verse going out

and physically touching each vehicle.

**Project Name: Layer 2 Switch Replacement** 

**Cost:** \$3,000

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Dell N2048P Switch

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

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

**Project Name: Public Safety Interview Room Cameras** 

Cost: \$3.000

**Type:** Asset - Replacement

**Useful Life:** 5 Years

**Description:** Axis P3375-V or similar model

**Justification:** These replace the existing interview room cameras. The new cameras would be full DHTV 1080p

Project Name: SAN Storage Server

**Cost:** \$2,417

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** SAN Storage Server annual maintenance

**Justification:** Annual maintenance for the SAN Storage Server purchased in 2019.

**Project Name: Additional NetMotion Licenses** 

**Cost:** \$2,400

**Type:** Asset - Replacement

Useful Life: 15 Years

**Description:** NetMotion Mobility Licenses

**Justification:** We would like to add 5 additional licenses to the Village Hall NetMotion Server and 5 additional

license to the Public Safety Server. Currently both servers are maxed out with the number license/devices can connect. As we add additional clients next year we will need to purchase these anyway. It will also give us a buffer of a 1 or 2 licensees if something comes up in the near future.

Project Name: Additional RAM Host Servers

Cost: \$1,900 Type: Asset - New Useful Life: 5 Years

**Description:** Dell Memory Upgrade 16GB

**Justification:** Since upgrading our VM's to Windows Server 2016, we are noticing the amount of RAM needed to run

these VM's has increased. We would like to add 64 GB to each host server. This will give us a little

more head room when we do live migrations to each server.

Project Name: Public Safety Muster Room OS Replacement

**Cost:** \$1,200

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** Windows 10 Software Upgrade

**Justification:** This device currently has Windows 7 installed. The end of support for Windows 7 is January 14, 2020.

This includes replacing the PC as well as having OTG (Office Technology Group) come out

setup/configure the boards.

Project Name: HS Pool OS Replacement

Cost: \$1,200

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** Windows 10 Software Upgrade

**Justification:** This device currently has Windows 7 installed. The end of support for Windows 7 is January 14, 2020.

This includes replacing the PC as well as having OTG (Office Technology Group) come out

setup/configure the boards.

**Project Name: Backup Server Warranty Extension** 

**Cost:** \$1,200

**Type:** Asset - Maintenance

**Useful Life:** 1-5 Years

**Description:** Extended Warranty for Dell Powervault NX3200 - 2 years

**Justification:** The original warranty for this server comes due 1/15/2020. Unless we purchase a new server I'm

proposing we just extend the warranty for 2 years with hopes to purchase a new backup server in 2021

Project Name: Hydraulic Vehicle Lift

Cost: \$76.000

**Type:** Asset - Replacement

**Useful Life:** 25 Years

**Description:** Replacement of In-Ground Piston Vehicle Lift with Surface Vehicle Lift in Mechanic Bay #1 of Village

Garage

**Justification:** The in-ground piston vehicle lift in Mechanic Bay #1 has a crack that has developed in the concrete

base allowing water to infiltrate the underground vaults. Repairs to the system over the years have helped extend the life of the unit but this summer, the lift developed a shudder which indicates the unit has shifted and is out of plumb. The shudder makes it unreliable for lifting larger vehicles for maintenance. Similar to the lift replaced in Bay #2 in 2019, the proposed replacement lift is a surface-

mounted lift not requiring any work to the existing floor.

Project Name: Air Tool Dryer Replacement

**Cost:** \$4,000

**Type:** Asset - Replacement

Useful Life: 20 Years

**Description:** Replacement of the Shop Air Dryer for all air-pneumatic tools.

Justification: The air dryer that supplies dry air to all shop pneumatic tools is failing on a regular basis. The

mechanics use this piece of equipment to supply air to all pneumatic shop tools.

Project Name: Riding Lawn Mower

Cost: \$6,000 Type: Asset - New Useful Life: 15 Years

**Description:** New riding lawn mower.

**Justification:** Purchase of riding lawn mower for use in R/O/W maintenance and special projects mowing.

A	2017	2018	2019 Farmana et	2019	2020	2020 vs 201	
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
Intergovernmental	\$ 350,848	\$ 350,848	\$ 350,848	\$ 350,848	\$ 350,848	\$ -	0.00%
EXPENDITURES							
8100 Contracted Services	22,343	63,000	-	-	-	-	N/A
8201 Vehicle Repairs	-	-	_	-	20,000		
9110 Furniture & Fixtures > \$5000	7,023	-	-	-	-	-	N/A
9120 Equipment > \$5000	88,769	61,724	90,163	97,633	93,200	(4,433)	-4.54%
9121 Equipment < \$5000	24,620	84,788	27,397	21,675	85,117	63,442	292.70%
9130 Buildings	229,906	15,454	-	-	-	-	N/A
9150 Infrastructure - Streets	17,255	-	-	-	-	-	N/A
9154 Infrastructure - Other	10,373	33,950	-	-	-	-	N/A
Total Capital Outlay	400,289	258,916	117,560	119,308	198,317	79,009	66.22%
Total Expenditures	400,289	258,916	117,560	119,308	198,317	79,009	66.22%
Excess of Revenues over (under) Expenditures	(49,441)	91,932	233,288	231,540	152,531	(79,009)	-34.12%
OTHER FINANCING SOURCES (USES)							
Transfer Out	(196,439)	(36,572)	(269,395)	(231,540)	(203,621)	27,919	-12.06%
Net Change in Fund Balance	(245,880)	55,360	(36,107)	-	(51,090)		
Fund Balance - January 1	277,717	31,837	87,197	-	51,090		
Fund Balance - December 31	\$ 31,837	\$ 87,197	\$ 51,090	\$ -	\$ -		

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

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

# STAFFING (FTE Positions):

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

# 2019 ACCOMPLISHMENTS:

- \* 129 Deployments
- \* 103 Drug Paraphernalia items confiscated
- \* 22 Drug Seizures
- \* 4 Cash seizures totaling \$5,382
- \* 26 Apprehensions by presence/assisted with unruly suspects whom were threatening harm to others

### 2020 OBJECTIVES:

- \* Continue strong working relationship with K-9 Units across Brown County.
- \* Enhance interactive K-9 activities with patrol as staffing permits.
- \* Continue to work with area businesses and US Postal Service on narcotics detection.
- \* Continue to keep Ole in best health possible.
- \* Ole has an estimated three more healthy patrol years remaining. Efforts continue in raising funds for the next K-9 and the training involved.

	2017	2018	2019	2019	2020	2020 vs 201	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
Interest	66	59	75	_	-	_	N/A
Donations	2,670	5,120	-	1,500	1,500	-	0.00%
Merchandise Sales	1,758	1,749	-	-	-	-	N/A
Raffle Ticket Sales	-	32,164	-	-	-		
Refunds	-	3,394	-	2,500	-	(2,500)	-100.00%
Total Revenues	4,494	42,486	75	4,000	1,500	(2,500)	-62.50%
EXPENDITURES							
Supplies / Equipment / Services	5,680	13,092	1,000	2,390	2,000	(390)	-16.32%
Travel - Training	300	4,829	1,000	500	1,000	500	100.00%
Insurance	2,220	-	1,110	1,110	1,110	-	0.00%
Total Expenditures	8,200	17,921	3,110	4,000	4,110	110	2.75%
Excess of Revenues over (under) Expenditure	(3,706)	24,565	(3,035)	-	(2,610)	(2,610)	N/A
OTHER FINANCING SOURCES (USES)							
Transfers In	-	894	-	-	-	-	N/A
Net Change in Fund Balance	(3,706)	25,459	(3,035)	-	(2,610)		
Fund Balance - January 1	21,956	18,250	43,709	22,709	40,674		
Fund Balance - December 31	\$ 18,250	\$ 43,709	\$ 40,674	\$ 22,709	\$ 38,064		

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

# **SERVICES:**

- \* D.A.R.E. is taught to approximately 26 million children in the United States. Curriculum gives students the tools needed to avoid peer pressure, getting involved in alcohol, drugs, gangs and violence and teaches them to look for friends who will not get them involved in aforementioned items.
- \* The Liaison officers are a resource for kids. Students will speak to the officers about legal issues, problems faced at home or in the community, career path opportunities, personal relationships and other issues facing the students today.
- \* The Liaison officers are a resource for schools as well. The officers also assist in teaching several courses including; government classes, health classes, "search and seizure" classes and "gang awareness" classes. All classes are done in cooperation with the classroom teacher.

# **STAFFING (FTE Positions):**

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

# 2019 ACCOMPLISHMENTS:

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

# 2020 OBJECTIVES:

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

Account	2017 Actual	2018 Actual	2019 Forecast	2019 Budget	2020 Budget	2020 vs 2019 Budget \$ Change   % Change
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REVENUES						
Intergovernmental	9,204	9,204	12,500	12,500	12,500	- 0.00%
Interest	62	55	17	-	-	- N/A
Donations	-	-	-	2,000	2,000	- 0.00%
Total Revenues	9,266	9,259	12,517	14,500	14,500	- 0.00%
EXPENDITURES						
Personnel Services	-	14,280	12,500	12,500	12,500	- 0.00%
Supplies	3,447	3,668	4,005	4,005	4,005	- 0.00%
Travel/Training	-	-	297	-	-	- N/A
Total Expenditures	3,447	17,948	16,802	16,505	16,505	- 0.00%
Excess of Revenues over (under) Expenditures	5,819	(8,689)	(4,285)	(2,005)	(2,005)	- 0.00%
OTHER FINANCING SOURCES (USES) Transfer Out	-	(9,204)	-	-	-	- N/A
Net Change in Fund Balance	5,819	(17,893)	(4,285)	(2,005)	(2,005)	
Fund Balance - January 1	23,113	28,932	11,039	17,728	6,754	
Fund Balance - December 31	\$ 28,932	\$ 11,039	\$ 6,754	\$ 15,723	\$ 4,749	

The Ashwaubenon Public Safety Citizen's Academy is a public relations program that educates the public on activities and procedures of our department. The program runs 8 weeks in January thru March. It has been a very effective program and usually holds a waiting list over a year. Several of the academy members then choose to go on and become members of the Volunteer in Police Service (VIPS). The VIPS give back countless hours to Village events and programs which make a positive impact on our community. Three of our current VIPS board members are from recent Citizen's Academy classes. In the current state of law enforcement it is so very important to engage our communities so they take an active role in deterring crime and staying vigilant, so we can maintain our high standards for quality of life. In 2014 the program was tasked with a re-creation. The program had been stagnant and cancelled for several years. Since then, the program has had 20-22 members yearly and is in demand. The program successfully applied for grants in 2014 and 2017. Grants opportunities, donations, and sponsorships have been sought to assist in the funding of this program.

### **SERVICES:**

- \* 8 Weekly classes ran on Wednesday evenings 6p-9:30p (Starting January Ending March) Opportunity is given for all graduates to join VIPS.
  - Educates class members on firearms, defense and arrest tactics, Tours of Jail and Communications Center as well as many others.

# **STAFFING (FTE Positions):**

\* Ashwaubenon Public Safety's Program coordinator is Lieutenant Brian Amenson. The program is taught by various members of the

# **2019 ACCOMPLISHMENTS:**

- \* Full and successful class
- \* 2020 class openings full in early April
- \* Conference presentation given regarding the success of the Ashwaubenon Public Safety Citizen's Academy.

# 2020 OBJECTIVES:

- \* Safe and successful class that continues to engage our community
- \* Fill 2021 class opening by June 2020
- \* Seek Sponsorship or grant in 2020

	2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
Interest	\$ 8	\$ 8	\$ 7	\$ -	\$ -	\$ -	N/A
Donations	2,030	200	-	500	500	-	0.00%
Miscellaneous		596	-	-	-	-	N/A
Total Revenues	2,038	804	7	500	500	-	0.00%
EXPENDITURES							
Personnel Services	3,541	3,572	3,541	3,541	2,246	(1,295)	-36.57%
Supplies	428	1,706	1,000	1,000	700	(300)	-30.00%
Total Expenditures	3,969	5,278	4,541	4,541	2,946	(1,595)	-35.12%
Excess of Revenues over (under) Expenditures	(1,931)	(4,474)	(4,534)	(4,041)	(2,446)	1,595	-39.47%
OTHER FINANCING SOURCES (USES)							
Transfers In	4,541	3,678	4,541	4,541	2,446	(2,095)	-46.14%
Net Change in Fund Balance	2,610	(796)	7	500	-		
Fund Balance - January 1	2,531	5,141	4,345	4,638	4,352		
Fund Balance - December 31	\$ 5,141	\$ 4,345	\$ 4,352	\$ 5,138	\$ 4,352		

The Ashwaubenon Cadet Post had been affiliated with Learning for Life. In 2019 it changed affiliation to Public Safety Cadets. The Post's Objective is to provide members, aged 14-21, the opportunity to better understand the careers, areas of responsibility and general understanding of Public Safety. The objectives are accomplished through instruction by various public safety officers, scenarios, field experience, and national-level competitions. The Post also completes service projects, public education events and fund-raising.

# **SERVICES:**

\* The post voluntarily assists in any department requested event, at no additional expense to the Village of Ashwaubenon.

# STAFFING (FTE Positions):

\* 1 Lieutenant and 4 Public Safety Officers rotate duties. Wages covered by transfer in of funds.

# 2019 ACCOMPLISHMENTS:

- \* Cadets raised money through parking cars on village owned lots during Packer games.
- \* Membership number rebounded during the year.
- \* One PSO and Cadet attended National Leadership Conference in Washington DC
- \* Re-branded from Police Explorers to Public Safety Cadets.

# 2020 OBJECTIVES:

- \* Attend Wisconsin State Public Safety Cadet Conference in Wisconsin Dells
- \* Attend National Public Safety Cadet Conference
- \* Raise funds through grants and parking to ensure program sustainability

# **BUDGET SUMMARY:**

- \* Parking Revenue estimated at \$700 per game for 10 home games. This can be highly variable based upon attendance and volunteer availability.
- \* Additional Revenue will be sought through donations.
- \* Expenses adjusted to reflect more realistic cost estimates. Revised personnel costs estimate and will be track actual personnel costs starting 2020 for a more accurate number in future years.
- \* Personnel cost estimate: Two, 2-hour meetings per month of overtime estimated.
- \* Travel/Training includes attendance of February 2020 State Competition and National Competition (TBD). National competition includes airfare and hotel.
- \* Supplies costs reduced to \$1,200 based on prior years' actual trend.

	2017	2018	2019	2019	2020	2020 vs 202	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
Interest	\$ 25	\$ 24	\$ 15	\$ -	\$ 12	\$ 12	N/A
Parking Revenue	5,715	3,750	7,500	7,500	7,000	(500)	-6.67%
Total Revenues	5,740	3,774	7,515	7,500	7,012	(488)	-6.51%
EXPENDITURES							
Personnel Services	2,832	2,976	2,832	2,832	2,064	(768)	-27.12%
Supplies	2,838	2,116	2,000	2,400	1,200	(1,200)	-50.00%
Travel/Training	3,516	555	3,500	5,000	3,500	(1,500)	-30.00%
Total Expenditures	9,186	5,647	8,332	10,232	6,764	(3,468)	-33.89%
Excess of Revenues (under) Expenditures	(3,446)	(1,873)	(817)	(2,732)	248	2,980	-109.08%
OTHER FINANCING SOURCES							
Transfers In	4,082	-	4,082	4,082	-	(4,082)	-100.00%
Net Change in Fund Balance	636	(1,873)	3,265	1,350	248		
Fund Balance - January 1	10,904	11,540	9,667	12,290	12,932		
Fund Balance - December 31	\$ 11,540	\$ 9,667	\$ 12,932	\$ 13,640	\$ 13,180		

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

# 2020 OBJECTIVES:

\* Seek use of funds for one of the three purposes outlined above.

