

*Village of*  
***Ashwaubenon***



**2017 Budget**

# *Village of Ashwaubenon*



## **2017 Operating Budget**

### **Developed By:**

Michael Aubinger, Village President  
Allison Swanson, Village Manager  
Greg Wenholz, Village Finance Director

# Village of Ashwaubenon



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*Village of Ashwaubenon*  
**2017 Operating Budget**

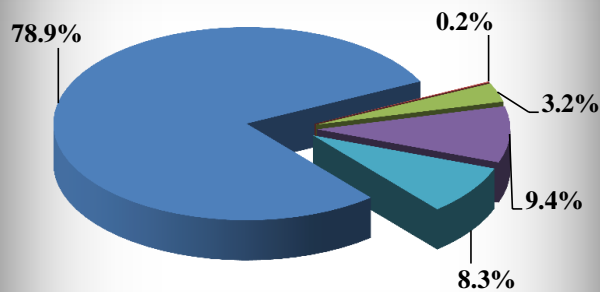
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**INTRODUCTORY  
SECTION**

# Summary of Municipal Tax Levy Distributions and Tax Rate

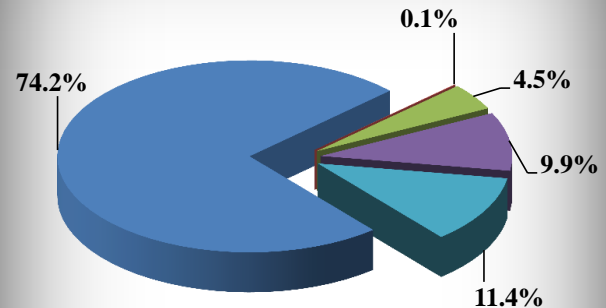
2016 Budget		2017 Budget		
	2015 Levy	2016 Levy	Increase (Decrease)	Percent Change
General Fund	\$ 8,902,748	\$ 9,457,521	\$ 554,773	6.23%
Special Revenue Funds	17,827	9,204	(8,623)	-48.37%
Capital Projects Funds	360,000	575,000	215,000	59.72%
Debt Service Fund	1,065,406	1,256,815	191,409	17.97%
Referendum Bonding	936,754	1,455,950	519,196	55.43%
<b>Total Municipality Levy</b>	<b>\$ 11,282,735</b>	<b>\$ 12,754,490</b>	<b>\$ 1,471,755</b>	<b>13.04%</b>
<b>Municipal Operations Tax Rate</b>	<b>\$ 4.98</b>	<b>\$ 5.42</b>	<b>\$ 0.44</b>	<b>8.84%</b>
<b>Referendum Related Tax Rate</b>	<b>\$ 0.45</b>	<b>\$ 0.70</b>	<b>\$ 0.25</b>	<b>NA</b>
<b>Total Municipal Tax Rate</b>	<b>\$ 5.43</b>	<b>\$ 6.12</b>	<b>\$ 0.69</b>	<b>12.71%</b>

**2015 Municipal Levy  
Distribution**



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

**2016 Municipal Levy  
Distribution**



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

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

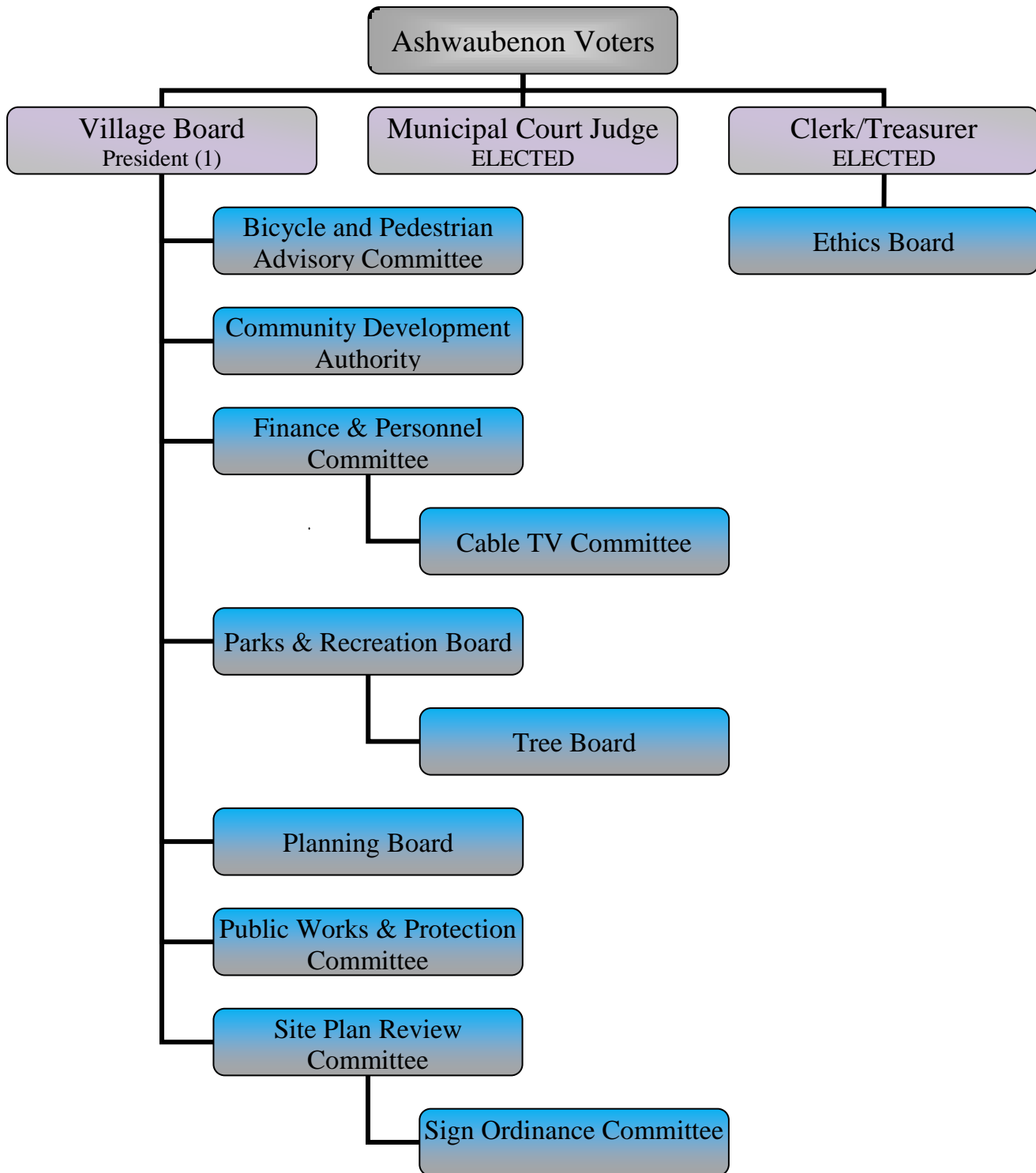
<b>Elected Position</b>	<b>Village Official</b>	<b>Length of Service</b>	<b>Expiration Date of Current Term</b>
President	Michael Aubinger	8 years	April 2019
Village Trustee – Wards 1 & 2	Mary Kardoskee	11 years	April 2017
Village Trustee – Wards 3 & 4	Gary Paul	5 years	April 2017
Village Trustee – Wards 5 & 6	Gary Simeons	2 years	April 2017
Village Trustee – Wards 7 & 8	Mark Williams	10 years	April 2018
Village Trustee – Wards 9 & 10	Ken Bukowski	7 years	April 2018
Village Trustee – Wards 11 & 12	Mike Malcheski	4 years	April 2018
Village Clerk/Treasurer	Patrick Moynihan, Jr.	3 years	April 2019
Municipal Court Judge	Gary Wickert	27 years	April 2018

<b>Appointed Position</b>	<b>Village Associate</b>	<b>Employment in Position</b>	<b>Employment with Village</b>
Village Manager	Allison Swanson	6 years	6 years
Public Safety Director	Eric Dunning	10 years	22 years
Director of Public Works	Doug Martin	14 years	16 years
Finance Director	Greg Wenholtz	10 years	10 years
Parks, Recreation & Forestry Director	Rex Mehlberg	11 years	11 years
Building Inspector	Todd Gerbers	16 years	16 years
Street Superintendent	Lee Vanden Elzen	7 years	19 years

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

# Village of Ashwaubenon

## Standing and Advisory Committees

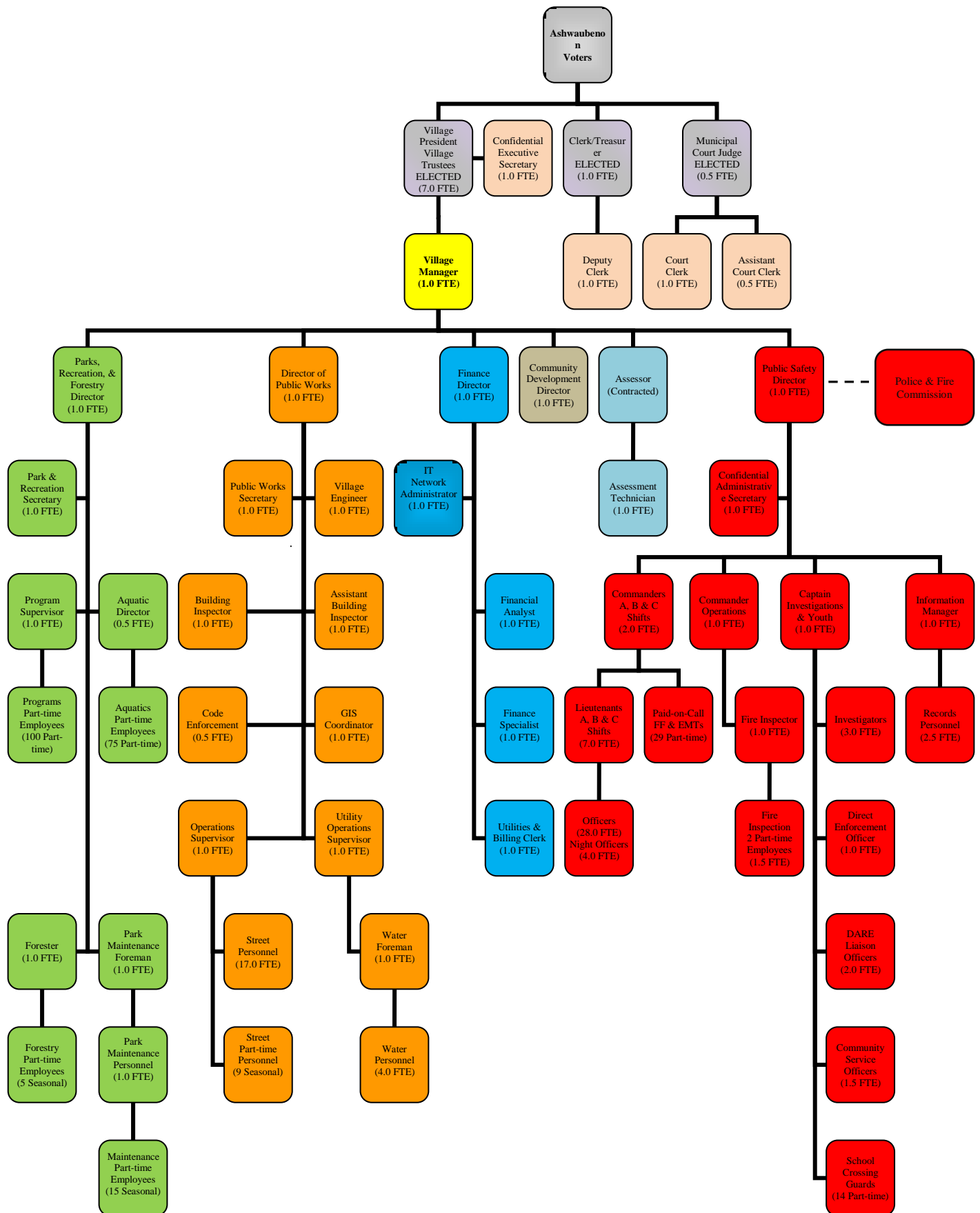


### Committees with Appointments by Village President:



# Village of Ashwaubenon

## Organizational Chart



# **Village of Ashwaubenon** **2017 Budget**

## **Committee Appointments - May-2016 through April-2017**

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

<b>BIKE &amp; PEDESTRIAN COMMITTEE – Fourth Monday of each Month; 3:30 PM</b>	
Natalie Bomstad	Live 54218
Rodney Brown	Citizen Member
Jeff Everetts	Ashwaubenon Public Safety
Kyle Gigot	Citizen Member
Randy Johnson	Citizen Member
Michael Malcheski	Village Trustee
Rex Mehlberg	Village Director of Parks & Recreation
Tom Selk	Citizen Member
Brad Taylor	Ashwaubenon School District
Leroy Vogt	Citizen Member
Derek Weyers	Wisconsin DOT

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

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

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

# Village of Ashwaubenon 2017 Budget

## Committee Appointments - May-2016 through April-2017

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

<b>ETHICS BOARD – Meets as Needed</b>	
Roger Bohn	Citizen Member
Marc Hammer	Citizen Member
Theresa Rosik	Citizen Member
Roy Siebert	Citizen Member
Dan Williams	Citizen Member
Charlotte Nelson	Citizen Member (Alternate)

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

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

<b>GREEN BAY UTILITY BOARD</b>	
Doug Martin	Director of Public Works

# Village of Ashwaubenon

## 2017 Budget

### Committee Appointments - May-2016 through April-2017

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

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

<b>POLICE &amp; FIRE COMMISSION – Meets as Needed</b>	
Tim McNulty, Chairman	Citizen Member
Charles Baierl	Citizen Member
Jim Christensen, Sr.	Citizen Member
Craig Kassner	Citizen Member
Randy Schultz	Citizen Member

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



# **Village of Ashwaubenon** **2017 Budget**

## **Committee Appointments - May-2016 through April-2017**

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

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

<b>STADIUM BOARD</b>	
Ken Golomski	Citizen Member

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

# **Village of Ashwaubenon**

## **2017 Budget**

### **Committee Appointments - May-2016 through April-2017**

#### **VILLAGE BOARD – Fourth Tuesday of the Month; 6:30 PM**

All Village Board Members

#### **ZONING BOARD OF APPEALS – Second Thursday of the Month; 7:00 PM**

Charles Baierl, Chairman	Citizen Member
Mark Castonia	Citizen Member
Harold Duquaine	Citizen Member
Karen Hansen	Citizen Member
Dennis Persick	Citizen Member
Jim Christensen, Jr.	Citizen Member (Alternate I)
Lee Mueller	Citizen Member (Alternate II)

*Village of Ashwaubenon*  
**2017 Operating Budget**

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**GENERAL  
FUND**

# Village of Ashwaubenon

# 2017 Budget

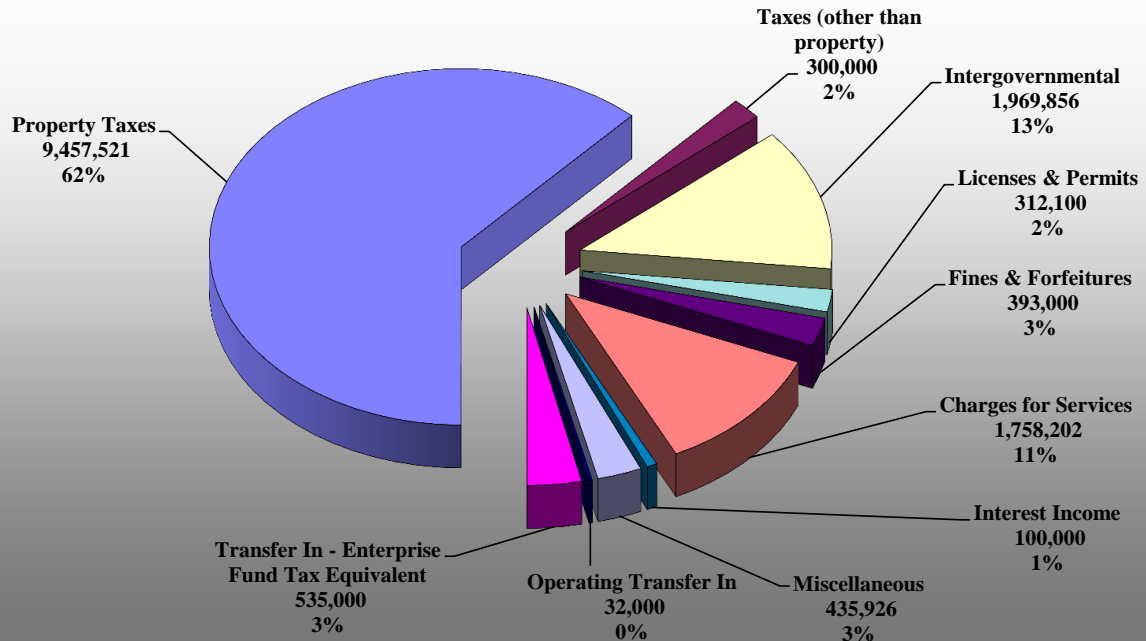
## General Fund Budget Summary

	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget
<b>REVENUES</b>					
Property Taxes	9,000,335	8,716,265	8,805,838	8,902,748	9,457,521
Taxes (other than property)	296,600	332,011	300,000	301,100	300,000
Intergovernmental	2,001,225	2,001,087	2,009,164	1,927,928	1,969,856
Special Assessment	-	-	2,204	-	-
Licenses & Permits	365,562	292,926	294,000	320,150	312,100
Fines & Forfeitures	408,905	355,230	383,000	378,000	393,000
Charges for Services	1,541,116	1,631,175	1,684,973	1,650,270	1,758,202
Interest Income	92,071	96,833	100,089	97,500	100,000
Miscellaneous	457,694	455,432	432,072	443,926	435,926
<b>TOTAL REVENUE</b>	<b>14,163,508</b>	<b>13,880,959</b>	<b>14,011,340</b>	<b>14,021,622</b>	<b>14,726,605</b>
<b>EXPENDITURES</b>					
General Government	2,202,470	2,122,047	2,289,169	2,340,844	2,364,737
Public Safety	7,737,305	7,481,547	7,520,015	7,578,291	7,916,828
Public Works	2,249,245	2,247,153	2,219,348	2,366,720	2,443,304
Sanitation	721,127	733,868	809,358	773,983	804,965
Parks, Recreation & Forestry	1,299,301	1,413,024	1,457,700	1,489,924	1,643,300
Health & Human Services	6,817	10,039	10,318	11,900	11,900
Conservation & Development	-	148,858	115,697	106,030	108,571
<b>TOTAL EXPENDITURES</b>	<b>14,216,265</b>	<b>14,156,536</b>	<b>14,421,605</b>	<b>14,667,692</b>	<b>15,293,605</b>
<b>REVENUES OVER EXPENDITURES</b>	<b>(52,757)</b>	<b>(275,577)</b>	<b>(410,265)</b>	<b>(646,070)</b>	<b>(567,000)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Sale of Capital Assets	-	-	-	-	-
Operating Transfer In	32,000	32,000	111,070	111,070	32,000
Operating Transfer Out	(380,279)	(148,684)	-	-	-
Transfer In - Enterprise Fund Tax Equivalent	508,360	508,065	508,067	535,000	535,000
Proceeds of General Obligations	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>160,081</b>	<b>391,381</b>	<b>619,137</b>	<b>646,070</b>	<b>567,000</b>
<b>NET CHANGE IN EQUITY</b>	<b>107,324</b>	<b>115,804</b>	<b>208,872</b>	<b>-</b>	<b>-</b>
<b>FUND BALANCE - BEGINNING OF YEAR</b>	<b>\$ 4,968,673</b>	<b>\$ 5,075,997</b>	<b>\$ 5,191,801</b>	<b>\$ 5,172,084</b>	<b>\$ 5,400,673</b>
<b>FUND BALANCE - END OF YEAR</b>	<b>\$ 5,075,997</b>	<b>\$ 5,191,801</b>	<b>\$ 5,400,673</b>	<b>\$ 5,172,084</b>	<b>\$ 5,400,673</b>

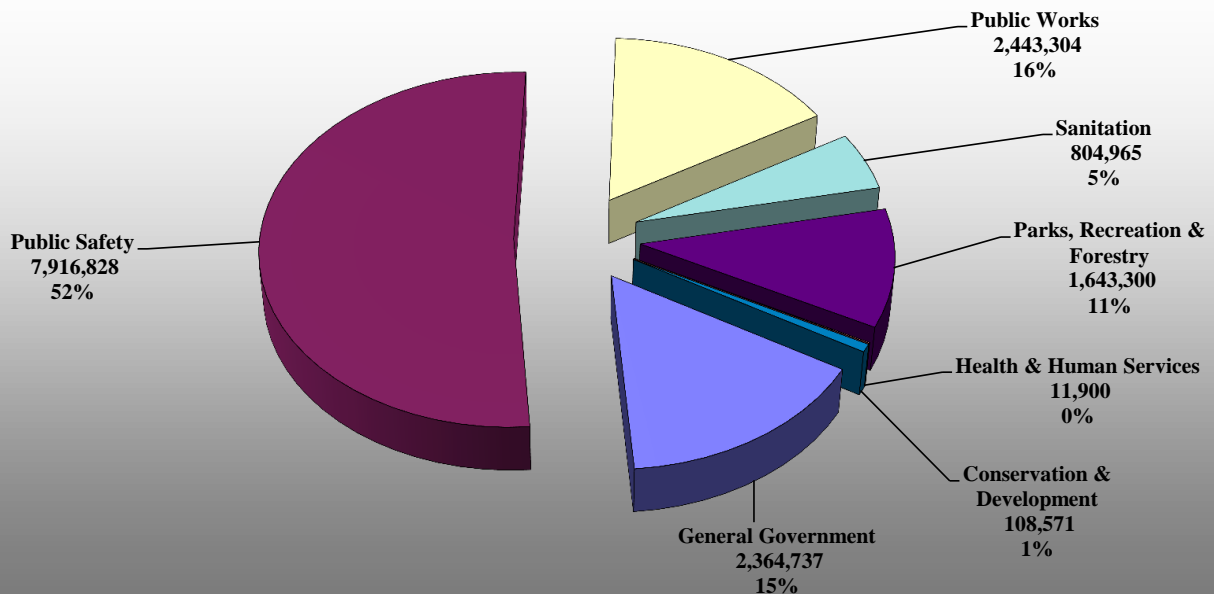
General Fund Budget

Revenue and Expenditure Distribution

**2017 Budget Revenue Distribution**



**2017 Budget Expenditure Distribution**



# Village of Ashwaubenon

# 2017 Budget

## General Fund Revenue Budget

	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
<b>TAXES</b>							
Property Taxes	9,000,335	8,716,265	8,805,838	8,902,748	9,457,521	554,773	6.23%
Room Tax	296,600	332,011	300,000	300,000	300,000	-	0.00%
Pay in Lieu of Tax-Airprt	-	-	-	1,100	-	(1,100)	-100.00%
<b>TOTAL TAXES</b>	<b>9,296,935</b>	<b>9,048,276</b>	<b>9,105,838</b>	<b>9,203,848</b>	<b>9,757,521</b>	<b>553,673</b>	<b>6.02%</b>
<b>INTERGOVERNMENTAL</b>							
<b>State Aids</b>							
Shared Taxes From State	333,903	353,669	410,354	343,338	400,835	57,497	16.75%
Exempt Computer Aids	362,090	349,580	317,750	350,000	315,000	(35,000)	-10.00%
Fire Insurance Tax	82,283	77,557	82,781	80,000	80,000	-	0.00%
Municipal Service	7,376	6,541	6,360	6,500	6,500	-	0.00%
Transportation Aid	893,305	869,082	865,809	865,809	885,240	19,431	2.24%
Recycling Grant	76,345	76,330	68,614	60,261	60,261	-	0.00%
DNR	-	-	25,000	-	-	-	N/A
Rescue	6,595	6,128	6,500	6,500	6,500	-	0.00%
Police Training	9,020	7,680	5,020	5,020	5,020	-	0.00%
DOJ Grant	19,609	30,075	10,476	-	-	-	N/A
<b>Local Aids</b>							
Fire Protection	-	-	-	-	-	-	N/A
School District	198,700	198,144	200,500	200,500	200,500	-	0.00%
Other	11,999	26,301	10,000	10,000	10,000	-	0.00%
<b>TOTAL INTERGOVERNMENTAL</b>	<b>2,001,225</b>	<b>2,001,087</b>	<b>2,009,164</b>	<b>1,927,928</b>	<b>1,969,856</b>	<b>41,928</b>	<b>2.17%</b>
<b>TOTAL SPECIAL ASSESSMENTS</b>	<b>-</b>	<b>-</b>	<b>2,204</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>
<b>LICENSES AND PERMITS</b>							
<b>Licenses</b>							
Liquor & Bev License	40,053	37,487	38,500	45,000	40,000	(5,000)	-11.11%
Operators License	13,205	13,345	13,500	13,500	13,500	-	0.00%
Cigarette License	1,800	1,700	1,800	1,800	1,800	-	0.00%
Bicycle License	-	-	-	100	100	-	0.00%
Dog License	1,329	1,368	1,500	1,500	1,500	-	0.00%
Cat License	155	110	150	200	200	-	0.00%
Peddlers License	2,760	6,200	15,900	15,900	15,900	-	0.00%
Weights & Measure License	27,718	26,420	28,000	28,000	28,000	-	0.00%
Other License	12,393	13,473	4,750	550	5,000	4,450	809.09%
<b>Total Licenses</b>	<b>99,413</b>	<b>100,103</b>	<b>104,100</b>	<b>106,550</b>	<b>106,000</b>	<b>(550)</b>	<b>-0.52%</b>
<b>Permits</b>							
Rezoning Hearing Permit	650	2,150	3,050	1,000	2,000	1,000	100.00%
Building Permit	113,390	84,537	85,000	90,000	90,000	-	0.00%
Electrical Permit	37,606	23,286	25,000	35,000	30,000	(5,000)	-14.29%
Plumbing Permit	49,788	26,286	25,000	35,000	30,000	(5,000)	-14.29%
Heating Permit	40,121	24,407	27,500	30,000	30,000	-	0.00%
Sewer Permit	4,690	7,129	4,100	4,100	4,100	-	0.00%
Right of Way Permit	5,950	7,650	5,700	4,500	6,000	1,500	33.33%
Curb Cut Permit	710	910	500	500	500	-	0.00%
Alarm Permit	12,270	10,511	11,500	11,500	11,500	-	0.00%
Other Permits	974	5,957	2,550	2,000	2,000	-	0.00%
<b>Total Permits</b>	<b>266,149</b>	<b>192,823</b>	<b>189,900</b>	<b>213,600</b>	<b>206,100</b>	<b>(7,500)</b>	<b>-3.51%</b>
<b>TOTAL LICENSE AND PERMITS</b>	<b>365,562</b>	<b>292,926</b>	<b>294,000</b>	<b>320,150</b>	<b>312,100</b>	<b>(8,050)</b>	<b>-2.51%</b>
<b>FINES AND FORFEITURES</b>							
Court Penalties & Costs	378,660	332,908	355,000	350,000	365,000	15,000	4.29%
Parking Violations	30,245	22,322	28,000	28,000	28,000	-	0.00%
<b>TOTAL FINES AND FORFEITURES</b>	<b>408,905</b>	<b>355,230</b>	<b>383,000</b>	<b>378,000</b>	<b>393,000</b>	<b>15,000</b>	<b>3.97%</b>