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES Green Bay/Brown County Football							
Stadium District Taxes	24,831	14,976	5,490	-	-	-	N/A
EXPENDITURES Capital Outlay				<u>-</u>	45,297	45,297	N/A
Net Change in Fund Balance	24,831	14,976	5,490	-	(45,297)		
Fund Balance - January 1	-	24,831	39,807	24,831	45,297		
<b>Fund Balance - December 31</b>	\$ 24,831	\$ 39,807	\$ 45,297	\$ 24,831	\$ -		

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

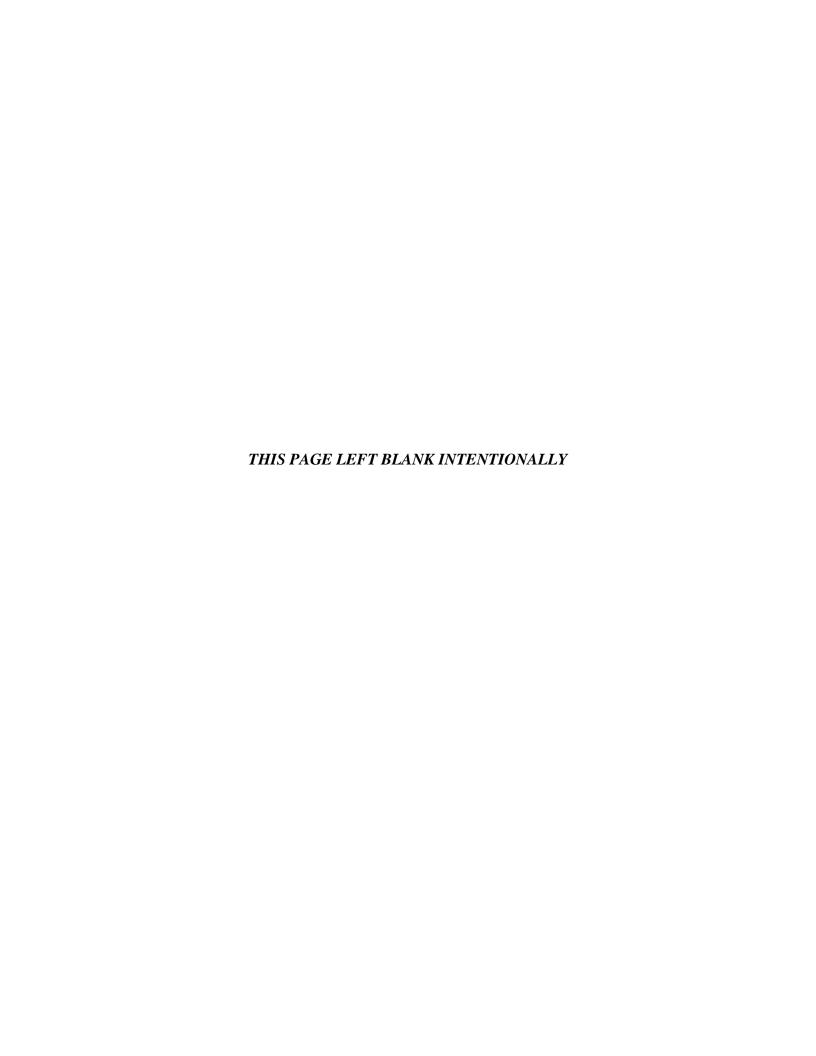
# 2019 RETIREMENTS:

\* Employee Retirements include: Eric Dunning, Amy Luecke, Luke Pasterski, Shawn Wright

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	-	25,000	25,000	25,000	25,000	-	0.00%
EXPENDITURES							
Personnel Services	94,985	-	141,727	120,000	189,000	69,000	57.50%
Excess of Revenues over (under) Expenditures	(94,985)	25,000	(116,727)	(95,000)	(164,000)	(69,000)	72.63%
OTHER FINANCING SOURCES Transfers In	68,330	334,685	-	-	-	-	N/A
Net Change in Fund Balance	(26,655)	359,685	(116,727)	(95,000)	(164,000)		
Fund Balance - January 1	129,434	102,779	462,464	367,779	345,737		
Fund Balance - December 31	\$ 102,779	\$ 462,464	\$ 345,737	\$ 272,779	\$ 181,737		

# Village of ASHWAUBENON 2020 Operating Budget

# DEBT SERVICE FUND



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

	2017	2018	2019	2019	2020	2020 vs 202	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	\$ 2,719,058	\$ 2,638,464	\$ 2,214,449	\$ 2,239,163	\$ 2,046,281	\$ (192,882)	-8.61%
EXPENDITURES							
Debt Service							
Principal	4,903,972	4,953,972	4,813,972	4,813,972	7,434,372	2,620,400	54.43%
Interest and fiscal charges	1,035,187	1,146,956	1,658,141	1,734,487	1,761,783	27,296	1.57%
Total Expenditures	5,939,159	6,100,928	6,472,113	6,548,459	9,196,155	2,647,696	40.43%
•							
Excess of Revenues (under) Expenditures	(3,220,101)	(3,462,464)	(4,257,664)	(4,309,296)	(7,149,874)	(2,840,578)	65.92%
OTHER FINANCING SOURCES (USES)							
Premium on Debt Issued	-	-	82,934	-	-	-	N/A
Transfers In	3,381,623	3,462,464	4,688,407	4,147,774	6,774,675	2,626,901	63.33%
Total Other Financing Sources (Uses)	3,381,623	3,462,464	4,771,341	4,147,774	6,774,675	2,626,901	63.33%
Net Change in Fund Balance	161,522	_	513,677	(161,522)	(375,199)		
	,		,	, , ,	, , ,		
Fund Balance - January 1	-	161,522	161,522	161,522	675,199		
Fund Balance - December 31	\$ 161,522	\$ 161,522	\$ 675,199	\$ -	\$ 300,000		

2020

# **Debt Service Obligation**

Issue	Principal	Interest	Total
General Government			
2011-12-13 G.O. Promissory Notes - \$3.0M (Oneida Street Reconstruction)	410,000.00	18,900.00	428,900.00
2011-12-13 G.O. Promissory Notes - \$485K (WRS Unfunded Pension Liability Payoff)	50,000.00	2,700.00	52,700.00
2016-06-01 GO Prom Notes - \$9.035M (Klipstine Remediation - \$1.7M)	165,000.00	22,850.00	187,850.00
2019-09-27 Go Prom Note - \$6.24M (Cormier Rd, McCarthy Way Overhead Power - \$1.525M)	170,000.00	43,200.00	213,200.00
Fiscal Charges	-	1,583.36	1,583.36
	795,000.00	89,233.36	884,233.36
Referendum			
2014-12-17 GO Prom Notes - \$7.27M (Referendum Bonding #1)	720,000.00	83,700.00	803,700.00
2016-04-12 GO Refunding Bonds - \$8.525M (Refunding 12/15/15 Referendum Bonding #2)	-	255,750.00	255,750.00
2016-06-01 GO Prom Notes - \$9.035M (Referendum Bonding #3 - \$4.88M)	415,000.00	71,350.00	486,350.00
	1,135,000.00	410,800.00	1,545,800.00
Tax Incremental District #3			
2009-10-09 G.O. Promissory Notes - \$1.2M (TID #3 Land Purchase)	-	-	-
2009-10-09 G.O. Promissory Notes - \$300K (TID #3 Technology Enhancements)	-	-	-
2010-09-14 G.O. Prom Note Series 2010A (BABs) - \$2.065M (Capital Projects)	400,000.00	6,700.00	406,700.00
2010-09-14 G.O. Prom Note Series 2010A (BABs) - \$105K (Capital Projects)	-	-	-
2010-09-14 G.O. Prom Note Series 2010B - \$1.225M (Nifong Grant & Land Purchase)	-	-	-
2010-09-14 G.O. Prom Note Series 2010B - \$1.155M (TID #4 Ezine Grant & Land Purchase)	-	-	-
2011-12-13 G.O. Promissory Notes - \$2.395M (Oneida Street Reconstruction)	260,000.00	12,000.00	272,000.00
2011-12-13 G.O. Promissory Notes - \$865K (Cash Incentives - Wesco, PCM, Prevea)	-	-	-
2013-06-18 G.O. Prom Notes - \$1.055M (Oneida St, Bart Starrt Rd, Brookwood/Lombardi/Argonne)	120,000.00	8,600.00	128,600.00
2014-03-18 GO Prom Notes - \$100K (Pilgrim Way Reconstruction)	10,000.00	1,350.00	11,350.00
2014-03-18 GO Prom Notes - \$410K (Gordmans Cash Incentive)	45,000.00	4,831.00	49,831.00
2015-12-15 GO Prom Notes - \$3.05M (Lochman Property Purchase and \$100k demolition)	300,000.00	47,725.00	347,725.00
2016-06-01 GO Prom Notes - \$9.035M (Titletown-\$1.5M, Pilgrim/Cormier-\$250K)	170,000.00	23,400.00	193,400.00
2016-06-01 GO Prom Notes - \$9.035M (Refunding 12/15/15 Pilgrim Way Reconstruction - \$705k))	70,000.00	9,500.00	79,500.00
2016-06-01 Tax GO Prom Notes - \$2.225M (Mariott Cash Incentive \$750k)	75,000.00	11,131.25	86,131.25
2016-06-01 Tax GO Prom Notes - \$2.225M (Neibler&Nault Land Acquistion/Prop Demo - \$1.46M)	140,000.00	21,170.00	161,170.00
2017-06-01 Tax GO Prom Notes - \$2.630M (Trails/Road Reconstruction - \$1.225M)	115,000.00	25,200.00	140,200.00
2018-05-15 Taxable NAN - \$12.805M (Ridge Sidewalks, Manseau Flat Incentive - \$580K)	-	-	-
2018-11-15 Taxable GO Refunding Bonds Series 2018B- \$12.08M (Manseau Flat Incentive - \$520K)	45,000.00	15,812.50	60,812.50
2018-11-15 Taxable GO Refunding Bonds Series 2018A- \$1.1M (Ridge Sidewalks - \$85K)	-	2,850.00	2,850.00
2018-11-15 Taxable NAN Series 2018D - \$1.780M (Schneider National Site)	-	62,300.00	62,300.00
2019-09-27 Go Prom Note - \$6.24M (Aldon Station, Cormier Rd, Waube Ln Sidewalk - \$4.19M)	-	125,700.00	125,700.00
2019-09-27 Taxable Go Prom Note - \$2.225M (Adlon Station Taxable - \$1.08M)	-	22,657.50	22,657.50
FISCAL CHARGES	-	4,166.68	4,166.68
	1,750,000.00	405,093.93	2,155,093.93

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Water & Sewer Share of 12/13/11 \$485k Prom Note

Excess Fund Balance

**Total Funding Sources** 

Subsidized Interest from Federal Government on BABs) - TID #3

Subsidized Interest from Federal Government on BABs) - TID #3 (moved to TID #3 in 2011)

Issue	Principal	Interest	Total
Tax Incremental District #4			
2013-06-18 G.O. Prom Notes - \$600K (Green Bay Packaging Road Construction)	70,000.00	4,900.00	74,900.00
2014-03-18 GO Prom Notes - \$2.5M (Sand Acres Drive Reconstruction)	270,000.00	30,000.00	300,000.00
2014-12-17 GO Prom Notes - \$1.835M (GB Packaging Incentive & Truck Equipment)	200,000.00	25,870.00	225,870.00
2017-06-01 Tax GO Prom Notes - \$2.630M (Main Ave Trail - \$275K)	25,000.00	5,600.00	30,600.00
FISCAL CHARGES		1,633.32	1,633.32
	565,000.00	68,003.32	633,003.32
Tax Incremental District #5			
2014-03-18 GO Prom Notes - \$2.24M (Truck Equipment Purchase)	250,000.00	26,498.50	276,498.50
2017-06-01 Tax GO Prom Notes - \$2.630M (William Chrls Ct Redevel/Road, Prop Demo-\$1.130M)	105,000.00	23,200.00	128,200.00
2018-05-15 Taxable NAN - \$12.805M (TID#5 Baseball Stadium, Mike McCarthy Way - \$12.225M)	-	-	-
2018-11-15 GO Refund Bonds - \$16.050M (Mike McCarthyWay - \$1.055M)	-	32,900.00	32,900.00
2018-11-15 Taxable GO Refund Bonds Series 2018B- \$12.08M (Stadium, Land Acq, Demo - \$11.560M)	80,000.00	469,540.00	549,540.00
2018-11-15 Taxable GO Refund Bonds Series 2018A- \$1.1M (William Chls Crt - \$1.015M)	-	40,150.00	40,150.00
2018-11-15 Taxable GO Prom Notes Series 2018C - \$2.84M (Additioanl Baseball Stadium - \$2.84M)	-	100,582.50	100,582.50
2019-09-27 Taxable NAN - \$2.77M (Element Way, Slinde Cash Incentive)	2,770,000.00	46,982.27	2,816,982.27
2019-09-27 GO Prom Note - \$6.24M (McCarty Way Overhead Power - \$525K)	-	15,750.00	15,750.00
2019-09-27 Taxable GO Prom Note - \$2.225M (Baseball Stadium - \$1.145M)	-	23,757.50	23,757.50
FISCAL CHARGES	-	2,216.64	2,216.64
	3,205,000.00	781,577.41	3,986,577.41
Total Debt Service Obligation	\$ 7,450,000.00	\$ 1,754,708.02	\$ 9,204,708.02
Debt Service Funding Sources			
Operating Transfers:			
Tax Incremental District #3	1,750,000.00	405,093.93	2,155,093.93
Tax Incremental District #4	565,000.00	68,003.32	633,003.32
Tax Incremental District #5	3,205,000.00	781,577.41	3,986,577.41
Revenues:			
Taxes			500,481.19
Referendum Taxes	1,135,000.00	410,800.00	1,545,800.00

6,028.04

325.52

2,199.61

6,353.56

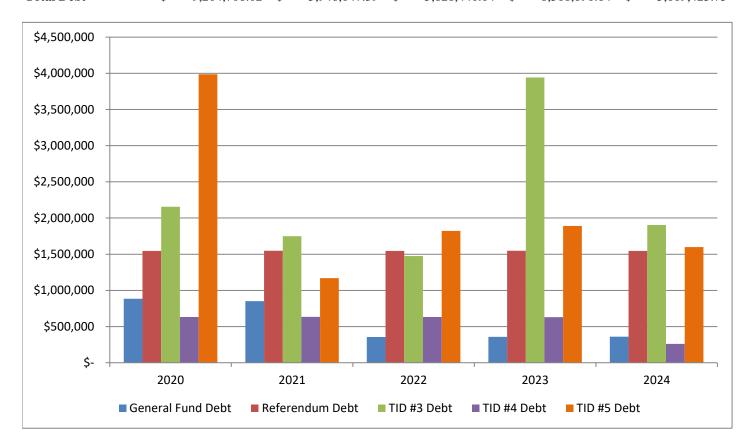
2,199.61

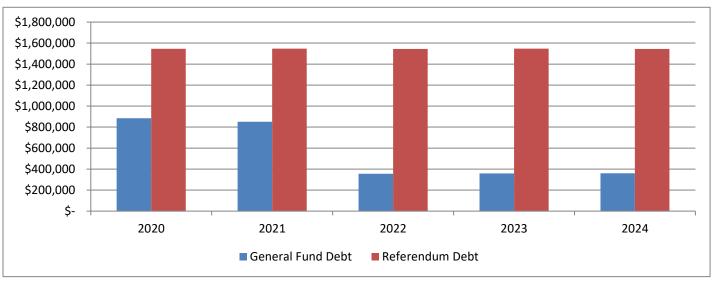
375,199.00

\$ 9,204,708.02

# **Debt Service Graph by Fund - Next 5 Years**

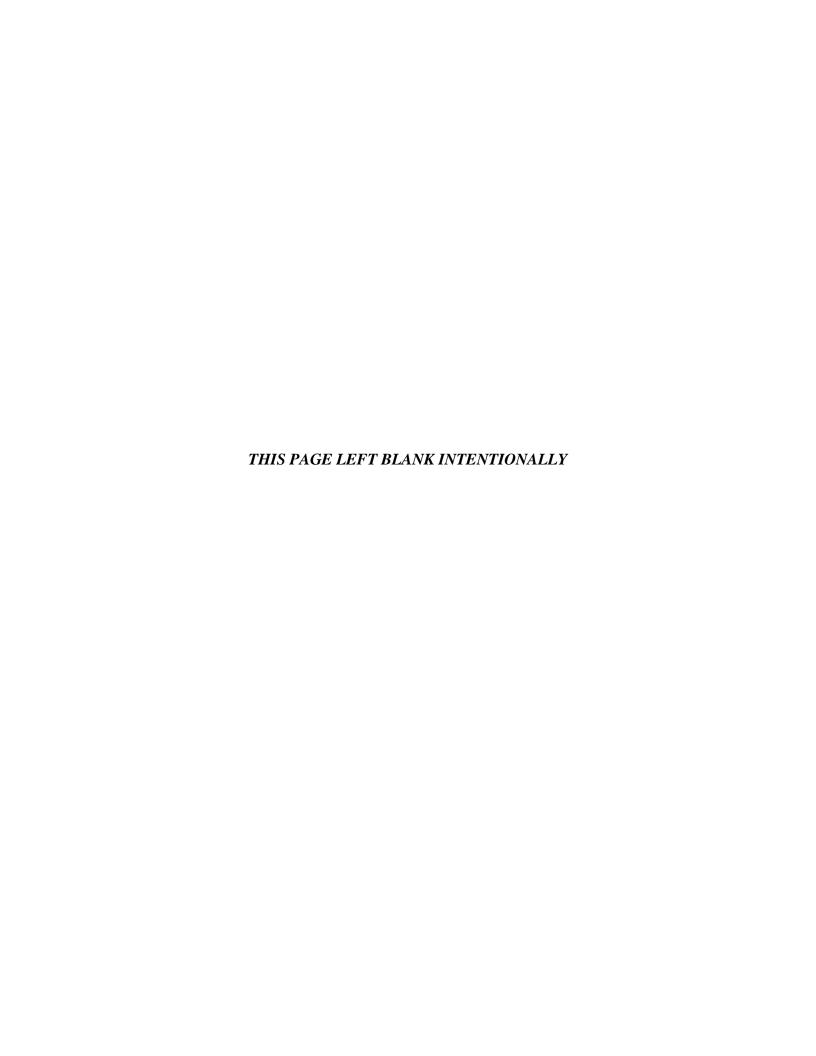
	 2020	2021	2022	2023	2024
<b>General Fund Debt</b>	\$ 884,233.36	\$ 850,462.50	\$ 355,675.00	\$ 358,100.00	\$ 360,275.00
Referendum Debt	1,545,800.00	1,547,850.00	1,544,450.00	1,546,700.00	1,544,400.00
TID #3 Debt	2,155,093.93	1,747,975.93	1,474,359.18	3,942,369.18	1,903,790.00
TID #4 Debt	633,003.32	633,192.07	632,448.32	630,730.82	261,581.25
TID #5 Debt	3,986,577.41	1,168,666.89	1,821,507.64	1,890,991.64	1,599,377.50
Total Debt	\$ 9 204 708 02	\$ 5 948 147 39	\$ 5 828 440 14	\$ 8 368 891 64	\$ 5 669 423 75





# Village of ASHWAUBENON 2020 Operating Budget

# CAPITAL PROJECTS FUNDS



					Land				
	Street	Village	Parks and	Public	Sales &	TID	TID	TID	
Account	Construction	Buildings	Recreation	Safety	Acquisitions	#3	#4	#5	TOTAL
				20211	1				
REVENUES									
General Property Taxes	\$ 650,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 3,296,159	\$ 1,158,775	\$ 286,274	\$ 5,416,208
Intergovernmental	-	-	-	-	-	946,380	17,750	4,303	968,433
Lease Revenue	-	-	-	-	-	-	-	260,000	260,000
Miscellaneous	-	-	26,058	-	-	-	-	10,000	36,058
Total Revenues	650,000	25,000	26,058	-	-	4,242,539	1,176,525	560,577	6,680,699
EXPENDITURES									
Current									
General Government	-	-	-	_	-	175,000	52,500	150,000	377,500
Debt Service									
Interest and Fiscal Charges	-	-	-	-	-	30,000	-	-	30,000
Capital Outlay	650,000	190,000	43,200	79,345	-	5,431,528	350,000	-	6,744,073
Total Expenditures	650,000	190,000	43,200	79,345	-	5,636,528	402,500	150,000	7,151,573
Excess of Revenues over									
(under) Expenditures	-	(165,000)	(17,142)	(79,345)	-	(1,393,989)	774,025	410,577	(470,874)
OTHER FINANCING									
SOURCES (USES)									
Long Term Debt Issued	-	-	-	-	-	1,030,000	-	-	1,030,000
Debt Premium	-	-	-	-	-	25,000	-	-	25,000
Transfers In	-	75,134	17,142	79,345	-	-	-	-	171,621
Transfer Out	-	-	-	-	-	(2,593,690)	(633,003)	(3,986,577)	(7,213,270)
TIF Grant Incentive	-	-	-	-	-	(625,218)	-	(46,151)	(671,369)
Total Other Financing									
Sources (Uses)	-	75,134	17,142	79,345	-	(2,163,908)	(633,003)	(4,032,728)	(6,658,018)
Net Change in Fund Balance	-	(89,866)	-	-	-	(3,557,897)	141,022	(3,622,151)	(7,128,892)
Fund Balance - January 1	67,024	376,911	60,000	-	55,569	520,564	962,932	(1,338,695)	704,305
Fund Balance - December 31	\$ 67,024	\$287,045	\$ 60,000	\$ -	\$ 55,569	\$(3,037,333)	\$1,103,954	\$(4,960,846)	\$ (6,424,587)

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

### **SERVICES:**

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

# **STAFFING (FTE Positions):**

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

# 2019 ACCOMPLISHMENTS:

- \* Annual mill-pave of predetermined village roadways.
- \* Shared cost with Tax Incremental District #3 for the completion of Cormier Road reconstruction.
- \* Shared cost with Tax Incremental District #5 for the completion of the Mike McCarthy Way underground power conversion project.

# **CAPITAL REQUESTS:**

Project Name:	Village Streets Mill/Pave Program
Cost:	\$650,000
Type:	Infrastructure - Replacement
Useful Life:	20 Years
Description:	Annual milling and resurfacing of Village asphalt roadways (Village has approximately 100 centerline miles of asphalt roadway). Annual program is based of PASER Roadway Rating Program in order to determine the streets
	that are in the worst condition and in need of resurfacing.
Justification:	The annual Mill/Pave Program is a vital cog in keeping the existing Village street network in drivable condition. The Village is adding \$25,000/year to this program to get it to an annual operating budget of at least \$800,000 (amount needed in current-day dollars to repave 4-5 miles of roadway per year and, in turn, repave every Village
	roadway within a 20-25 year period).

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
DELEDITE							
REVENUES	Φ 550,000	Φ 600.000	Φ 625.000	ф. <b>625</b> 000	Φ 650,000	Φ 25.000	4.000/
General Property Taxes	\$ 550,000	\$ 600,000	\$ 625,000	\$ 625,000	\$ 650,000	\$ 25,000	4.00%
EXPENDITURES							
Infrastructure Streets	550,609	597,958	1,666,049	625,000	650,000	25,000	4.00%
Infrastructure - Other	-	-	525,000	-	-	-	N/A
Total Capital Outlay	550,609	597,958	2,191,049	625,000	650,000	25,000	4.00%
1 3	,	,	, ,	,	Í	,	
Total Expenditures	550,609	597,958	2,191,049	625,000	650,000	25,000	4.00%
Excess of Revenues over (under) Expenditure	(609)	2,042	(1,566,049)	-	-	-	N/A
OTHER FINANCING SOURCES (USES)							
Long Term Debt Issued	-	-	1,525,000	-	-	-	N/A
Transfers In	-	96,149	-	-	-	-	N/A
Total Other Financing Sources (Uses)		96,149	1,525,000	-	-	-	N/A
	(****	00.404	(44.040)				
Net Change in Fund Balance	(609)	98,191	(41,049)	-	-		
Fund Balance - January 1	10,491	9,882	108,073	9,882	67,024		
Tund Dalance - January 1	10,491	9,002	100,073	9,002	07,024	1	
Fund Balance - December 31	\$ 9,882	\$ 108,073	\$ 67,024	\$ 9,882	\$ 67,024		

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

# STAFFING (FTE Positions):

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

# 2019 ACCOMPLISHMENTS:

- \* Replaced Public Safety Village Hall garage door safety-eyes, bringing all doors into code compliance.
- \* Completed Public Safety Fire Garage Exhaust System replacement which provides exhaust hosing and outside air exchange fans to maintain safe working environment within the Fire Garage.
- \* Completed Public Safety Station #2 roof replacement and garage door opener replacements.
- \* Upgraded Village Hall and Village Garage security access control system.
- \* New signage within Village Hall.

# 2020 OBJECTIVES:

- \* Spatial Needs Assessment and Expansion Pre-Design Study for Village Garage and Cold Storage
- \* Rehabilitation of the South Village Hall Parking Lot. As part of a three-year program, the Village Hall Parking Lots will be resurfaced /restriped starting with the South Lot in 2020 (coordinated with the Ashwaubenon Ballpark Project), the West Lot in 2021 and the North Lot in 2022.
- \* Village Hall Emergency Generator Rewiring and Server Room (Liebert) Air Conditioner Connections to Emergency System.

# **BUDGET SUMMARY:**

- \* \$75,134 transfer from Oneida Service Agreement funds to cover spatial needs assessment, emergency generator rewiring and a portion of the parking lot.
- \* \$116,866 of 2017 excess funds utilized to cover remaining parking lot costs.

# **CAPITAL REQUESTS:**

<b>Project Name:</b>	South Village Hall Parking Lot Resurfacing
Cost: Type:	\$145,000 Infrastructure - Replacement
Useful Life:	25 Years
<b>Description:</b>	Resurfacing of the parking lot would consist of a full-depth pulverizing and regrading of the entire parking lot, spot repair of poor subbase locations, repaving of the parking lot with 2" of asphalt and restriping. The South Parking Lot Resurfacing would also necessitate some curb and gutter improvements by the stadium driveway connections as well as some drainage improvements along the
Justification:	The Village Hall South Parking Lot was originally constructed in 1994 as part of the Village Hall construction. Typical life expectancy of an asphalt parking lot is 20-25 years. The south lot will need completed reconstruction with curb and gutter replacement and drainage improvements, asphalt pulverizing, repaying and restriping.

Project Name: Village Garage and Cold Storage Expansion

**Cost:** \$37,500

**Type:** Village Facility - Maintenance

Useful Life: 1-5 Years

**Description:** Spatial Needs Assessment and Expansion Pre-Design Study for Village Garage and Cold Storage

Justification: After 26 years of operation, the Village Garage and Cold Storage Buildings have reached their capacity

for holding vehicles, equipment and supplies. This study would take input from each department (Public Works, Utilities, Park and Recreation and Public Safety) in terms of current and future storage needs and develop a pre-design layout that could be cost estimated for future budgets. This study would take into account the upgrading of existing facilities as well as storage provided at other sites

(i.e., Ashwaubomay Park).

**Project Name: Emergency Generator Rewiring** 

**Cost:** \$7,500

**Type:** Infrastructure - Replacement

**Useful Life:** 25 Years

**Description:** Rewiring of the Village Hall Emergency Generator and connecting the air conditioning units (Liebert

Units) for the two server rooms on emergency circuits

Justification: When originally constructed, the Village Hall was equipped with an emergency generator to serve the

basic Hall functions during a power outage. Public Safety and Administration offices all have red outlets that signify emergency power. With the increased use of computers in 25 years, the wiring of the emergency generator should be revised to provide connection of the server room air conditioners so

that the rooms keep cool during any power outages.

	2017	2018	2019	2019	2020	2020 vs 201	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.00%
EXPENDITURES							
Total Capital Outlay	104,764	226,248	70,397	29,365	190,000	160,635	547.03%
Excess of Revenues (under) Expenditures	(79,764)	(201,248)	(45,397)	(4,365)	(165,000)	(160,635)	3680.07%
OTHER FINANCING SOURCES (USES)							
Transfers In	117,000	250,000	154,721	-	75,134	75,134	N/A
Net Change in Fund Balance	37,236	48,752	109,324	(4,365)	(89,866)		
Fund Balance - January 1	181,599	218,835	267,587	208,599	376,911		
Fund Balance - December 31	\$ 218,835	\$ 267,587	\$ 376,911	\$ 204,234	\$ 287,045		

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

# STAFFING (FTE Positions):

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

# 2019 ACCOMPLISHMENTS:

- \* Layout and installation of Argonne Park playground. Funding split between tax levy and Oneida Service agreement dollars.
- \* NRDA grant funds issued for clean-up related to marina area shoreline. All costs are reimbursement with grant funds. Total grant awarded is \$280,000.
- \* Installation of large Ashwaubomay Lake sunshade for Lake visitors and groups.
- \* Added crusher dust accessibility path to Fort Howard Park soccer field (small) bench areas.
- \* Continued sports field bleacher replacement program. Delivered one new set of ADA approved

# 2020 OBJECTIVES:

- \* Continue upgrading bleachers meeting state bleacher code. One set per year.
- \* Safety upgrade to Lake by replacing diving boards on platform.
- \* ADA upgrade for Lake accessibility with purchase of mobi-mat, allowing for more beach and water access. Replacement of CPR mannequins (2 years plan) for staff training and certification.
- \* Merry-go-round replacement at Fort Howard Park. The old unit was rusted beyond repair.
- \* Pioneer restroom upgrades to commercial toilets, minimizing down-time during busy tournaments.

# **BUDGET SUMMARY:**

- \* Oneida Service Agreement funds transferred to cover the bleacher replacement and a portion of the Ashwaubomay Lake diving board replacement.
- \* \$60,000 reserved funds from Sherwood Forest cell tower revenue to be used for a pathway improvements within Sherwood Forest Park.

# **CAPITAL REQUESTS:**

Project Name	Bleacher Replacement
Project Name:	Bieacher Kebiacemeni

**Cost:** \$10,000

**Type:** Infrastructure - Maintenance

Useful Life: 35 Years

**Description:** Annual replacement of older bleachers at various facilities (ASC, Ashwaubomay, Pioneer Park).

Newer bleachers have additional safety components such as side and back rails to avoid fall accidents.

**Justification:** Provide a safer bleacher for families attending various sporting events at the parks. Also upgrades

bleachers to state safety code.

# Parks and Recreation - Fund 430

Project Name: Ashwaubomay Lake Diving Board Replacement

**Cost:** \$9,800 **Type:** 0

Useful Life: 20 Years

**Description:** Replace two diving boards on both low and high dive at Ashwaubomay.

**Justification:** Safety. Current boards are slippery and will not hold no-slip paint jobs.

Project Name: Ashwaubomay Lake Mobi Mat

**Cost:** \$8,500

Type: Infrastructure - Replacement

**Useful Life:** 25 Years

**Description:** Handicapped accessible mat at the Lake.

Justification: Replacement of old rubber matting going into the sand and to waters edge. Old mat was a hazard to

people's wheelchairs. The new mat is funded by a Lions Club donation.

**Project Name: Fort Howard Playground Equipment** 

**Cost:** \$7,300

**Type:** Asset - Replacement

Useful Life: 25 Years

**Description:** Fort Howard merry go round.

Justification: Old merry-go-round spin mechanism and bars deteriorated due to old age (over 30 years old). Total

replacement needed.

**Project Name: Pioneer Park restroom upgrades** 

**Cost:** \$5,600

**Type:** Infrastructure - Replacement

Useful Life: 40 Years

**Description:** Replace toilets in Pioneer shelter w commercial toilets. Increase water line size to 1 -1/2".

**Justification:** Breaking yearly. Lines need snaking multiple times a year due to lack of flush water. Currently home

toilets, which are not able to withstand the usage they get.

# Parks and Recreation - Fund 430

Project Name: Pool - CPR mannequins (4-Pack).

**Cost:** \$2,000

Type: Infrastructure - Replacement

Useful Life: 10 Years

**Description:** Four CPR mannequins for Lake and Pool staff training and certification.

**Justification:** Replacement of 1/2 of old mannequins - electronic feedback systems on mannequins no longer working

(7 years old).

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
General Property Taxes	-	19,608	-	-	-	-	N/A
Intergovernmental	-	72,734	200,361	-	-	-	N/A
Donations	3,671	3,671	1,500	4,000	8,500	4,500	112.50%
Miscellaneous	128,378	16,903	19,556	_	17,558	17,558	N/A
Total Revenues	132,049	112,916	221,417	4,000	26,058	22,058	551.45%
EXPENDITURES							
Capital Outlay	67,988	126,181	342,322	80,127	43,200	(36,927)	-46.09%
Excess of Revenues over (under) Expenditures	64,061	(13,265)	(120,905)	(76,127)	(17,142)	58,985	-77.48%
OTHER FINANCING SOURCES							
Transfers In	-	47,000	68,592	-	17,142	17,142	N/A
•							,
Net Change in Fund Balance	64,061	33,735	(52,313)	(76,127)	-		
				407.050	***		
Fund Balance - January 1	14,517	78,578	112,313	105,972	60,000		
	<b>4 50 55 2</b>	A 112.25	<b>.</b>	<b>.</b>	<b>.</b>		
Fund Balance - December 31	\$ 78,578	\$ 112,313	\$ 60,000	\$ 29,845	\$ 60,000		

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

# STAFFING (FTE Positions):

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

# 2019 ACCOMPLISHMENTS:

- \* Replacement of all SCBA equipment
- \* Upgraded Portable and In-car radios and in-car video cameras.
- \* Standard annual replacements of bullet-proof vests, fire turnout gear, school resource officer special equipment, fire hose, tasers, breathalyzers, pagers and radar detectors.

# **BUDGET SUMMARY:**

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

2015: Total - \$42,988	General Fund - \$	Oneida Agreement Fund - \$42,988
2016: Total - \$29,538	General Fund - \$29,538	Oneida Agreement Fund - \$
2017: Total - \$66,133	General Fund - \$48,878	Oneida Agreement Fund - \$17,255
2018: Total - \$66,133	General Fund - \$36,993	Oneida Agreement Fund - \$71,238
2019: Total - \$349,794	Capital Projects Fund - \$158.	877 Oneida Agreement Funds -

\* All 2020 budgeted capital items are funded with Oneida Service Agreement funds.

# **CAPITAL REQUESTS:**

**Project Name: Turnout Gear** 

**Cost:** \$16,000

**Type:** Asset - Replacement

Useful Life: 10 Years

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

**Justification:** Turn out gear cannot be used 10 years after the date of manufacturing.

Project Name: Public Safety Kitchen Remodel

**Cost:** \$20,000

Type: Village Facility - Replacement

**Useful Life:** 50 Years

**Description:** Complete remodel of existing kitchen space.

# **Justification:**

The kitchen and dinning area located in the Public Safety Officer living quarters has not been updated since the Public Safety building was built in 1994. The carpet has been replaced once and appliances have been replaced as they have broke down over time. The kitchen and dinning area serves (12) Public Safety Officers a day along with the night shift, investigations, and other officers that use the kitchen area over the course of a day.