# Village of Ashwaubenon

# 2017 Budget

## General Fund Revenue Budget

	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
<b>PUBLIC CHARGES FOR SERVICES</b>							
Sale of Materials and Supplies	6,585	13,259	7,900	6,500	7,000	500	7.69%
CSM Fees/Site Plan Fees	3,254	2,610	4,800	3,500	3,500	-	0.00%
<b>Public Safety</b>							
Rescue Squad Services	363,698	395,187	410,000	390,000	400,000	10,000	2.56%
Fire Inspections	93,524	92,125	94,000	94,000	94,000	-	0.00%
Police, Fire and Rescue Services	171,194	185,423	197,000	197,000	197,000	-	0.00%
False Alarms	14,600	15,050	14,000	14,000	14,000	-	0.00%
Misc & Warrent Fees	1,133	1,402	2,000	2,000	1,500	(500)	-25.00%
Public Safety Accident Reports	2,174	25	2,000	4,000	1,500	(2,500)	-62.50%
<b>Parks, Recreation &amp; Forestry</b>							
Administration	42	223	250	4,500	300	(4,200)	-93.33%
High School Pool	47,301	43,132	45,000	45,000	95,182	50,182	111.52%
Ashwaubomay Lake	99,323	127,940	130,814	115,000	127,600	12,600	10.96%
Youth Recreation Programs	29,337	77,293	79,000	76,800	87,700	10,900	14.19%
Adult Recreation Programs	62,720	52,465	53,500	66,930	74,880	7,950	11.88%
Co-Sponsored Programs	29,972	32,781	32,290	32,290	32,290	-	0.00%
Facility Rentals	23,796	15,468	40,000	30,000	53,000	23,000	76.67%
Tree Planting Program	2,151	7,800	5,682	3,000	3,000	-	0.00%
<b>Public Works</b>							
Weed Control	4,960	6,934	5,000	6,000	6,000	-	0.00%
Snow Removal	1,562	781	1,750	1,750	1,750	-	0.00%
Rubbish Collection/Garbage Cans	5,446	10,737	7,000	7,000	7,000	-	0.00%
Recycling	25,598	5,025	1,647	-	-	-	N/A
Other Charges	1,891	6,437	1,340	1,000	1,000	-	0.00%
Labor and Service Reimbursements	550,855	539,078	550,000	550,000	550,000	-	0.00%
<b>TOTAL PUBLIC CHARGES FOR SERVICES</b>	<b>1,541,116</b>	<b>1,631,175</b>	<b>1,684,973</b>	<b>1,650,270</b>	<b>1,758,202</b>	<b>107,932</b>	<b>6.54%</b>
<b>INTEREST INCOME</b>							
Interest on Investments	86,835	91,192	95,000	85,000	95,000	10,000	11.76%
Interest On Delinquent Taxes	3,301	3,020	3,089	2,500	3,000	500	20.00%
Interest On Special Assessment	1,935	2,621	2,000	10,000	2,000	(8,000)	-80.00%
<b>TOTAL INTEREST INCOME</b>	<b>92,071</b>	<b>96,833</b>	<b>100,089</b>	<b>97,500</b>	<b>100,000</b>	<b>2,500</b>	<b>2.56%</b>
<b>MISCELLANEOUS</b>							
Cable Tv Franchise Fee	237,240	240,565	236,146	248,000	240,000	(8,000)	-3.23%
Rent	79,731	82,090	84,606	84,606	84,606	-	0.00%
Donations	51,723	51,720	55,000	55,000	55,000	-	0.00%
Miscellaneous	89,000	81,057	56,320	56,320	56,320	-	0.00%
<b>TOTAL MISCELLANEOUS</b>	<b>457,694</b>	<b>455,432</b>	<b>432,072</b>	<b>443,926</b>	<b>435,926</b>	<b>(8,000)</b>	<b>-1.80%</b>
<b>TOTAL REVENUES</b>	<b>\$ 14,163,508</b>	<b>\$ 13,880,959</b>	<b>\$ 14,011,340</b>	<b>\$ 14,021,622</b>	<b>\$ 14,726,605</b>	<b>\$ 704,983</b>	<b>5.03%</b>
<b>OTHER FINANCING SOURCES</b>							
Sale of Other Capital Assets	-	-	-	-	-	-	N/A
Operating Transfer In	32,000	32,000	111,070	111,070	32,000	(79,070)	-71.19%
Transfer In - Enterprise Fund Tax Equivalent	508,360	508,065	508,067	535,000	535,000	-	0.00%
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>540,360</b>	<b>540,065</b>	<b>619,137</b>	<b>646,070</b>	<b>567,000</b>	<b>(79,070)</b>	<b>-12.24%</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>\$ 14,703,868</b>	<b>\$ 14,421,024</b>	<b>\$ 14,630,477</b>	<b>\$ 14,667,692</b>	<b>\$ 15,293,605</b>	<b>\$ 625,913</b>	<b>4.27%</b>

# Village of Ashwaubenon

# 2017 Budget

## General Fund Expenditure Budget

	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
<b>EXPENDITURES</b>							
<b>General Government</b>							
Village Board/Administration	\$ 403,319	\$ 296,948	\$ 297,695	\$ 298,305	\$ 305,276	\$ 6,971	2.34%
Municipal Court	171,224	166,892	164,841	169,513	171,773	2,260	1.33%
Village Clerk/Treasurer	218,713	194,802	214,493	216,056	217,751	1,695	0.78%
Village Assessor	125,462	126,760	131,547	131,545	137,444	5,899	4.48%
Finance	404,267	343,352	273,028	274,308	281,865	7,557	2.75%
Information Technology	-	-	170,548	170,548	172,339	1,791	1.05%
Building Inspection	198,210	207,803	199,672	202,970	217,109	14,139	6.97%
Legal Services	93,905	140,736	110,000	126,000	126,000	-	0.00%
Village Hall Maintenance	209,055	154,451	185,050	196,629	175,129	(21,500)	-10.93%
General Government	378,315	490,303	542,295	554,970	560,051	5,081	0.92%
Total General Government	2,202,470	2,122,047	2,289,169	2,340,844	2,364,737	23,893	1.02%
<b>Public Safety</b>							
Police/Fire/Rescue	7,635,611	7,383,311	7,419,303	7,473,785	7,808,659	334,874	4.48%
Fire Inspection	101,694	98,236	100,712	104,506	108,169	3,663	3.51%
Total Public Safety	7,737,305	7,481,547	7,520,015	7,578,291	7,916,828	338,537	4.47%
<b>Public Works</b>							
Engineering	122,864	130,736	137,851	144,379	148,629	4,250	2.94%
Street Administration	150,282	149,269	157,884	159,832	163,759	3,927	2.46%
Garage	439,001	463,311	419,323	480,079	470,640	(9,439)	-1.97%
Street Maintenance	521,462	559,773	528,360	488,388	591,107	102,719	21.03%
Curb & Gutter	16,631	24,388	24,700	22,700	22,600	(100)	-0.44%
Snow & Ice Control	149,167	90,581	177,278	171,000	172,200	1,200	0.70%
Traffic Control	111,077	110,438	106,100	117,609	117,009	(600)	-0.51%
Street Lighting	482,604	482,651	485,000	525,913	501,440	(24,473)	-4.65%
Sidewalk Maintenance	4,966	1,584	5,600	7,600	7,600	-	0.00%
School District Maintenance	7,069	229	4,200	4,200	4,500	300	7.14%
Labor for Others	10,637	5,740	10,000	10,000	8,800	(1,200)	-12.00%
Transit System	233,485	228,453	163,052	235,020	235,020	-	0.00%
Total Public Works	2,249,245	2,247,153	2,219,348	2,366,720	2,443,304	76,584	3.24%
<b>Sanitation</b>							
Garbage & Refuse Collection	283,660	309,789	342,925	326,654	317,600	(9,054)	-2.77%
Recycling	182,727	156,031	180,433	168,429	209,365	40,936	24.30%
Landfill	179,107	177,416	195,000	186,000	188,000	2,000	1.08%
Weed Control	13,844	17,318	19,600	20,500	16,100	(4,400)	-21.46%
Wood Chipping	61,789	73,314	71,400	72,400	73,900	1,500	2.07%
Total Sanitation	721,127	733,868	809,358	773,983	804,965	30,982	4.00%
<b>Parks, Recreation &amp; Forestry</b>							
Parks and Recreation Administration	299,125	316,256	351,975	351,553	370,889	19,336	5.50%
High School Pool	49,574	44,553	53,096	55,213	88,394	33,181	60.10%
Ashwaubomay Lake	108,333	122,704	136,767	124,694	137,367	12,673	10.16%
Adult Recreation	52,582	44,964	58,076	58,076	55,637	(2,439)	-4.20%
Co-Sponsored Recreation	68,330	67,147	68,614	65,855	65,855	-	0.00%
Youth Recreation	59,973	90,627	110,049	122,032	119,618	(2,414)	-1.98%
Park Maintenance	453,614	503,001	465,469	477,849	500,290	22,441	4.70%
Community Center	22,025	10,546	39,528	60,318	80,952	20,634	34.21%
Performing Arts Center	-	-	-	-	47,507	47,507	N/A
Forestry Administration	185,745	213,226	174,126	174,334	176,791	2,457	1.41%
Total Parks, Recreation & Forestry	1,299,301	1,413,024	1,457,700	1,489,924	1,643,300	153,376	10.29%
<b>Health &amp; Human Services</b>							
Animal Control	6,817	10,039	10,318	11,900	11,900	-	0.00%
<b>Conservation &amp; Development</b>							
Economic Development	-	148,858	115,697	106,030	108,571	2,541	2.40%
Total Conservation & Development	-	148,858	115,697	106,030	108,571		
<b>TOTAL EXPENDITURES</b>	14,216,265	14,156,536	14,421,605	14,667,692	15,293,605	625,913	4.27%
<b>OTHER FINANCING USES</b>							
Transfers Out	380,279	148,684	-	-	-	-	0.00%
<b>Total Expenditures &amp; Other Financing Uses</b>	\$ 14,596,544	\$ 14,305,220	\$ 14,421,605	\$ 14,667,692	\$ 15,293,605	\$ 625,913	4.27%



# Village of Ashwaubenon

# 2017 Budget

## General Fund Expenditure Budget

### By G/L Account

	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
Salary	\$ 4,443,834	\$ 4,491,157	\$ 1,905,997	\$ 1,905,997	\$ 2,177,039	\$ 271,042	14.22%
Hourly	1,816,005	1,796,444	4,637,404	4,648,413	4,781,406	132,993	2.86%
Fitness Pay	54,881	53,131	54,499	64,988	67,788	2,800	4.31%
FLSA	87,569	87,770	65,000	85,000	65,000	(20,000)	-23.53%
POC Pay	43,039	37,079	42,490	45,000	45,000	-	0.00%
Overtime	266,615	287,963	263,252	264,752	296,000	31,248	11.80%
Longevity	12,083	11,288	10,602	10,602	8,442	(2,160)	-20.37%
Comptime	252,704	279,472	225,000	225,000	225,000	-	0.00%
Pollworkers	13,071	3,941	25,000	25,000	12,500	(12,500)	-50.00%
Holiday Pay	273,946	283,282	240,083	225,083	233,847	8,764	3.89%
Workers Compensation	39,426	23,839	-	-	-	-	N/A
Total Salaries and Wages	7,303,174	7,355,366	7,469,327	7,499,835	7,912,022	412,187	5.50%
Medicare/FICA	512,807	512,963	571,416	572,254	594,351	22,097	3.86%
Health Insurance	1,421,554	1,445,083	1,549,330	1,549,330	1,742,187	192,857	12.45%
Dental Insurance	84,732	84,785	85,021	85,021	87,168	2,147	2.53%
Life Insurance	13,836	13,286	14,961	14,961	15,452	491	3.28%
Disability	-	-	13,558	13,558	13,876	318	2.35%
Retirement	813,918	712,262	578,736	578,736	648,674	69,938	12.08%
Public Safety Trust Fund	47,000	47,000	47,000	47,000	47,000	-	0.00%
Total Benefits	2,893,847	2,815,379	2,860,022	2,860,860	3,148,708	287,848	10.06%
Total Personnel Services	10,197,021	10,170,745	10,329,349	10,360,695	11,060,730	700,035	6.76%
Office Supplies	30,726	30,925	38,275	45,088	43,108	(1,980)	-4.39%
Operational Supplies	91,433	81,246	89,302	90,802	94,186	3,384	3.73%
Evidence Supplies	1,500	2,639	2,395	2,395	2,395	-	0.00%
Lifeguard Training Supplies	705	-	500	1,200	1,200	-	0.00%
Range Supplies	14,230	14,418	12,500	12,000	15,300	3,300	27.50%
Election Supplies	5,726	3,014	5,000	5,000	5,000	-	0.00%
Forms	5,530	3,927	5,150	5,650	5,650	-	0.00%
State Stamps	1,511	1,581	825	825	1,056	231	28.00%
Maintenance Supplies	170,526	173,723	205,578	199,200	201,200	2,000	1.00%
Concession Supplies	19,815	19,623	21,536	17,350	20,672	3,322	19.15%
Pool and Lake Supplies	9,181	10,057	10,781	10,700	11,800	1,100	10.28%
Janitorial Supplies	26,689	31,209	30,547	30,675	31,175	500	1.63%
Athletic Field Supplies	27,401	27,777	29,862	29,862	29,862	-	0.00%
Program Supplies	48,064	41,263	48,449	52,461	52,011	(450)	-0.86%
Code Books	5,508	102	200	3,950	3,950	-	0.00%
Total Supplies	458,545	441,502	500,900	507,158	518,565	11,407	2.25%
Gas & Oil	262,518	205,607	187,436	300,888	243,540	(57,348)	-19.06%
Landscaping Supplies	8,679	9,222	7,600	9,200	9,200	-	0.00%
Program/Trip Expense	2,589	2,161	3,200	3,200	3,200	-	0.00%
Repairs-Building/Equipment	75,869	94,402	83,800	83,800	89,800	6,000	7.16%
Voting Machine Maintenance	1,953	1,953	1,953	1,000	1,000	-	0.00%
Software Maintenance	38,718	53,152	82,130	82,299	81,259	(1,040)	-1.26%
Fire Alarm/Security Maint	1,073	3,991	2,186	2,250	2,250	-	0.00%
Record Checks	3,227	3,199	3,250	3,600	3,600	-	0.00%
Newspaper Publishing	8,642	12,469	8,931	8,800	8,800	-	0.00%
Licenses	275	-	944	600	1,875	1,275	212.50%
Postage	22,130	27,547	31,300	29,200	31,500	2,300	7.88%
Copy Machine	23,359	33,769	35,892	20,800	30,000	9,200	44.23%
Building Furnishings	1,812	1,538	2,500	2,500	2,500	-	0.00%
Credit Card Fees	19,633	19,057	21,000	19,000	21,000	2,000	10.53%
Uniforms	45,709	56,159	61,572	65,472	66,222	750	1.15%
Shoe Allowance	3,235	2,896	3,525	4,200	3,700	(500)	-11.90%
Tool Allowance	1,300	1,200	800	1,000	1,000	-	0.00%
Grant Expenses	12,868	13,851	-	-	-	-	N/A
Public Education	3,149	3,125	3,500	3,500	3,800	300	8.57%
Dare/Liaison Program	1,331	1,433	-	-	-	-	N/A
Motorcycle Patrol	200	-	-	-	-	-	N/A
ATV Patrol	275	555	850	1,150	1,150	-	0.00%
Citizen's Academy	97	936	-	-	-	-	N/A
Explorer Program	1,250	1,250	-	-	-	-	N/A
Total Operating	539,892	549,745	542,369	642,459	605,396	(37,063)	-5.77%

# Village of Ashwaubenon

# 2017 Budget

## General Fund Expenditure Budget

### By G/L Account

	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget	
						\$ Variance	% Variance
Training/Conference	48,904	51,003	55,960	63,450	72,965	9,515	15.00%
Dues & Subscriptions	19,076	19,074	18,980	22,090	21,780	(310)	-1.40%
Mileage Reimbursement	14,358	15,590	14,240	14,490	14,490	-	0.00%
Daat & Fitness	-	1,548	2,000	2,000	2,000	-	0.00%
Tuition Reimbursement	1,225	-	-	-	-	-	N/A
Total Travel/Training	83,563	87,215	91,180	102,030	111,235	9,205	9.02%
Contracted Services	499,866	566,215	460,533	559,207	451,677	(107,530)	-19.23%
Computer Consulting	97,109	43,544	53,000	55,000	49,400	(5,600)	-10.18%
Accounting & Auditing	18,600	14,500	17,650	18,900	18,900	-	0.00%
Rodent Control	1,013	1,013	1,068	900	900	-	0.00%
Mutual Aid	18,000	18,292	18,450	18,450	18,450	-	0.00%
Humane Society	5,666	7,704	7,500	7,500	7,500	-	0.00%
Cleaning Contract	34,518	31,628	35,000	40,800	40,800	-	0.00%
Weights & Measures	20,600	21,000	21,050	21,050	21,050	-	0.00%
Brown Co Mrf Charges	-	-	16,308	-	22,200	22,200	N/A
Brown County Landfill	179,107	183,272	195,000	186,000	188,000	2,000	1.08%
Jail Fees	31,160	45,300	37,000	38,400	38,400	-	0.00%
Printing	10,578	11,444	11,258	9,900	11,400	1,500	15.15%
Tree Planting - Village	5,298	10,636	11,000	11,000	11,000	-	0.00%
Engineering Services	2,002	43,553	14,048	8,000	8,000	-	0.00%
Economic Development	5,618	8,467	6,201	6,201	6,201	-	0.00%
Tree Planting - Residents	1,964	6,881	3,000	3,000	3,000	-	0.00%
Bank Fees	4,875	6,679	6,400	6,400	6,400	-	0.00%
Investment Fees	16,231	16,348	16,500	16,500	16,500	-	0.00%
Vehicle Repairs	166,140	214,387	251,255	186,580	208,945	22,365	11.99%
Equipment Use Charge	501,060	438,273	426,232	426,232	433,560	7,328	1.72%
Radio Maintenance	1,694	3,051	7,866	3,500	13,000	9,500	271.43%
Equipment Rental	6,656	8,298	7,680	7,680	8,300	620	8.07%
Total Purchased Services	1,627,754	1,700,483	1,623,999	1,631,200	1,583,583	(47,617)	-2.92%
Physical/Psych Exams	2,570	9,830	10,600	13,600	13,600	-	0.00%
Property & Liability Insurance	70,835	81,474	92,122	81,147	87,989	6,842	8.43%
Employee Assistance Program	3,364	3,718	3,432	3,432	3,432	-	0.00%
Unemployment	11,329	6,574	5,000	15,000	15,000	-	0.00%
Workers Comp Insurance	174,062	251,324	302,081	300,391	308,710	8,319	2.77%
Total Insurance	262,160	352,920	413,235	413,570	428,731	15,161	3.67%
Gas & Electric	677,564	653,072	671,064	731,736	728,736	(3,000)	-0.41%
Water/Sewer/Storm Water	59,094	66,140	60,700	67,673	67,073	(600)	-0.89%
Telephone/Pagers	43,999	57,347	32,111	28,500	32,000	3,500	12.28%
Cell Phone	39,324	50,908	44,603	40,560	41,362	802	1.98%
Teletype	4,188	4,104	4,146	4,440	4,440	-	0.00%
Television Expenses	-	-	975	-	-	-	N/A
Total Utilities	824,169	831,572	813,599	872,909	873,611	702	0.08%
Wage Reserve	-	-	10,000	40,000	20,000	(20,000)	-50.00%
Total Reserves And Conting	-	-	10,000	40,000	20,000	(20,000)	-50.00%
Furniture & Fixtures > \$5000	-	-	-	-	-	-	N/A
Furniture & Fixtures < \$5000	944	-	-	-	-	-	N/A
Equipment > \$5000	166,725	6,371	9,000	9,000	-	(9,000)	-100.00%
Equipment < \$5000	55,226	8,053	87,974	88,671	91,754	3,083	3.48%
Infrastructure Stop Lights	-	7,931	-	-	-	-	N/A
Total Capital Outlay	222,895	22,355	96,974	97,671	91,754	(5,917)	-6.06%
Operating Transfer Out	380,279	148,684	-	-	-	-	N/A
Lease Expense	266	-	-	-	-	-	N/A
Other Operating - Taxes	-	-	-	-	-	-	N/A
Total Other Financing Uses	380,545	148,684	-	-	-	-	N/A
<b>Total Expenditures &amp; Other Financing Uses</b>	<b>\$ 14,596,544</b>	<b>\$ 14,305,220</b>	<b>\$ 14,421,605</b>	<b>\$ 14,667,692</b>	<b>\$ 15,293,605</b>	<b>\$ 625,913</b>	<b>4.27%</b>

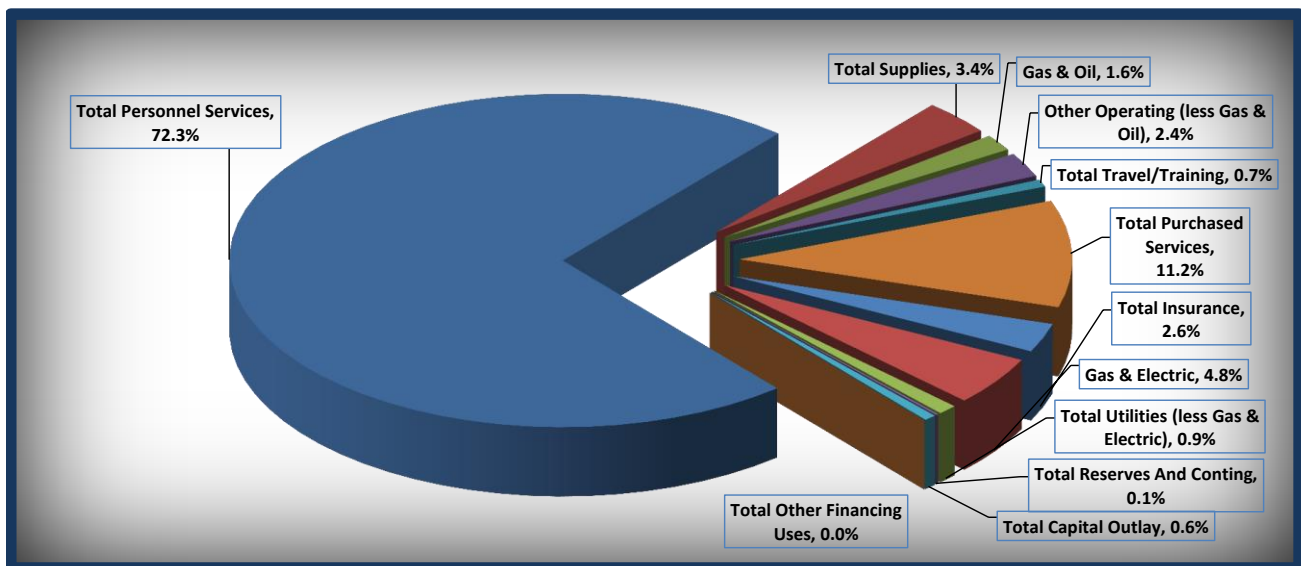
# General Fund Expenditure Budget

## G/L Account Summary

	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget
Total Salaries and Wages	\$ 7,303,174	\$ 7,355,366	\$ 7,469,327	\$ 7,499,835	\$ 7,912,022
Total Benefits	2,893,847	2,815,379	2,860,022	2,860,860	3,148,708
Total Personnel Services	\$ 10,197,021	\$ 10,170,745	\$ 10,329,349	\$ 10,360,695	\$ 11,060,730
Total Supplies	458,545	441,502	500,900	507,158	518,565
Gas & Oil	262,518	205,607	187,436	300,888	243,540
Other Operating (less Gas & Oil)	277,375	344,138	354,933	341,571	361,856
Total Travel/Training	83,563	87,215	91,180	102,030	111,235
Total Purchased Services	1,627,754	1,700,483	1,623,999	1,631,200	1,583,583
Total Insurance	262,160	352,920	413,235	413,570	428,731
Gas & Electric	677,564	653,072	671,064	731,736	728,736
Total Utilities (less Gas & Electric)	146,605	178,500	142,535	141,173	144,875
Total Reserves And Conting	-	-	10,000	40,000	20,000
Total Capital Outlay	222,895	22,355	96,974	97,671	91,754
Total Other Financing Uses	380,545	148,684	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 14,596,544</b>	<b>\$ 14,305,220</b>	<b>\$ 14,421,605</b>	<b>\$ 14,667,692</b>	<b>\$ 15,293,605</b>

## G/L Account Percent of Total Budget

	2013 Actual	2014 Actual	2015 Forecast	2015 Budget	2016 Budget
Total Salaries and Wages	50.0%	51.4%	51.8%	51.1%	51.7%
Total Benefits	19.8%	19.7%	19.8%	19.5%	20.6%
<b>Total Personnel Services</b>	<b>69.9%</b>	<b>71.1%</b>	<b>71.6%</b>	<b>70.6%</b>	<b>72.3%</b>
Total Supplies	3.1%	3.1%	3.5%	3.5%	3.4%
Gas & Oil	1.8%	1.4%	1.3%	2.1%	1.6%
Other Operating (less Gas & Oil)	1.9%	2.4%	2.5%	2.3%	2.4%
Total Travel/Training	0.6%	0.6%	0.6%	0.7%	0.7%
Total Purchased Services	11.2%	11.9%	11.3%	11.1%	10.4%
Total Insurance	1.8%	2.5%	2.9%	2.8%	2.8%
Gas & Electric	4.6%	4.6%	4.7%	5.0%	4.8%
Total Utilities (less Gas & Electric)	1.0%	1.2%	1.0%	1.0%	0.9%
Total Reserves And Conting	0.0%	0.0%	0.1%	0.3%	0.1%
Total Capital Outlay	1.5%	0.2%	0.7%	0.7%	0.6%
Total Other Financing Uses	2.6%	1.0%	0.0%	0.0%	0.0%
<b>TOTAL EXPENDITURES</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>



# Village of Ashwaubenon

# 2017 Budget

## 2017 Budget Modifications - Details

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

### REVENUES

#### Taxes

Property Taxes - Revised amount based on all changes made throughout entire budget. \$ (145,540)

#### Intergovernmental Revenue:

State Transportation Aid - Received revised estimates from state 19,431

**Fines and Forfeitures Revenue** - Increase court revenue from the new TiPSS Interface Software 10,000

#### Public Charges for Services

Police Service Charges - Increase back to 2016 budgeted level. 7,000

High School Pool - Increase for increased services in new pool. 3,870

Facility Rentals - Increase for anticipated rental revenues in new Community Center 5,000

(100,239)