The current cabinet's are a make of a laminate material with many of the door hinges are failing causing the cabinet door to sag or removed completely. The appliances in the kitchen are low end residential models with an undersized 18 cubic feet refrigerator to serve twelve plus Public Safety Officers a day. The remodel of the kitchen would call for the replacement or refacing of the current cabinets. New appliances that would include an upgraded electric oven/range. a heavy duty dishwasher, and an upgraded air venting system. The only structure change to the kitchen area would call for the eliminating one of the two door entry's into the kitchen area. By removing one of the doorways the refrigeration area could be extended to would fit a larger refrigeration unit to accommodate the number of officers that use the kitchen on a daily basis.

**Project Name: Bullet Proof Vest Replacements** 

**Cost:** \$8,500

**Type:** Asset - Replacement

**Useful Life:** 5 Years

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

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

2020) 10 vests 2021) 16 vests 2022) 12 vests

2023) 3 vests. 2024) 10 Vests

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

each bullet proof vest is estimated at \$850.00 a vest.

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

**Cost:** \$5,420

**Type:** Asset - Replacement

Useful Life: 10 Years

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

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

baring damage to the helmet due to use. There are 70 total helmets with a 10-year life. Inventory includes PSO and POC employees. Goal is to replace 8-10 helmet/glove/boot sets each year. 2020

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

Project Name: APX6500 Mobil Radio (In Vehicle)

**Cost:** \$4,563

**Type:** Asset - Replacement

**Useful Life:** 15 Years

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

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

department and other users of the XTL 5000 was informed at the end of 2018 that the older style XTL 5000 radio will no longer be serviced for any malfunctions and have to be replaced by the APX 6500 style mobile radio. Currently Public Safety has 26 XTL 5000 mobile radios that will need to be replaced by the newer style APX 6500 mobile radio. Each radio has a cost estimate of \$4,563. The plan is to replace the mobile radio in the squad cars at the time that they are being changed out to a new vehicle. This request is to replace Ambulance 312 radio in 2020. Future replacements are as follows: 2020) Ladder 311, 2021) Engine 321, 2022) Support 321, 2023) Engine 312, 2024) Engine 322.

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

**Cost:** \$4,067

**Type:** Asset - Replacement

**Useful Life:** 5 Years

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

one in each police vehicle and in one supervisor vehicle. Video cameras have an asset use life of 5

years. Here is the five year replacement schedule: 2020) 1 unit, 2021) 2 units, 2022) 3 units, and 2023)

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

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

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

**Project Name: PBT Replacements** 

**Cost:** \$3,370

**Type:** Asset - Replacement

**Useful Life:** 5 Years

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

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

2020) 6 units; 2021) 9 units; 2022) 2 units; 2023) 5 units.

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

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

**Project Name: Fire Hose Replacement** 

**Cost:** \$3,000

**Type:** Asset - Replacement

**Useful Life:** 10 Years

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

based on pricing.

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

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

**Project Name: Fitness Equipment** 

**Cost:** \$3,000

**Type:** Asset - Replacement

**Useful Life:** 1-5 Years

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

includes the following equipment for the next five years: 2020) Stationary Bike, 2021) Stationary bike,

2022) 1 treadmill 2023) weight training equipment 2024) 1 treadmill.

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

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

Village employees.

**Project Name: Hi-Rise Fire Hose Pack** 

**Cost:** \$2,250

**Type:** Asset - Replacement

Useful Life: 15 Years

**Description:** Plan calls for Hi-Rise Fire Hose Pack to be budgeted one (1) pack a year for the next five (5) years to

outfit every fire truck in the fire truck fleet.

Justification: Hi-Rise fire hose packs are an essential tool in fighting fires on multilevel buildings such as hotels,

apartment buildings, and office buildings. The Hi-Rise fire packs are connected to the buildings

standpipes in order to fight fires from the inside of the multi storied building.

**Project Name: Taser Replacements** 

**Cost:** \$2,100

**Type:** Asset - Replacement

Useful Life: 10 Years

**Description:** No new Taser units needed in 2020. Only cartridges and batteries for 2020.

**Justification:** Only cartridges and batteries for 2020.

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

**Project Name: Printer Replacement in Squads (6)** 

**Cost:** \$2,070

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** (6) Brother Pocket Jet PJ-763 (300 dpi, Bluetooth)

Justification: Cost to upgrade the printers in the squads. We are currently using the Pocket Jet PJ-622. Doing some

research the 7 series is their new line. The new printers would print 2 pages faster per minute and they are fully compatible with Windows 10. The 763 would allow for Bluetooth printing in case the cable

goes bad. The new Data911 M8's have Bluetooth already installed. \$345/printer.

Project Name: Red Man Suit

Cost: \$1,800

**Type:** Asset - Replacement

**Useful Life:** 10 Years

**Description:** Tactical Red Man Suit

Justification: Used for DAAT training This is to replace our old one which is worn out.

**Project Name: Cyanide Kit** 

Cost: \$1.300

**Type:** Asset - Replacement

**Useful Life:** 1-5 Years

**Description:** The Cyanide kit is used when a firefighter is exposed to harmful chemicals in a fire scene.

**Justification:** The Cyanide kit is used when a firefighter is exposed to harmful chemicals in a fire scene.

**Project Name: POC Pagers** 

**Cost:** \$980

**Type:** Asset - Replacement

Useful Life: 10 Years

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

pagers, one for each member of the paid on call.

**Justification:** Replace pagers as needed based on age and condition.

### 2020 Budget Capital Projects Funds Public Safety - Fund 440

**Project Name: MSA Gas Meters** 

**Cost:** \$925

Type: Asset - Replacement

**Useful Life:** 5 Years

**Description:** Gas meter that tests the air quality to detect four different harm environmental gasses

**Justification:** The 4 Gas Meter (MSA) has a service life of 5 years.

Account	2017 Actual	2018 Actual	2019 Forecast	2019 Budget	2020 Budget	2020 vs 201 \$ Change	0
REVENUES							
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
EXPENDITURES							
Capital Outlay		-	349,794	349,794	79,345	(270,449)	-77.32%
Excess of Revenues (under) Expenditures		-	(349,794)	(349,794)	(79,345)	270,449	-77.32%
OTHER FINANCING SOURCES		150 077	100.017	100.017	70 245	(111 572)	50 440/
Transfers In		158,877	190,917	190,917	79,345	(111,572)	-58.44%
Net Change in Fund Balance	-	158,877	(158,877)	(158,877)	-		
Fund Balance - January 1	_	-	158,877	158,877	-		
Fund Balance - December 31	\$ -	\$ 158,877	\$ -	\$ -	\$ -		

This fund is used to account for the proceeds village land sales and the expenditures related to any land purchases. Funds can be redistributed for other expenditure purposes at the direction of the Village Board.

#### 2020 OBJECTIVES:

\* Seek use of funds for future economic development purposes.

Account	2017 Actual	2018 Actual	2019 Forecast	2019 Budget	2020 Budget	2020 vs 2019 Budget \$ Change   % Change
				_ ungu		The second secon
REVENUES Taxes	_	_	_	_	_	- N/A
Tares						11/11
EXPENDITURES Capital Outlay	-	-	-	-	-	- N/A
Excess of Revenues over Expenditures	-	-	-	-	-	- N/A
OTHER FINANCING SOURCES Sale of Capital Assets	29,200	_	_	_	_	- N/A
Net Change in Fund Balance	29,200	-	_	-	-	1771
Fund Balance - January 1	26,369	55,569	55,569	24,831	55,569	
Fund Balance - December 31	\$ 55,569	\$ 55,569	\$ 55,569	\$ 24,831	\$ 55,569	

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.

#### 2019 ACCOMPLISHMENTS:

- \* Completed PUD approvals of Titletown Phase II.
- \* Began to realize stabilization and started moving toward identifying fund projects and closure of the

#### 2020 OBJECTIVES:

\* Continue to evaluate potential growth opportunities and closure of the district.

#### **CAPITAL REQUESTS:**

**Project Name: Vanderperren Way Reconstruction** 

**Cost:** \$950,000

**Type:** Infrastructure - Replacement

**Useful Life:** 50 Years

**Description:** Vanderperren Way reconstruction from Holmgren Way to Ashland Avenue (2020) and Holmgren Way

to Oneida Street (2021). STP-Urban project submitted jointed with Brown County (\$100,000 bonded in 2017 to start design work). Water/Sewer Utility funding (combined with TID #3) likely for utility

construction in 2021. Funded in TID #3.

Justification: The Vanderperren Way Reconstruction projects have STP-Urban Grant funds currently approved for

the stretch from Ashland Avenue to Holmgren Way (2020 construction) and has an STP-Urban Grant

funding request into the WDOT for the stretch from Holmgren Way to Oneida Street (2021

construction). Both projects are being funded jointly with Brown County.

**Project Name:** Sidewalk - Ridge Road (Morris to Valley View)

**Cost:** \$80,000

**Type:** Infrastructure - New

Useful Life: 30 Years

**Description:** New sidewalk construction on the east side of Ridge Road from Morris Avenue to Valley View Road.

Funded in TID #3.

Justification: As part of the Titletown Development and the pedestrian traffic during game-days, the addition of this

sidewalk section would give pedestrian access to the Lambeau Field area on both side of Ridge Road

from Morris Avenue to the north.

#### **Tax Incremental District #3 - Fund 231**

Project Name: Village Traffic HSIP (Hazard Elimination) Application

**Cost:** \$20,000

Type: Infrastructure - Replacement

**Useful Life:** 30 Years

**Description:** WDOT funded program with a 90/10 cost-share to eliminate traffic/pedestrian hazards.

**Justification:** With the development and growth of the Village, there are areas throughout the community whereby

traffic and pedestrian signage and striping could be enhanced in order to promote safer interactions. An application would be submitted in 2019 with an approval funding 90% of a HSIP project for 2022

construction.

#### 2017 2018 2019 2019 2020 2020 vs 2019 Budget Actual Actual **Forecast Budget Budget** \$ Change | % Change Account REVENUES 2,563,469 3,296,159 639,824 24.09% General Property Taxes 967,925 \$ 2,038,738 \$ 2,656,335 946,945 924,019 976,021 Intergovernmental 924,019 946,380 22,361 2.42% Miscellaneous 1,833,484 N/A 1,914,870 2,962,757 3,580,354 4,242,539 662,185 Total Revenues 5,372,974 18.49% **EXPENDITURES** Current General Government 242,852 499,435 200,000 175,000 175,000 0.00% Culture and Recreation 3.500 N/A Conservation and Development 149,152 N/A Debt Service 0.00% Interest and Fiscal Charges 29,212 39,517 40,526 30,000 30,000 Capital Outlay 2,145,036 2,280,229 4,150,000 5,431,528 1,281,528 1,203,634 30.88% **Total Capital Outlay** 2,520,755 4,355,000 5,636,528 1,281,528 29.43% 1,475,698 2,836,640 **Total Expenditures** 1,475,698 2,836,640 2,520,755 4,355,000 5,636,528 1,281,528 29.43% 439,172 Excess of Revenues over (under) Expenditures 126,117 2,852,219 (774,646)(1,393,989)(619,343)79.95% OTHER FINANCING SOURCES (USES) General Obligation Debt Issued 1,225,000 605,000 5,120,000 4,150,000 1,030,000 (3,120,000)-75.18% 150,000 Note Anticipation Note Issued 1,780,000 N/A Debt Premium 53,103 213,768 25,000 25,000 2,350 N/A (2,430,850) Transfer Out (2,323,515)(2,231,796)(2,362,513)(2,593,690)(162,840)6.70% TID Grant Incentive (896,347)(806,452)(625,218)181,234 -22.47% Total Other Financing Sources (Uses) (1,045,412)155,554 2,224,908 912,698 (2,163,908)(3,076,606)-337.09% Net Change in Fund Balance (606,240)281,671 5,077,127 138,052 (3,557,897)Fund Balance - January 1 (4,556,563)(5,075,707)520,564 (4,231,994)(4,838,234)**Fund Balance - December 31** \$(4,838,234) \$(4,556,563) 520,564 \$(4,937,655) \$(3,037,333)

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.

#### **2019 ACCOMPLISHMENTS:**

- \* Southwest Village offsite utility extension review and consultation.
- \* Began engineering and design of Ashwaubenon Sports Complex entry way.
- \* Started district closure analysis.

#### 2020 OBJECTIVES:

- \* Ashwaubenon Sports Complex entry way remodel and pass-through road creation.
- \* Finish final trail, utility and sidewalk projects.
- \* Prepare district for closure in 2021 or 2022.

#### **CAPITAL REQUESTS:**

**Project Name: ASC Plaza Reconstruction** 

**Cost:** \$350,000

Type: Infrastructure - Replacement

**Useful Life:** 50 Years

**Description:** Ashwaubenon Sports Complex plaza remodel and creation of a pass-through road.

Justification: Allows for better access and more parking at site. Minimizes maintenance of plaza area by Village staff.

### Capital Projects Funds Tax Incremental District #4 - Fund 232

	2017	2018	2019	2019	2020	2020 vs 20	10 Pudget
Account	Actual	Actual	Forecast				% Change
Account	Actual	Actual	Forecast	Budget	Budget	<b>5</b> Change	% Change
REVENUES							
General Property Taxes	\$ 1,280,463	\$ 1,330,851	\$ 1,213,235	\$ 1,311,433	\$ 1,158,775	\$ (152,658)	-11.64%
Intergovernmental	17,079	17,330	37,099	17,677	17,750	73	0.41%
Total Revenues	1,297,542	1,348,181	1,250,334	1,329,110	1,176,525	(152,585)	-11.48%
EXPENDITURES							
Current							
General Government	53,900	50,150	52,500	52,500	52,500	-	0.00%
Public Works	_	55,094	-	-	-	-	N/A
Debt Service							
Interest and Fiscal Charges	7,256	-	-	-	-	-	N/A
Capital Outlay	411,988	_	126,005	320,613	350,000	29,387	9.17%
Total Capital Outlay	473,144	105,244	178,505	373,113	402,500	29,387	7.88%
Total Expenditures	473,144	105,244	178,505	373,113	402,500	29,387	7.88%
Excess of Revenues over (under) Expenditures	824,398	1,242,937	1,071,829	955,997	774,025	(181,972)	-19.03%
OTHER FINANCING SOURCES (USES)							
General Obligation Debt Issued	275,000	_	_	_	_	_	N/A
Premium on Debt Issued	11,921	_	_	_	_	_	N/A
Transfer Out	(604,638)	(640,371)	(635,503)	(633,870)	(633,003)	867	-0.14%
Total Other Financing (Uses)	(317,717)	(640,371)	(635,503)	(633,870)	\ / /	867	-0.14%
	(021,121)	(0.10,0.12)	(000,000)	(000,0,0)	(000,000)		
Net Change in Fund Balance	506,681	602,566	436,326	322,127	141,022		
Fund Balance - January 1	(582,641)	(75,960)	526,606	135,968	962,932		
Fund Balance - December 31	\$ (75,960)	\$ 526,606	\$ 962,932	\$ 458,095	\$ 1,103,954		

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.

#### 2019 ACCOMPLISHMENTS:

- \* Completion of Booyah baseball stadium.
- \* Completed construction of two new apartment buildings.
- \* Element Way road construction.

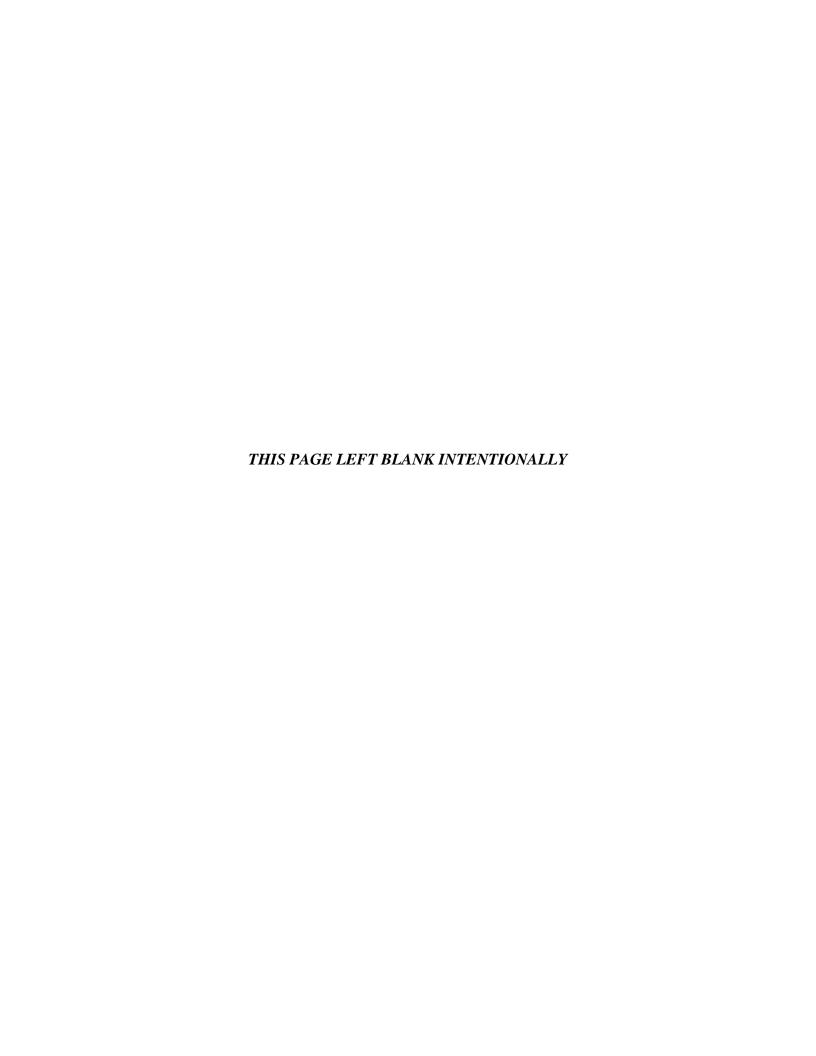
#### 2020 OBJECTIVES:

- \* Finalize Mike McCarthy Way underground power conversion.
- \* Encourage development on Mike McCarthy Way.
- \* Complete construction of Brown County Expo Center.

	2017	2018	2019	2019	2020	2020 vs 201	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
				9		, 8	9
REVENUES							
General Property Taxes	\$ -	\$ -	\$ 6,629	\$ 6,904	\$ 286,274	\$ 279,370	4046.49%
Intergovernmental	4,140	4,201	238,303	4,200	4,303	103	2.45%
Lease Revenue	-	-	260,000	-	260,000		
Miscellaneous	58,998	15,457	10,000	30,000	10,000	(20,000)	-66.67%
Total Revenues	63,138	19,658	514,932	41,104	560,577	519,473	1263.80%
EXPENDITURES							
Current							
General Government	314,315	278,493	175,000	150,000	150,000	-	0.00%
Public Works	244,041	-	-	-	-	_	N/A
Debt Service							
Interest and Fiscal Charges	24,575	242,143	-	-	-	_	N/A
Capital Outlay	190,366	7,497,862	11,366,334	1,500,000	-	(1,500,000)	-100.00%
Total Capital Outlay	773,297	8,018,498	11,541,334	1,650,000	150,000	(1,500,000)	-90.91%
Total Expenditures	773,297	8,018,498	11,541,334	1,650,000	150,000	(1,500,000)	-90.91%
Excess of Revenues over (under) Expenditures	(710,159)	(7,998,840)	(11,026,402)	(1,608,896)	410,577	2,019,473	-125.52%
OTHER FINANCING SOURCES (USES)							
Sale of Capital Assets	_	6.138	653,400	653,400	_	(653,400)	-100.00%
General Obligation Debt Issued	1,130,000	15,415,000	2,770,000	1,750,000	_	(1,750,000)	-100.00%
Note Anticipation Note Issued	1,130,000	15,415,000	1,670,000	1,730,000		(1,730,000)	N/A
Debt Premium	48,983	28,057	26,291	_	_	_	N/A
Debt Discount	-	(7,306)	(47,013)	_	_	_	N/A
Transfer In	_	1,000,000	(17,015)	_	_	_	N/A
Transfer Out	(291,948)	(590,297)	(1,090,391)	(1,083,054)	(3,986,577)	(2,903,523)	268.09%
TID Grant Incentive	(=> 1,> .0)	(= > 0, <b>=</b> > 1)	(1,800,000)		(46,151)		N/A
Total Other Financing Sources (Uses)	887,035	15,851,592	2,182,287	1,320,346	(4,032,728)	(5,353,074)	-405.43%
Net Change in Fund Balance	176,876	7,852,752	(8,844,115)	(288,550)	(3,622,151)		
Fund Balance - January 1	(524,208)	(347,332)	7,505,420	(2,356,815)	(1,338,695)		
Fund Balance - December 31	\$ (347,332)	\$ 7,505,420	\$(1,338,695)	\$(2,645,365)	\$(4,960,846)		

## Village of **ASHWAUBENON**2020 Operating Budget

## ENTERPRISE FUNDS



		Water	Sewer	St	orm Water	
Account Name		Utility	Utility		Utility	Total
SOURCES AND USES OF FUNDS						
OPERATING REVENUES						
Residential Sales	\$	1,500,000	\$ 1,650,000	\$	280,000	\$ 3,430,000
Commercial Sales		1,165,000	1,450,000		825,000	3,440,000
Restaurant Sales		300,000	480,000		57,000	837,000
Industrial Sales		900,000	1,750,000		85,000	2,735,000
Public Authority Sales		70,000	45,000		140,000	255,000
Public Fire Protection		460,000	-		-	460,000
Private Fire Protection		52,000	-		600	52,600
Forfeited Discounts		17,500	18,000		2,500	38,000
Tower Rentals		300,000	-		-	300,000
Other		100,000	1,500		7,500	109,000
Total Operating Revenues		4,864,500	5,394,500		1,397,600	11,656,600
OPERATING EXPENSES						
Source of Supply		3,329,602	_		_	3,329,602
Operation Operation		3,327,002	91,342		426,054	517,396
Maintenance			429,254		420,034	429,254
Pumping		73,580	427,234		_	73,580
Treatment		23,329	4,526,016		_	4,549,345
Transmission & Distribution		599,759	4,320,010		_	599,759
Regulatory Compliance		377,137			72,100	72,100
Accounting & Collecting		29,798	20,463		24,311	74,572
Administration & General		435,829	255,202		213,841	904,872
Depreciation		875,000	695,000		125,000	1,695,000
Total Operating Expenses		5,366,897	6,017,277		861,306	12,245,480
Total Operating Expenses		3,300,677	0,017,277		801,300	12,243,400
Operating Income (Loss)		(502,397)	(622,777)		536,294	(588,880)
NONOPERATING REVENUES (EXPENSES)	)					
Interest Revenue		100,000	70,000		12,500	182,500
Interest Expense		(110,688)	(4,284)		-	(114,972)
Total Nonoperating Revenues (Expenses)		(10,688)	65,716		12,500	67,528
Income (loss) before Contributions & Transfers		(513,085)	 (557,061)		548,794	(521,352)
Transfers Out		(500,000)	(12,000)		-	(512,000)
Change in Net Position		(1,013,085)	(569,061)		548,794	(1,033,352)
Net Position - January 1		6,137,415	1,494,070		8,516,467	7,350,241
Net Position - December 31	\$	5,124,330	\$ 925,009	\$	9,065,261	\$ 6,316,889

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

#### **DEPARTMENT DESCRIPTION:**

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

#### **SERVICES:**

- \* Maintenance of all Water Utility infrastructure from storage, pumping and meter stations to transmission and distribution pipelines including all valves, hydrants, water services and meters.
- \* Cross-connection inspections of all Village metered sites to comply with WDNR requirements.
- \* Meter reading, billing and processing of all utility bills.
- \* Master planning activities for future Village infrastructure replacement programs that includes working jointly with the GBWU to provide safe economical water for future demand and growth.

#### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Public Works Director (1)	0.20	0.20	0.20
Utility Operations Supervisor (2)	0.45	0.45	0.45
Utility Foreman (3)	0.70	0.70	0.70
Utility Department Lead (3)	0.70	0.70	0.70
Utility Department Lead (3)	0.70	0.70	0.70
Utility Department Worker (3)	0.70	0.70	0.70
Utility Department Worker (3)	0.70	0.70	0.70
Clerk (4)	0.40	0.20	0.20
GIS Coordinator (5)	0.10	0.10	0.10
Customer Service Rep/Secretary (6)	0.05	0.05	0.05
Summer Help - Sewer Jetter (7)	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	4.70	4.50	4.50

#### Notes:

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

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

#### 2019 ACCOMPLISHMENTS:

- \* Completed 13th year of water supply via the Green Bay Water Utility. The water agreement is reviewed annually as the Village maintains a seat on the Green Bay Water Commission.
- \* Completed third full year of water transmission and sales to the Village of Wrightstown via a joint agreement between the GBWU, Village of Wrightstown and Village of Ashwaubenon.
- \* Completed the rehabilitation of the Shady Lane #3 Emergency Well Pump Station.
- \* Completed water main reconstruction projects in conjunction with the Element Way Roadway Reconstruction Project and the Titletown Phase II Development along Brookwood Drive (Marlee Lane to Ron Wolf Way).
- \* Completed the WDNR-mandated drain-down inspections of all Water Utility Storage Structures.
- \* Completed initial scoping of Village Water Utility CIP Plan for use in preparing future budgets.
- \* Attended GBWU Commission meetings and GBWU Technical Committee meetings to provide input on future projects in order to maintain equitable rates for ratepayers.
- \* Completed tenth year of WDNR-mandated cross connection inspections. Village personnel is certified in completing inspections saving the Utility from hiring outside consultants.
- \* Maintained all WDNR-mandated meter changes, hydrant flushing programs, valve exercising programs and system maintenance activities.
- \* Completed implementation of contracting all utility billing services to GBWU. The Village now collects all meter reads for transferal to GBWU for billing and collection.

#### 2020 OBJECTIVES:

- \* Complete the rehabilitation of Ridge Road #4 Emergency Well Pump Station. The Village operates a system of four emergency back-up wells for an emergency water supply. The WDNR requires these wells to be pulled and inspected every 10 years to maintain emergency status.
- \* Complete the upgrade of the SCADA control system at the four emergency back-up well sites to maintain a reliable system in the event of an large-scale emergency event.
- \* Initiate the planning stages of the Village CIP Plan (Village Utility Infrastructure Master Facility Plan) in order to start developing project budgets for use in future Utility budget seasons.
- \* Complete system updates listed in 3-Year WDNR Audit and System Review. This review was completed by the WDNR in December of 2018. The Village has completed approximately 75% of the
- \* Continue WDNR required testing and repair protocols on meters, hydrants, valves and other water infrastructure.
- \* Continue certified operator course training to keep all Water Utility personnel certified as Wisconsin Waterworks Operators.

#### **BUDGET SUMMARY:**

\* The 2019 Water Utility Budget is relatively constant in all accounts except for an increase in the wholesale purchased water account.. There is a rate increase anticipated from the GBWU for the wholesale water rate. The Village will be reviewing the Water Utility financial foundation and implementing a rate increase as well to keep the Utility reserves in check for upcoming CIP

#### **CAPITAL REQUESTS:**

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

Cost: \$100,000

Type: Infrastructure - Maintenance

Useful Life: 20 Years

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

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

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

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

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

year life expectancy.

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

Cost: \$100,000

**Type:** Infrastructure - Maintenance

Useful Life: 10 Years

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

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

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

**Justification:** Last pulled and inspected in 2007, the Ridge Station Well Pump is scheduled for work in 2020. This

timeframe is slightly longer than the 10-year requirement as all four Village wells were brought online as emergency wells in 2007 and the WDNR is allowing the spreading out of inspections over the course of three years for budgetary reasons. This project would also include a review of the chlorine injection system at the attached standpipe as well as SCADA system upgrades to include the well stations on the

master control screen.

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

Cost: \$50,000

**Type:** Infrastructure - Maintenance

Useful Life: 75 Years

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

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

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

providing the necessary operation and maintenance on its emergency fire flow infrastructure. Hydrants

typically have a 70-75 year life expectancy and beyond but proper flushing, testing and periodic repair

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

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

**Cost:** \$50,000

**Type:** Infrastructure - Maintenance

**Useful Life:** 75 Years

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

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

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

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

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

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

Project Name: Village Utility Infrastructure Master Facility Plan

**Cost:** \$37,500

**Type:** Administrative

**Useful Life:** 20 Years

**Description:** The Master Facility Plan lays out the utility infrastructure reconstruction efforts on a yearly basis in

order to allow the Village to adequately plan for rate increases and construction scheduling.

**Justification:** The Village's infrastructure system is beginning to reach the end of its useful life in terms of a book

value. The Master Facility Plan will allow the Village to organize its reconstruction efforts to maximize

construction savings and efficiency as well as submit for State and Federal grants.

	2015	2010	2010	2010	2020	2020 - 201	0 D 1
Account Name	2017	2018	2019 Forecast	2019 Pudget	2020 Pudget	2020 vs 201 \$ Change?	
Account Name	Actual	Actual	Forecast	Budget	Budget	<b>5</b> Change	o Change
SOURCES AND USES OF FUNDS							
OPERATING REVENUES							
Residential Sales	1,403,039	1,416,808	1,500,000	1,500,000	1,500,000	-	0.00%
Commercial Sales	1,125,150	1,161,778	1,152,000	1,152,000	1,165,000	13,000	1.13%
Restaurant Sales	255,915	258,370	300,000	300,000	300,000	-	0.00%
Industrial Sales	880,715	778,002	900,000	900,000	900,000		0.00%
Public Authority Sales	58,508	69,341	60,000	60,000	70,000	10,000	16.67%
Public Fire Protection	440,407	439,279	460,000	460,000	460,000		
Private Fire Protection Forfeited Discounts	51,498 16,308	52,913 16,059	48,000 20,000	48,000 20,000	52,000 17,500	(2.500)	12.500/
Tower Rentals	299,142	294,239	300,000	300,000	300,000	(2,500)	-12.50%
Other	114,178	140,654	56,000	56,000	100,000	44,000	78.57%
Total Operating Revenues	4,644,860	4,627,443	4,796,000	4,796,000	4,864,500	64,500	1.34%
Total Operating Revenues	4,044,800	4,027,443	4,790,000	4,790,000	4,004,000	04,500	1.3470
OPERATING EXPENSES							
Source of Supply	2,799,669	2,804,905	3,018,407	3,169,407	3,329,602	160,195	5.05%
Pumping	61,416	104,143	57,809	66,837	73,580	6,743	10.09%
Treatment	2,590	6,627	18,046	23,046	23,329	283	1.23%
Transmission & Distribution	562,379	526,069	526,655	592,655	599,759		
Accounting & Collecting	30,697	83,699	28,754	28,754	29,798	1,044	3.63%
Administration & General	384,806	342,013	391,708	438,924	435,829	(3,095)	-0.71%
Depreciation	857,914	858,992	860,000	875,000	875,000	-	0.00%
Total Operating Expenses	4,699,471	4,726,448	4,901,379	5,194,623	5,366,897	165,170	3.18%
Operating Income (Loss)	(54,611)	(99,005)	(105,379)	(398,623)	(502,397)	(1,768)	0.44%
NONOPERATING REVENUES (EXPENSES)							
Interest Revenue	14,703	101,134	55,000	45,000	100,000	55,000	122.22%
Interest Expense	(172,556)	(158,351)	(110,688)	(110,688)	: '	-	0.00%
Other Nonoperating Revenues	(172,330)	5,008	(110,000)	(110,000)	(110,000)	_	N/A
Total Nonoperating Revenues (Expenses)	(157,853)	(52,209)	(55,688)	(65,688)	(10,688)	55,000	-83.73%
Total Tronsportating Terrendes (Empenses)	(107,000)	(02,20))	(22,000)	(02,000)	(10,000)	22,000	0517570
Income (loss) before Contributions & Transfers	(212,464)	(151,214)	(161,067)	(464,311)	(513,085)	55,000	-11.85%
Capital Contributions	50,524	3,006	_	_	-	_	N/A
Transfers Out	(490,106)	(464,205)	(460,000)	(500,000)	(500,000)	_	0.00%
					<u> </u>		
Change in Net Position	(652,046)	(612,413)	(621,067)	(964,311)	(1,013,085)	(48,774)	5.06%
Net Position - January 1, as Originally Stated	8,047,640	7,395,594	6,758,482	6,817,756	6,137,415	(680,341)	-9.98%
Cumulative Effect of Change in Accounting Principle	-	(24,699)	-	-	-	-	N/A
Net Position - January 1, as restated	8,047,640	7,370,895	6,758,482	6,817,756	6,137,415	(680,341)	-9.98%
Net Position - December 31	\$ 7,395,594	\$ 6,758,482	\$ 6,137,415	\$ 5,853,445	\$ 5,124,330	\$(729,115)	-12.46%
SOURCES AND USES OF FUNDS							
Cash - Beginning of Year			\$ 7,861,885	\$ 8,165,140			
Plus: Net Income			(621,067)	(964,311)			
Plus: Depreciation/Amortization			860,000	875,000	875,000		
Less: Debt Repayment			(531,028)	. , ,			
Less: Fixed Assets			(365,000)	(365,000)			
Cash - End of Year			\$ 1,204,790	\$ 7,179,801	\$ 6,188,177		