### EXPENDITURES

#### All Departments with Payroll

Account 5220 - Updated with revised Health Insurance premiums 47,556

#### General Government

##### Department 5121 - Municipal Court

Account 6213 - Move TiPSS Interface Software to Fund 241 (Oneida Service Agreement) (3,662)

##### Department 5157 - Information Technology

Accounts 5100 & Benefits - Increase Network Administrator position \$3,000 (20% of cost allocated to Utility budgets) 2,811

Account 8100 - Move NEWEYE costs to Oneida Service Agreement dollars (Fund 241). (20,000)

Account 8101 - Reduce contracted hours with Harbor Technologies by 100 hours (20% of cost allocated to Utility budgets) (5,600)

Account 9121 - Move Conference Room Upgrades to Oneida Service Agreement dollars (Fund 241). (7,500)

##### Department 5100 - General Government

Account 8309 - Adjust Workers' Compensation Insurance Rates with updated information 47,554

Account 9120 - Move Copy Machine request to Oneida Service Agreement dollars (Fund 241). (25,000)

#### Total General Government

(11,397)

#### Public Safety

##### Department 5210 - Police/Fire/Rescue

Accounts 5100 & Benefits - Increase reorganization costs to actual levels. 25,350

Account 5220 & 5221 - Various changes to employee health and dental plans 9,286

Account 6101 - Add for PBT Supplies versus replacing units. 830

Account 6401 - Reduce Uniform Allowance back to 2016 level. (1,500)

Account 9120 - Move Rapid-Flash Pedestrian Crossing Beacon to Fund 241 (Oneida Service Agreement) (18,128)

Account 9120 - Cut second Stryker Power Cot (for ambulance) (15,921)

Account 9121 - Add fire hose replacement (was inadvertently left out of original budget submission) 3,000

Account 9121 - Cut body worn cameras (42,132)

Account 9121 - Cut all PBT replacements (move to a 7-year replacement cycle) (3,495)

Account 9121 - Cut vehicle radar request. (1,395)

Account 9121 - Reduce 1 of 3 requested in-car video cameras (move to a 6-year replacement cycle). (3,833)

Account 8202 - Add 2017 depreciation for power cot add to ambulance 3,911

Account 9120 - Move ambulance power cot to fixed asset and depreciate over 10 years. (42,869)

#### Total Public Safety

(86,896)

#### Public Works

##### Department 5410 - Garage

Account 6401 - Add mechanic's glasses to uniform allowance 500

Account 9121 - Move Gas Pump hardware upgrade to Oneida Service Agreement dollars (Fund 241). (5,000)

#### Total Public Works

(4,500)

**Village of Ashwaubenon****2017 Budget****2017 Budget Modifications - Details**

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

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**Parks, Recreation & Forestry**Department 5521 - Parks and Recreation Administration

Accounts 5100 & Benefits - Increase Aquatic Supervisor position \$3,000 3,514

Accounts 5100 & Benefits - Increase Program Supervisor position \$2,000 2,341

Department 5530 - Youth Recreation

Accounts 5110 & 5210 - Reduce Day Camp expenses to actual trends (5,415)

Department 5541 - Park Maintenance

Account 8100 - Add Smith Park Courts pressure washing from P&R Capital Projects Fund 1,500

Account 9121 - Move \$1,900 Bobcat Landplane Attachment to Oneida Service Agreement (Fund 241). (1,900)

Department 5561 - Performing Arts Center

Personnel Accounts - Add PAC Manager 47,200

Department 5610 - Forestry

Account 8100 - Cut Emerald Ash Borer Management request. (20,000)

Account 8100 - Cut additional contracted tree pruning request. (17,500)

**Total Parks, Recreation & Forestry**

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9,740**Total Expenditures**

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(45,497)**Net Impact to General Fund Budget**

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**\$ (54,742)**

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# Village of Ashwaubenon

# 2017 Budget

## 2017 General Fund Budget Modifications

	Original 2017 Budget	President / Village Manager Changes I Sep 19-23	Other President / Village Manager Changes	Nov 1st Village Board Changes	Revised 2017 Budget
<b>TAXES</b>					
Property Taxes	9,677,599	9,002	(154,542)	-	9,532,059
Room Tax	300,000	-	-	-	300,000
Pay in Lieu of Tax-Airprt	-	-	-	-	-
<b>TOTAL TAXES</b>	<b>9,977,599</b>	<b>9,002</b>	<b>(154,542)</b>	<b>-</b>	<b>9,832,059</b>
<b>INTERGOVERNMENTAL</b>					
<b>State Aids</b>					
Shared Taxes From State	400,835	-	-	-	400,835
Exempt Computer Aids	315,000	-	-	-	315,000
Fire Insurance Tax	80,000	-	-	-	80,000
Municipal Service	6,500	-	-	-	6,500
Transportation Aid	865,809	-	19,431	-	885,240
Recycling Grant	60,261	-	-	-	60,261
Rescue	6,500	-	-	-	6,500
Police Training	5,020	-	-	-	5,020
<b>Local Aids</b>					
School District	200,500	-	-	-	200,500
Other	10,000	-	-	-	10,000
<b>TOTAL INTERGOVERNMENTAL</b>	<b>1,950,425</b>	<b>-</b>	<b>19,431</b>	<b>-</b>	<b>1,969,856</b>
<b>LICENSES AND PERMITS</b>					
<b>Licenses</b>					
Liquor & Bev License	40,000	-	-	-	40,000
Operators License	13,500	-	-	-	13,500
Cigarette License	1,800	-	-	-	1,800
Bicycle License	100	-	-	-	100
Dog License	1,500	-	-	-	1,500
Cat License	200	-	-	-	200
Peddlers License	15,900	-	-	-	15,900
Weights & Measure License	28,000	-	-	-	28,000
Other License	5,000	-	-	-	5,000
<b>Total Licenses</b>	<b>106,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>106,000</b>
<b>Permits</b>					
Rezoning Hearing Permit	2,000	-	-	-	2,000
Building Permit	90,000	-	-	-	90,000
Electrical Permit	30,000	-	-	-	30,000
Plumbing Permit	30,000	-	-	-	30,000
Heating Permit	30,000	-	-	-	30,000
Sewer Permit	4,100	-	-	-	4,100
Right of Way Permit	6,000	-	-	-	6,000
Curb Cut Permit	500	-	-	-	500
Alarm Permit	11,500	-	-	-	11,500
Landscape Contractor Fee	2,000	-	-	-	2,000
<b>Total Permits</b>	<b>206,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>206,100</b>
<b>TOTAL LICENSE AND PERMITS</b>	<b>312,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>312,100</b>
<b>FINES AND FORFEITURES</b>					
Court Penalties & Costs	355,000	10,000	-	-	365,000
Parking Violations	28,000	-	-	-	28,000
<b>TOTAL FINES AND FORFEITURES</b>	<b>383,000</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>393,000</b>
<b>PUBLIC CHARGES FOR SERVICES</b>					
Sale of Materials and Supplies	7,000	-	-	-	7,000
CSM Fees/Site Plan Fees	3,500	-	-	-	3,500
<b>Public Safety</b>					
Rescue Squad Services	400,000	-	-	-	400,000
Fire Inspections	94,000	-	-	-	94,000
Police, Fire and Rescue Services	190,000	7,000	-	-	197,000
False Alarms	14,000	-	-	-	14,000
Misc & Warrent Fees	1,500	-	-	-	1,500
Public Safety Accident Reports	1,500	-	-	-	1,500

# Village of Ashwaubenon

# 2017 Budget

## 2017 General Fund Budget Modifications

	Original 2017 Budget	President / Village Manager Changes I Sep 19-23	Other President / Village Manager Changes	Nov 1st Village Board Changes	Revised 2017 Budget
<b>Parks, Recreation &amp; Forestry</b>					
Administration	300	-	-	-	300
High School Pool	91,312	3,870	-	-	95,182
Ashwaubomay Lake	127,600	-	-	-	127,600
Youth Recreation Programs	87,700	-	-	-	87,700
Adult Recreation Programs	74,880	-	-	-	74,880
Co-Sponsored Programs	32,290	-	-	-	32,290
Facility Rentals	48,000	5,000	-	-	53,000
Forestry	3,000	-	-	-	3,000
<b>Public Works</b>					
Weed Control	6,000	-	-	-	6,000
Snow Removal	1,750	-	-	-	1,750
Rubbish Collection/Garbage Cans	7,000	-	-	-	7,000
Other Charges	1,000	-	-	-	1,000
Labor and Service Reimbursements	550,000	-	-	-	550,000
<b>TOTAL PUBLIC CHARGES FOR SERVICES</b>	<u>1,742,332</u>	<u>15,870</u>	<u>-</u>	<u>-</u>	<u>1,758,202</u>
<b>INTEREST INCOME</b>					
Interest on Investments	95,000	-	-	-	95,000
Interest On Delinquent Taxes	3,000	-	-	-	3,000
Interest On Special Assessment	2,000	-	-	-	2,000
<b>TOTAL INTEREST INCOME</b>	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>100,000</u>
<b>MISCELLANEOUS</b>					
Cable Tv Franchise Fee	240,000	-	-	-	240,000
Rent	84,606	-	-	-	84,606
Donations	55,000	-	-	-	55,000
Miscellaneous	56,320	-	-	-	56,320
<b>TOTAL MISCELLANEOUS</b>	<u>435,926</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>435,926</u>
<b>TOTAL REVENUES</b>	<u>\$ 14,901,382</u>	<u>\$ 34,872</u>	<u>\$ (135,111)</u>	<u>\$ -</u>	<u>\$ 14,801,143</u>
<b>OTHER FINANCING SOURCES</b>					
Operating Transfer In	32,000	-	-	-	32,000
Transfer In - Enterprise Fund Tax Equivalent	535,000	-	-	-	535,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<u>567,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>567,000</u>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<u>\$ 15,468,382</u>	<u>\$ 34,872</u>	<u>\$ (135,111)</u>	<u>\$ -</u>	<u>\$ 15,368,143</u>

# Village of Ashwaubenon

# 2017 Budget

## 2017 General Fund Budget Modifications

	Original 2017 Budget	President / Village Manager Changes I Sep 19-23	Other President / Village Manager Changes	Nov 1st Village Board Changes	Revised 2017 Budget
<b>EXPENDITURES</b>					
<b>General Government</b>					
Village Board/Administration	304,310	-	1,341	-	305,651
Municipal Court	175,189	-	(3,416)	-	171,773
Village Clerk/Treasurer	217,356	-	670	-	218,026
Village Assessor	137,277	-	461	-	137,738
Finance	281,046	-	935	-	281,981
Information Technology	202,410	-	(29,920)	-	172,490
Building Inspection	215,170	-	991	-	216,161
Legal Services	126,000	-	-	-	126,000
Village Hall Maintenance	175,129	-	-	-	175,129
General Government	597,051	47,554	(25,000)	-	619,605
Total General Government	2,430,938	47,554	(53,938)	-	2,424,554
<b>Public Safety</b>					
Police/Fire/Rescue	7,886,681	(31,346)	(36,667)	-	7,818,668
Fire Inspection	107,806	-	615	-	108,421
Total Public Safety	7,994,487	(31,346)	(36,052)	-	7,927,089
<b>Public Works</b>					
Engineering	148,123	-	682	-	148,805
Street Administration	163,137	-	811	-	163,948
Garage	474,051	500	(3,155)	-	471,396
Street Maintenance	588,427	-	4,192	-	592,619
Curb & Gutter	22,600	-	-	-	22,600
Snow & Ice Control	172,200	-	-	-	172,200
Traffic Control	117,009	-	-	-	117,009
Street Lighting	501,440	-	-	-	501,440
Sidewalk Maintenance	7,600	-	-	-	7,600
School District Maintenance	4,500	-	-	-	4,500
Labor for Others	8,800	-	-	-	8,800
Transit System	235,020	-	-	-	235,020
Total Public Works	2,442,907	500	2,530	-	2,445,937
<b>Sanitation</b>					
Garbage & Refuse Collection	307,562	-	10,416	-	317,978
Recycling	208,912	-	768	-	209,680
Landfill	188,000	-	-	-	188,000
Weed Control	16,100	-	-	-	16,100
Wood Chipping	73,900	-	-	-	73,900
Total Sanitation	794,474	-	11,184	-	805,658
<b>Parks, Recreation &amp; Forestry</b>					
Parks and Recreation Administration	363,534	5,855	2,193	-	371,582
High School Pool	88,394	-	-	-	88,394
Ashwaubomay Lake	137,367	-	-	-	137,367
Adult Recreation	55,637	-	-	-	55,637
Co-Sponsored Recreation	65,855	-	-	-	65,855
Youth Recreation	125,032	(5,415)	1	-	119,618
Park Maintenance	500,055	1,500	(824)	-	500,731
Community Center	80,952	-	-	-	80,952
Performing Arts Center	-	47,200	307	-	47,507
Forestry Administration	213,914	(27,500)	(9,623)	-	176,791
Total Parks, Recreation & Forestry	1,630,740	21,640	(7,946)	-	1,644,434
<b>Health &amp; Human Services</b>					
Animal Control	11,900	-	-	-	11,900
<b>Conservation &amp; Development</b>					
Economic Development	108,194	-	377	-	108,571
Total Conservation & Development	108,194	-	377	-	108,571
<b>TOTAL EXPENDITURES</b>	15,413,640	38,348	(83,845)	-	15,368,143
<b>TOTAL EXPENDITURES AND OTHER FINANCING USES</b>	<b>\$ 15,413,640</b>	<b>\$ 38,348</b>	<b>\$ (83,845)</b>	<b>\$ -</b>	<b>\$ 15,368,143</b>
<b>NET CHANGE IN EQUITY</b>	54,742	(3,476)	(51,266)	-	-



**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Village President	1.00	1.00	30,000
Village Trustees	6.00	6.00	45,000
Village Manager	1.00	1.00	110,400
Confidential Executive Secretary	1.00	1.00	45,805
<b>Total FTE's and Salaries</b>	<b>9.00</b>	<b>9.00</b>	<b>\$ 231,205</b>

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

**2016 ACCOMPLISHMENTS:**

- Established an employee performance review process to be utilized for 2017 merit/cost of living increases.
- Significant time spent on economic development and health insurance administration.
- Construction of community center, auditorium and community pools completed in 2016, including community grand opening events for each facility.

**2017 OBJECTIVES:**

- Identify ways to control the Village's workers' compensation costs, including employee education on safety and improving body conditioning to avoid prevalent back and shoulder injuries.
- Request for proposals in 2016 for the health insurance broker services resulted in a change in broker services in 2017.
- Develop a 3-5 strategic plan for the Village's health plan, including increased employee education on health and wellness consumerism.

# Village of Ashwaubenon

# 2017 Budget

**Department: Village Board/Administration**

**Fund: 100**

**Dept #: 5111**

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	261,181	197,225	195,010	195,010	198,402	3,392	1.74%	
	Overtime/Comptime	1,456	975	1,275	1,275	1,275	-	0.00%	
	Longevity	509	581	510	510	510	-	0.00%	
	Total Salaries and Wages	263,145	198,781	196,795	196,795	200,187	3,392	1.72%	
5210	Medicare/Fica	18,448	13,902	15,057	15,057	15,316	259	1.72%	
5220	Health Insurance	58,978	44,976	45,900	45,900	48,814	2,914	6.35%	
5221	Dental Insurance	3,787	2,751	2,643	2,643	2,646	3	0.11%	
5222	Life Insurance	706	601	763	763	777	14	1.83%	
5230	Disability	-	-	323	323	323	-	0.00%	
5240	Retirement	15,685	11,008	10,464	10,464	11,012	548	5.24%	
	Total Benefits	97,604	73,238	75,150	75,150	78,888	3,738	4.97%	
	Total Personnel Services	360,750	272,019	271,945	271,945	279,075	7,130	2.62%	
6100	Office Supplies	3,830	4,908	3,600	3,600	3,600	-	0.00%	
7100	Training/Conference	8,126	3,834	4,800	4,800	4,800	-	0.00%	
7120	Dues & Subscriptions	8,167	8,173	8,000	8,000	8,000	-	0.00%	
7130	Mileage Reimbursement	5,449	5,188	4,800	4,800	4,800	-	0.00%	
	Total Travel/Training	21,742	17,194	17,600	17,600	17,600	-	0.00%	
8100	Contracted Services	8,154	1,138	3,100	3,600	3,600	-	0.00%	
8116	Economic Development	5,618	-	-	-	-	-	N/A	
	Total Purchased Services	13,773	1,138	3,100	3,600	3,600	-	0.00%	
8403	Cell Phone	2,281	1,688	1,450	1,560	1,401	(159)	-10.19%	
	Total Capital Outlay	944	-	-	-	-	-	N/A	
	<b>Total Expenditures</b>	<b>\$ 403,319</b>	<b>\$ 296,948</b>	<b>\$ 297,695</b>	<b>\$ 298,305</b>	<b>\$ 305,276</b>	<b>\$ 6,971</b>	<b>2.34%</b>	

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Village Judge	1.00	1.00	21,000
Court Clerk	1.00	1.00	47,237
Assistant Court Clerk	0.60	0.60	23,657
<b>Total FTE's and Salaries</b>	<b>2.60</b>	<b>2.60</b>	<b>\$ 91,894</b>

**2016 ACCOMPLISHMENTS:**

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

**2017 OBJECTIVES:**

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

# Village of Ashwaubenon

# 2017 Budget

**Department: Municipal Court**

**Fund: 100**

**Dept #: 5121**

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	82,363	87,681	91,504	91,504	93,962	2,458	2.69%	
	Overtime/Comptime	1,993	2,455	2,500	4,000	4,000	-	0.00%	
	Longevity	365	-	-	-	-	-	N/A	
	Total Salaries and Wages	97,792	90,126	94,004	95,504	97,962	2,458	2.57%	
5210	Medicare/Fica	6,936	6,558	7,306	7,306	7,495	189	2.59%	
5220	Health Insurance	17,821	9,520	9,623	9,623	8,903	(720)	-7.48%	
5221	Dental Insurance	1,008	362	346	346	343	(3)	-0.87%	
5222	Life Insurance	242	87	111	111	113	2	1.80%	
5230	Disability	-	-	120	120	123	3	2.50%	
5240	Retirement	5,062	3,422	3,495	3,495	3,686	191	5.46%	
	Total Benefits	31,068	19,949	21,001	21,001	20,663	(338)	-1.61%	
	Total Personnel Services	128,861	110,075	115,005	116,505	118,625	2,120	1.82%	
6100	Office Supplies	909	459	1,500	1,500	1,500	-	0.00%	
6109	Forms	1,747	1,193	1,500	1,500	1,500	-	0.00%	
6120	Code Books	-	102	200	200	200	-	0.00%	
	Total Supplies	2,656	1,754	3,200	3,200	3,200	-	0.00%	
6213	Software Maintenance	5,960	5,720	5,856	5,856	5,996	140	2.39%	
7100	Training/Conference	935	1,395	1,750	3,000	3,000	-	0.00%	
7120	Dues & Subscriptions	825	880	880	880	880	-	0.00%	
7130	Mileage Reimbursement	603	1,134	650	800	800	-	0.00%	
	Total Travel/Training	2,363	3,410	3,280	4,680	4,680	-	0.00%	
8100	Contracted Services	209	633	500	872	872	-	0.00%	
8112	Jail Fees	31,160	45,300	37,000	38,400	38,400	-	0.00%	
	Total Purchased Services	31,369	45,933	37,500	39,272	39,272	-	0.00%	
<b>Total Expenditures</b>		<b>\$ 171,224</b>	<b>\$ 166,892</b>	<b>\$ 164,841</b>	<b>\$ 169,513</b>	<b>\$ 171,773</b>	<b>\$ 2,260</b>	<b>1.33%</b>	

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

- Clerk Services
  - Elections and voter registration
  - Licensing, public record requests and publishing all legal notices.
  - Maintain Village municipal code of ordinances
- Treasurer Services
  - Brown County room tax collections and reporting.
  - Management of delinquent property tax collection.

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Village Clerk/Treasurer <sup>(1)</sup>	1.00	1.00	60,900
Deputy Clerk	1.00	1.00	42,608
Poll Workers <sup>(2)</sup>	Part-Time	Part-Time	25,000
<b>Total FTE's and Salaries</b>	<b>2.00</b>	<b>2.00</b>	<b>\$ 128,508</b>

**Notes:**

1. 20% of Clerk/Treasurer position is allocated to the Water, Sewer and Storm Water Utility Funds.
2. Poll Worker pay varies depending on number of elections.

**2016 ACCOMPLISHMENTS:**

- Successfully learned and utilized the new state WisVote Election computer system.
- Successfully transitioned (as approved by the state) polling locations from the old Community Center to a temporary location, then transitioning again to the new Community Center for the last two 2016 elections.
- Achieved perfect on-time and accurate Brown County hotel-motel room tax submissions for all Ashwaubenon lodging facilities.
- Realized a 50% increase in new election inspector participation.
- The Clerk-Treasurer and Deputy Clerk successfully completed job related training.

**2017 OBJECTIVES:**

- Assist IT with village ordinance codification project.
- Streamline present-day record management system and analyze the feasibility of a future centralized, automated system.
- Seek appropriate training opportunities for Clerk-Treasurer and Deputy Clerk.

# Village of Ashwaubenon

# 2017 Budget

Department: Village Clerk/Treasurer

Fund: 100

Dept #: 5141

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	108,566	100,341	96,079	96,079	103,664	7,585	7.89%	
	Poll Workers	13,071	3,951	25,000	25,000	12,500	(12,500)	-50.00%	
	Overtime/Comptime	3,175	601	700	700	1,000	300	42.86%	
	Longevity	219	-	-	-	-	-	N/A	
	Total Salaries and Wages	125,031	104,893	121,779	121,779	117,164	(4,615)	-3.79%	
5210	Medicare/Fica	7,558	6,977	7,404	7,404	8,008	604	8.16%	
5220	Health Insurance	24,152	20,682	22,776	22,776	27,255	4,479	19.67%	
5221	Dental Insurance	1,602	1,190	1,269	1,269	1,376	107	8.43%	
5222	Life Insurance	391	165	241	241	415	174	72.20%	
5230	Disability	-	-	244	244	262	18	7.38%	
5240	Retirement	7,171	6,645	6,387	6,387	7,095	708	11.09%	
	Total Benefits	40,873	35,659	38,321	38,321	44,411	6,090	15.89%	
	Total Personnel Services	165,904	140,552	160,100	160,100	161,575	1,475	0.92%	
6100	Office Supplies	1,045	4,007	2,250	1,380	1,500	120	8.70%	
6108	Election Supplies	5,726	3,014	5,000	5,000	5,000	-	0.00%	
6120	Code Books	5,446	-	-	3,000	3,000	-	0.00%	
	Total Supplies	12,216	7,021	7,250	9,380	9,500	120	1.28%	
6212	Voting Machine Maintenance	1,953	1,953	1,953	1,000	1,000	-	0.00%	
6213	Software Maintenance	449	2,491	6,200	5,636	5,636	-	0.00%	
6301	Record Checks	3,213	3,199	3,250	3,600	3,600	-	0.00%	
6302	Newspaper Publishing	7,314	10,672	7,800	7,800	7,800	-	0.00%	
6304	Postage	32	3,202	3,300	3,200	3,300	100	3.13%	
	Total Operating	12,961	21,517	22,503	21,236	21,336	100	0.47%	
7100	Training/Conference	1,544	1,992	1,800	2,000	2,000	-	0.00%	
7120	Dues & Subscriptions	405	425	550	550	550	-	0.00%	
7130	Mileage Reimbursement	1,153	808	440	440	440	-	0.00%	
	Total Travel/Training	3,102	3,226	2,790	2,990	2,990	-	0.00%	
8100	Contracted Services	3,645	1,338	500	1,000	1,000	-	0.00%	
8107	Weights & Measures	20,600	21,000	21,050	21,050	21,050	-	0.00%	
	Total Purchased Services	24,245	22,338	21,550	22,050	22,050	-	0.00%	
8403	Cell Phone	285	150	300	300	300	-	0.00%	
	<b>Total Expenditures</b>	<b>\$ 218,713</b>	<b>\$ 194,802</b>	<b>\$ 214,493</b>	<b>\$ 216,056</b>	<b>\$ 217,751</b>	<b>\$ 1,695</b>	<b>0.78%</b>	

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Assessor Technician	1.00	1.00	44,285

Note: Village Assessor is a contracted position.

**2016 ACCOMPLISHMENTS:**

- Board of Review was held on May 26, 2016.
- Mandated reports including; Exempt Computer Report, Municipal Assessment Report, Tax Incremental District Assessment Report and Assessor's Annual Report were submitted in a timely manner to the Department of Revenue.

**2017 OBJECTIVES:**

- Tentative date of 2017 Board of Review, May 25, 2017
- Continue to monitor market trends and their effect on the overall Village value and equalized ratio.
- Comply with the ever-changing Department of Revenue regulations.
- Work with Village staff on new and ongoing developments.
- Work with Developers, Village staff & Village Board regarding ongoing TID projections.
- Monitor ongoing Titledown District construction and impact to Village assessed value.

# Village of Ashwaubenon

# 2017 Budget

Department: Village Assessor

Fund: 100

Dept #: 5152

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	42,686	42,306	44,285	44,285	45,162	877	1.98%	
	Overtime/Comptime	1,113	1,275	300	300	1,000	700	233.33%	
	Longevity	339	387	360	360	360	-	0.00%	
	Total Salaries and Wages	44,138	43,967	44,945	44,945	46,522	1,577	3.51%	
5210	Medicare/Fica	3,039	3,016	3,438	3,438	3,559	121	3.52%	
5220	Health Insurance	13,928	14,019	14,731	14,731	16,736	2,005	13.61%	
5221	Dental Insurance	1,031	1,037	1,037	1,037	1,038	1	0.10%	
5222	Life Insurance	161	165	305	305	311	6	1.97%	
5230	Disability	-	-	113	113	115	2	1.77%	
5240	Retirement	3,108	2,987	2,966	2,966	3,163	197	6.64%	
	Total Benefits	21,267	21,224	22,590	22,590	24,922	2,332	10.32%	
	Total Personnel Services	65,405	65,191	67,535	67,535	71,444	3,909	5.79%	
6100	Office Supplies	1,074	902	1,000	1,700	1,500	(200)	-11.76%	
6213	Software Maintenance	2,457	3,640	4,821	4,200	5,000	800	19.05%	**
7100	Training/Conference	560	-	500	500	500	-	0.00%	
7120	Dues & Subscriptions	3,033	4,256	2,000	3,610	2,000	(1,610)	-44.60%	
	Total Travel/Training	3,593	4,256	2,500	4,110	2,500	(1,610)	-39.17%	
8100	Contracted Services	52,933	52,771	55,691	54,000	57,000	3,000	5.56%	**
	<b>Total Expenditures</b>	<b>\$ 125,462</b>	<b>\$ 126,760</b>	<b>\$ 131,547</b>	<b>\$ 131,545</b>	<b>\$ 137,444</b>	<b>\$ 5,899</b>	<b>4.48%</b>	

## Footnotes:

Acct - 6213: Increase due to moved an item from account 7120

Acct - 8100: Increases to Village Assessor contract and WI DOR Municipal Fee for Assessment of Manufacturing Property.