Enterprise Funds
Department: Water Utility - Fund 510

Account	+ Q-		2017	2018	2019	2019	2020	2020 vs 202	In Dudget
		Description	Actual	Actual	Forecast	Budget	Budget		19 Budget % Change
Froject	Code	Description	Actual	Actual	Forecast	Duuget	Duuget	<b>5</b> Change	% Change
SOURCE	E OF SU	JPPLY EXPENSES							
5399		abor & Benefits	42,023	44,353	59,907	59,907	62,102	2,195	3.66%
6101	603 C	Operational Supplies		552	500	1,000	1,000	-	0.00%
6113	602 P	Purchased Water	2,757,558	2,757,202	2,955,000	3,100,000	3,258,000	158,000	5.10%
6113	614 N	Maintenance Supplies	88	2,673	2,500	7,500	7,500	-	0.00%
6303	603 L	icenses	-	125	500	1,000	1,000	-	0.00%
Total Sou	irce of S	upply Expenses	2,799,669	2,804,905	3,018,407	3,169,407	3,329,602	160,195	5.05%
PUMPIN	IG EXP	ENSES							
5399		abor & Benefits	31,752	76,472	23,309	23,309	23,860	551	2.36%
6101		Operational Supplies	125		1,000	4,000	4,000	-	0.00%
6113		Maintenance Supplies	5,488	2,446	7,500	15,000	15,000	_	0.00%
8400		Purchased Pumping Power	24,051	25,225	26,000	24,528	30,720	6,192	25.24%
Total Pun			61,416	104,143	57,809	66,837	73,580	6,743	10.09%
		EXPENSES							
5399		abor & Benefits	1,214	-	12,046	12,046	12,329	283	2.35%
6101		Chemicals	-	410	1,000	4,000	4,000	-	0.00%
6101		Operational Supplies	1,376	1,204	2,000	3,000	3,000	-	0.00%
6113		Maintenance Supplies	2,590	5,013	3,000	4,000	4,000	202	0.00% 1.23%
Total Trea	atment E	expenses	2,390	6,627	18,046	23,046	23,329	283	1.25%
TRANSN	MISSIO	N & DISTRIBUTION EXPE	ENSES						
	L	abor & Benefits							
5399	664	Trans & Distribution	732	242	12,875	12,875	13,177	302	2.35%
5399	672	Standpipe Maintenance	1,890	4,015	8,683	8,683	8,889	206	2.37%
5399	673	Mains Maintenance	140,583	149,104	96,719	96,719	98,991	2,272	2.35%
5399	675	Service Maintenance	62,476	84,656	46,091	46,091	47,174	1,083	2.35%
5399	676	Meters Maintenance	115,519	34,542	87,230	87,230	90,070	2,840	3.26%
5399	677	Hydrants Maintenance	22,415	12,268	17,057	17,057	17,458	401	2.35%
6101		Operational Supplies	88	336	5,000	5,000	5,000	-	0.00%
		Maintenance Supplies							
6113	672	Reservoirs & Standpipes	7,701	4,523	5,000	10,000	10,000	-	0.00%
6113	673	Mains	53,776	106,442	100,000	114,000	114,000	-	0.00%
6113	675	Services	59,634	63,078	75,000	102,000	102,000	-	0.00%
6113	676	Meters	11,965	8,074	10,000	15,000	15,000	-	0.00%
6113	677	Hydrants	65,462	48,314	48,000	48,000	48,000	-	0.00%
6113	678	Miscellaneous Plant	20,138	10,475	15,000	30,000	30,000	7 104	0.00%
Total Tra	nsmissio	on & Distribution Expenses	562,379	526,069	526,655	592,655	599,759	7,104	1.20%
ACCOU		& COLLECTING EXPENS	SES						
		abor & Benefits							
5399	902	Meter Reading	4,707	6,962	5,185	5,185	5,307	122	2.35%
5399	903	Accounting & Collections	17,877	67,580	13,969	13,969	14,891	922	6.60%
6119		Operational Supplies	8,113	9,157	9,600	9,600	9,600	- 1.044	0.00%
Total Acc	counting	& Collecting Expenses	30,697	83,699	28,754	28,754	29,798	1,044	3.63%

Enterprise Funds
Department: Water Utility - Fund 510

A4	0	2017	2018	2019	2019	2020	2020 2010	D J 4
Account	**				7 7		2020 vs 2019	
Project (	Code Description	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
ADMINIS	STRATIVE & GENERAL EXPEN	ISES						
5399	920 Labor & Benefits	175,876	128,493	160,318	160,318	161,533	1,215	0.76%
6100	921 Operational Supplies	1,869	720	1,000	1,000	1,000	· -	0.00%
6122	930 Gas & Oil	12,320	14,694	10,064	15,480	10,068	(5,412)	-34.96%
6213	923 Software Maintenance	7,521	5,390	5,000	5,000	5,000	-	0.00%
6302	930 Newspaper Publishing	424	-	250	2,000	2,000	-	0.00%
6304	921 Postage	1,061	1,782	1,800	1,800	1,800	-	0.00%
6401	930 Uniforms	415	-	500	2,000	2,000	-	0.00%
6402	930 Shoe Allowance	437	629	750	1,000	1,000	-	0.00%
6508	930 NEWPA Meetings	-	2,783	1,000	-	-	-	N/A
7100	930 Training & Conferences	2,706	80	2,000	3,000	3,000	-	0.00%
7120	930 Dues & Subscriptions	1,079	975	1,000	1,000	1,000	-	0.00%
8100	923 Contracted Services	38,806	47,178	68,000	88,000	88,000	-	0.00%
8100	928 Regulatory Commission	4,588	4,659	5,400	5,400	5,400	-	0.00%
8101	923 Computer Consulting	4,077	5,483	7,800	7,800	7,800	-	0.00%
8102	923 Accounting & Auditing	3,000	5,410	3,000	3,000	3,000	-	0.00%
8115	923 Engineering Services	20,506	17,087	30,000	48,000	48,000	-	0.00%
8201	930 Vehicle Repairs	8,782	12,815	6,600	6,600	6,600	-	0.00%
8206	931 Building Rental	43,590	44,892	46,262	46,262	47,640	1,378	2.98%
8300	930 Physical Exams	186	151	-	-	-	-	N/A
8305	924 Property Insurance	38,175	31,608	27,420	27,420	28,248	828	3.02%
8309	924 Workers' Compensation	16,620	10,968	9,444	9,444	8,340	(1,104)	-11.69%
8401	930 Storm Water Charges	765	805	1,400	1,400	1,400	-	0.00%
8402	930 Telephone	900	833	1,100	1,200	1,200	-	0.00%
8403	921 Cell Phone	1,103	4,578	1,600	1,800	1,800	-	0.00%
Total Adn	ninistrative & General Expenses	384,806	342,013	391,708	438,924	435,829	(3,095)	-0.71%
OTHER (	OPERATING EXPENSES							
9200 "	Transfers Out	490,106	464,205	460,000	500,000	500,000	-	0.00%
9880	Depreciation	857,914	858,992	860,000	875,000	875,000	-	0.00%
9881	Interest and Fiscal Charges	172,556	158,351	110,688	110,688	110,688	-	0.00%
Total Othe	er Operating Expenses	1,520,576	1,481,548	1,430,688	1,485,688	1,485,688	-	0.00%
TOTAL (	OPERATING EXPENSES	\$ 5,362,133	\$ 5,349,004	\$ 5,472,067	\$ 5,805,311	\$ 5,977,585	\$ 172,274	2.97%
Fixed Ass	ets - Capital Outlay	\$ 56,322	\$ 56,322	\$ 365,000	\$ 365,000	\$ 337,500	\$ (27,500)	-7.53%

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

#### **SERVICES:**

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

#### STAFFING (FTE Positions):

	2018	2019	2020 - Budget
Public Works Director (1)	0.20	0.20	0.20
Utility Operations Supervisor (2)	0.45	0.45	0.45
Utility Foreman (3)	0.30	0.30	0.30
Utility Department Lead (3)	0.30	0.30	0.30
Utility Department Lead (3)	0.30	0.30	0.30
Utility Department Worker (3)	0.30	0.30	0.30
Utility Department Worker (3)	0.30	0.30	0.30
Clerk (4)	0.40	0.20	0.20
GIS Coordinator (5)	0.10	0.10	0.10
Customer Service Rep/Secretary (6)	0.05	0.05	0.05
Summer Help - Sewer Jetter (7)	Part-Time	Part-Time	Part-Time
Total Full-Time Equivalents	2.70	2.50	2.50

#### Notes:

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

#### 2019 ACCOMPLISHMENTS:

- \* Completed interceptor sewer review in conjunction with NEW Water to develop master CIP for Interceptor Rehabilitation through the Village (construction in 2020). All Village trunk sewers discharging into NEW Water interceptor sewer are sized adequately with no need for Village sewer
- \* Completed initial scoping of Village Sanitary Sewer CIP Plan for use in preparing future budgets. Sanitary Sewer Replacement Program, in conjunction with Water/Storm Sewer Replacement Programs, are tentatively scheduled for 2026 kick-off.
- \* Completed all Capacity, Management, Operation and Maintenance (CMOM) recommendations based off of the WDNR review.
- \* Attended NEW Water Commission meetings and sat on rate/budgeting subcommittees to provide customer input in maintaining fair and equitable rates.
- \* Completed installation of an emergency generator at the Globe Avenue Lift Station. This was the final list station site in need of an emergency power source.
- \* Village Utility staff completed jet cleaning, televising and spot repairs on approximately 25% of the sanitary sewer system.

#### 2020 OBJECTIVES:

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

#### **BUDGET SUMMARY:**

\* Village is working with Clifton, Larson, Allen (village auditor) to complete a rate review for 2020 implementation.

\*

#### **CAPITAL REQUESTS:**

<b>Project Name:</b>	Village Utility Infrastructure Master Facility Plan
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Cost: \$37,500
Type: Administrative
Useful Life: 20 Years

**Description:** The Master Facility Plan lays out the utility infrastructure reconstruction efforts on a yearly basis in order to allow the Village to adequately plan for rate increases and construction scheduling.

**Justification:** The Village's infrastructure system is beginning to reach the end of its useful life in terms of a book value. The Master Facility Plan will allow the Village to organize its reconstruction efforts to maximize construction savings and efficiency as well as submit for State and Federal grants.

	2017	2018	2019	2019	2020	2020 vs 201	9 Budget
Account Name	Actual	Actual	Forecast	Budget	Budget	\$ Change	
SOURCES AND USES OF FUNDS							
OPERATING REVENUES							
Residential Sales	1,539,561	1,580,955	1,650,000	1,650,000	1,650,000	-	0.00%
Commercial Sales	1,422,224	1,473,054	1,400,000	1,400,000	1,450,000	50,000	3.57%
Restaurant Sales	475,129	489,855	465,000	465,000	480,000	15,000	3.23%
Industrial Sales	1,742,705	1,648,738	1,750,000	1,750,000	1,750,000	-	0.00%
Public Authority Sales	45,659	47,074	45,000	45,000	45,000	-	0.00%
Forfeited Discounts	16,857	19,676	18,000	18,000	18,000	-	0.00%
Other	-	2,406	1,500	1,500	1,500	-	0.00%
Total Operating Revenues	5,242,135	5,261,758	5,329,500	5,329,500	5,394,500	65,000	1.22%
OPERATING EXPENSES							
Operation	31,146	60,091	82,255	90,083	91,342	1,259	1.40%
Maintenance	367,030	355,960	402,764	425,264	429,254	3,990	0.94%
Treatment	4,073,112	4,264,035	4,200,000	4,625,400	4,526,016	(99,384)	-2.15%
Accounting & Collecting	13,891	49,140	19,470	19,470	20,463	993	5.10%
Administration & General	303,284	245,207	240,719	247,361	255,202	7,841	3.17%
Depreciation	695,710	706,352	695,000	695,000	695,000	-	0.00%
Total Operating Expenses	5,484,173	5,680,785	5,640,208	6,102,578	6,017,277	(85,301)	-1.40%
Operating Income (Loss)	(242,038)	(419,027)	(310,708)	(773,078)	(622,777)	(90,550)	11.71%
NONOPERATING REVENUES (EXPENSES)							
Interest Revenue	28,777	66,188	40,000	40,000	70,000	30,000	75.00%
Interest Expense	(7,928)	(4,514)	(4,284)	(4,284)	(4,284)	-	0.00%
Total Nonoperating Revenues (Expenses)	20,849	61,674	35,716	35,716	65,716	30,000	84.00%
Income (loss) before Contributions & Transfers	(221,189)	(357,353)	(274,992)	(737,362)	(557,061)	30,000	-4.07%
Capital Contributions	114,358	25,921	-	-	-	-	N/A
Transfers Out	(13,741)	(14,579)	(12,000)	(12,000)	(12,000)	-	0.00%
Change in Net Position	(120,572)	(346,011)	(286,992)	(749,362)	(569,061)	180,301	-24.06%
Net Position - January 1, as Originally Stated	2,257,709	2,137,137	1,781,062	1,787,876	1,494,070	(293,806)	-16.43%
Cumulative Effect of Change in Accounting Principle	-	(10,064)	-	-	-	-	N/A
Net Position - January 1, as restated	2,257,709	2,127,073	1,781,062	1,787,876	1,494,070	(293,806)	-16.43%
Net Position - December 31	\$ 2,137,137	\$ 1,781,062	\$ 1,494,070	\$ 1,038,514	\$ 925,009	\$(113,505)	-10.93%
SOURCES AND USES OF FUNDS							
Cash - Beginning of Year			\$ 4,097,869	\$ 4,540,964	\$ 4,418,505		
Plus: Net Income			(286,992)	(749,362)			
Plus: Depreciation/Amortization			695,000	695,000	695,000		
Less: Debt Repayment			(57,372)	-	:		
Less: Fixed Assets			(30,000)	(30,000)			
Cash - End of Year				\$ 4,399,230			
			. ,,	, , , ,	, , , , , , , , , ,		

Aggaret	ν.	2017	2018	2019	2019	2020	2020 vs 201	10 Pudast
Account Project (	Code Description	2017 Actual	2018 Actual	Forecast	2019 Budget	2020 Budget	\$ Change 6	
Troject	Description.	Tictuui	1100001	1 of count	Dauget	Dauger	y change	onunge.
	TION EXPENSES							
5399	690 Labor & Benefits	11,984	44,138	59,907	59,907	62,102	2,195	3.66%
6101	692 Operational Supplies	- 505	64	250	1,000	1,000	-	0.00%
6113 6122	691 Maintenance Supplies 693 Gas & Oil	595 764	201 1,332	1,000 5,841	5,500 7,500	5,500 5,844	(1,656)	0.00% -22.08%
8201	693 Vehicle Repairs	5,043	2,227	2,600	3,600	3,600	(1,030)	0.00%
8400	694 Electric	12,760	12,129	12,657	12,576		720	5.73%
	ration Expenses	31,146	60,091	82,255	90,083	91,342	1,259	1.40%
MAINTE	NANCE EXPENSES							
	Labor & Benefits							
5399	696 Collecting System	63,856	83,390	110,283	110,283	113,635	3,352	3.04%
5399	697 Lift Station	15,301	14,183	27,481	27,481	28,119	638	2.32%
6110	Maintenance Supplies	241.555	220.010	240.000	240,000	240,000		0.000/
6113 6113	696 Collecting System 697 Lift Station	261,555 26,318	239,910 18,477	240,000 25,000	240,000 40,000	240,000 47,500	7,500	0.00% 18.75%
6113	698 Meters	20,516	10,477	23,000	7,500		(7,500)	-100.00%
	ntenance Expenses	367,030	355,960	402,764	425,264	429,254	3,990	0.94%
		,	222,200	,,	,	,		
	MENT EXPENSES							
8100	695 Sewerage Treatment Services	4,073,112	4,264,035	4,200,000	4,625,400	4,526,016	(99,384)	-2.15%
ACCOUN	NTING & COLLECTING EXPENSI Labor & Benefits	ES						
5399	902 Meter Reading	1,965	6,934	3,001	3,001	3,072	71	2.37%
5399	903 Accounting & Collections	10,723	42,206	13,969	13,969	14,891	922	6.60%
6119	905 Operational Supplies	1,203	-,	2,500	2,500	2,500	-	0.00%
Total Acc	ounting & Collecting Expenses	13,891	49,140	19,470	19,470	20,463	993	5.10%
		<b>-</b>						
5399	STRATIVE & GENERAL EXPENS		01.042	05 410	05 410	05 674	255	0.270/
6100	920 Labor & Benefits 921 Operational Supplies	145,264 734	91,043 107	95,419 800	95,419 800	95,674 800	255	0.27% 0.00%
6122	930 Gas & Oil	226	107	800	2,016	800 -	(2,016)	-100.00%
6213	923 Software Maintenance	4,000	4,196	5,390	4,000	4,000	(2,010)	0.00%
6302	930 Newspaper Publishing	182	-	-	-	-	-	N/A
6304	930 Postage	980	573	1,500	1,500	1,500	-	0.00%
6401	930 Uniforms	228	51	500	1,000	1,000	-	0.00%
6402	930 Shoe Allowance	437	348	500	1,000	1,000	-	0.00%
7100	930 Training & Conferences	820	-	500	1,000	1,000	-	0.00%
7120	930 Dues & Subscriptions	-	<del>-</del>	-	500		-	0.00%
8100	923 Contracted Services	32,084	26,620	21,000	21,000	21,000	-	0.00%
8101	923 Computer Consulting	1,747	2,423	1,600	4,000	4,000	-	0.00%
8102 8115	923 Accounting & Auditing	7,365 705	7,310	8,000	8,000	8,000 20,000	-	0.00% 0.00%
8119	923 Engineering Services 930 Investment Fees	8,140	11,482 8,155	10,000 8,400	20,000	8,500	8,500	0.00% N/A
8206	931 Building Rental	43,590	44,892	46,262	46,262	47,640	1,378	2.98%
8300	930 Physical/Psychological Exams	86		-0,202	-0,202	-7,0-0	1,376	N/A
8305	924 Property Insurance	38,175	31,608	27,420	27,420	28,248	828	3.02%
8309	924 Workers' Compensation	16,620	10,968	9,528	9,444	8,340	(1,104)	-11.69%
8401	930 Storm Water Charges	20	20	1,000	1,000	1,000		0.00%
8402	930 Telephone	758	833	1,100	1,200	1,200	-	0.00%
8403	921 Cell Phone	1,123	4,578	1,800	1,800	1,800	-	0.00%
Total Adn	ninistrative & General Expenses	303,284	245,207	240,719	247,361	255,202	7,841	3.17%
OTHER	OPERATING EXPENSES							
9200	Transfers Out	13,741	14,579	12,000	12,000	12,000	_	0.00%
9880	Depreciation	695,710	706,352	695,000	695,000	695,000	-	0.00%
9881	Interest and Fiscal Charges	7,928	4,514	4,284	4,284	4,284	-	0.00%
Total Othe	er Operating Expenses	717,379	725,445	711,284	711,284	711,284	-	0.00%
TOTAL (	OPERATING EXPENSES	\$ 5,505,842	\$ 5,699,878	\$ 5,656,492	\$ 6,118,862	\$ 6,033,561	\$ (85,301)	-1.39%
Fixed Acc	sets - Capital Outlay	\$ 56,322	\$ 56,322	\$ 30,000	\$ 30,000	\$ 37,500	\$ 7,500	25.00%
1 IAUU /155	Capital Juliay	Ψ 20,344	Ψ 50,544	Ψ 20,000	Ψ 20,000	Ψ 31,300	I Ψ 1,500	<b>≥2.00</b> /0

The Storm Water Utility was created in 2012 to fund storm water related activities including: WDNR regulatory compliance (pond construction, Illicit Discharge monitoring, etc.), storm sewer maintenance, street sweeping, leaf collection and pond maintenance. All impervious surface properties within the Village contribute to the Storm Water Utility. Impervious surface calculations have been updated utilizing 2017 Brown County Aerial Mapping.

#### **SERVICES:**

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

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

	2018	2019	2020 - Budget
Village Engineer (1)	0.60	0.60	0.60
Public Works Director (2)	0.20	0.20	0.20
Utility Operations Supervisor (3)	0.10	0.10	0.10
Public Works Field Operator (4)	1.20	1.20	1.20
Clerk (5)	0.15	0.10	0.10
GIS Coordinator (6)	0.10	0.10	0.10
Customer Service Rep/Secretary (7)	0.05	0.05	0.05
Total Full-Time Equivalents	2.40	2.35	2.35

#### Notes:

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

#### 2019 ACCOMPLISHMENTS:

- \* Acquired property for the future construction of the Marhill Pond. This pond will help the Village meet WDNR MS4 permitting requirements for water quality. A WDNR Urban Non-Point Source Storm Water Management grant was obtained to help offset land, design and construction costs.
- \* Added additional storm sewer to the Allied Street storm sewer system to help with capacity issues and the flooding issue in this area.
- \* Completed maintenance on existing storm water ponds and various storm sewer systems throughout the Village.

#### 2020 OBJECTIVES:

- \* Identify potential future storm water pond sites and streambank stabilization areas.
- \* Purchase parcels that have been identified as potential future storm water ponds.
- \* Install new storm sewer systems in areas where property owners experience extensive flooding.
- \* Design, permit and construct the Marhill Pond in order to meet WDNR MS4 permitting requirements.

#### **BUDGET SUMMARY:**

\* The 2020 Storm Water Utility budget remains consistent with the 2019 Budget trends.

#### **CAPITAL REQUESTS:**

<b>Project Name:</b>	Marhill Pond Land Purchase and Pond Construction
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Cost: \$400,000 Type: Asset - New Useful Life: 50 Years

<b>Description:</b>	Land acquisition for pond construction in an area identified in the Villages' Storm Water Mgt. Plan -
	1' 1'1' 1' ' WIDNDE D' MADEGI

ranking high in achieving WDNR Fox River TMDL Goals.

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

man-dated WDNR water quality requirements.

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

**Project Name: Storm Water Pond Maintenance** 

Cost: \$120,000

**Type:** Asset - Maintenance

**Useful Life:** 15 Years

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

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

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

man-dated WDNR water quality requirements.

Project Name: Streambank Stabilization

Cost: \$100,000

**Type:** Infrastructure - Replacement

**Useful Life:** 15 Years

**Description:** Installation of proper erosion control mechanisms along eroded stream banks in the Village.

**Justification:** Prevention of potential loss of valuable property.

**Project Name: Storm Sewer Outfall Repairs** 

Cost: \$50,000

**Type:** Infrastructure - Replacement

**Useful Life:** 15 Years

**Description:** Repairing storm sewer outfalls that are not functioning properly.

**Justification:** Prevention of potential flooding in storm sewered areas and loss of property do to erosion.

## Enterprise Funds Department: Storm Water Utility - Fund 550

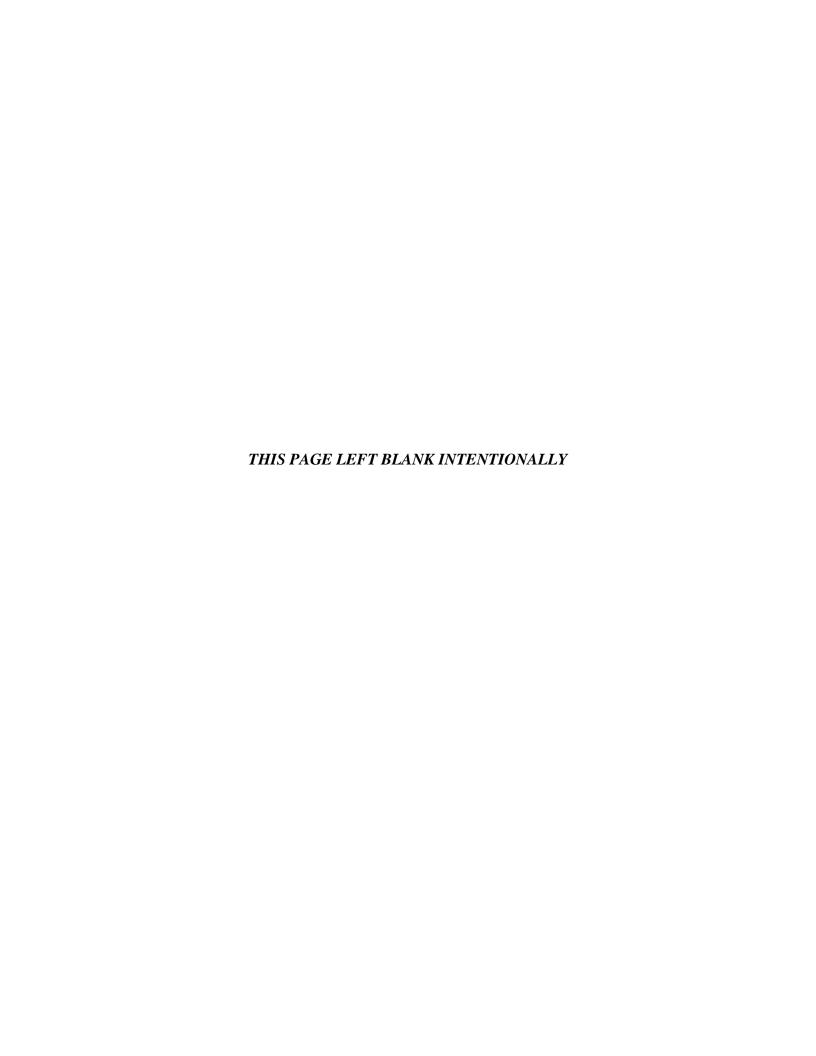
	2017	2018	2019	2019	2020	2020 vs 201	9 Rudget
Account Name	Actual	Actual	Forecast	Budget	Budget	\$ Change	
SOURCES AND USES OF FUNDS						7 3 3 3 3 3	<u> </u>
OPERATING REVENUES							
Residential Sales	275,072	286,363	270,000	270,000	280,000	10,000	3.70%
Commercial Sales	784,216	828,416	790,000	790,000	825,000	35,000	4.43%
Restaurant Sales	56,570	55,905	57,000	57,000	57,000	-	0.00%
Industrial Sales	65,153	89,700	85,000	85,000	85,000	-	0.00%
Public Authority Sales	139,345	144,683	140,000	140,000	140,000	-	0.00%
Private Fire Protection	540	540	600	600	600	-	0.00%
Forfeited Discounts	2,795	3,160	2,500	2,500	2,500	-	0.00%
Other	3,205	6,283	7,500	7,500	7,500	-	0.00%
Total Operating Revenues	1,326,896	1,415,050	1,352,600	1,352,600	1,397,600	45,000	3.33%
OPERATING EXPENSES							
Operation	180,470	204,976	270,864	259,968	426,054	166,086	63.89%
Regulatory Compliance	16,549	14,369	30,250	72,100	72,100	-	0.00%
Capital Improvement	24,149	167,350	10,000	-	-	-	N/A
Accounting & Collecting	6,029	20,487	6,500	6,500		17,811	274.02%
Administration & General	218,640	205,695	209,564	361,641	213,841	(147,800)	-40.87%
Depreciation	120,850	129,502	125,000	125,000	125,000	-	0.00%
Total Operating Expenses	566,687	742,379	652,178	825,209	861,306	36,097	4.37%
Operating Income (Loss)	760,209	672,671	700,422	527,391	536,294	(129,989)	-24.65%
NONOPERATING REVENUES (EXPENS	SES)						
Interest Revenue	4,297	15,162	4,500	4,500	12,500	8,000	177.78%
Grant Proceeds	124,235	-	-	-	-	-	N/A
Other Nonoperating Revenues	-	92,377	-	-	-	-	N/A
Total Nonoperating Revenues (Expenses)	128,532	107,539	4,500	4,500	12,500	8,000	177.78%
Income before Contributions & Transfers	888,741	780,210	704,922	531,891	548,794	8,000	1.50%
Capital Contributions	4,712	-	-	-	-	-	N/A
Change in Net Position	893,453	780,210	704,922	531,891	548,794	16,903	3.18%
Net Position - January 1, as Originally Sta	6,148,159	7,041,612	7,811,545	7,691,500	8,516,467	824,967	10.73%
Cumulative Effect of Change in Accounting	_	(10,277)		_	-	-	N/A
Net Position - January 1, as restated	6,148,159	7,031,335	7,811,545	7,691,500	8,516,467	824,967	10.73%
Net Position - December 31	\$ 7,041,612	\$ 7,811,545	\$ 8,516,467	\$ 8,223,391	\$ 9,065,261	\$ 841,870	10.24%
SOURCES AND USES OF FUNDS							
Cash - Beginning of Year			\$ 2,330,905	\$ 1,735,364	\$ 2,660,827		
Plus: Net Income			704,922	531,891	548,794		
Plus: Depreciation/Amortization			125,000	125,000	125,000		
Less: Fixed Assets			(500,000)		•		
Cash - End of Year			\$ 2,660,827	\$ 1,892,255		i	
2			,000,027	1,072,200	,00 i,021	•	

Accoun	+ Q-		2017	2018	2019	2019	2020	2020 vs 201	0 Rudget
		Description	Actual	2018 Actual	Forecast	Budget	2020 Budget		% Change
Troject	Coue	Description	Actual	Actual	Forceast	Duuget	Duaget	φ Change	70 Change
OPERA	TION	EXPENSES							
		Labor & Benefits							
5399	802	Storm Sewer Cleaning/Repair	15,601	45,930	45,000	12,500	126,031	113,531	908.25%
5399	803	Street Sweeping	21,332	24,664	20,000	15,000	24,035	9,035	60.23%
5399	804	Leaf Collection	63,611	60,298	61,000	52,000	62,208	10,208	19.63%
6112	802	Maintenance Supplies Storm Sewer Cleaning/Repair	67	6 01 4	5,000	12,000	12 000		0.00%
6113 6113	803	Street Sweeping	67	6,814	5,000 4,775	12,000 5,000	12,000 5,000	-	0.00%
6113	804	Leaf Collection	1,573	1,235	3,000	3,000	3,000	_	0.00%
6113	820	Facility Maintenance	1,373	204	500	2,500	2,500	_	0.00%
6122		Gas & Oil	9,483	14,114	14,280	13,968	14,280	312	2.23%
		Contracted Services	, , , ,	,	,	- ,-	,		
8100	802	Storm Sewer Cleaning/Repair	18,706	27,812	51,309	48,000	48,000	-	0.00%
8100	804	Leaf Collection	-	-	-	3,000	3,000	-	0.00%
8100	810	Ashland Pond	-	-	2,500	-	2,500	2,500	N/A
8100	811	Holmgren Pond	-	-	2,500	-	2,500	2,500	N/A
8100	812	Main Avenue Pond	-	-	2,500	-	2,500	2,500	N/A
8100	813	Spring Meadows Pond	-	-	2,500	-	2,500	2,500	N/A
8100	814	Glory Pond	-	-	2,500	-	2,500	2,500	N/A
8100	815	Babcock Pond	-	-	2,500	-	2,500	2,500	N/A
8100	816	Woods Edge North Pond	-	-	2,500	-	2,500	2,500	N/A
8100	817	Woods Edge South Pond	=	=	2,500	-	2,500	2,500	N/A
8100 8100	818 819	Coronis Pond Marhill Pond	_	-	2,500	-	2,500	2,500	N/A
8100	821	Plymrock Pond	_	-	2,500 2,500	-	2,500 2,500	2,500 2,500	N/A N/A
8100	820	Facility Maintenance	-	-	2,300	12,000	12,000	2,300	0.00%
8110		Grass & Leaf Disposal	21,851	9,475	7,500	36,000	36,000	_	0.00%
6110		Engineering Services	21,631	9,473	7,500	30,000	30,000	_	0.0070
8115	810	Ashland Pond	_	_	500	_	500	500	N/A
8115	811	Holmgren Pond	_	_	500	-	500	500	N/A
8115	812	Main Avenue Pond	5,841	_	500	_	500	500	N/A
8115	813	Spring Meadows Pond	-	-	500	-	500	500	N/A
8115	814	Glory Pond	-	_	500	-	500	500	N/A
8115	815	Babcock Pond	_	-	500	-	500	500	N/A
8115	816	Woods Edge North Pond	_	-	500	-	500	500	N/A
8115	817	Woods Edge South Pond	-	-	500	-	500	500	N/A
8115	818	Coronis Pond	-	-	500	-	500	500	N/A
8115	819	Marhill Pond	-	-	500	-	500	500	N/A
8115	821	Plymrock Pond	-	-	500	-	500	500	N/A
0.00		Vehicle Repairs			40.000	4 = 00-	4.5.00		0.00-
8201	802	Storm Sewer Cleaning/Repair	3,125	4,267	10,000	15,000	15,000	-	0.00%
8201	803	Street Sweeping	12,231	6,823	8,000	15,000	15,000	-	0.00%
8201 Total On	804	Leaf Collection Expenses	7,049 180,470	3,340 204,976	7,500 270,864	15,000 259,968	15,000 426,054	166,086	0.00% 63.89%
Total Op	eration.	Expenses	160,470	204,970	270,804	239,906	420,034	100,080	03.89%
RECIII	ATOR	RY COMPLIANCE							
6101		Operational Supplies	196	398	3,600	3,600	3,600	_	0.00%
6303		WPDES Annual Permit Fee	3,000	3,000	3,000	3,000	3,000	_	0.00%
7120		NEWSC Membership Fee	1,650	-	1,650	2,500	2,500	_	0.00%
8100		Contracted Services	-,	-	-,	15,000	15,000	-	0.00%
8115		Engineering Services	11,703	10,971	22,000	48,000	48,000	-	0.00%
		y Compliance	16,549	14,369	30,250	72,100	72,100	-	0.00%
		PROVEMENT							
8100		Flood/Quality Control Contracted	3,818	153,721	-	-	-	-	N/A
8115		Flood/Quality Control Engineering	20,331	13,629	10,000	-	-	-	N/A
Total Ca	pital In	nprovement	24,149	167,350	10,000	-	-	-	N/A
								I	