**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

- Cash management and investment of Village funds to maximize returns within adopted investment policies.
- Preparation of monthly and annual financial statements and coordination of the annual audit.
- Preparation of required State of Wisconsin financial reports and forms.
- Coordination of the annual Village budget for submission to the Finance & Personnel Committee and Village Board for final adoption.
- 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.
- Billing and collection for services provided; including fire protection fees, false alarms and other services.
- Provide training of Village personnel in the use of necessary software.

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Finance Director <sup>(1)</sup>	1.00	1.00	\$ 88,597
Finance Specialist <sup>(2)</sup>	1.00	1.00	50,505
Financial Analyst <sup>(3)</sup>	1.00	1.00	43,914
Billing Clerk <sup>(4)</sup>	0.05	0.05	2,130
<b>Total FTE's and Salaries</b>	<b>3.05</b>	<b>3.05</b>	<b>\$ 96,549</b>

**Notes:**

1. 25% of Finance Director is allocated to the Water, Sewer and Storm Water Utility Funds.
2. 45% of Finance Specialist is allocated to the Water, Sewer and Storm Water Utility Funds.
3. 45% of Finance Analyst is allocated to the Water, Sewer and Storm Water Utility Funds.
4. Billing Clerk is primarily a Utility role, with 5% allocated to the Finance Department.

**2016 ACCOMPLISHMENTS:**

- Enhanced new budgeting software and process.
- Assisted Village Clerk/Treasurer with treasurer duties; including performing monthly bank reconciliation, investments management, daily cash collection and reconciliation, dog and cat licensing, weights and measures and alarm permits.
- Received GFOA “Certificate of Achievement for Excellence in Financial Reporting” award for 30<sup>th</sup> consecutive year.
- Spent considerable time recording and reconciling all accounting for the new community facilities.
- Performed laundry rental (mats, towels and uniform) bid and contract negotiations.
- Refined and expanded inspection software.
- Designed and implemented new online benefit renewal process in ADP.

**2017 OBJECTIVES:**

- Define and expand new external reporting functionality.
- Refine existing internal reporting to provide more interactive reporting.
- Expand internal online reporting for all departments, including integration of Navision and ADP reporting to village intranet page.
- Enhance existing long-term capital planning process to include creation of new GFOA approved capital planning reporting.
- Create PAFR (Public Annual Financial Report) to accompany existing CAFR.
- Continue to cross train all department staff to be interchangeable in an effort to provide an autonomous level of customer service to both internal and external customers.
- Review use of GFOA Financial Management assessment model to determine feasibility.

# Village of Ashwaubenon

# 2017 Budget

Department: Finance

Fund: 100

Dept #: 5155

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	151,673	152,133	119,047	119,047	122,920	3,873	3.25%	
	Overtime/Comptime	46	41	-	-	-	-	N/A	
	Longevity	11	13	12	12	12	-	0.00%	
	Total Salaries and Wages	151,730	152,187	119,059	119,059	122,932	3,873	3.25%	
5210	Medicare/Fica	10,269	10,088	9,108	9,108	9,405	297	3.26%	
5220	Health Insurance	44,135	42,541	34,609	34,609	33,980	(629)	-1.82%	
5221	Dental Insurance	2,801	2,676	1,970	1,970	1,972	2	0.10%	
5222	Life Insurance	347	366	400	400	411	11	2.75%	
5230	Disability	-	-	290	290	295	5	1.72%	
5240	Retirement	10,489	10,259	7,857	7,857	8,360	503	6.40%	
	Total Benefits	68,041	65,930	54,234	54,234	54,423	189	0.35%	
	Total Personnel Services	219,771	218,117	173,293	173,293	177,355	4,062	2.34%	
6100	Office Supplies	4,473	4,090	4,000	4,000	4,000	-	0.00%	
6213	Software Maintenance	15,886	15,810	16,900	17,000	18,000	1,000	5.88%	**
7100	Training/Conference	3,009	2,946	3,500	3,750	3,750	-	0.00%	
7120	Dues & Subscriptions	695	460	695	695	695	-	0.00%	
7130	Mileage Reimbursement	225	583	650	750	750	-	0.00%	
7150	Tuition Reimbursement	1,225	-	-	-	-	-	N/A	
	Total Travel/Training	5,153	3,989	4,845	5,195	5,195	-	0.00%	
8100	Contracted Services	42,609	42,340	47,500	45,000	47,520	2,520	5.60%	**
8101	Computer Consulting	97,109	43,544	8,200	10,200	10,200	-	0.00%	
8102	Accounting & Auditing	18,600	14,500	17,650	18,900	18,900	-	0.00%	
	Total Purchased Services	158,318	100,384	73,350	74,100	76,620	2,520	3.40%	
8403	Cell Phone	666	963	640	720	695	(25)	-3.47%	
	<b>Total Expenditures</b>	<b>\$ 404,267</b>	<b>\$ 343,352</b>	<b>\$ 273,028</b>	<b>\$ 274,308</b>	<b>\$ 281,865</b>	<b>\$ 7,557</b>	<b>2.75%</b>	

## Footnotes:

Acct - 6213: Small annual cost increases.

Acct - 8100: Added HR and ACA functionality to ADP services.

**DEPARTMENT DESCRIPTION:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Network Administrator	1.00	1.00	\$ 55,300

20% of Network Administrator is allocated to the Water, Sewer and Storm Water Utility Funds.

**2016 ACCOMPLISHMENTS:**

- Replaced one physical host server.
- Upgraded wireless access points in Village Hall building.
- Replaced older pc and laptop hardware according to replacement schedule and department needs.
- Brought Fire Station 2, Community Center and Aquatic Center online via fiber connection.
- Assisted in design and implementation of Fiber connections to new Community Center and Fire Station 2.
- Deployed new Village website and Building Inspection Software (MuniCRM).
- Finalized Village cable channel integration into Brown County NEWEEYE.
- Deployed new VPN software for Village Hall Staff (NetMotion).
- Deployed new Municipal Code Software

**2017 OBJECTIVES:**

- Upgrade Village Garage wireless access points.
- Annual replacement of older pc and laptop hardware.
- Replace one aging switch.
- Replace both active directory servers with new hardware and software.
- Technology upgrades to Conference Room A.
- Video Surveillance and Door Access overall for Village Hall & Garage.
- Deploy new vehicle maintenance software.

# Village of Ashwaubenon

# 2017 Budget

**Department: Information Technology**

**Fund: 100**

**Dept #: 5157**

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Total Salaries and Wages	-	-	40,229	40,229	45,125	4,896	12.17%	
5210	Medicare/Fica	-	-	3,078	3,078	3,452	374	12.15%	
5220	Health Insurance	-	-	11,785	11,785	13,473	1,688	14.32%	
5221	Dental Insurance	-	-	829	829	830	1	0.12%	
5222	Life Insurance	-	-	47	47	53	6	12.77%	
5230	Disability	-	-	102	102	115	13	12.75%	
5240	Retirement	-	-	2,655	2,655	3,068	413	15.56%	
	Total Benefits	-	-	18,496	18,496	20,991	2,495	13.49%	
	Total Personnel Services	-	-	58,725	58,725	66,116	7,391	12.59%	
6100	Office Supplies	-	-	3,000	3,000	3,000	-	0.00%	
6213	Software Maintenance	-	-	13,770	13,770	16,540	2,770	20.12%	
8101	Computer Consulting	-	-	44,800	44,800	39,200	(5,600)	-12.50%	**
9120	Equipment > \$5000	-	-	9,000	9,000	-	(9,000)	-100.00%	
9121	Equipment < \$5000	-	-	41,253	41,253	47,483	6,230	15.10%	
	Total Capital Outlay	-	-	50,253	50,253	47,483	(2,770)	-5.51%	
	<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170,548</b>	<b>\$ 170,548</b>	<b>\$ 172,339</b>	<b>\$ 1,791</b>	<b>1.05%</b>	

## Footnotes:

Acct - 8101: Reduce Harbor Technologies Contract by 100 hours.

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

- Issue building permits and provide inspections.
- Property zoning (classification / 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:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Director of Inspection Services	1.00	1.00	70,332
Building Inspector <sup>(1)</sup>	1.00	1.00	53,061
Customer Service Rep/Secretary <sup>(2)</sup>	0.30	0.30	13,373
Code Enforcement Official	0.40	0.40	14,194
<b>Total FTE's and Salaries</b>	<b>2.70</b>	<b>2.70</b>	<b>\$ 150,960</b>

**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.

**2016 ACCOMPLISHMENTS:**

- Processed over 550 permits (excluding cross connect) and over 337 municipal code violations (as of 9/9/16).
- Worked closely with property owners, developers and other Village departments on numerous construction projects and developments (i.e. Titledown District).
- Continued assistance with Water Department on compliance of WDNR requirements for cross connection control by conducting initial and follow-up inspections in commercial, industrial, and residential structures.
- Worked with tenants and landlords on improving living conditions and property maintenance of existing rental and owner occupied dwelling units and commercial/industrial properties.

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**2017 OBJECTIVES:**

- Streamline efficiency of Code Enforcement by searching and filling electronic data on violations while in the vehicle on site.
- Continue working with landlords to address interior and exterior property maintenance concerns with increase of staff hours.
- Continue working closely with property owners, developers, and contractors on building projects codes, and future developments.

**2017 PERSONNEL REQUESTS:**

Code Enforcement Officer
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Amount: \$ 10,765

Accepted: ☒

Denied: ☐

New: ☒

Replacement: ☐

**Justification:**

Creation of a second Code Enforcement Officer (CEO) to work part-time on opposite days as the current CEO. This position will aid with timely responses to the many Municipal Code violation complaints, perform property maintenance inspections, follow-up with limited development inspections, and assist other Departments on limited project/issues.

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# Village of Ashwaubenon

# 2017 Budget

**Department: Building Inspection**

**Fund: 100**

**Dept #: 5241**

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	130,863	137,668	130,496	130,496	142,331	11,835	9.07%	
	Overtime/Comptime	60	121	180	180	75	(105)	-58.33%	
	Longevity	71	44	-	-	-	-	N/A	
	Total Salaries and Wages	130,994	137,833	130,676	130,676	142,406	11,730	8.98%	
5210	Medicare/Fica	8,482	9,069	9,997	9,997	10,893	896	8.96%	
5220	Health Insurance	36,078	36,859	37,305	37,305	36,056	(1,249)	-3.35%	
5221	Dental Insurance	2,083	2,103	1,970	1,970	1,972	2	0.10%	
5222	Life Insurance	152	159	231	231	234	3	1.30%	
5230	Disability	-	-	275	275	278	3	1.09%	
5240	Retirement	8,056	8,157	7,688	7,688	8,019	331	4.31%	
	Total Benefits	54,851	56,348	57,466	57,466	57,452	(14)	-0.02%	
	Total Personnel Services	185,845	194,181	188,142	188,142	199,858	11,716	6.23%	
6100	Office Supplies	826	1,506	500	1,500	1,500	-	0.00%	
6109	Forms	66	459	150	150	150	-	0.00%	
6111	State Stamps	1,511	1,581	825	825	1,056	231	28.00%	
6120	Code Books	62	-	-	750	750	-	0.00%	
	Total Supplies	2,465	3,546	1,475	3,225	3,456	231	7.16%	
6122	Gas & Oil	2,921	2,264	2,200	2,748	2,472	(276)	-10.04%	**
6213	Software Maintenance	300	300	300	300	300	-	0.00%	
6303	Licenses	-	-	-	600	1,875	1,275	212.50%	
	Total Operating	3,266	3,025	2,500	3,648	4,647	999	27.38%	
7100	Training/Conference	1,342	2,052	2,100	2,500	2,500	-	0.00%	
7120	Dues & Subscriptions	208	15	375	375	375	-	0.00%	
7130	Mileage Reimbursement	43	-	-	-	-	-	N/A	
	Total Travel/Training	1,592	2,067	2,475	2,875	2,875	-	0.00%	
8100	Contracted Services	-	-	-	-	1,200	1,200	N/A	**
8201	Vehicle Repairs	20	1,111	1,500	1,500	1,500	-	0.00%	
8202	Equipment Use Charge	1,888	1,700	1,660	1,660	1,660	-	0.00%	
	Total Purchased Services	1,908	2,812	3,160	3,160	4,360	1,200	37.97%	
8403	Cell Phone	2,267	2,172	1,920	1,920	1,913	(7)	-0.36%	
9121	Equipment < \$5000	867	-	-	-	-	-	N/A	
	<b>Total Expenditures</b>	<b>\$ 198,210</b>	<b>\$ 207,803</b>	<b>\$ 199,672</b>	<b>\$ 202,970</b>	<b>\$ 217,109</b>	<b>\$ 14,139</b>	<b>6.97%</b>	

## Footnotes:

Acct - 6122: Adjusted for trend.

Acct - 8100: License Plate Reader Services.



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**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

The Village of Ashwaubenon is proposing to hire an in-house attorney for the first time in 2017.

**2016 ACCOMPLISHMENTS:**

- Legal expenses are generally steady for the general fund budget. However, legal expenses trended higher with the Tax Incremental Districts due to several large projects including Titledown District, Manseau Flats, William Charles Court Redevelopment and a few smaller projects.

**2017 OBJECTIVES:**

- The current village attorney, Dennis Duffy, is planning retirement in 2017; therefore, it is recommended to hire an attorney in house resulting in significantly more hours and provide an overall legal services cost savings within the total budget (general fund and TID's). Recommend a February 1, 2017 start date for the new attorney. This provides overlap with Attorney Duffy helping ease the transition due to the complexity of the issues Attorney Duffy handles and the volume of institutional knowledge to share.

# Village of Ashwaubenon

# 2017 Budget

Department: Legal Services

Fund: 100

Dept #: 5161

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	-	-	-	-	87,627	87,627	N/A	
	Overtime/Comptime	-	-	-	-	-	-	N/A	
	Longevity	-	-	-	-	-	-	N/A	
	Total Salaries and Wages	-	-	-	-	87,627	87,627	N/A	
5210	Medicare/FICA	-	-	-	-	6,703	6,703	N/A	
5220	Health Insurance	-	-	-	-	15,706	15,706	N/A	
5221	Dental Insurance	-	-	-	-	726	726	N/A	
5222	Life Insurance	-	-	-	-	108	108	N/A	
5230	Disability	-	-	-	-	160	160	N/A	
5240	Retirement	-	-	-	-	4,855	4,855	N/A	
	Total Benefits	-	-	-	-	28,258	28,258	N/A	
	Total Personnel Services	-	-	-	-	115,885	115,885	N/A	
7100	Training/Conference	-	-	-	-	5,115	5,115	N/A	
7120	Dues & Subscriptions	-	-	-	-	1,000	1,000	N/A	
	Total Travel/Training	-	-	-	-	5,939	5,939	N/A	
8100	Contracted Services	93,905	140,736	110,000	126,000	4,000	(122,000)	-96.83%	
	<b>Total Expenditures</b>	<b>\$ 93,905</b>	<b>\$ 140,736</b>	<b>\$ 110,000</b>	<b>\$ 126,000</b>	<b>\$ 126,000</b>	<b>\$ -</b>	<b>0.00%</b>	

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**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Village Hall Maintenance needs are staffed primarily by Public Works employees who contribute portions of their time to projects. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2017 projects.

**2016 ACCOMPLISHMENTS:**

- Completed trending of Village Hall heating and cooling systems to maximize temperature and humidity control.
- Inspection completed on Village Hall boilers (3) indicating replacement for 2018 budget season.
- Follow-Up flooring analysis completed to determine future budget date for carpet replacement (2019 or later).

**2017 OBJECTIVES:**

- Replacement of safety-eyes on all Village Hall garage doors to bring into safety compliance.
- Review of office space that will be vacated by Park and Recreation Department to determine future repurposing of area. Before any repurposing of the area would be completed, a discussion, review and approval would be held with Village Board to appropriate the funds.

**BUDGET SUMMARY:**

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

# Village of Ashwaubenon

# 2017 Budget

Department: Village Hall Maintenance

Fund: 100

Dept #: 5171

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	37,567	5,565	33,000	33,000	20,000	(13,000)	-39.39%	
	Overtime/Comptime	5,938	-	-	-	-	-	N/A	
	Longevity	565	-	-	-	-	-	N/A	
	Total Salaries and Wages	44,070	5,565	33,000	33,000	20,000	(13,000)	-39.39%	
5210	Medicare/Fica	2,998	372	2,525	2,525	1,530	(995)	-39.41%	
5220	Health Insurance	12,771	2,207	8,714	8,714	5,085	(3,629)	-41.65%	
5221	Dental Insurance	709	123	621	621	369	(252)	-40.58%	
5222	Life Insurance	157	27	78	78	46	(32)	-41.03%	
5230	Disability	-	-	84	84	50	(34)	-40.48%	
5240	Retirement	3,090	484	2,178	2,178	1,320	(858)	-39.39%	
	Total Benefits	19,726	3,213	14,200	14,200	8,400	(5,800)	-40.85%	
	Total Personnel Services	63,796	8,778	47,200	47,200	28,400	(18,800)	-39.83%	
6100	Office Supplies	-	226	-	-	-	-	N/A	
6101	Operational Supplies	2,494	4,970	2,700	2,700	3,600	900	33.33%	**
6113	Maintenance Supplies	1,021	2,128	1,800	1,800	1,800	-	0.00%	
6116	Janitorial Supplies	7,443	8,406	8,400	8,400	8,400	-	0.00%	
	Total Supplies	10,958	15,729	12,900	12,900	13,800	900	6.98%	
6211	Repairs-Building/Equipment	17,007	26,857	19,200	19,200	19,200	-	0.00%	
6214	Fire Alarm/Security Maint	1,073	3,991	1,250	1,250	1,250	-	0.00%	
	Total Operating	18,080	30,847	20,450	20,450	20,450	-	0.00%	
8106	Cleaning Contract	34,518	31,628	35,000	40,800	40,800	-	0.00%	
8400	Gas & Electric	73,456	58,996	61,000	65,679	62,679	(3,000)	-4.57%	**
8401	Water/Sewer/Storm Water	8,248	8,471	8,500	9,600	9,000	(600)	-6.25%	**
	Total Utilities	81,703	67,468	69,500	75,279	71,679	(3,600)	-4.78%	
	<b>Total Expenditures</b>	<b>\$ 209,055</b>	<b>\$ 154,451</b>	<b>\$ 185,050</b>	<b>\$ 196,629</b>	<b>\$ 175,129</b>	<b>\$ (21,500)</b>	<b>-10.93%</b>	

## Footnotes:

Acct - 6101: Increase due to bulb and filter costs.

Acct - 8400: Reduced to match actual trends.

Acct - 8401: Reduced to match actual trends.

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

No staffing needs are required for the General Government budget.

**BUDGET SUMMARY:**

- The Village continues to see higher workers' compensation claims; therefore, 2016 workers' compensation insurance rates increased slightly as is the 2017 budget.
- Other cost increases exist in this budget due to higher trends and expanded services.

# Village of Ashwaubenon

# 2017 Budget

**Department: General Government**

**Fund: 100**

**Dept #: 5100**

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
6100	Office Supplies	6,184	2,953	6,500	6,500	6,500	-	0.00%	
6304	Postage	22,099	24,345	28,000	26,000	28,200	2,200	8.46%	
6305	Copy Machine	18,293	28,164	29,700	20,800	25,020	4,220	20.29%	**
6307	Credit Card Fees	19,633	19,057	21,000	19,000	21,000	2,000	10.53%	**
	Total Operating	60,025	71,566	78,700	65,800	74,220	8,420	12.80%	
8100	Contracted Services	4,559	-	-	-	-	-	N/A	
8118	Bank Fees	4,875	6,679	6,400	6,400	6,400	-	0.00%	
8119	Investment Fees	16,231	16,348	16,500	16,500	16,500	-	0.00%	
	Total Purchased Services	25,666	23,027	22,900	22,900	22,900	-	0.00%	
8305	Property & Liability Insurance	61,908	77,852	88,456	76,947	83,789	6,842	8.89%	**
8306	Employee Assistance Program	3,364	3,718	3,432	3,432	3,432	-	0.00%	
8307	Unemployment	11,329	6,574	5,000	15,000	15,000	-	0.00%	
8309	Workers Comp Insurance	174,062	251,324	302,081	300,391	308,710	8,319	2.77%	**
	Total Insurance	250,662	339,468	398,969	395,770	410,931	15,161	3.83%	
8402	Telephone/Pagers	35,753	53,290	25,226	24,000	25,500	1,500	6.25%	**
8403	Cell Phone	25	-	-	-	-	-	N/A	
	Total Utilities	35,778	53,290	25,226	24,000	25,500	1,500	6.25%	
8500	Wage Reserve	-	-	10,000	40,000	20,000	(20,000)	-50.00%	
9200	Operating Transfer Out	380,279	148,684	-	-	-	-	N/A	
	<b>Total Expenditures</b>	<b>\$ 758,594</b>	<b>\$ 638,987</b>	<b>\$ 542,295</b>	<b>\$ 554,970</b>	<b>\$ 560,051</b>	<b>\$ 5,081</b>	<b>0.92%</b>	

## Footnotes:

Acct - 6305: Move one copier to Park & Rec budget.

Acct - 6307: Increase in credit card transactions.

Acct - 8305: Adjusted to match trends and projected costs.

Acct - 8309: Projected increase due to prior years' claims.

Acct - 8402: Standard cost increases.

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Public Safety Director	1.00	1.00	100,026
Commanders	2.00	2.00	184,520
Captain of Investigations	1.00	1.00	84,315
Lieutenants	8.00	8.00	646,524
Officers	38.00	38.00	2,632,395
Community Service Officers	1.50	1.50	53,244
Support Services	3.80	3.80	184,715
Confidential	1.00	1.00	43,329
Crossing Guard	Part-time	Part-time	58,700
Fire/Rescue - Paid on Call	Part-time	Part-time	45,000
<b>Total FTE's and Salaries</b>	<b>56.30</b>	<b>56.30</b>	<b>\$ 4,032,768</b>

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

**2016 ACCOMPLISHMENTS:**

- In-service Pierce Quint Fire Truck
- New E311 Pierce Fire Truck placed in service
- 2016 Citizens Academy Class
- Traffic planning for HWY 41 construction
- Planning for the Titledown District
- ISO Audit, completed rating of “3”

**2017 OBJECTIVES:**

- Implementation of the new computer aided dispatch (CAD) to Public Safety operations.
- Plan and coordinate Public Safety expectations and needs in the new "Titletown" development area.
- Expand the Distracted Driving Program in the Village.
- Address nuisance properties.
- Public Safety Department management reorganization.
- Participate in the 2017 Airport Disaster Drill.
- Increase driver awareness of speed and traffic control signs in the Village.
- Work with the business community to help curb retail theft.

**2017 CAPITAL REQUESTS:****REPLACEMENTS:**

Taser CEW with Battery & Holsters (8 units)
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Amount: \$ 8,454

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

## Justification:

Last year the Taser purchase was postponed to save for a larger purchase this year. Currently the department is using the X-26 model. This model is now outdated and is no longer serviceable by Taser. Several of the current models in service are as old as 7 years. These devices are nearing the end of their reliable service life. Each new Taster (X-26P) is quoted at \$931.45, battery \$56.41 and model specific holster \$55.11. The department is requesting to purchase (8) new Taser models for the 2017 year.

In-Car Video Cameras DVM-800 (2 units)
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Amount: \$ 7,667

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

## Justification:

**Original request of \$11,500 to replace three units reduced to only two units by changing to a 6-year replacement cycle. Cut \$3,833.**

Cameras currently exist in all 12 of our front-line patrol vehicles. This continues the cycle of replacing cameras each year. The older cameras are breaking down and too costly to repair for the age of the technology. The current model (DVM 500+) is no longer available. The new wireless camera style is cheaper and automatically uploads without officer or supervisor assistance. The video from these cameras is extremely valuable. It aids in the prosecution of traffic offenses as well as criminal activities. The videos also mitigate complaints against officers.

The new camera comes with a 5-year warranty; however, the replacement cycle will follow a 6-year plan.

The amount includes instillation and trade-in of the older units (\$500.00 per unit). This would be the cycle of replacing 3 units each year with one year not replacing any units since the oldest unit would still have one year of warranty left before trading in.



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**Ballistic Vest Replacement**

Amount: \$ 7,650

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

## Justification:

Nine officers are due to have their ballistic vest replaced by the end of 2017. This account would provide the cost for 9 ballistic vests at a price of 850.00 each. The ballistic vest National Institute of Justice or NIJ certifications expire every five years. By the end of 2017 these vests will have passed the NIJ certification time period.

Public Safety will submit to the Ballistic Vest Partnership program for a grant in 2016 for a possible 50% reimbursement on these ballistic vests.

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**Turnout Gear**

Amount: \$ 7,300

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

## Justification:

The replacement of four sets of turnout gear is part of the annual capital planning replacement program.

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**Alco Sensor FST Units**

Amount: \$ 3,495

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

## Justification:

**Request denied. Units moved to a 7-year replacement cycle; therefore, no units replaced in the 2017 budget.**

We are on a 5-year replacement cycle and 8 units are due for replacement this year.

Four (4) Alco Sensor FST Units and two (2) Alco Sensor III PBT Units. Replacement also includes the dry gas cylinder used for calibration, 2000 Alco FST tubes and 1000 Alco III Tubes.

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**Fire Hose Replacement**

Amount: \$ 3,000

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

## Justification:

The fire hose replacement is part of the annual capital planning replacement program.

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Fire Pagers – Motorola Minitor VI

Amount: \$ 2,820

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

## Justification:

The replacement of six fire pagers is part of the annual capital planning replacement program. **This increase is for one-year only.** The increase from 3 to 6 units is due to the manufacturer phasing out support of the old model. Requesting 6 units will provide a head start in the phase out of the old model. This program will provide for pagers that become no longer serviceable through; normal wear and tear, significant damage/destroyed, and loss. The newer pagers also provide the department newer technology, so when major radio changes are implemented in the future, expenditures for large quantities of equipment will not be necessary.

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Firefighting Helmets/Shields/Gloves

Amount: \$ 2,480

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

## Justification:

The replacement of 7 helmets and shields and 4 pair of gloves is part of the capital planning replacement program.

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Kustom Raptor Radar

Amount: \$ 1,395

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

## Justification:

**Request denied.**

Currently the fleet is short one vehicle mounted radar unit. Two years ago a 2004 unit was placed out of service and not replaced. This device is necessary for identifying and enforcing traffic speed violations. The model requested is based off of the Wisconsin State bid through Kustom Signals.

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**NEW:**

Body Worn Cameras/Tasers/In-car Cameras
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Amount: \$ 210,658 over 5 years; \$42,132 Annually

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

Justification:

**Request of \$42,132 withdrawn by Public Safety Director.**

There have been numerous studies that have shown that body worn cameras (BWC) reduce complaints, lawsuits, and use of force incidents. Earlier this year the Public Safety Department tested two manufacturers' models of the body worn cameras. The camera systems selected for the pilot program were the Taser Axon with associated Evidence.com cloud storage and the Vie Vu LE4 with associated Microsoft Azure cloud storage. The two BWC systems are commonly worn by Law Enforcement agencies throughout the US. The selection of these two systems was based on a variety of criteria such as: price, storage abilities, ease of use, evidence management protocols, and durability. The focus of the pilot program was to compare the two systems for ease of use, reliability, and storage/evidence capabilities. The test and evaluation period was to determine the system that would best fit the operational needs of the Public Safety Department, the Village, and the community that it serves.