Account &	2017		2018		2019		2019		2020	20	20 201	0 D 14
								١,				9 Budget
Project Code Description	Actual		Actual	ľ	Forecast	1	Budget	J	Budget	<b>3</b>	Change	% Change
ACCOUNTING & COLLECTING EXPENSES												
Labor & Benefits												
	98	,	2 415		1 000		1.000		9.021		7.021	792.10%
			3,415		1,000		,		8,921		7,921	
5399 903 Accounting & Collections	5,04		17,072		5,500		5,500		15,390		9,890	179.82%
Total Accounting & Collecting Expenses	6,02	•	20,487		6,500		6,500		24,311		17,811	274.02%
ADMINISTRATIVE & GENERAL EXPENSES												
5399 920 Labor & Benefits	179,96	5	170,160		179,000		334,769		182,277	(	152,492)	-45.55%
6100 921 Operational Supplies	1,11		-		1,000		1,000		1,000	,	-	0.00%
6213 923 Software Maintenance	1,21	1	1,281		1,750		1,750		1,750		_	0.00%
6302 930 Newspaper Publishing	7	5	· -		_		1,000		1,000		_	0.00%
6304 930 Postage	1,00	)	_		1,000		1,000		1,000		_	0.00%
7100 930 Training & Conferences	22	)	137		750		750		750		_	0.00%
8100 923 Contracted Services	7,57	3	7,616		1,000		1,000		1,000		_	0.00%
8101 923 Computer Consulting		-	419		_		_		_		_	N/A
8102 923 Accounting & Auditing	2,00	)	3,190		2,000		2,000		2,000		_	0.00%
8201 930 Vehicle Repairs		-	2,027		_		_		_		_	N/A
8305 924 Property & Liability Insurance	14,67	)	12,240		15,204		11,100		15,816		4,716	42.49%
8309 924 Workers' Compensation	10,45	5	7,704		6,840		6,252		5,928		(324)	-5.18%
8400 930 Electric	35	)	343		360		360		384		24	6.67%
8403 921 Cell Phone		-	578		660		660		936		276	41.82%
Total Administrative & General Expenses	218,64	)	205,695		209,564		361,641		213,841	(	(147,800)	-40.87%
OTHER OPERATING EXPENSES												
9880 Depreciation	120,85	)	129,502		125,000		125,000		125,000		-	0.00%
TOTAL OPERATING EXPENSES	\$ 566,68	7 \$	742,379	\$	652,178	\$	825,209	\$	861,306	\$	36,097	4.37%
=	-						·					
Fixed Assets - Capital Outlay	\$ 423,62	7 \$	423,627	\$	500,000	\$	500,000	\$	670,000	\$	170,000	34.00%

## Village of ASHWAUBENON 2020 Operating Budget

# INTERNAL SERVICE FUNDS



	Dental	Health	Equipment	
Account	Insurance	Insurance	Replacement	TOTAL
REVENUES				
Premiums - Employer	\$ 106,905	\$ 1,658,407	\$ -	\$ 1,765,312
Premiums - Employee	11,878	111,595	Ψ -	123,473
Premiums - Retiree	5,165	75,779	_	80,944
Stop Loss Reimbursements	-	25,000	_	25,000
Insurance Refunds	_	30,000	_	30,000
Vision Premiums	_	8,500	_	8,500
Equipment Use Charge	-	-	522,408	522,408
Total Revenues	123,948	1,909,281	522,408	2,555,637
				_
EXPENDITURES				
Insurance Expense	123,000	1,125,000	-	1,248,000
Prescription Expense	-	305,000	-	305,000
Insurance Administration	5,388	425,000	-	430,388
Wellness Program	-	32,500	-	32,500
Vision	-	8,500	-	8,500
Depreciation		<u> </u>	597,391	597,391
Total Expenditures	128,388	1,896,000	597,391	2,621,779
Operating Income (Loss)	(4,440)	13,281	(74,983)	(66,142)
NON OPERATING REVENUES				
Gain on Sale of Assets	_	-	30,000	30,000
Change in Net Position	(4,440)	13,281	(44,983)	(36,142)
Net Position - January 1	360,258	800,542	3,960,497	5,121,297
Net Position - December 31	\$ 355,818	\$ 813,823	\$ 3,915,514	\$ 5,085,155

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**

		2020	Mor	thly Pre	miuı	m	2020	) An	Annual Premium		
	V	<sup>7</sup> illage	Employee Total			Total	 Village	Eı	nployee	Total	
Single	\$	31.46	\$	3.51	\$	34.97	\$ 377.52	\$	42.12	\$	419.64
Family / Employee+1	\$	95.14	\$	10.57	\$	105.71	\$ 1,141.68	\$	126.84	\$	1,268.5
		2019	Mor	thly Pre	miuı	m	2019	9 An	nual Pren	iur	n
		/illage	En	nployee		Total	Village	Eı	nployee		Total
Single	\$	31.46	\$	3.51	\$	34.97	\$ 377.52	\$	42.12	\$	419.6
Family / Employee+1	\$	95.14	\$	10.57	\$	105.71	\$ 1,141.68	\$	126.84	\$	1,268.5

#### **FINANCIALS**

	2017	2018	2019	2019	2020	2020 vs 20	19 Budget
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPERATING REVENUES							
Dental Premiums							
Employer Share	96,724	106,017	105,906	110,724	106,905	(3,819)	-3.45%
Employee Share	10,990	12,062	12,050	12,303	11,878	(425)	-3.45%
Retirees	5,840	6,170	4,913	5,593	5,165	(428)	-7.65%
Total Operating Revenues	113,554	124,249	122,869	128,620	123,948	(4,672)	-3.63%
OPERATING EXPENSES							
Dental Claims	137,351	111,228	120,000	123,000	123,000	-	0.00%
Administrative	_	5,220	5,292	5,340	5,388	48	0.90%
<b>Total Operating Expenses</b>	137,351	116,448	125,292	128,340	128,388	48	0.04%
Operating Income (Loss)	(23,797)	7,801	(2,423)	280	(4,440)		
Net Position - January 1	378,677	354,880	362,681	364,108	360,258		
Net Position - December 31	\$ 354,880	\$ 362,681	\$ 360,258	\$ 364,388	\$ 355,818		

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**

		2020	Mo	nthly Prei	miu	m	2020	An	nual Premi	ium
		Village	E	mployee		Total	Village	F	Employee	Total
Single	\$	622.61	\$	76.95	\$	699.56	\$ 7,471.32	\$	923.40	\$ 8,394.72
Employee + 1	\$	1,245.22	\$	153.90	\$	1,399.12	\$ 14,942.64	\$	1,846.80	\$ 16,789.44
Family	\$	1,867.83	\$	230.85	\$	2,098.68	\$ 22,413.96	\$	2,770.20	\$ 25,184.16
		2019	Mo	nthly Pre	miu	m	2019	An	nual Premi	ium
		Village	E	mployee		Total	 Village	F	Employee	Total
Single	\$	622.61	\$	76.95	\$	699.56	\$ 7,471.32	\$	923.40	\$ 8,394.72
Employee + 1	\$	1,245.22	\$	153.90	\$	1,399.12	\$ 14,942.64	\$	1,846.80	\$ 16,789.44
	_	1,867.83	\$	230.85	\$	2.098.68	\$ 22,413,96	\$	2,770.20	\$ 25,184.16

HSA Plan													
	2020 Monthly Premium							2020 Annual Premium					
	 Village	Em	ployee		Total			Village	Employee	Total			
Single	\$ 594.63	\$	-	\$	594.63		\$	7,135.56	\$ -	\$ 7,135.56			
Employee + 1	\$ 1,189.25	\$	-	\$	1,189.25		\$	14,271.00	\$ -	\$ 14,271.00			
Family	\$ 1,783.88	\$	-	\$	1,783.88		\$	21,406.56	\$ -	\$ 21,406.56			
	2019	Mont	hly Pre	miu	m			2019	Annual Pren	nium			
	 Village	Em	ployee		Total			Village	Employee	Total			
Single	\$ 594.63	\$	-	\$	594.63		\$	7,135.56	\$ -	\$ 7,135.56			
Employee + 1	\$ 1,189.25	\$	-	\$	1,189.25		\$	14,271.00	\$ -	\$ 14,271.00			
Family	\$ 1,783.88	\$	-	\$	1,783.88		\$	21,406.56	\$ -	\$ 21,406.56			

#### **FINANCIALS**

TOTAL HEALTH INSURANCE								
	2017	2018	2019	2019	2020	2020 vs 2019 Budget		
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change	
OPERATING REVENUES								
Health Premiums								
Employer Share	1,718,666	1,637,577	1,682,056	1,759,964	1,658,407	(101,557)	-5.77%	
Employee Share	182,763	156,892	127,185	173,698	111,595	(62,103)	-35.75%	
Retirees	124,913	112,545	94,117	100,183	75,779	(24,404)	-24.36%	
Stop Loss Reimbursements	-	93,278	-	25,000	25,000	-	0.00%	
Insurance Refunds/Discounts/Rebates	61,861	62,679	39,722	25,000	30,000	5,000	20.00%	
Vision Premiums	4,716	5,813	8,482	5,800	8,500	2,700	46.55%	
Total Operating Revenues	2,092,919	2,068,784	1,951,562	2,089,645	1,909,281	(180,364)	-8.63%	
OPERATING EXPENSES								
Medical Claims	1,322,383	1,257,063	1,137,189	1,325,000	1,125,000	(200,000)	-15.09%	
Prescription Claims	294,706	236,711	304,494	325,000	305,000	(20,000)	-6.15%	
Administrative	402,028	371,978	406,461	390,000	425,000	35,000	8.97%	
Wellness	1,096	16,395	30,290	30,000	32,500	2,500	8.33%	
Vision Claims	4,716	5,710	8,549	5,800	8,500	2,700	46.55%	
Total Operating Expenses	2,024,929	1,887,857	1,886,983	2,075,800	1,896,000	(179,800)	-8.66%	
Operating Income (Loss)	67,990	180,927	64,579	13,845	13,281			
Net Position - January 1	487,046	555,036	735,963	666,956	800,542			
Net Position - December 31	\$ 555,036	\$ 735,963	\$ 800,542	\$ 680,801	\$ 813,823			

PPO HEALTH PLAN								
	2017	2018	2019	2019	2020	2020 vs 2019 Budget		
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change	
OPERATING REVENUES								
Health Premiums								
Employer Share	1,334,566	1,250,494	996,132	1,405,375	935,271	(470,104)	-33.45%	
Employee Share	182,763	156,892	127,185	173,698	111,595	(62,103)	-35.75%	
Retirees	107,507	96,198	85,626	85,626	68,501	(17,125)	-20.00%	
Stop Loss Reimbursements	_	93,278	53,858	25,000	15,000	(10,000)	-40.00%	
Insurance Refunds/Discounts/Rebates	60,104	49,923	35,406	25,000	25,000	-	0.00%	
Vision Premiums	4,716	5,813	8,482	5,800	8,500	2,700	46.55%	
Total Operating Revenues	1,689,656	1,652,598	1,306,689	1,720,499	1,163,867	(556,632)	-32.35%	
OPERATING EXPENSES								
Medical Claims	1,096,018	1,026,214	650,000	1,100,000	625,000	(475,000)	-43.18%	
Prescription Claims	294,002	213,602	282,262	300,000	275,000	(25,000)	-8.33%	
Administrative	310,372	269,746	226,423	280,000	235,000	(45,000)	-16.07%	
Wellness	1,046	11,783	10,135	25,000	12,500	(12,500)	-50.00%	
Vision Claims	4,716	5,710	8,549	5,800	8,500	2,700	46.55%	
Total Operating Expenses	1,706,154	1,527,055	1,177,369	1,710,800	1,156,000	(554,800)	-32.43%	
Operating Income (Loss)	(16,498)	125,543	129,320	9,699	7,867			
Net Position - January 1	244,148	227,650	353,193	228,268	482,513			
Net Position - December 31	\$ 227,650	\$ 353,193	\$ 482,513	\$ 237,967	\$ 490,380			

HSA HEALTH PLAN								
	2017	2018	2019	2019	2020	2020 vs 2019 Budget		
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change	
OPERATING REVENUES								
Health Premiums								
Employer Share	384,100	387,083	685,924	354,589	723,136	368,547	103.94%	
Retirees	17,406	16,347	8,491	14,557	7,278	(7,279)	-50.00%	
Stop Loss Reimbursements	-	-	100,000	-	10,000	10,000	N/A	
Insurance Refunds/Discounts/Rebates	1,757	12,756	4,316	-	5,000	5,000	N/A	
Total Operating Revenues	403,263	416,186	798,731	369,146	745,414	376,268	101.93%	
							_	
OPERATING EXPENSES								
Medical Claims	226,365	230,849	487,189	225,000	500,000	275,000	122.22%	
Prescription Claims	704	23,109	22,232	25,000	30,000	5,000	20.00%	
Administrative	91,656	102,232	180,038	110,000	190,000	80,000	72.73%	
Wellness	50	4,612	20,155	5,000	20,000	15,000	300.00%	
Total Operating Expenses	318,775	360,802	709,614	365,000	740,000	375,000	102.74%	
On anoting In accuse	04 400	EE 201	90 117	4 146	<i>5</i> 414			
Operating Income	84,488	55,384	89,117	4,146	5,414			
Net Position - January 1	242,898	327,386	382,770	438,688	471,887			
Not Docition Decombon 21	¢ 227 296	¢ 202 770	¢ 471 007	¢ 442 024	¢ 477.201			
Net Position - December 31	\$ 327,386	\$ 382,770	\$ 471,887	\$ 442,834	\$ 477,301			

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

#### 2020 VEHICLE REQUESTS:

Department: Public Safety Vehicle Name: Fire Truck

Cost: \$ 206,000 Type: Refurbishment

Existing Vehicle Age 23 Useful Life: 10

**Description:** Aerial Platform Fire Truck

**Justification:** Refurbishing existing aerial platform firetruck to extend service life 10 years.

Department: Public Works - Garbage

Vehicle Name: Garbage Truck

Cost: \$ 280,000 Type: Replacement

Existing Vehicle Age 6 Useful Life: 8

**Description:** Automated Curb-side Garbage Truck

**Justification:** Replacement of 2013 garbage truck. The Village conducts curb-side pick-up of garbage for its residents

on a weekly schedule. The truck is used for the daily garbage pick-up operations.

Department: Public Works - Streets

Vehicle Name: Dump Truck

Cost: \$ 220,000 Type: Replacement

Existing Vehicle Age 19 Useful Life: 13

**Description:** General all-purpose dual axle dump truck.

Justification: Replacement of 2001 dump truck. Truck is used year-round as a winter plow/salt truck, a

spring/summer construction/material hauling truck and a fall leaf collection truck.

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

Department: Public Works - Streets
Vehicle Name: Heavy Duty Pick-Up Truck

Cost: \$ 42,000 Type: Replacement

Existing Vehicle Age 23 Useful Life: 13

**Description:** Heavy suspension pick-up truck for use in towing concrete form trailer and barricade trailer.

Justification: Replacement of 1996 pick-up truck. The Public Works Department operates four heavy duty pick-up

trucks for use in the spring, summer and fall months in concrete construction and event traffic controls. In the winter months the truck can be outfitted with a plow for Village facility parking lot maintenance.

**Department:** Forestry

Vehicle Name: Pick Up Truck

Cost: \$ 30,000 Type: New Existing Vehicle Age 17 Useful Life: 10

**Description:** 3/4 ton Pickup to pull water-wagon. Also used as plow truck in winter.

Justification: Replacement of 2000 pick-up truck. Floorboards almost rotted out and mechanics recommend

replacement. Need heavy duty vehicle to pull watering trailer. Daily use in late spring, all summer (watering) and early fall (new tree planting). New vehicle requires a tow & plow package and will be

used by the park foreman. Current foreman truck will be new water truck.

Department: Park Maintenance
Vehicle Name: Plow for Pick Up

Cost: \$ 9,000 Type: New Existing Vehicle Age 17 Useful Life: 10

**Description:** V-Plow for use on Park foreman truck

**Justification:** Old truck will pull water wagon and current plow will stay with the old truck for winter use. New plow

to go with new truck. Old straight edge plow on "old" water truck will be sold with truck (WRS-100).

	2017	2018	2019	2019	2020	2020 vs 201	0
Account	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPERATING REVENUES							
Equipment Use Charge Miscellaneous	\$ 431,644	\$ 363,895	\$ 485,253	\$ 485,253	\$ 522,408	\$ 37,155	7.66% N/A
<b>Total Operating Revenues</b>	431,644	363,895	485,253	485,253	522,408	37,155	7.66%
OPERATING EXPENSES							
Depreciation	459,274	443,362	531,004	505,253	597,391	92,138	18.24%
Operating (Loss)	(27,630)	(79,467)	(45,751)	(20,000)	(74,983)	(54,983)	274.92%
Nonoperating Revenues Interest Income	_	21,003	_	_	_	_	N/A
Insurance Refunds	-	21,003	38,316	-	-	-	N/A
Gain on Sale of Capital Assets	684	31,103	112,918	20,000	30,000	10,000	50.00%
Total Nonoperating Revenues	684	52,106	151,234	20,000	30,000	10,000	50.00%
Income (Loss) before Transfers	(26,946)	(27,361)	105,483	-	(44,983)	(44,983)	N/A
Transfers In		54,041	-	-	-	-	N/A
Change in Net Position	(26,946)	26,680	105,483	-	(44,983)	(44,983)	N/A
Net Position - January 1	3,855,280	3,828,334	3,855,014	3,778,979	3,960,497		
Net Position - December 31	\$ 3,828,334	\$ 3,855,014	\$ 3,960,497	\$ 3,778,979	\$ 3,915,514		
NET POSITION							
Net Investment in Capital Assets	2,286,211	2,617,127	2,787,791	2,767,695	3,243,844	476,149	17.20%
Unrestricted	1,542,123	1,237,887	1,172,706	1,011,284	671,670	(339,614)	-33.58%
<b>Total Net Position</b>	\$ 3,828,334	\$ 3,855,014	\$ 3,960,497	\$ 3,778,979	\$ 3,915,514		