With the aging fleet out of date and unsupported Tasers, the Taser OSP will equip each member of the department with a body worn camera with a holster and unlimited video storage. In addition, the OSP 10 new squad cameras with unlimited storage and Wi-Fi capability.

The OSP is a considerable increase in fees, The Village will not be responsible for data storage as the plan includes unlimited Axon related video storage and 20 GB non-Axon storage, The Tasers will be replaced and supported and each officer will be assigned a new Taser to ensure officers will be properly equipped during large scale events. The replacement of the in-car cameras will also be accomplished and those cameras will be supported and warranted.

Annual costs of maintenance should be minimal. Taser has free replacement on docking stations and cameras every 2.5 years with Taser's 5 year contract.

Body worn cameras are essential in capturing video while officers out on patrol, especially in world that we now live in. In the past year Ashwaubenon Public Safety had an officer involved shooting where if body worn cameras were deployed to the officers. The officer involved shooting incident could have been investigated and cleared in a timelier manner with video evidence.

At this time Public Safety will not move forward in seeking funding for the body work camera technology. The one element the Public Safety and other departments have not resolved is the cost of redacting video for open records requests. Many departments that have gone to body worn camera systems have had to hire additional personnel in the records area to redact body work camera video. At this time there are no grants available to assist in off-set the cost of a body worn camera system. Public Safety will move forward and put a line item for the 2017 budget for the purchase of 8 Tasers. This will replace the Tasers that are no longer under warrantee and are not being supported by Taser Inc.

**2017 PERSONNEL REQUESTS:**

Public Safety Command Staff Reorganization
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Amount: \$ 130,185

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

In the 2017 Budget, the Ashwaubenon Public Safety Department is requesting for a reorganization of its command staff structure. The reorganization of the department's command staff would call for the creation of an additional supervisory position. The current organizational chart is attached (Exhibit A). The financial impact for the additional supervisor would have the budgetary impact of approximately \$86,835 - \$104,835 to include salary and benefits. The reason for the salary range depends on the replacement of the three current Shift Commander positions with Lieutenant, EMT or Lieutenant Paramedics.

The request for a Public Safety organizational change is not a new concept. Back in 2007 when the current Chief was newly appointed, he worked with retired Public Safety Command Staff members to solicit information on how to improve processes within the department. The consensus was that the three functions (Police, Fire, and EMS) of the Public Safety Department need to be administered on a daily basis, not on a three day rotation. The department reorganization was drafted for the 2008 budget but was turned down due to economic issues at both the State and Village level. The department reorganization was submitted and turned down in the 2016 budget process with concerns of staffing an additional person at the supervisory level and what to do with the Commander(s) that remain on shift as shift Commanders and not Operations Commanders.

The current department structure has the Chief and the Commander of Operations working Monday through Friday. The Public Safety Department has three shifts that work one day on (24 hrs.) and two days off (48 hrs.) (Exhibit B). The shifts are staffed with (1) Commander and (2) Lieutenants. Since January 1, 2015 the Public Safety Department did not promote a supervisor to the position of Shift Commander. The Chief made the decision at the start of the 2015 year to promote (3) Lieutenants to one shift. In June of 2016, a Shift Commander retired unexpectedly and it was decided to promote a Lieutenant to the vacant Shift Commander position. Assigning a Lieutenant to the Commander position allowed the opportunity for department reorganization without demoting existing supervisory staff.

It has become apparent that the Public Safety Department needs to identify administrators for the department's "Police Operations" and "Fire/EMS Operations". This would call for the creation of a job description for each of these positions. The current "Commander of Operations" would assume the role of one of the two Commander positions (Exhibit D). The second Operations Commander position would be filled by the one remaining current Shift Commander.

In the current command structure the shift Commanders are assigned to police and fire/EMS administrative duties such as training, purchasing, equipment maintenance, grant writing, committee meetings, employee evaluations, interviewing perspective employees, and maintaining department licensing and certifications. The shift Commander tries to accomplish these tasks and take calls all while working a 24-hour shift. During the 24-hour shift the supervisor is responsible for an 8-hour police supervisory road shift. The purpose of having two Operations Commanders is to allow more administrative functions and duties to be done on a consistent daily basis. Currently a Commander that is assigned to complete a task may only be able to give it attention once every three days while on shift or come in off-duty to deal with these issues. This is due to the three day work rotation that they work. Supervisors may only work one or two regular business day(s) which makes it difficult for the Commanders to communicate internally and externally with people working normal business hours (Exhibit B).

When you look at other comparable municipalities in the state such as the City of De Pere, Beaver Dam, Pewaukee, Germantown, Grafton, Brown Deer, and Middleton that provide full-time police and fire/EMS services to their communities, the command staff structure has a Chief and an Assistant Chief (second in charge) for the respective police and fire/EMS services. In the command structure that is being requested for the Village of Ashwaubenon, the Chief would be first level on the organizational chart with the next level being the Commander of Police Operations and the Commander of Fire/EMS Operations. The three shifts (A,B,C) would have three Lieutenants assigned to them to oversee the daily shift operations of police, fire, and EMS (Exhibit C).

The concept of having an administrative supervisor overseeing one division such as police or fire/EMS is also practiced by other Public Safety Departments like Highland Park, TX Public Safety, Rosemont IL, Public Safety, Sunnyvale, CA Public Safety, and Glencoe, IL Public Safety.

The organizational change in the Public Safety command structure has becoming critical in order to keep up with the demands of the Public Safety Department in overseeing police and fire/EMS services for the Village. Administration of Public Safety services needs to take place on a daily basis with consistency for the customers and employees that we serve.

The Chief of Public Safety is in need of assistance to have another person(s) to be on call to respond to fire calls inside and outside of the Village. Currently the Chief carries a pager and responds to alarms and working fires within the Village. Five years ago Ashwaubenon Public Safety along with all fire departments in Brown County formed the MABAS (Mutual Aid Box Alarm System) 112. MABAS is set up when the fire department's apparatus is dispatched the Chief Officer for the department is also dispatched. In 2015, the Ashwaubenon Public Safety Department along with De Pere FD, Lawrence FD, Hobart FD, and Ledgeview entered into an auto-aid fire response agreement. The purpose for auto-aid dispatch is to have 15 firefighters on scene in 10 minutes or less. The fire chiefs of the respective fire departments are also dispatched for auto-aid fire calls. In 2015 the Ashwaubenon Public Safety Department was dispatched to 18 auto-aid fire calls. In 2016 at the time that this report was put together, Public Safety has responded to 25 auto-aid fire calls.

Currently the shift Commanders are the vacation relief when a shift lieutenant is absent from shift due to vacation or training. The shift commander assumes responsibilities of the shift lieutenant when the lieutenant is off from work. The duties include, daily shift briefings, daily vehicle checks, review of police reports, review of EMS reports, and work an 8-hour police road shift. In a calendar work year a 24-hour shift supervisor will work 121 shifts. On average one of the shift lieutenants is off 25 percent of the time and the shift commander fills in for that lieutenant. On average in a given year, a supervisor (Commander or Lieutenant) is scheduled to be off from shift 33 percent of the 121 24-hour work shifts. Between the Commander's allotted time off and filling in and working the Lieutenant's police road shift, this limits the amount of time the Commander has to complete administrative tasks.

The current 24-hour Shift Commander rotation only allows for the Commander to work regular business days in a rotation of Mon, Thru, Tue, Fri, and Wed. The Shift Commander loses the ability to communicate with the business community because 34 of the 121 24-hour works shifts are scheduled on Saturday or Sunday (Exhibit B).

With the recent retirement of the Shift Commander that was in charge of fire operations, the duties and responsibilities of the fire operations were delegated to other supervisors including the Chief. It was discovered that the former Commander in charge of fire operations was doing a lot of administrative work on his own time and not reporting it on his time card. The Chief became aware of this quickly by the amount of time that he has spent working and dealing with Paid-on-call (POC) issues. This position includes the supervision of a 25 POC personnel, planning of 3 monthly training meetings per month, getting new and current POC members enrolled in training schools and scheduling repairs for the fire vehicles and equipment, the review of building plans for new buildings that are being built in the Village, and overseeing the operations of the Fire Inspection Office.

When Public Safety supervisors are on the road performing their police supervisory duties they are being called to back up for multiple officer calls for service or they are dispatched as the primary officer to handle the call. (Exhibit E) shows the number of police incidents that the supervisor was dispatched as the primary officer. While

the supervisors are in the station on fire/rescue duties they are being called upon to be part of the crew in responding to EMS calls (Exhibit F).

The Public Safety Department has the foundation set in place to implement the organizational restructure without demoting or holding back an existing supervisor. By adding an administrative position within the department, the responsibility and oversight of the Police/Fire/EMS operations would be handled on a daily basis. With having two Commanders of Operations in place, they can be cross-trained to do one another's rolls when one of the Commanders is not present.

Exhibit:

- (A) Current Organizational Chart
- (B) January Calendar
- (C) Reorganizational Chart
- (D) Responsibility Chart
- (E) Supervisor Assigned to Call
- (F) Supervisor on EMS Calls
- (G) Supervisor Contacts

**Village of Ashwaubenon**
**2017 Budget**
**Department: Police/Fire/Rescue**
**Fund: 100**
**Dept #: 5210**

Account & Project Code	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
5101	Wages	3,911,940	3,922,120	4,017,612	4,018,847	4,193,712	174,865	4.35%	
5102	Fitness Pay	54,881	53,131	54,499	64,988	67,788	2,800	4.31%	
5103	FLSA	87,569	87,770	65,000	85,000	65,000	(20,000)	-23.53%	
	Paid-on-Call Fire/Rescue	43,039	37,079	42,490	45,000	45,000	-	0.00%	
	Overtime								
5111 3311	County Court	7,899	4,645	5,000	5,000	5,000	-	0.00%	
5111 3312	Municipal Court	4,132	3,005	4,400	4,400	4,000	(400)	-9.09%	
5111 3313	Emergency Call-in	19,654	26,162	25,000	25,000	25,000	-	0.00%	
5111 3314	Regular	49,783	52,093	46,800	46,800	46,800	-	0.00%	
5111 3315	Meetings	16,925	17,368	15,000	15,000	18,000	3,000	20.00%	
5111 3316	Special Occurances	25,726	34,036	28,550	28,550	28,550	-	0.00%	
5111 3317	Packer Games	35,610	30,461	33,517	33,517	34,187	670	2.00%	
5111 3318	Arena Inspection	3,008	950	3,000	3,000	3,000	-	0.00%	
5111 3319	Court Officer	3,801	4,530	3,500	3,500	4,300	800	22.86%	
5111 3323	Liaison	-	5,992	-	-	-	-	N/A	
5111 3330	Drug Task Force	9,065	6,888	-	-	-	-	N/A	
5111 3351	Police Inservice	11,577	12,946	25,000	25,000	17,200	(7,800)	-31.20%	
5111 3352	Fire Inservice	5,448	10,302	4,000	4,000	7,500	3,500	87.50%	
5111 3353	Rescue Inservice	17,368	13,597	20,000	20,000	20,000	-	0.00%	
5111 3370	Honor Guard	662	739	-	-	-	-	N/A	
5111 3371	Public Fire Education	1,286	1,927	-	-	-	-	N/A	
5111 5500	BOTS Grant-Alcohol	21,598	18,179	-	-	-	-	N/A	
5111 5501	BOTS Grant-Speed	-	19,556	-	-	-	-	N/A	
5120	Longevity	5,906	5,954	6,000	6,000	5,640	(360)	-6.00%	
5130	Comp Time	195,157	225,809	225,000	225,000	225,000	-	0.00%	
5150	Holiday Pay	231,239	240,637	240,083	225,083	233,847	8,764	3.89%	
5185	Worker's Compensation	39,426	23,839	-	-	-	-	N/A	
	Total Salaries and Wages	4,802,699	4,859,715	4,864,451	4,883,685	5,049,524	165,839	3.40%	
5210	Medicare/FICA	340,419	340,351	373,607	373,607	376,333	2,726	0.73%	
5220	Health Insurance	835,855	856,077	917,813	917,813	1,026,698	108,885	11.86%	
5221	Dental Insurance	48,060	49,329	49,606	49,606	50,492	886	1.79%	
5222	Life Insurance	8,415	8,123	8,502	8,502	8,667	165	1.94%	
5230	Disability	-	-	8,580	8,580	8,597	17	0.20%	
5240	Retirement	667,660	572,522	441,630	441,630	493,877	52,247	11.83%	
5300	Public Safety Trust Fund	47,000	47,000	47,000	47,000	47,000	-	0.00%	
	Total Benefits	1,947,409	1,873,402	1,846,738	1,846,738	2,011,664	164,926	8.93%	
	Total Personnel Services	6,750,108	6,733,117	6,711,189	6,730,423	7,061,188	330,765	4.91%	
6100	Office Supplies	5,483	5,822	6,500	8,000	8,000	-	0.00%	
	Operational Supplies								
6101	General Office	5,472	2,072	4,992	4,992	4,992	-	0.00%	
6101 3301	Police	5,440	5,982	6,562	6,562	7,589	1,027	15.65% **	
6101 3302	Fire	16,818	15,954	15,868	15,868	17,325	1,457	9.18% **	
6101 3303	Rescue	31,552	25,524	25,000	25,000	25,000	-	0.00%	
6101 3304	Communications	115	-	1,500	1,500	1,500	-	0.00%	
6101 3305	Investigations	2,917	2,903	4,000	4,000	4,000	-	0.00%	
6101 3307	Police Blood Draws	306	881	1,000	1,000	1,000	-	0.00%	
6101 3309	Electronics	20,880	17,372	16,000	16,000	16,000	-	0.00%	
6101 3360	Crossing Guards	198	178	500	500	500	-	0.00%	
6101 5308	EMS Grant	278	-	6,980	6,980	6,980	-	0.00%	
6102	Evidence Supplies	1,500	2,639	2,395	2,395	2,395	-	0.00%	
6105	Range Supplies - General	14,230	12,277	12,500	12,000	15,300	3,300	27.50% **	
6105 3301	Range Supplies - Police	-	2,141	-	-	-	-	N/A	
6109	Forms	3,717	2,275	3,500	4,000	4,000	-	0.00%	
6116	Janitorial Supplies	7,673	8,671	7,300	7,300	7,800	500	6.85% **	
	Total Supplies	116,579	104,691	114,597	116,097	122,381	6,284	5.41%	

# Village of Ashwaubenon

# 2017 Budget

Department: Police/Fire/Rescue

Fund: 100

Dept #: 5210

Account & Project Code	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
6122	Gas & Oil	112,814	88,338	73,016	113,016	101,712	(11,304)	-10.00%	**
6211	Repairs - Building/Equipment	16,334	6,998	10,000	10,000	13,000	3,000	30.00%	**
6213	Software Maintenance	750	10,100	10,350	9,000	9,000	-	0.00%	
6302	Newspaper Publishing	77	-	-	-	-	-	N/A	
6305	Copy Machine	5,066	5,605	6,192	-	-	-	N/A	
6306	Building Furnishings	1,812	1,538	2,500	2,500	2,500	-	0.00%	
	Uniforms								
6401	General	43,448	53,122	56,500	60,500	60,500	-	0.00%	**
6401	3370 Honor Guard	594	1,185	1,805	1,805	1,805	-	0.00%	
	Grant Expenses								
6500	* Public Education	-	6,258	-	-	-	-	N/A	
6500	5308 EMS Grant	6,015	7,593	-	-	-	-	N/A	
6500	5309 EMT Basic Refresher	1,645	-	-	-	-	-	N/A	
6500	5500 BOTS Grant-Alcohol	5,208	-	-	-	-	-	N/A	
6502	Public Education	3,149	3,125	3,500	3,500	3,800	300	8.57%	**
6503	3301 DARE/Liaison Program - Police	1,331	1,433	-	-	-	-	N/A	
6504	Motorcycle Program	200	-	-	-	-	-	N/A	
6505	ATV Patrol	275	555	850	1,150	1,150	-	0.00%	
6506	Citizen's Academy	97	936	-	-	-	-	N/A	
6507	Explorer Program	1,250	1,250	-	-	-	-	N/A	
	Total Operating	200,065	188,036	164,713	201,471	193,467	(8,004)	-3.97%	
7100	Training/Conference	25,543	29,775	30,500	33,500	35,700	2,200	6.57%	**
7120	Dues & Subscriptions	2,809	2,752	2,900	4,200	4,200	-	0.00%	
7130	Mileage Reimbursement	101	69	-	-	-	-	N/A	
7140	DAAT & Fitness	-	1,548	2,000	2,000	2,000	-	0.00%	
	Total Travel/Training	28,453	34,144	35,400	39,700	41,900	2,200	5.54%	
8104	Mutual Aid	18,000	18,292	18,450	18,450	18,450	-	0.00%	
8201	Vehicle Repairs	77,256	71,960	85,500	85,500	88,065	2,565	3.00%	**
8202	Equipment Use Charge	196,340	176,567	186,586	186,586	178,222	(8,364)	-4.48%	
8203	Radio Maintenance	1,694	3,051	7,866	3,500	13,000	9,500	271.43%	**
	Total Purchased Services	293,290	269,870	298,402	294,036	297,737	3,701	1.26%	
8300	Physical/Psych Exams	1,907	9,195	10,600	13,600	13,600	-	0.00%	
8305	Property & Liability Insurance	5,000	-	-	-	-	-	N/A	
	Total Insurance	6,907	9,195	10,600	13,600	13,600	-	0.00%	
8401	Water/Sewer/Storm Water	-	-	-	-	-	-	N/A	
8402	Telephone/Pagers	8,246	3,982	6,885	4,500	6,500	2,000	44.44%	**
8403	Cell Phone	22,589	36,172	30,853	27,000	28,075	1,075	3.98%	
8404	Teletype	4,188	4,104	4,146	4,440	4,440	-	0.00%	
	Total Utilities	35,023	44,258	41,884	35,940	39,015	3,075	8.56%	
9120	Equipment > \$5,000	155,338	-	-	-	-	-	N/A	
9121	Equipment < \$5,000	49,847	-	42,518	42,518	39,371	(3,147)	-7.40%	
	Total Capital Outlay	205,185	-	42,518	42,518	39,371	(3,147)	-7.40%	
<b>Total Expenditures</b>		<b>\$ 7,635,610</b>	<b>\$ 7,383,311</b>	<b>\$ 7,419,303</b>	<b>\$ 7,473,785</b>	<b>\$ 7,808,659</b>	<b>\$ 334,874</b>	<b>4.48%</b>	

## Footnotes:

Acct - 6101: 3% increase  
 Acct - 6101: 3-5% increase  
 Acct - 6105: Increased ammunition costs  
 Acct - 6116: Increase due to cost of cleaning supplies, running over budget mid-year  
 Acct - 6122: Adjusted for trend.  
 Acct - 6211: Increase due to age of building/equip., entry and overhead door repairs & water fixture replacement  
 Acct - 6401: 2.5% increase  
 Acct - 6502: OWI goggle kit for school education  
 Acct - 7100: Increased fees at Tech College for annual re-certs  
 Acct - 8201: 3% increase  
 Acct - 8203: 00MHZ radios are 5yrs old, batteries going bad  
 Acct - 8402: Maintenance and replacement pagers  
 Acct - 8403: Increase to match actual trend.



**DEPARTMENT DESCRIPTION:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Fire Inspector	1.00	1.00	43,867
Part-Time Inspectors	0.58	0.58	15,000
<b>Total FTE's and Salaries</b>	<b>1.58</b>	<b>1.58</b>	<b>\$ 58,867</b>

Note: Part-time Inspectors are budgeted at 600 hours each; actuals vary as services are needed.

**2016 ACCOMPLISHMENTS:**

- 3,075 fire inspections completed
- 775 violations found
- 23 residential Knox Boxes issued

**2017 OBJECTIVES:**

- Work with Titledown District developers to ensure proper compliance.
- Maintain and update key holder lists for Village businesses.
- Enforce state and local fire codes.
- Work with the Building Inspections Department on nuisance properties.

# Village of Ashwaubenon

# 2017 Budget

Department: Fire Inspection

Fund: 100

Dept #: 5230

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	64,873	61,871	59,382	59,382	59,741	359	0.60%	
	Overtime/Comptime	192	485	1,000	1,000	1,000	-	0.00%	
	Longevity	-	-	-	-	-	-	N/A	
	Total Salaries and Wages	65,065	62,356	60,382	60,382	60,741	359	0.59%	
5210	Medicare/Fica	4,541	4,378	4,620	4,620	4,647	27	0.58%	
5220	Health Insurance	18,168	18,329	19,634	19,634	22,437	2,803	14.28%	
5221	Dental Insurance	1,038	1,038	1,037	1,037	1,038	1	0.10%	
5222	Life Insurance	-	-	164	164	165	1	0.61%	
5230	Disability	-	-	113	113	113	-	0.00%	
5240	Retirement	4,728	4,504	4,417	4,417	5,214	797	18.04%	
	Total Benefits	28,475	28,249	29,985	29,985	33,614	3,629	12.10%	
	Total Personnel Services	93,540	90,605	90,367	90,367	94,355	3,988	4.41%	
6100	Office Supplies	320	774	775	1,028	1,028	-	0.00%	
6122	Gas & Oil	2,458	2,061	2,000	2,544	2,292	(252)	-9.91%	**
6213	Software Maintenance	750	2,006	2,500	4,087	4,087	-	0.00%	
6401	Uniforms	469	-	1,200	1,400	1,400	-	0.00%	
	Total Operating	3,677	4,067	5,700	8,031	7,779	(252)	-3.14%	
7100	Training/Conference	285	1,017	650	1,300	1,300	-	0.00%	
7120	Dues & Subscriptions	1,576	-	1,500	1,500	1,500	-	0.00%	
7130	Mileage Reimbursement	-	148	-	-	-	-	N/A	
	Total Travel/Training	1,861	1,165	2,150	2,800	2,800	-	0.00%	
8201	Vehicle Repairs	671	911	1,000	1,500	1,500	-	0.00%	
8202	Equipment Use Charge	974	-	-	-	-	-	N/A	
	Total Purchased Services	1,645	911	1,000	1,500	1,500	-	0.00%	
8403	Cell Phone	652	713	720	780	707	(73)	-9.36%	
	<b>Total Expenditures</b>	<b>\$ 101,694</b>	<b>\$ 98,236</b>	<b>\$ 100,712</b>	<b>\$ 104,506</b>	<b>\$ 108,169</b>	<b>\$ 3,663</b>	<b>3.51%</b>	

## Footnotes:

Acct - 6122: Adjusted for trend.

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Village Engineer <sup>(1)</sup>	1.00	1.00	75,750
GIS Coordinator <sup>(2)</sup>	1.00	1.00	53,879
Customer Service Rep/Secretary <sup>(3)</sup>	0.25	0.25	11,144
Part-time <sup>(4)</sup>	0.30	0.30	2,160
<b>Total FTE's and Salaries</b>	<b>2.55</b>	<b>2.55</b>	<b>\$ 142,933</b>

**Notes:**

1. 75% of Engineer position is allocated to the Water, Sewer and Storm Water Utility Funds.
2. 30% of GIS Coordinator position is allocated to Water, Sewer and Storm Water Utility Funds.
3. Secretary position is allocated among multiple departments; 25% to Engineering.
4. Part-time position is allocated among multiple departments; 40% to Engineering.

**2016 ACCOMPLISHMENTS:**

- Coordinated all Village liaison engineering work between the Village of Ashwaubenon and the WDOT in regards to the USH 41 corridor construction.
- Completed the construction administration of the Pilgrim Way (Holmgren Way to STH 32) Reconstruction Project.
- Completed the construction administration of the Titledown Public Utility Construction Reconstruction Project.
- Completed the construction administration of the Packerland Drive (STH 172 to Fernando Drive) Rehabilitation Project .
- Coordinated the 2016 Mill/Pave Program.
- Continued cross-training the Engineering, Public Works and Utility department supervisors.

**2017 OBJECTIVES:**

- Complete coordination of the final USH 41 corridor construction activities within the Village of Ashwaubenon.
- Design administration of the Cormier Road Reconstruction Project (Oneida Street to STH 32).
- Final construction administration close-out of the Village Referendum Projects.
- Coordinate the 2017 Mill/Pave Program.
- Continue engineering assistance to all other Village departments.

**BUDGET SUMMARY:**

- The Village of Ashwaubenon Engineering Budget is projected to remain relatively constant for 2017. A slight increase in training expenses is being requested for the annual ESRI Conference for the GIS Specialist. Requested every other year, this would be the sole training for 2017.

# Village of Ashwaubenon

# 2017 Budget

Department: Engineering

Fund: 100

Dept #: 5405

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	67,619	68,626	69,827	69,827	71,490	1,663	2.38%	
	Overtime/Comptime	60	-	150	150	63	(87)	-58.00%	
	Longevity	71	44	-	-	-	-	N/A	
	Total Salaries and Wages	67,750	68,671	69,977	69,977	71,553	1,576	2.25%	
5210	Medicare/Fica	4,582	4,634	5,353	5,353	5,475	122	2.28%	
5220	Health Insurance	22,024	21,463	23,562	23,562	24,782	1,220	5.18%	
5221	Dental Insurance	1,043	987	985	985	985	-	0.00%	
5222	Life Insurance	96	99	105	105	140	35	33.33%	
5230	Disability	-	-	173	173	178	5	2.89%	
5240	Retirement	4,689	4,499	4,476	4,476	4,707	231	5.16%	
	Total Benefits	32,435	31,682	34,654	34,654	36,267	1,613	4.65%	
	Total Personnel Services	100,184	100,353	104,631	104,631	107,820	3,189	3.05%	
6100	Office Supplies	1,813	609	2,400	3,100	3,100	-	0.00%	
6122	Gas & Oil	3,381	2,628	2,500	3,168	2,856	(312)	-9.85%	**
6211	Repairs-Building/Equipment	-	-	1,500	1,500	1,500	-	0.00%	
6213	Software Maintenance	5,742	5,596	7,000	8,800	8,800	-	0.00%	
	Total Operating	9,122	8,224	11,000	13,468	13,156	(312)	-2.32%	
7100	Training/Conference	1,272	2,252	1,000	1,400	2,700	1,300	92.86%	**
7120	Dues & Subscriptions	164	250	300	500	500	-	0.00%	
7130	Mileage Reimbursement	-	139	-	-	-	-	N/A	
	Total Travel/Training	1,436	2,641	1,300	1,900	3,200	1,300	68.42%	
8100	Contracted Services	7,176	10,541	11,000	12,000	12,000	-	0.00%	
8115	Engineering Services	2,002	5,053	5,000	8,000	8,000	-	0.00%	
8201	Vehicle Repairs	74	2,371	1,600	500	500	-	0.00%	
	Total Purchased Services	9,252	17,965	17,600	20,500	20,500	-	0.00%	
8403	Cell Phone	1,056	870	920	780	853	73	9.36%	
	<b>Total Expenditures</b>	<b>\$ 122,864</b>	<b>\$ 130,736</b>	<b>\$ 137,851</b>	<b>\$ 144,379</b>	<b>\$ 148,629</b>	<b>\$ 4,250</b>	<b>2.94%</b>	

## Footnotes:

Acct - 6122: Adjusted for trend.

Acct - 7100: ESRI Conference Request for GIS Coordinator -- Requested every other year.

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Public Works Director <sup>(1)</sup>	1.00	1.00	90,396
Street Operations Supervisor <sup>(2)</sup>	1.00	1.00	72,835
Customer Service Rep/Secretary <sup>(3)</sup>	0.30	0.30	13,373
<b>Total FTE's and Salaries</b>	<b>2.30</b>	<b>2.30</b>	<b>\$ 176,604</b>

**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.

**2016 ACCOMPLISHMENTS:**

- Completed the Milling and Resurfacing operations on Village streets according to Village's 5-Year CIP
- Completed numerous concrete repair projects for the Parks and Recreation Department.
- Completed asphalt roadway repairs for the Water Utility after water main breaks.
- Completed demolition operations at Village purchased parcels – Marvelle Lane and William Charles Court.
- Worked with Public Safety and the Green Bay Packers to develop master game-day traffic control plans.
- Completed the expansion of the Village Compost Site to accommodate a year of yard and leaf disposal in order to minimize future disposal costs.
- Continued implementing safety updates for all employees to bring safety training knowledge up to required levels.

**2017 OBJECTIVES:**

- In addition to all of the services currently provided, the Public Works Department has the following objectives in 2017:
  - Investigation of the numerous salt-minimizing technologies and determining which technology will best suit the Village expectations and operations.
  - Continue completing storm sewer maintenance and rehabilitation projects in order to minimize flooding scenarios.
  - Demolition of the William Charles Court properties purchased in 2016.
  - Continue to work with other communities to work cooperatively in future bulk purchasing agreements and joint construction projects in order to maximize cost savings.
  - Continue the cross-training of department personnel in all relevant fields in order to provide cost effective project assistance.

**BUDGET SUMMARY:**

- The Street Administration budget will see minor modifications from 2016 reflected mainly in the area of personnel expense.

# Village of Ashwaubenon

# 2017 Budget

Department: Street Administration

Fund: 100

Dept #: 5421

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	100,211	100,603	103,870	103,870	106,242	2,372	2.28%	
	Overtime/Comptime	60	150	180	180	75	(105)	-58.33%	
	Longevity	72	45	-	-	-	-	N/A	
	Total Salaries and Wages	100,344	100,798	104,050	104,050	106,317	2,267	2.18%	
5210	Medicare/Fica	6,805	6,900	7,960	7,960	8,132	172	2.16%	
5220	Health Insurance	25,823	25,539	28,470	28,470	29,533	1,063	3.73%	
5221	Dental Insurance	1,514	1,475	1,504	1,504	1,504	-	0.00%	
5222	Life Insurance	260	258	288	288	472	184	63.89%	
5230	Disability	-	-	263	263	268	5	1.90%	
5240	Retirement	7,004	6,858	6,867	6,867	7,230	363	5.29%	
	Total Benefits	41,406	41,030	45,352	45,352	47,139	1,787	3.94%	
	Total Personnel Services	141,750	141,828	149,402	149,402	153,456	4,054	2.71%	
6100	Office Supplies	130	179	500	780	780	-	0.00%	
6213	Software Maintenance	497	525	550	550	550	-	0.00%	
6302	Newspaper Publishing	1,134	1,261	532	-	-	-	N/A	
	Total Operating	1,631	1,786	1,082	550	550	-	0.00%	
7100	Training/Conference	1,400	1,418	2,400	3,100	3,100	-	0.00%	
8100	Contracted Services	-	-	-	1,500	1,500	-	0.00%	
8403	Cell Phone	5,371	4,057	4,500	4,500	4,373	(127)	-2.82%	
	<b>Total Expenditures</b>	<b>\$ 150,282</b>	<b>\$ 149,269</b>	<b>\$ 157,884</b>	<b>\$ 159,832</b>	<b>\$ 163,759</b>	<b>\$ 3,927</b>	<b>2.46%</b>	



**DEPARTMENT:** Garage

**DEPARTMENT HEAD:** Director of Public Works

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**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Mechanic	2.00	2.00	111,030
Inventory Control Specialist	1.00	1.00	55,141
<b>Total FTE's and Salaries</b>	<b>3.00</b>	<b>3.00</b>	<b>\$ 166,171</b>

**BUDGET SUMMARY:**

- The Garage budget will see minor modifications from 2016 reflected mainly in the area of personnel expense.

# Village of Ashwaubenon

# 2017 Budget

Department: Garage

Fund: 100

Dept #: 5410

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	161,886	184,882	168,758	168,758	169,499	741	0.44%	
	Overtime/Comptime	5,898	12,568	500	500	9,195	8,695	1739.00%	
	Longevity	904	737	360	360	360	-	0.00%	
	Total Salaries and Wages	168,688	198,187	169,618	169,618	179,054	9,436	5.56%	
5210	Medicare/Fica	11,455	13,504	12,632	12,632	13,697	1,065	8.43%	
5220	Health Insurance	52,270	61,113	58,902	58,902	66,107	7,205	12.23%	
5221	Dental Insurance	3,079	3,549	3,111	3,111	3,025	(86)	-2.76%	
5222	Life Insurance	506	423	397	397	653	256	64.48%	
5230	Disability	-	-	415	415	419	4	0.96%	
5240	Retirement	11,691	13,136	10,898	10,898	12,185	1,287	11.81%	
	Total Benefits	79,000	91,726	86,355	86,355	96,086	9,731	11.27%	
	Total Personnel Services	247,688	289,913	255,973	255,973	275,140	19,167	7.49%	
6100	Office Supplies	1,966	1,928	2,000	3,600	3,600	-	0.00%	
6101	Operational Supplies	-	861	-	-	-	-	N/A	
6113	Maintenance Supplies	15,766	16,450	17,000	13,200	15,200	2,000	15.15%	**
6116	Janitorial Supplies	8,441	11,602	9,000	9,000	9,000	-	0.00%	
	Total Supplies	26,174	30,842	28,000	25,800	27,800	2,000	7.75%	
6122	Gas & Oil	98,873	72,396	75,000	125,856	93,000	(32,856)	-26.11%	**
6211	Repairs-Building/Equipment	11,817	24,361	19,000	19,000	21,000	2,000	10.53%	**
6401	Uniforms	(86)	712	1,050	750	1,500	750	100.00%	**
6402	Shoe Allowance	3,060	2,446	3,000	3,500	3,000	(500)	-14.29%	
6403	Tool Allowance	1,300	1,200	800	1,000	1,000	-	0.00%	
	Total Operating	115,131	101,114	98,850	150,106	119,500	(30,606)	-20.39%	
7100	Training/Conference	800	-	-	-	-	-	N/A	
8201	Vehicle Repairs	-	3,997	-	-	-	-	N/A	
8300	Physical/Psych Exams	564	634	-	-	-	-	N/A	
8400	Gas & Electric	31,608	24,690	30,000	41,400	41,400	-	0.00%	
8401	Water/Sewer/Storm Water	5,650	5,751	6,500	6,800	6,800	-	0.00%	
	Total Utilities	37,258	30,441	36,500	48,200	48,200	-	0.00%	
9120	Equipment > \$5000	11,387	6,371	-	-	-	-	N/A	
	<b>Total Expenditures</b>	<b>\$ 439,001</b>	<b>\$ 463,311</b>	<b>\$ 419,323</b>	<b>\$ 480,079</b>	<b>\$ 470,640</b>	<b>\$ (9,439)</b>	<b>-1.97%</b>	

## Footnotes:

Acct - 6113: Slight Increase due to supply cost increases

Acct - 6122: Adjusted for trend.

Acct - 6211: Increase due to Garage Floor Resealing

Acct - 6401: Add Mechanic's glasses to uniform allowance.

**DEPARTMENT DESCRIPTION:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Public Works Field Operator I	2.00	2.00	110,282
Public Works Field Operator II	6.00	6.00	329,264
Summer Help			23,750
Part-Time Help			9,513
<b>Total FTE's and Salaries</b>	<b>8.00</b>	<b>8.00</b>	<b>\$ 472,809</b>

## Notes:

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

**BUDGET SUMMARY:**

- The Street Maintenance budget will see a variation in personnel expense as the amount labor charged to this budget item is based on a 3-year rolling average.

# Village of Ashwaubenon

# 2017 Budget

Department: Street Maintenance

Fund: 100

Dept #: 5431

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	194,803	219,113	181,538	181,538	248,559	67,021	36.92%	
	Overtime/Comptime	26,278	31,512	17,500	17,500	24,520	7,020	40.11%	
	Longevity	2,825	3,225	3,000	3,000	1,200	(1,800)	-60.00%	
	Total Salaries and Wages	223,907	253,850	202,038	202,038	274,279	72,241	35.76%	
5210	Medicare/Fica	15,376	17,452	16,984	16,984	20,982	3,998	23.54%	
5220	Health Insurance	52,386	64,106	60,051	60,051	90,766	30,715	51.15%	
5221	Dental Insurance	3,430	3,839	2,499	2,499	3,773	1,274	50.98%	
5222	Life Insurance	660	1,010	1,247	1,247	570	(677)	-54.29%	
5230	Disability	-	-	435	435	527	92	21.15%	
5240	Retirement	15,448	16,229	12,679	12,679	16,903	4,224	33.31%	
	Total Benefits	87,299	102,636	93,895	93,895	133,521	39,626	42.20%	
	Total Personnel Services	311,206	356,486	295,933	295,933	407,800	111,867	37.80%	
6113	Maintenance Supplies	32,003	24,246	37,800	37,800	37,800	-	0.00%	
6302	Newspaper Publishing	-	-	349	-	-	-	N/A	
8201	Vehicle Repairs	50,759	64,748	82,823	43,200	48,000	4,800	11.11%	**
8202	Equipment Use Charge	127,484	114,293	111,455	111,455	97,507	(13,948)	-12.51%	
	Total Purchased Services	178,244	179,042	194,278	154,655	145,507	(9,148)	-5.92%	
8403	Cell Phone	10	-	-	-	-	-	N/A	
	Total Expenditures	\$ 521,462	\$ 559,773	\$ 528,360	\$ 488,388	\$ 591,107	\$ 102,719	21.03%	

## Footnotes:

Acct - 8201: Increase due to Increasing Cost Trend with Age of Fleet

# Village of Ashwaubenon

2017 Budget

Department: Curb & Gutter

Fund: 100

Dept #: 5433

## DEPARTMENT DESCRIPTION:

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

## STAFFING:

Curb and Gutter needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2017 projects.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	5,152	8,108	7,500	7,500	7,500	-	0.00%	
	Overtime/Comptime	-	-	-	-	-	-	N/A	
	Total Salaries and Wages	5,152	8,108	7,500	7,500	7,500	-	0.00%	
5210	Medicare/Fica	349	566	574	574	574	-	0.00%	
5220	Health Insurance	1,380	1,240	1,953	1,953	1,857	(96)	-4.92%	
5221	Dental Insurance	94	131	141	141	138	(3)	-2.13%	
5222	Life Insurance	15	18	18	18	17	(1)	-5.56%	
5230	Disability	-	-	19	19	19	-	0.00%	
5240	Retirement	361	551	495	495	495	-	0.00%	
	Total Benefits	2,200	2,507	3,200	3,200	3,100	(100)	-3.13%	
	Total Personnel Services	7,352	10,615	10,700	10,700	10,600	(100)	-0.93%	
6113	Maintenance Supplies	9,279	13,773	14,000	12,000	12,000	-	0.00%	
	Total Supplies	9,279	13,773	14,000	12,000	12,000	-	0.00%	
	<b>Total Expenditures</b>	<b>\$ 16,631</b>	<b>\$ 24,388</b>	<b>\$ 24,700</b>	<b>\$ 22,700</b>	<b>\$ 22,600</b>	<b>\$ (100)</b>	<b>-0.44%</b>	

# Village of Ashwaubenon

2017 Budget

Department: Snow & Ice Control

Fund: 100

Dept #: 5435

## DEPARTMENT DESCRIPTION:

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

## STAFFING:

Snow and Ice Control needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2017 projects.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	26,388	7,371	38,000	38,000	38,000	-	0.00%	
	Overtime/Comptime	21,958	6,371	20,000	20,000	20,000	-	0.00%	
	Total Salaries and Wages	48,346	13,742	58,000	58,000	58,000	-	0.00%	
5210	Medicare/Fica	3,313	938	4,437	4,437	4,437	-	0.00%	
5220	Health Insurance	12,124	2,812	13,360	13,360	14,587	1,227	9.18%	
5221	Dental Insurance	752	168	1,091	1,091	1,070	(21)	-1.92%	
5222	Life Insurance	134	28	137	137	134	(3)	-2.19%	
5230	Disability	-	-	147	147	144	(3)	-2.04%	
5240	Retirement	3,687	711	3,828	3,828	3,828	-	0.00%	
	Total Benefits	20,009	4,658	23,000	23,000	24,200	1,200	5.22%	
	Total Personnel Services	68,355	18,399	81,000	81,000	82,200	1,200	1.48%	
6113	Maintenance Supplies	80,812	71,470	96,278	90,000	90,000	-	0.00%	
	Total Supplies	80,812	71,470	96,278	90,000	90,000	-	0.00%	
	<b>Total Expenditures</b>	<b>\$ 149,167</b>	<b>\$ 90,581</b>	<b>\$ 177,278</b>	<b>\$ 171,000</b>	<b>\$ 172,200</b>	<b>\$ 1,200</b>	<b>0.70%</b>	

# Village of Ashwaubenon

2017 Budget

Department: Traffic Control

Fund: 100

Dept #: 5441

## DEPARTMENT DESCRIPTION:

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

## STAFFING:

Traffic Control needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2017 projects.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	24,719	18,993	23,000	23,000	20,500	(2,500)	-10.87%	
	Overtime/Comptime	1,985	1,724	1,000	1,000	2,000	1,000	100.00%	
	Total Salaries and Wages	26,704	20,716	24,000	24,000	22,500	(1,500)	-6.25%	
5210	Medicare/Fica	1,849	1,448	1,836	1,836	1,721	(115)	-6.26%	
5220	Health Insurance	4,486	3,138	4,511	4,511	5,671	1,160	25.71%	
5221	Dental Insurance	463	411	451	451	415	(36)	-7.98%	
5222	Life Insurance	105	44	57	57	52	(5)	-8.77%	
5230	Disability	-	-	61	61	56	(5)	-8.20%	
5240	Retirement	1,821	1,465	1,584	1,584	1,485	(99)	-6.25%	
	Total Benefits	8,723	6,505	8,500	8,500	9,400	900	10.59%	
	Total Personnel Services	35,427	27,221	32,500	32,500	31,900	(600)	-1.85%	
6113	Maintenance Supplies	24,390	30,604	27,000	28,000	28,000	-	0.00%	
8400	Gas & Electric	46,748	41,568	46,600	57,109	57,109	-	0.00%	
	Total Capital Outlay	4,513	11,044	-	-	-	-	N/A	
	<b>Total Expenditures</b>	<b>\$ 111,077</b>	<b>\$ 110,438</b>	<b>\$ 106,100</b>	<b>\$ 117,609</b>	<b>\$ 117,009</b>	<b>\$ (600)</b>	<b>-0.51%</b>	

**Village of Ashwaubenon****2017 Budget****Department: Street Lighting****Fund: 100****Dept #: 5442****DEPARTMENT DESCRIPTION:**

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

**STAFFING:**

No staffing needs are required for the Street Lighting budget.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
8400	Gas & Electric	482,080	482,651	485,000	525,913	501,440	(24,473)	-4.65%	
	<b>Total Expenditures</b>	<b>\$ 482,604</b>	<b>\$ 482,651</b>	<b>\$ 485,000</b>	<b>\$ 525,913</b>	<b>\$ 501,440</b>	<b>\$ (24,473)</b>	<b>-4.65%</b>	



# Village of Ashwaubenon

2017 Budget

Department: Sidewalk Maintenance

Fund: 100

Dept #: 5444

## DEPARTMENT DESCRIPTION:

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

## STAFFING:

Sidewalk Maintenance needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2017 projects.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	2,690	-	1,800	1,800	1,800	-	0.00%	
	Overtime/Comptime	110	-	-	-	-	-	N/A	
	Total Salaries and Wages	2,800	-	1,800	1,800	1,800	-	0.00%	
5210	Medicare/Fica	191	-	138	138	138	-	0.00%	
5220	Health Insurance	631	-	500	500	502	2	0.40%	
5221	Dental Insurance	45	-	34	34	33	(1)	-2.94%	
5222	Life Insurance	7	-	4	4	4	-	0.00%	
5230	Disability	-	-	5	5	4	(1)	-20.00%	
5240	Retirement	196	-	119	119	119	-	0.00%	
	Total Benefits	1,071	-	800	800	800	-	0.00%	
	Total Personnel Services	3,871	-	2,600	2,600	2,600	-	0.00%	
6113	Maintenance Supplies	1,095	1,584	3,000	5,000	5,000	-	0.00%	
	<b>Total Expenditures</b>	<b>\$ 4,966</b>	<b>\$ 1,584</b>	<b>\$ 5,600</b>	<b>\$ 7,600</b>	<b>\$ 7,600</b>	<b>\$ -</b>	<b>0.00%</b>	

# Village of Ashwaubenon

2017 Budget

Department: School District Maintenance

Fund: 100

Dept #: 5447

## DEPARTMENT DESCRIPTION:

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

## STAFFING:

School District Maintenance needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2017 projects.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	5,160	154	3,200	3,200	3,200	-	0.00%	
	Overtime/Comptime	247	-	-	-	-	-	N/A	
	Total Salaries and Wages	5,407	154	3,200	3,200	3,200	-	0.00%	
5210	Medicare/Fica	387	11	245	245	245	-	0.00%	
5220	Health Insurance	964	51	468	468	770	302	64.53%	
5221	Dental Insurance	56	3	60	60	59	(1)	-1.67%	
5222	Life Insurance	11	0	8	8	7	(1)	-12.50%	
5230	Disability	-	-	8	8	8	-	0.00%	
5240	Retirement	244	10	211	211	211	-	0.00%	
	Total Benefits	1,662	75	1,000	1,000	1,300	300	30.00%	
	Total Personnel Services	7,069	229	4,200	4,200	4,500	300	7.14%	
	<b>Total Expenditures</b>	<b>\$ 7,069</b>	<b>\$ 229</b>	<b>\$ 4,200</b>	<b>\$ 4,200</b>	<b>\$ 4,500</b>	<b>\$ 300</b>	<b>7.14%</b>	

# Village of Ashwaubenon

2017 Budget

Department: Labor For Others

Fund: 100

Dept #: 5449

## DEPARTMENT DESCRIPTION:

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

## STAFFING:

Labor for Others needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2017 projects.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	7,534	2,729	7,500	7,500	5,200	(2,300)	-30.67%	
	Overtime/Comptime	500	1,304	-	-	1,000	1,000	N/A	
	Total Salaries and Wages	8,034	4,034	7,500	7,500	6,200	(1,300)	-17.33%	
5210	Medicare/Fica	555	277	574	574	474	(100)	-17.42%	
5220	Health Insurance	1,396	1,051	1,253	1,253	1,574	321	25.62%	
5221	Dental Insurance	72	63	141	141	114	(27)	-19.15%	
5222	Life Insurance	27	13	18	18	14	(4)	-22.22%	
5230	Disability	-	-	19	19	15	(4)	-21.05%	
5240	Retirement	553	303	495	495	409	(86)	-17.37%	
	Total Benefits	2,603	1,706	2,500	2,500	2,600	100	4.00%	
	Total Personnel Services	10,637	5,740	10,000	10,000	8,800	(1,200)	-12.00%	
	<b>Total Expenditures</b>	<b>\$ 10,637</b>	<b>\$ 5,740</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 8,800</b>	<b>\$ (1,200)</b>	<b>-12.00%</b>	

**Village of Ashwaubenon****2017 Budget****Department: Transit System****Fund: 100****Dept #: 5455****DEPARTMENT DESCRIPTION:**

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

**STAFFING:**

No staffing needs are required for the Transit System budget.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
8100	Contracted Services	233,485	228,453	163,052	235,020	235,020	-	0.00%	
	<b>Total Expenditures</b>	<b>\$ 233,485</b>	<b>\$ 228,453</b>	<b>\$ 163,052</b>	<b>\$ 235,020</b>	<b>\$ 235,020</b>	<b>\$ -</b>	<b>0.00%</b>	

# Village of Ashwaubenon

2017 Budget

Department: Garbage & Refuse Collection

Fund: 100

Dept #: 5710

## DEPARTMENT DESCRIPTION:

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

## SERVICES:

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

## STAFFING:

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Public Works Field Operator I	1.00	1.00	48,922
Public Works Field Operator I	1.00	1.00	48,922
Public Works Field Operator I	1.00	1.00	48,922
<b>Total FTE's and Salaries</b>	<b>3.00</b>	<b>3.00</b>	<b>\$ 146,766</b>

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	138,256	138,994	162,206	162,206	137,223	(24,983)	-15.40%	
	Overtime/Comptime	8,220	9,114	1,200	1,200	8,429	7,229	602.42%	
	<b>Total Salaries and Wages</b>	<b>146,476</b>	<b>148,108</b>	<b>163,406</b>	<b>163,406</b>	<b>145,652</b>	<b>(17,754)</b>	<b>-10.86%</b>	
5210	Medicare/Fica	10,058	10,039	12,500	12,500	11,142	(1,358)	-10.86%	
5220	Health Insurance	38,477	47,659	60,270	60,270	50,749	(9,521)	-15.80%	
5221	Dental Insurance	2,680	2,737	3,205	3,205	2,078	(1,127)	-35.16%	
5222	Life Insurance	214	238	309	309	245	(64)	-20.71%	
5230	Disability	-	-	412	412	334	(78)	-18.93%	
5240	Retirement	10,148	10,012	10,786	10,786	9,913	(873)	-8.09%	
	<b>Total Benefits</b>	<b>61,576</b>	<b>70,685</b>	<b>87,482</b>	<b>87,482</b>	<b>74,461</b>	<b>(13,021)</b>	<b>-14.88%</b>	
	<b>Total Personnel Services</b>	<b>208,052</b>	<b>218,794</b>	<b>250,888</b>	<b>250,888</b>	<b>220,113</b>	<b>(30,775)</b>	<b>-12.27%</b>	
6113	Maintenance Supplies	330	6,931	1,500	1,500	1,500	-	0.00%	
6303	Licenses	-	-	282	-	-	-	N/A	
8201	Vehicle Repairs	12,294	28,691	35,789	19,800	19,800	-	0.00%	
8202	Equipment Use Charge	61,990	55,373	54,466	54,466	76,187	21,721	39.88%	
	<b>Total Purchased Services</b>	<b>75,279</b>	<b>84,064</b>	<b>90,255</b>	<b>74,266</b>	<b>95,987</b>	<b>21,721</b>	<b>29.25%</b>	
	<b>Total Expenditures</b>	<b>\$ 283,660</b>	<b>\$ 309,789</b>	<b>\$ 342,925</b>	<b>\$ 326,654</b>	<b>\$ 317,600</b>	<b>\$ (9,054)</b>	<b>-2.77%</b>	

# Village of Ashwaubenon

# 2017 Budget

**Department: Recycling**

**Fund: 100**

**Dept #: 5720**

## DEPARTMENT DESCRIPTION:

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

## SERVICES:

- Fully single-stream recycling pick-up.

## STAFFING:

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Public Works Field Operator II	1.00	1.00	48,922
Recycling Grounds Attendants	Part-Time	Part-Time	7,425
<b>Total FTE's and Salaries</b>	<b>1.00</b>	<b>1.00</b>	<b>\$ 56,347</b>

Note: Grounds Attendants are shown as budgeted costs; actuals vary as services are needed.

## BUDGET SUMMARY:

- There is a significant change to the 2017 Recycling budget. In late-2015, the recycling market saw a severe downward trend that caused a change in the cost structure. Instead of municipalities receiving funds for their recycling, a cost was suddenly realized. The 2017 budget monitored this action and saw the market rebounded slightly. However, Brown County MRF is projecting a \$10/ton cost for recycling in 2017 that will now be added as a budget line item.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	64,921	51,873	64,350	64,350	62,374	(1,976)	-3.07%	
	Overtime/Comptime	5,878	3,849	-	-	3,831	3,831	N/A	
	Total Salaries and Wages	70,799	55,722	64,350	64,350	66,205	1,855	2.88%	
5210	Medicare/Fica	4,756	3,656	4,158	4,158	5,065	907	21.81%	
5220	Health Insurance	20,644	18,005	19,634	19,634	27,578	7,944	40.46%	
5221	Dental Insurance	1,160	1,000	1,037	1,037	1,260	223	21.50%	
5222	Life Insurance	139	109	128	128	83	(45)	-35.16%	
5230	Disability	-	-	138	138	153	15	10.87%	
5240	Retirement	4,331	3,802	3,587	3,587	4,506	919	25.62%	
	Total Benefits	31,031	26,573	28,682	28,682	38,645	9,963	34.74%	
	Total Personnel Services	101,830	82,295	93,032	93,032	104,850	11,818	12.70%	
6113	Maintenance Supplies	-	2,139	2,000	2,000	2,000	-	0.00%	
6122	Gas & Oil	10,199	13,939	12,000	17,124	15,408	(1,716)	-10.02%	**
8100	Contracted Services	63	127	-	-	-	-	N/A	
8108	Brown Co Mrf Charges	-	-	16,308	-	22,200	22,200	N/A	**
8109	Brown County Landfill	-	5,855	-	-	-	-	N/A	
8201	Vehicle Repairs	1,341	-	16,900	16,080	16,080	-	0.00%	
8202	Equipment Use Charge	69,019	51,401	40,193	40,193	48,827	8,634	21.48%	
	Total Purchased Services	70,423	57,383	73,401	56,273	87,107	30,834	54.79%	
	<b>Total Expenditures</b>	<b>\$ 182,727</b>	<b>\$ 156,031</b>	<b>\$ 180,433</b>	<b>\$ 168,429</b>	<b>\$ 209,365</b>	<b>\$ 40,936</b>	<b>24.30%</b>	

## Footnotes:

Acct - 6122: Adjusted for trend.

Acct - 8108: New Budget Line Items Created due to crash of recycling market.

**Village of Ashwaubenon****2017 Budget****Department: Landfill****Fund: 100****Dept #: 5730****DEPARTMENT DESCRIPTION:**

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

**STAFFING:**

No staffing needs are required for the Landfill budget.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
8109	Brown County Landfill	179,107	177,416	195,000	186,000	188,000	2,000	1.08%	
	<b>Total Expenditures</b>	<b>\$ 179,107</b>	<b>\$ 177,416</b>	<b>\$ 195,000</b>	<b>\$ 186,000</b>	<b>\$ 188,000</b>	<b>\$ 2,000</b>	<b>1.08%</b>	

# Village of Ashwaubenon

2017 Budget

Department: Weed Control

Fund: 100

Dept #: 5740

## DEPARTMENT DESCRIPTION:

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

## STAFFING:

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

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	8,688	9,428	12,000	12,000	9,000	(3,000)	-25.00%	
	Overtime/Comptime	-	-	-	-	-	-	N/A	
	Total Salaries and Wages	8,688	9,428	12,000	12,000	9,000	(3,000)	-25.00%	
5210	Medicare/Fica	573	623	918	918	689	(229)	-24.95%	
5220	Health Insurance	2,676	3,163	3,206	3,206	2,308	(898)	-28.01%	
5221	Dental Insurance	149	176	226	226	166	(60)	-26.55%	
5222	Life Insurance	32	62	28	28	21	(7)	-25.00%	
5230	Disability	-	-	30	30	22	(8)	-26.67%	
5240	Retirement	542	641	792	792	594	(198)	-25.00%	
	Total Benefits	3,971	4,665	5,200	5,200	3,800	(1,400)	-26.92%	
	Total Personnel Services	12,659	14,094	17,200	17,200	12,800	(4,400)	-25.58%	
8100	Contracted Services	1,185	3,224	2,400	3,300	3,300	-	0.00%	
	<b>Total Expenditures</b>	<b>\$ 13,844</b>	<b>\$ 17,318</b>	<b>\$ 19,600</b>	<b>\$ 20,500</b>	<b>\$ 16,100</b>	<b>\$ (4,400)</b>	<b>-21.46%</b>	



# Village of Ashwaubenon

# 2017 Budget

**Department: Wood Chipping**

**Fund: 100**

**Dept #: 5760**

## DEPARTMENT DESCRIPTION:

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

## STAFFING:

Wood Chipping needs are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2017 projects.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	44,878	48,336	48,500	48,500	49,000	500	1.03%	
	Overtime/Comptime	867	1,971	-	-	1,000	1,000	N/A	
	Total Salaries and Wages	45,745	50,306	48,500	48,500	50,000	1,500	3.09%	
5210	Medicare/Fica	3,249	3,480	3,710	3,710	3,825	115	3.10%	
5220	Health Insurance	8,888	13,699	12,840	12,840	12,612	(228)	-1.78%	
5221	Dental Insurance	556	816	912	912	923	11	1.21%	
5222	Life Insurance	63	97	114	114	116	2	1.75%	
5230	Disability	-	-	123	123	124	1	0.81%	
5240	Retirement	2,111	3,104	3,201	3,201	3,300	99	3.09%	
	Total Benefits	14,867	21,196	20,900	20,900	20,900	-	0.00%	
	Total Personnel Services	60,612	71,502	69,400	69,400	70,900	1,500	2.16%	
6113	Maintenance Supplies	1,177	1,812	2,000	3,000	3,000	-	0.00%	
	<b>Total Expenditures</b>	<b>\$ 61,789</b>	<b>\$ 73,314</b>	<b>\$ 71,400</b>	<b>\$ 72,400</b>	<b>\$ 73,900</b>	<b>\$ 1,500</b>	<b>2.07%</b>	

**DEPARTMENT DESCRIPTION:**

Administrative functions of Parks, Recreation & Forestry

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Director	1.00	1.00	71,803
Aquatic Supervisor	1.00	1.00	41,760
Program Supervisor	1.00	1.00	45,860
Secretary	1.00	1.00	42,608
Summer Park Coordinator			5,473
<b>Total FTE's and Salaries</b>	<b>4.00</b>	<b>4.00</b>	<b>\$ 207,504</b>

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

**2016 ACCOMPLISHMENTS:**

- Completed the “new” Ashwaubenon Community Center. Started community permit operations.
- Interior community building design, layouts, furniture and amenity decisions and ordering.
- Development of initial operations policies and procedures for new community center.
- Continued pool and auditorium facility planning with community groups and Bray Architects.
- Planning and conducting the grand opening celebrations of pool and auditorium facilities.
- Cooperation with ASD and community groups on implementing the “Ashwaubenon BLAST”.

**2017 OBJECTIVES:**

- Transition the PRF Department operations to the new community center.
- Evaluate and adjust staffing and operational needs at the new community center and aquatic pool.
- Make the Community Center a focal point for residents through expanded programming.
- Continue “gathering-area” upgrade plan to community parks. This includes congregated picnic slabs/tables/benches and visiting areas around park activity hubs.
- Start replacement plan of community playgrounds in our local park facilities as funding allows.

**BUDGET SUMMARY:**

- Increases to general printing costs. Additional training for better programming and operations at the new pool in 2017, including national Water Exercise Association workshop or National Aquatic Conference.

# Village of Ashwaubenon

# 2017 Budget

Department: Parks And Recreation Administration

Fund: 100

Dept #: 5521

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	173,145	183,987	202,154	202,154	211,551	9,397	4.65%	
	Overtime/Comptime	1,008	803	1,000	1,000	1,000	-	0.00%	
	Total Salaries and Wages	174,153	184,791	203,154	203,154	212,551	9,397	4.63%	
5210	Medicare/Fica	11,506	12,340	15,541	15,541	16,261	720	4.63%	
5220	Health Insurance	63,271	67,220	73,633	73,633	79,866	6,233	8.46%	
5221	Dental Insurance	4,032	4,152	4,148	4,148	4,152	4	0.10%	
5222	Life Insurance	593	641	712	712	966	254	35.67%	
5230	Disability	-	-	476	476	495	19	3.99%	
5240	Retirement	12,068	12,496	13,047	13,047	14,081	1,034	7.93%	
	Total Benefits	91,470	96,849	107,557	107,557	115,821	8,264	7.68%	
	Total Personnel Services	265,623	281,640	310,711	310,711	328,372	17,661	5.68%	
6100	Office Supplies	2,672	2,033	2,900	3,200	2,900	(300)	-9.38%	**
6213	Software Maintenance	4,578	5,615	11,914	11,750	6,000	(5,750)	-48.94%	**
6302	Newspaper Publishing	117	75	250	1,000	1,000	-	0.00%	
6401	Uniforms	1,240	1,141	1,017	1,017	1,017	-	0.00%	
	Total Operating	5,935	6,831	13,181	13,767	12,997	(770)	-5.59%	
7100	Training/Conference	2,494	2,590	2,650	3,000	3,900	900	30.00%	**
7120	Dues & Subscriptions	819	792	950	950	1,250	300	31.58%	**
7130	Mileage Reimbursement	6,784	6,802	7,025	7,025	7,025	-	0.00%	
	Total Travel/Training	10,097	10,184	10,625	10,975	12,175	1,200	10.93%	
8113	Printing	10,578	11,445	11,258	9,900	11,400	1,500	15.15%	**
8403	Cell Phone	4,120	4,123	3,300	3,000	3,045	45	1.50%	
	<b>Total Expenditures</b>	<b>\$ 299,125</b>	<b>\$ 316,256</b>	<b>\$ 351,975</b>	<b>\$ 351,553</b>	<b>\$ 370,889</b>	<b>\$ 19,336</b>	<b>5.50%</b>	

## Footnotes:

Acct - 6100: Trending down

Acct - 6213: 2016 included one-time training costs for RecTrac.

Acct - 6305: Transferred from General Government budget.

Acct - 7100: Melody attending Aquatic Conference

Acct - 7120: Melody - Aquatic Association

Acct - 8113: Increased budget to match actual trend.

**DEPARTMENT DESCRIPTION:**

Parks, Recreation & Forestry Department

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Budget 2016	Budget 2017	Actual 2016
Instructors/Guards	Part-Time	Part-Time	9,711
Pool Director	Part-Time	Part-Time	2,695
Pool Supervisor	Part-Time	Part-Time	3,500
Swim Instructor	Part-Time	Part-Time	25,902
Water Exercise Instructor	Part-Time	Part-Time	842
<b>Total FTE's and Salaries</b>			<b>\$ 42,650</b>

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

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**2016 ACCOMPLISHMENTS:**

- Offered a varied degree of aquatic programming to Ashwaubenon residents, to including lessons, water exercise, lap swimming, Aqua Zumba, and rentals. Staffed Ashwaubenon School District classes and programs to help ensure a safe aquatic environment.
- Developed new programing for both warm water and competition pool at new facility

**2017 OBJECTIVES:**

- Open new facility and continue to create and change programs to fit community needs.
- Increase swimming lesson classes for the growing need of the community
- Secure and train nessary staff to operate both pools and create a safe aquatic eviornment for all user groups
- Work with Ashwaubenon School District staff to schedule pool times benefitting all pool users.

# Village of Ashwaubenon

2017 Budget

Department: High School Pool

Fund: 100

Dept #: 5523

Account & Project Code	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT									
5110	Hourly	37,558	33,520	40,763	42,650	72,460	29,810	69.89%	
5210	Medicare/FICA	2,873	2,557	3,033	3,263	5,534	2,271	69.60%	
	Total Personnel Services	40,431	36,077	43,796	45,913	77,994	32,081	69.87%	
6104	Lifeguard Training Supplies	279	-	500	500	500	-	0.00%	
6115	Pool and Lake Supplies	2,558	3,372	3,400	3,400	4,400	1,000	29.41%	
	Total Supplies	2,837	3,372	3,900	3,900	4,900	1,000	25.64%	
7100	Training/Conference	-	884	-	-	-	-	N/A	
8100	Contracted Services	6,306	4,220	5,400	5,400	5,500	100	1.85%	**
Total Expenditures		\$ 49,574	\$ 44,553	\$ 53,096	\$ 55,213	\$ 88,394	\$ 33,181	60.10%	
EXPENDITURES BY PROGRAM/FUNCTION									
4487	Master Swim	4,470	2,972	4,200	4,200	2,500	(1,700)	-40.48%	
4488	Aqua Zumba	1,382	1,247	1,200	1,200	3,000	1,800	150.00%	**
4980	Pool	2,976	4,256	3,900	3,900	4,900	1,000	25.64%	
4981 4	Lifeguard	6,972	7,901	15,912	10,454	26,400	15,946	152.53%	
4982	Pool Director	-	-	-	2,897	2,901	4	0.14%	
4983 4	Pool Supervisor	8,407	9,293	3,067	3,767	6,538	2,771	73.56%	
4984 "	Swim Instructor	21,858	17,589	23,909	27,887	41,120	13,233	47.45%	
4985	Water Exercise Instructor	1,194	27	908	908	1,035	127	13.99%	
4986	Lifeguard Instructor	-	20	-	-	-	-	N/A	
4987	Lifeguard - School District	138	50	-	-	-	-	N/A	
4988	Supervisor - School District	1,763	1,198	-	-	-	-	N/A	
4989	Swim Instructor - School District	414	-	-	-	-	-	N/A	
Total Expenditures		\$ 49,574	\$ 44,553	\$ 53,096	\$ 55,213	\$ 88,394	\$ 33,181	60.10%	

## Footnotes:

Acct - 8100: New Programs/ Revenue covers cost

**DEPARTMENT DESCRIPTION:**

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

**STAFFING:**

Position	FTE		Salary
	Budget 2016	Budget 2017	Actual 2016
Life Guards	Part-Time	Part-Time	47,250
Café Supervisor	Part-Time	Part-Time	5,200
Concessions/Ticket Seller	Part-Time	Part-Time	13,125
Lake Supervisor	Part-Time	Part-Time	4,125
<b>Total FTE's and Salaries</b>			<b>\$ 69,700</b>

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

**2016 ACCOMPLISHMENTS:**

- Successful operation of Lake and associated aquatic programming for 10 week season.
- Offered multiple special events, Fathers Day swim, Beach Day and Doggie Dip.
- Added a floating mat and corcls which brought many positive comments from community
- Increased presence in social media public relations – Facebook followers now number over 4000, allowing us to actively market the facility.

**2017 OBJECTIVES:**

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

# Village of Ashwaubenon

# 2017 Budget

**Department: Ashwaubomay Lake**

**Fund: 100**

**Dept #: 5524**

Account & Project Code	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT									
5110	Hourly	56,407	60,342	76,688	69,700	78,297	8,597	12.33%	
5210	Medicare/FICA	4,364	4,596	5,867	5,332	5,986	654	12.27%	
	Total Personnel Services	60,771	64,938	82,555	75,032	84,283	9,251	12.33%	
6104	Lifeguard Training Supplies	-	-	-	200	200	-	0.00%	
6114	Concession Supplies	16,585	19,411	21,186	17,000	20,322	3,322	19.54%	**
6115	Pool and Lake Supplies	6,624	6,685	7,381	7,300	7,400	100	1.37%	
6116	Janitorial Supplies	566	1,357	647	775	775	-	0.00%	
	Total Supplies	23,775	27,453	29,214	25,275	28,697	3,422	13.54%	
6214	Fire Alarm/Security Maint	-	-	936	-	-	-	N/A	
6303	Licenses	-	-	662	-	-	-	N/A	
	Total Operating	-	-	1,598	-	-	-	N/A	
7100	Training/Conference	-	35	-	-	-	-	N/A	
8400	Gas & Electric	3,831	3,231	2,500	3,487	3,487	-	0.00%	
8401	Water & Sewer	19,956	27,047	20,900	20,900	20,900	-	0.00%	
	Total Utilities	23,787	30,278	23,400	24,387	24,387	-	0.00%	
Total Expenditures		\$ 108,333	\$ 122,704	\$ 136,767	\$ 124,694	\$ 137,367	\$ 12,673	10.16%	
EXPENDITURES BY PROGRAM/FUNCTION									
9899 499	4990 4 Lake	46,924	57,946	54,212	49,662	53,084	3,422	6.89%	
9899 499	4991 4 Lifeguard	41,810	41,062	54,439	50,864	57,420	6,556	12.89%	
9899 499	4992 Café Supervisor	5,175	6,030	6,292	5,598	5,596	(2)	-0.04%	
9899 499	4993 Concessionaire	10,552	11,614	13,307	14,129	15,966	1,837	13.00%	
9899 499	4994 Lake Director	-	-	-	-	-	-	N/A	
9899 499	4995 Lake Supervisor	3,872	6,052	8,517	4,441	5,301	860	19.37%	
Total Expenditures		\$ 108,333	\$ 122,704	\$ 136,767	\$ 124,694	\$ 137,367	\$ 12,673	10.16%	

## Footnotes:

Acct - 6114: 3 year average -increase covered by revenue

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		
	Budget 2016	Budget 2017	
Adult Softball Scorekeeper	Part-Time	Part-Time	
Adult New Program Instructor	Part-Time	Part-Time	
Bean Bag Instructor	Part-Time	Part-Time	
Summer Softball Umpires	Part-Time	Part-Time	
<b>Total FTE's and Salaries</b>			
Note: Positions are part-time, may include multiple persons and vary depending on participation.			

**2016 ACCOMPLISHMENTS:**

- Hosted 2 Pickleball tournaments bringing 24 teams from across Wisconsin to Ashwaubenon.
- Developed new relationships with Learning in Retirement and the Aging and Disability Resource Center to develop new senior programming.
- Continued to expand fitness class offerings by offering more sessions, times and types.
- Organized and ran five different softball leagues playing from May through late August.

**2017 OBJECTIVES:**

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

**BUDGET SUMMARY:**

- Pickleball created as a new item with \$750 budgeted. \$500 was moved from Adult New Programs and \$250 is newly requested. Revenue will exceed expenses.
- Senior Coordinator wages have been moved out of this department and incorporated into Community Center Supervisor II wages with job responsibilities to include senior programming.



# Village of Ashwaubenon

# 2017 Budget

**Department: Adult Recreation**

**Fund: 100**

**Dept #: 5525**

Account & Project Code	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT									
5110	Hourly	15,729	15,662	23,712	23,712	21,212	(2,500)	-10.54%	
5111	Overtime	26	-	-	-	-	-	N/A	
5398 5199..5398	Benefits	1,379	1,405	1,814	1,814	1,625	(189)	-10.42%	
	Total Personnel Services	17,134	17,067	25,526	25,526	22,837	(2,689)	-10.53%	
6114	Concession Supplies	3,230	212	350	350	350	-	0.00%	
6118	Program Supplies	14,805	6,790	10,200	10,200	10,450	250	2.45%	
	Total Supplies	18,035	7,002	10,550	10,550	10,800	250	2.37%	
6124	Program/Trip Expense	1,310	2,161	3,200	3,200	3,200	-	0.00%	
8100	Contracted Services	16,103	18,734	18,800	18,800	18,800	-	0.00%	
Total Expenditures		\$ 52,582	\$ 44,964	\$ 58,076	\$ 58,076	\$ 55,637	\$ (2,439)	-4.20%	
EXPENDITURES BY PROGRAM/FUNCTION									
9899 495 2419	Sports Complex	198	212	350	350	350	-	0.00%	
9899 495 4411	Special Events	100	440	-	-	-	-	N/A	
9899 495 4421	Bus Trips - Other trips	598	2,275	-	-	-	-	N/A	
9899 495 4431	Pickleball	-	-	-	-	750	750	N/A	**
9899 495 4500	Senior Citizen Coordinator	1,733	2,573	2,689	2,689	-	(2,689)	-100.00%	**
9899 495 4501	Senior Citizens	2,318	4,523	7,200	7,200	7,200	-	0.00%	
9899 495 4502 4	Adult Tennis	221	284	-	-	-	-	N/A	
9899 495 4650	Adult Golf	770	-	800	800	800	-	0.00%	
9899 495 4651	Scorekeepers	2,645	4,439	3,283	3,283	3,283	-	0.00%	
9899 495 4652 4	Adult Summer Softball	7,536	3,359	4,000	4,000	4,000	-	0.00%	
9899 495 4656 4	Adult Fitness	6,422	10,835	12,500	12,500	12,500	-	0.00%	
9899 495 4660 "	Adult New Programs	1,782	2,605	5,528	5,528	5,028	(500)	-9.04%	**
9899 495 4661	Bean Bag	22	100	578	578	578	-	0.00%	
9899 495 4671	Umpire - Social - NonCert	4,374	3,859	4,437	4,437	4,437	-	0.00%	
9899 495 4673 4	Umpire - Modified - NonCert	4,479	4,494	7,596	7,596	7,596	-	0.00%	
9899 495 4676	Umpire - Modified - Alone	2,222	41	3,115	3,115	3,115	-	0.00%	
9899 495 4699	Softball Tournaments	10,717	-	-	-	-	-	N/A	
9899 495 4700	Summer Concerts	6,445	4,925	6,000	6,000	6,000	-	0.00%	
	Total Expenditures	\$ 52,582	\$ 44,964	\$ 58,076	\$ 58,076	\$ 55,637	\$ (2,439)	-4.20%	

## Footnotes:

Acct - 6118: Pickleball created as line item

Acct - 6118: Moved \$500 to Pickleball line

Senior Citizen Coordinator position moved to Community Center.

**DEPARTMENT DESCRIPTION:**

Co-Sponsored Recreation partners with seven different organizations to provide programming for 1,000+ children each year. These organizations are: Ashwaubenon Youth Baseball, Ashwaubenon Youth Soccer, Ashwaubenon Girls Softball, Ashwaubenon Wrestling Club, Ashwaubenon Special Children's, Ashwaubenon Swim Club, and Ashwaubenon Youth Football. The village provides partial funding for equipment/wages, free facility use, upkeep and grooming of facilities, insurance coverage, community center access for meetings, staff to attend meetings etc.

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Budget 2016	Budget 2017	Actual 2016
Special Children Workers	Part-Time	Part-Time	9,384
AYB Umpires	Part-Time	Part-Time	7,335
Swim Club	Part-Time	Part-Time	22,662
<b>Total FTE's and Salaries</b>			<b>\$ 39,381</b>

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

**2016 ACCOMPLISHMENTS:**

- Provided recreation opportunities to 1,000+ community children, and offered guidance and direction to organizations when needed.

**2017 OBJECTIVES:**

- Continued partnership with groups to provide low cost, well-run recreation programs.
- Work together with community groups to find ways to improve the athletic facilities they use.

**BUDGET SUMMARY:**

- Remained the same as 2016 budget.

# Village of Ashwaubenon

2017 Budget

Department: Co-Sponsored Recreation

Fund: 100

Dept #: 5527

Account & Project Code		Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT										
5110		Hourly	39,463	41,330	42,193	39,381	39,381	-	0.00%	
5111		Overtime	22	-	-	-	-	-	N/A	
5398		Benefits	3,290	3,152	3,226	3,013	3,013	-	0.00%	
		Total Personnel Services	42,775	44,482	45,419	42,394	42,394	-	0.00%	
		Program Supplies								
6118	4481	Ashwaubenon Youth Baseball	3,860	3,120	3,268	3,000	3,000	-	0.00%	
6118	4482	AGSA	6,750	5,750	5,750	5,750	5,750	-	0.00%	
6118	4483	Youth Football Association	2,346	2,346	2,346	2,346	2,346	-	0.00%	
6118	4484	Ashwaubenon Youth Soccer	5,400	5,400	5,400	5,400	5,400	-	0.00%	
6118	4485	Wrestling Club	-	2,427	427	427	427	-	0.00%	
6118	4486	Swim Club	2,338	-	2,338	2,338	2,338	-	0.00%	
6118	*		934	-	-	-	-	-	N/A	
6118		Total Program Supplies	21,628	19,043	19,529	19,261	19,261	-	0.00%	
8305		Property & Liability Insurance	3,927	3,622	3,666	4,200	4,200	-	0.00%	
Total Expenditures			\$ 68,330	\$ 67,147	\$ 68,614	\$ 65,855	\$ 65,855	\$ -	0.00%	
EXPENDITURES BY PROGRAM/FUNCTION										
9899	4480	Special Children's Program	8,480	8,015	12,457	10,103	10,103	-	0.00%	
9899	4481	Ashwaubenon Youth Baseball	13,613	12,764	11,835	10,896	10,896	-	0.00%	
9899	4482	AGSA	6,750	5,750	5,750	5,750	5,750	-	0.00%	
9899	4483	Youth Football Association	2,346	2,346	2,346	2,346	2,346	-	0.00%	
9899	4484	Ashwaubenon Youth Soccer	5,400	5,400	5,400	5,400	5,400	-	0.00%	
9899	4485	Wrestling Club	-	2,427	427	427	427	-	0	
9899	4486	Swim Club	27,158	25,631	26,733	26,733	26,733	-	0	
9899	4651	Co-Sponsored Administration	4,583	4,814	3,666	4,200	4,200	-	0	
Total Expenditures			\$ 68,330	\$ 67,147	\$ 68,614	\$ 65,855	\$ 65,855	\$ -	0.00%	

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Budget 2016	Budget 2017	Actual 2016
Dance Instructors	Part-Time	Part-Time	4,896
Gymnastics Instructors	Part-Time	Part-Time	648
Pom Pon Instructor	Part-Time	Part-Time	2,304
Youth Flag Football	Part-Time	Part-Time	1,962
New Program Instructors	Part-Time	Part-Time	1,000
Special Events Leaders	Part-Time	Part-Time	1,440
Teen Program Instructor	Part-Time	Part-Time	768
Playground Leaders	Part-Time	Part-Time	26,825
Program Assistant	Part-Time	Part-Time	5,740
Toddler & Preschool Instructor	Part-Time	Part-Time	460
Rookie Basketball Camp Instructor	Part-Time	Part-Time	600
Tots/Rookie Football Instructor	Part-Time	Part-Time	1,080
Rookie T-Ball Instructor	Part-Time	Part-Time	900
Rookie Soccer Instructor	Part-Time	Part-Time	960
Day Camp Leaders	Part-Time	Part-Time	31,970
<b>Total FTE's and Salaries</b>			<b>\$ 81,553</b>

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

**2016 ACCOMPLISHMENTS:**

- Our Summer Day Camp successfully returned a profit in its 2nd year of operation. Nearly all 10 weeks were sold out.
- Continued the partnership with Ashwaubenon High School to join the Funathon and Ashwaubenon Blast.
- Park Program had a total of 6,403 visits throughout the summer.
- Successfully added a 4<sup>th</sup> Neighborhood Special Event which took place at Waterford Park.

**2017 OBJECTIVES:**

- Continue to improve our Summer Day Camp and completely sell out all 10 weeks.
- Add new Pre-K programming to the new Community Center
- Continue partnership with Ashwaubenon High School to continue to grow the Ashwaubenon Blast.

**BUDGET SUMMARY:**

- \$500 added to Special Event Program Supplies for Ashwaubenon Blast. This amount is fully reimbursed by Ashwaubenon School District.
- \$2,500 added to Special Event Contracted Services Ashwaubenon Blast. This amount is fully reimbursed by Ashwaubenon School District.
- Wristbands will be sold for games, bounces houses, face painter and clowns at \$3 per child to generate an additional \$1,000 in revenue. A wristband will get a child access to all of the activities.

# Village of Ashwaubenon

# 2017 Budget

Department: Youth Recreation

Fund: 100

Dept #: 5530

Account & Project Code	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
EXPENDITURES BY ACCOUNT									
5110	Hourly	39,521	61,704	73,866	81,553	76,523	(5,030)	-6.17%	
5111	Overtime	253	317	-	-	-	-	N/A	
5398 5199..5398	Benefits	3,293	4,815	5,648	6,239	5,855	(384)	-6.15%	
	Total Personnel Services	43,067	66,836	79,514	87,792	82,378	(5,414)	-6.17%	
6104	Lifeguard Training Supplies	426	-	-	500	500	-	0.00%	
6118	Program Supplies	11,631	15,431	18,720	20,800	21,300	500	2.40%	
6124	Program/Trip Expense	1,279	-	-	-	-	-	N/A	
7130	Mileage Reimbursement	-	82	225	225	225	-	0.00%	
8100	Contracted Services	3,570	8,278	11,590	12,715	15,215	2,500	19.66%	
Total Expenditures		\$ 59,973	\$ 90,627	\$ 110,049	\$ 122,032	\$ 119,618	\$ (2,414)	-1.98%	
EXPENDITURES BY PROGRAM/FUNCTION									
9899 49  4400	Playground Program	2,258	446	3,000	3,500	3,500	-	0.00%	
9899 49  4401	Dance	5,160	3,376	6,620	6,620	6,620	-	0.00%	
9899 49  4402	Gymnastics/Tumbling	393	291	696	696	696	-	0.00%	
9899 49  4404	Pom Pons	1,183	3,068	3,828	3,828	3,828	-	0.00%	
9899 49  4405	Youth Flag Football	2,151	844	3,113	3,113	3,113	-	0.00%	
9899 49  4407	Youth Golf	-	392	-	-	-	-	N/A	
9899 49  4408	Youth Tennis	343	1,191	2,000	2,000	2,000	-	0.00%	
9899 49  4410	Youth New Programs	199	2,655	3,078	3,078	3,078	-	0.00%	
9899 49  4411	Special Events	9,782	4,839	5,346	7,552	10,552	3,000	39.72% **	
9899 49  4416	Teen Programs	-	-	828	828	828	-	0.00%	
9899 49  4418	Park Leader	22,907	25,196	28,874	28,874	28,874	-	0.00%	
9899 49  4419	Program Assistant	4,790	4,868	6,179	6,179	6,179	-	0.00%	
9899 49  4420	Bus Trip - Playground	906	821	1,000	1,000	1,000	-	0.00%	
9899 49  4421	Bus Trip - Other Trips	3,241	-	1,515	1,515	1,515	-	0.00%	
9899 49  4422	Toddler & Preschool Program	543	45	796	796	796	-	0.00%	
9899 49  4424	Neighborhood Events	2,250	2,875	3,000	3,000	3,000	-	0.00%	
9899 49  4425	Rookie Basketball Camp	611	142	646	646	646	-	0.00%	
9899 49  4426	Tots/Rookie Football	1,292	1,546	1,163	1,163	1,163	-	0.00%	
9899 49  4427	Youth Football Site Supervisors	405	-	-	-	-	-	N/A	
9899 49  4428	Rookie T-Ball	580	380	659	970	970	-	0.00%	
9899 49  4429	Rookie Soccer	966	985	806	1,034	1,034	-	0.00%	
9899 49  4430	Day Camp	-	36,363	36,677	45,415	40,001	(5,414)	-11.92%	
9899 49	Administrative	13	304	225	225	225	-	0.00%	
Total Expenditures		\$ 59,973	\$ 90,627	\$ 110,049	\$ 122,032	\$ 119,618	\$ (2,414)	-1.98%	

## Footnotes:

Acct - 6118: Ashwaubenon Blast

Acct - 8100: Ashwaubeon Blast

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

- Maintenance of 22 park facilities
- Projects & park upgrade installations.
- Maintenance of 14 picnic shelters.
- Grooming and maintenance of 15 baseball/softball diamonds.
- Maintenance of 12 athletic and soccer fields.
- General upkeep of 300 acres of parkland.
- Upkeep of 12+ miles of trail.
- Associated facility upkeep and maintenance; including marina, storage buildings, ASD playgrounds, trailheads and other.
- Grass cutting and trimming of all parks, trails, Village medians and other locations.

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Park Foreman	1.00	1.00	59,488
Park Maintenance	1.00	1.00	55,141
Park Maintenance - Seasonal	Part-Time	Part-Time	73,056
<b>Total FTE's and Salaries</b>	<b>2.00</b>	<b>2.00</b>	<b>\$ 187,685</b>

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

**2016 ACCOMPLISHMENTS:**

- Upgraded seating areas installed at Fort Howard pickleball courts, Ashwaubomay playground, and multiple parks with donation benches.
- Deactivation and re-installation of the Klipstine Park playground after remediation project complete.
- Installation of equipment and amenities in and around new the community center project.
- Assisted with landscaping of new community center, pool and auditorium projects.

**2017 OBJECTIVES:**

- Complete Klipstine Park landscaping after surrounding construction is completed.
- Excavation and crusher dust trail installation at the Klipstine Park Fitness Trail.
- Continued slab, table & table installation at community parks to promote focus on “gathering spaces”.

**BUDGET SUMMARY:**

- Slight increase in supplies and equipment rentals (porta-potties). \$15,000 increase to refurbish 580D and 4100 mower for extended life vs. purchasing new. This was discussed and also recommended by mechanics. We did this to one of the 580's in 2015, which has thus far worked out well.

# Village of Ashwaubenon

# 2017 Budget

**Department: Park Maintenance**

**Fund: 100**

**Dept #: 5541**

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	177,392	198,538	187,685	187,685	189,973	2,288	1.22%	
	Overtime/Comptime	3,067	2,615	2,000	2,000	3,000	1,000	50.00%	
	Total Salaries and Wages	180,685	201,411	190,045	190,045	193,333	3,288	1.73%	
5210	Medicare/Fica	12,869	14,426	14,539	14,539	14,790	251	1.73%	
5220	Health Insurance	30,689	34,666	34,365	34,365	39,278	4,913	14.30%	
5221	Dental Insurance	1,967	2,180	2,074	2,074	2,076	2	0.10%	
5222	Life Insurance	287	336	303	303	356	53	17.49%	
5230	Disability	-	-	290	290	296	6	2.07%	
5240	Retirement	8,350	8,620	7,721	7,721	8,179	458	5.93%	
	Total Benefits	54,161	60,228	59,292	59,292	64,975	5,683	9.58%	
	Total Personnel Services	234,846	261,639	249,337	249,337	258,308	8,971	3.60%	
6113	Maintenance Supplies	4,129	2,586	2,700	2,700	2,700	-	0.00%	
6116	Janitorial Supplies	1,309	1,073	1,590	1,590	1,590	-	0.00%	
6117	Athletic Field Supplies	27,401	27,777	29,862	29,862	29,862	-	0.00%	
	Total Supplies	32,840	31,465	34,152	34,152	34,152	-	0.00%	
6122	Gas & Oil	31,873	23,981	20,720	36,432	25,800	(10,632)	-29.18%	**
6211	Repairs-Building/Equipment	30,712	36,186	34,100	34,100	35,100	1,000	2.93%	**
6402	Shoe Allowance	-	318	350	525	525	-	0.00%	
	Total Operating	62,584	60,485	55,170	71,057	61,425	(9,632)	-13.56%	
8100	Contracted Services	5,159	6,916	4,500	4,500	8,400	3,900	86.67%	**
8201	Vehicle Repairs	12,801	34,047	20,961	16,000	31,000	15,000	93.75%	**
8202	Equipment Use Charge	42,929	36,086	31,623	31,623	28,732	(2,891)	-9.14%	
8205	Equipment Rental	6,656	8,298	7,680	7,680	8,300	620	8.07%	**
	Total Purchased Services	67,545	85,346	64,764	59,803	76,432	16,629	27.81%	
8400	Gas & Electric	33,170	36,881	35,343	30,527	37,000	6,473	21.20%	**
8401	Water/Sewer/Storm Water	22,363	22,245	22,500	28,073	28,073	-	0.00%	
	Total Utilities	55,533	59,126	57,843	58,600	65,073	6,473	11.05%	
9121	Equipment < \$5000	-	4,940	4,203	4,900	4,900	-	0.00%	
9350	Lease Expense	266	-	-	-	-	-	N/A	
	<b>Total Expenditures</b>	<b>\$ 453,614</b>	<b>\$ 503,001</b>	<b>\$ 465,469</b>	<b>\$ 477,849</b>	<b>\$ 500,290</b>	<b>\$ 22,441</b>	<b>4.70%</b>	

## Footnotes:

Acct - 6122: Adjusted for trend.  
 Acct - 6211: \$1,000 increase cost of repairs to facilities.  
 Acct - 8100: \$2,400 increase for garbage can pickup actual trend.  
 Acct - 8100: \$1,500 for Smith Court pressure washing.  
 Acct - 8201: \$15,000 for maintenance of existing lawn mowers.  
 Acct - 8205: Increase \$620 to match actual trend of porta potty costs.  
 Acct - 8400: Adjusted to match actual trends



**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Budget 2016	Budget 2017	Budget 2016
Community Center Supervisor	Part-Time	Part-Time	7,176
Community Center Supervisor	Part-Time	Part-Time	17,940
<b>Total FTE's and Salaries</b>			<b>\$ 25,116</b>

**2016 ACCOMPLISHMENTS:**

- The new facility opened July 21<sup>st</sup> with our Grand Opening Gala.
- The facility has been rented nearly every weekend since opening to reservations on July 27<sup>th</sup>. Most weekends have had multiple rentals.
- Programming has increased to bring more people to the new facility. This includes new senior educational classes, fitness classes, instructional adult classes, pre k programming and outside partnerships.

**2017 OBJECTIVES:**

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

**BUDGET SUMMARY:**

- Community Center expenditures and revenues are estimates using figures from the first 2 months of operations and projecting growth.
- Contracted Services line is for the cost of the cleaning service that will clean facility 3 times per week.
- Utilities have gone up with opening of the new larger facility.
- Community Center Supervisor I position is the 1 staff person that works each night and/or weekend rental. This position is filled by a number of people but only 1 person is working at a given time. Budgeted wages increased due to staffing for an entire year. Weekly budgeted hours actually decreased.
- Community Center Supervisor II wages stayed the same. In 2016 we had budgeted 2 people to work 23 hours per week for ½ year. We hired 1 staff instead of 2 to work 23 hours per week but have budgeted 2017 for the full year now that the new facility is open. We eliminated the senior coordinator wages from adult recreation and have incorporated that position into the Community Center Supervisor II job responsibilities.
- Office supplies removed from the budget due to the Park & rec offices moving to the Community Center.
- Program supplies were decreased from 2016 due to offices moving to the Community Center.

# Village of Ashwaubenon

# 2017 Budget

Department: Community Center

Fund: 100

Dept #: 5551

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	8,706	2,145	15,116	25,116	29,003	3,887	15.48%	
	Overtime/Comptime	10	-	-	-	-	-	N/A	
	Total Salaries and Wages	8,716	2,145	15,116	25,116	29,003	3,887	15.48%	
5210	Medicare/Fica	623	155	1,156	1,921	2,218	297	15.46%	
5220	Health Insurance	1,422	357	-	-	-	-	N/A	
5221	Dental Insurance	100	25	-	-	-	-	N/A	
5222	Life Insurance	8	2	-	-	-	-	N/A	
5240	Retirement	357	84	-	-	-	-	N/A	
	Total Benefits	2,510	623	1,156	1,921	2,218	297	15.46%	
	Total Personnel Services	11,225	2,768	16,272	27,037	31,221	4,184	15.48%	
6100	Office Supplies	-	-	250	1,600	-	(1,600)	-100.00%	**
6113	Maintenance Supplies	-	-	500	2,200	2,200	-	0.00%	
6116	Janitorial Supplies	1,253	100	3,610	3,610	3,610	-	0.00%	
6118	Program Supplies	-	-	-	2,200	1,000	(1,200)	-54.55%	**
	Total Supplies	1,253	100	4,360	9,610	6,810	(2,800)	-29.14%	
6214	Fire Alarm/Security Maint	-	-	-	1,000	1,000	-	0.00%	
	Total Operating	-	-	-	1,000	1,000	-	0.00%	
8100	Contracted Services	-	-	5,000	12,750	14,000	1,250	9.80%	**
	Total Purchased Services	-	-	5,000	12,750	14,000	1,250	9.80%	
8400	Gas & Electric	6,672	5,053	10,621	7,621	25,621	18,000	236.19%	**
8401	Water/Sewer/Storm Water	2,876	2,626	2,300	2,300	2,300	-	0.00%	
8405	Television Expenses	-	-	975	-	-	-	N/A	
	Total Utilities	9,547	7,679	13,896	9,921	27,921	18,000	181.43%	
	<b>Total Expenditures</b>	<b>\$ 22,025</b>	<b>\$ 10,546</b>	<b>\$ 39,528</b>	<b>\$ 60,318</b>	<b>\$ 80,952</b>	<b>\$ 20,634</b>	<b>34.21%</b>	

## Footnotes:

Acct - 6100: Eliminated due to offices moving

Acct - 6118: Lowered due to offices moving

Acct - 8100: Cleaning Service Cost

Acct - 8400: Adjusted for new building.

**Village of Ashwaubenon****2017 Budget****Department: Performing Arts Center****Fund: 100****Dept #: 5561****DEPARTMENT DESCRIPTION:**

The Performing Arts Center Department funds the Village's share of the cost of the new PAC manager role. The overall personnel services costs of the position is split 50/50 with the Ashwaubenon School District. The primary function of this position is to manage the use of the facility.

**STAFFING:**

The PAC Manager position is a paid position through the Ashwaubenon School District where the Village will be billed for 50% of the overall personnel services costs.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Total Salaries and Wages	-	-	-	-	31,110	31,110		N/A
5210	Medicare/FICA	-	-	-	-	2,380	2,380		N/A
5220	Health Insurance	-	-	-	-	11,256	11,256		N/A
5221	Dental Insurance	-	-	-	-	519	519		N/A
5222	Life Insurance	-	-	-	-	47	47		N/A
5230	Disability	-	-	-	-	80	80		N/A
5240	Retirement	-	-	-	-	2,115	2,115		N/A
	Total Benefits	-	-	-	-	16,397	16,397		N/A
	Total Personnel Services	-	-	-	-	47,507	47,507		N/A
	<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 47,507</b>	<b>\$ 47,507</b>		<b>N/A</b>

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Forester	1.00	1.00	55,557
Forestry Part-time and Seasonal	Part-Time	Part-Time	38,100
<b>Total FTE's and Salaries</b>	<b>1.00</b>	<b>1.00</b>	<b>\$ 93,657</b>

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

**2016 ACCOMPLISHMENTS:**

- Worked with Village Staff and Rettler Corporation to develop and initiate a tree preservation/ management strategy for the Klipstine Park soil remediation project which prioritized trees to retain and remove during the project.
- Tree Work completed this year (Through Sept. 1, 2016): Pruned 304 trees (104 standard, 81 raising, 72 training, 37 storm damage, 8 misc.), removed 33 trees, ground 30 stumps, planted 117 trees.
- Completed installation of the landscapes for referendum projects at both the Community Center and Ashwaubenon High School.
- Continued implementation of the Village's EAB Readiness plan using a pre-emptive ash replacement program by removing/replacing ash trees.
- Finished street tree pruning in Management Areas 5 and completed street tree pruning for all street trees in Management Areas 2 and 8.
- Conducted Training Prune on all trees < 10" in management areas 2 and 8 to promote proper structure and reduce future maintenance costs.
- Participated in the Packer's "First Down for Trees" Program; planted 45 trees through the program.
- Surveyed all stop/yield signs and sidewalks for vegetative obstructions and pruned as necessary to ensure safety.

**2017 OBJECTIVES:**

- Continue EAB advanced planning for the Village's 1272 Village owned ash trees to include pre-emptive removals, chemical treatments and monitoring.
- Finish Sectional street tree pruning in Management Area 2 and continue into Management Area 6 as resources allow using contracted services.
- Education of public on EAB to include the Village's EAB Readiness Plan and homeowner responsibility once EAB impacts the Village's Urban Forest.
- Removal and replacement of street and park trees as identified in annual fall survey.
- Continue striving for a 6-year pruning cycle for Village maintained trees that include a young tree training program for trees less than 10" in diameter.

**2017 CAPITAL REQUESTS:**

Emerald Ash Borer Management Fund
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Amount: \$ 20,000

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

Justification:

**Request Denied.**

The Village of Ashwaubenon has been preparing for the arrival of EAB for a number of years. The insect was first identified in the Detroit area in 2002 and has since spread throughout most of the Midwest killing several million Ash trees along the way. While EAB has been found in Brown County in 2009 and 2012, **EAB HAS NOT BEEN FOUND IN THE VILLAGE OF ASHWAUBENON**. Communities in Michigan and Illinois were completely overwhelmed by the volume of dead and dying ash trees, often resulting in very hazardous situations.

In Brown County, the Cities of Green Bay and DePere have already discovered EAB within their communities, which means Ashwaubenon now has EAB on two sides and it will be a matter of time before we discover it within our Village Limits... however, it is likely already here!

Once an outbreak occurs, almost all of our 1,272 inventoried ash trees will be dead within 5-7 years without ongoing chemical treatments. The Village will then need to remove and/or replace all of these trees before they become hazardous. This on-going fund will build over the year and will help prepare the Village financially for this huge undertaking and defray the high cost of removing large amount of trees in a short period of time. Calculations from the Village's "EAB Readiness Plan" estimate removal and stumping costs for existing ash trees to be approximately \$400,000. Cost to provide a replacement tree for all those removed will add an additional \$350,000 to the removal costs. Please keep in mind the estimates do not factor any cost for ash trees located within the wooded areas of our parks (Sherwood Forest, Hidden Valley, Ashwaubomay etc.) and drainage conservancy areas.

Contracted Tree Pruning
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Amount: \$ 17,500

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

Justification:

**Request Denied.**

# Village of Ashwaubenon

# 2017 Budget

**Department: Forestry Administration**

**Fund: 100**

**Dept #: 5610**

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Salaries and Wages	96,941	97,061	93,657	93,657	94,768	1,111	1.19%	
	Overtime/Comptime	202	-	-	-	-	-	N/A	
	Total Salaries and Wages	97,143	97,061	93,657	93,657	94,768	1,111	1.19%	
5210	Medicare/Fica	6,770	6,901	7,164	7,164	7,249	85	1.19%	
5220	Health Insurance	19,853	20,331	14,731	14,731	13,624	(1,107)	-7.51%	
5221	Dental Insurance	1,401	1,409	1,037	1,037	1,038	1	0.10%	
5222	Life Insurance	107	118	84	84	86	2	2.38%	
5230	Disability	-	-	140	140	143	3	2.14%	
5240	Retirement	5,208	5,109	3,667	3,667	3,853	186	5.07%	
	Total Benefits	33,339	33,869	26,823	26,823	25,993	(830)	-3.09%	
	Total Personnel Services	130,482	130,930	120,480	120,480	120,761	281	0.23%	
6101	Operational Supplies	4,825	4,508	3,700	4,700	4,700	-	0.00%	
6123	Landscaping Supplies	8,511	9,222	7,600	9,200	9,200	-	0.00%	
6213	Software Maintenance	1,350	1,350	1,350	1,350	1,350	-	0.00%	
6402	Shoe Allowance	175	132	175	175	175	-	0.00%	
	Total Operating	10,036	10,704	9,125	10,725	10,725	-	0.00%	
7100	Training/Conference	1,597	694	810	1,100	1,100	-	0.00%	
7120	Dues & Subscriptions	375	495	330	330	330	-	0.00%	
	Total Travel/Training	1,972	1,189	1,140	1,430	1,430	-	0.00%	
8100	Contracted Services	19,806	39,687	20,250	20,250	20,250	-	0.00%	
8114	Tree Planting - Village	5,298	10,636	11,000	11,000	11,000	-	0.00%	
8117	Tree Planting - Residents	1,964	6,881	3,000	3,000	3,000	-	0.00%	
8201	Vehicle Repairs	10,927	5,838	5,182	2,500	2,500	-	0.00%	
8202	Equipment Use Charge	436	2,853	249	249	2,425	2,176	873.90%	
	Total Purchased Services	38,431	65,895	39,681	36,999	39,175	2,176	5.88%	
<b>Total Expenditures</b>		<b>\$ 185,745</b>	<b>\$ 213,226</b>	<b>\$ 174,126</b>	<b>\$ 174,334</b>	<b>\$ 176,791</b>	<b>\$ 2,457</b>	<b>1.41%</b>	

# Village of Ashwaubenon

## 2017 Budget

**Department: Animal Control**

**Fund: 100**

**Dept #: 5810**

### DEPARTMENT DESCRIPTION:

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

### SERVICES:

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

### STAFFING:

No staffing needs are required for the Animal Control budget.

### 2016 ACCOMPLISHMENTS:

- Handled 467 animal complaints.
- 44 animals transported to Bay Area Humane Society
- 59 incidents of dogs in vehicles

### 2017 OBJECTIVES:

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

Provide education to owners regarding leaving dogs in cars.

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
6101	Operational Supplies	138	41	500	1,000	1,000	-	0.00%	
8100	Contracted Services	-	1,281	1,250	2,500	2,500	-	0.00%	
8103	Rodent Control	1,013	1,013	1,068	900	900	-	0.00%	
8105	Humane Society	5,666	7,704	7,500	7,500	7,500	-	0.00%	
	Total Purchased Services	6,679	9,997	9,818	10,900	10,900	-	0.00%	
	<b>Total Expenditures</b>	<b>\$ 6,817</b>	<b>\$ 10,039</b>	<b>\$ 10,318</b>	<b>\$ 11,900</b>	<b>\$ 11,900</b>	<b>\$ -</b>	<b>0.00%</b>	

**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:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Community Development Planner	1.00	1.00	70,524

**2016 ACCOMPLISHMENTS:**

- Completed an update to the Comprehensive Plan.
- Continued property acquisition in order to facilitate the redevelopment of focus areas within the village center for senior-focused housing.
- Continued to provide guidance with updates to the zoning ordinance on an on-going basis to keep our regulations current and in alignment with current development needs and trends.
- Continued regular business outreach with businesses throughout the village.
- Worked with a consultant to generate visionary concept plans to facilitate discussions for redevelopment with developers.
- Worked with numerous developers to discuss senior and multi-family housing.
- Worked with numerous brokers for site selection and recruitment of targeted commercial uses.
- Successfully recruited a grocery operator, Fresh Thyme, to a site in Ashwaubenon.
- Successfully recruited a developer for a substantial multi-family project, Manseau Flats, with contemporary amenities appropriate for empty nesters and young professionals.
- Facilitated the planned unit development process for Phase 1 of the 34-acre Titledown Development.
- Finalized the Boundary and Project Plan Amendment for TID #3 in order to facilitate the continued development along the Lombardi Avenue corridor.

**2017 OBJECTIVES:**

- Continue to recruit developers for senior and multi-family housing options throughout the village, with a focus on the village center area.
- Continue to work with developers on workforce and senior housing in targeted census tracts, to provide affordable housing to individuals and families.
- Continue to target and market to specific commercial and retail uses within our regional retail district and the sports and entertainment district to enhance the use mix.
- Continue to market our community on a regional and national level.



# Village of Ashwaubenon

# 2017 Budget

**Department: Economic Development**

**Fund: 100**

**Dept #: 5651**

Account	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
	Total Salaries and Wages	-	69,831	68,874	68,874	71,934	3,060	4.44%	
5210	Medicare/Fica	-	4,691	5,269	5,269	5,503	234	4.44%	
5220	Health Insurance	-	14,026	14,731	14,731	13,624	(1,107)	-7.51%	
5221	Dental Insurance	-	1,038	1,037	1,037	1,038	1	0.10%	
5222	Life Insurance	-	87	162	162	169	7	4.32%	
5230	Disability	-	-	160	160	160	-	0.00%	
5240	Retirement	-	4,589	4,546	4,546	4,892	346	7.61%	
	Total Benefits	-	24,431	25,905	25,905	25,386	(519)	-2.00%	
	Total Personnel Services	-	94,262	94,779	94,779	97,320	2,541	2.68%	
6100	Office Supplies	-	499	600	600	600	-	0.00%	
6213	Software Maintenance	-	-	619	-	-	-	N/A	
7100	Training/Conference	-	120	3,500	3,500	3,500	-	0.00%	
7120	Dues & Subscriptions	-	575	500	500	500	-	0.00%	
7130	Mileage Reimbursement	-	636	450	450	450	-	0.00%	
	Total Travel/Training	-	1,330	4,450	4,450	4,450	-	0.00%	
8100	Contracted Services	-	5,800	-	-	-	-	N/A	
8115	Engineering Services	-	38,500	9,048	-	-	-	N/A	
8116	Economic Development	-	8,467	6,201	6,201	6,201	-	0.00%	
	Total Purchased Services	-	52,767	15,249	6,201	6,201	-	0.00%	
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ 148,858</b>	<b>\$ 115,697</b>	<b>\$ 106,030</b>	<b>\$ 108,571</b>	<b>\$ 2,541</b>	<b>2.40%</b>	

*Village of Ashwaubenon*  
**2017 Operating Budget**

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**SPECIAL REVENUE  
FUNDS**

## SPECIAL REVENUE FUNDS

## SUMMARY REPORT

Account	Park Development	Street Beauti- fication	Community Development Authority	Donation	Oneida Service Agreement	Public Safety K9 Program	Public Safety DARE / Liaision	Public Safety Citizen's Academy	Public Safety Explorers	Employee Retirement	Total
<b>REVENUES</b>											
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,204	\$ -	\$ -	\$ -	\$ 9,204
Intergovernmental	-	-	-	-	350,848	-	-	-	-	-	350,848
Special Assessments	-	-	-	-	-	-	-	-	-	-	-
Park Development Fees	40,000	-	-	-	-	-	-	-	-	-	40,000
Donations	-	50	-	10,000	-	1,000	16,100	-	-	-	27,150
Lease Revenue	-	-	2,908,330	-	-	-	-	-	-	-	2,908,330
Interest	750	-	-	-	-	-	5	-	-	-	755
Miscellaneous	-	-	6,000	-	-	-	-	-	2,400	-	8,400
Total Revenues	40,750	50	2,914,330	10,000	350,848	1,000	25,309	-	2,400	-	3,344,687
<b>EXPENDITURES</b>											
Current											
General Government	-	-	17,200	-	-	-	-	-	-	-	17,200
Public Safety	-	-	-	-	-	1,000	19,973	4,541	4,082	75,000	104,596
Public Works	-	-	-	-	-	-	-	-	-	25,000	25,000
Debt Service											
Principal	-	-	1,940,000	-	-	-	-	-	-	-	1,940,000
Interest and Fiscal Charges	-	-	968,330	-	-	-	-	-	-	-	968,330
Capital Outlay	2,815	50	-	10,000	216,895	-	-	-	-	-	229,760
Total Expenditures	2,815	50	2,925,530	10,000	216,895	1,000	19,973	4,541	4,082	100,000	3,284,886
Excess (Deficiency) of Revenues Over (Under) Expenditures	37,935	-	(11,200)	-	133,953	-	5,336	(4,541)	(1,682)	(100,000)	59,801
<b>OTHER FINANCING SOURCES</b>											
Operating Transfers In	-	-	-	-	-	-	-	4,541	4,082	68,330	76,953
Operating Transfers (Out)	-	-	-	-	(133,953)	-	-	-	-	-	(133,953)
Total Other Financing Sources	-	-	-	-	(133,953)	-	-	4,541	4,082	68,330	(57,000)
Net Change in Fund Balances	37,935	-	(11,200)	-	-	-	5,336	-	2,400	(31,670)	2,801
Fund Balance - January 1	187,426	281	100,228	-	-	25,066	16,178	2,660	4,360	129,434	465,633
<b>Fund Balance - December 31</b>	<b>\$ 225,361</b>	<b>\$ 281</b>	<b>\$ 89,028</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,066</b>	<b>\$21,514</b>	<b>\$ 2,660</b>	<b>\$ 6,760</b>	<b>\$ 97,764</b>	<b>\$ 468,434</b>

**FUND DESCRIPTION:**

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

**2016 ACCOMPLISHMENTS:**

- Staff efforts focused on the three community facility projects in 2016. If time and supplementary funding are found, we would like to tackle putting in the fitness trail at Klipstine (connecting the fitness stations), as well as widening the path at Pioneer Park to the south of the concession stand.

**2017 OBJECTIVES:**

- Complete path work at Pioneer Park and the Klipstine Fitness Trail to meet the growing demands from an increasing number of area workers (lunch hours & after work) and residents (all times of day).

**2017 CAPITAL REQUESTS:**

Pioneer Park Pathway Expansion - North of Shelter
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Amount: \$ 2,815

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

Due to increased general usage of Pioneer Park, and with larger sized events and tournaments being held, it is proposed that the pathway from Commanche to diamond #3 be expanded to 11' wide. It is currently 5' coming up to the building from the street and in poor condition. 64% of the pathway project cost (\$4685) would need to be paid by the general fund. 36% (\$2635) of the pathway can be taken from Park Development (Based on new versus existing). There is a slight contingency added in (\$180).

## SPECIAL REVENUE FUNDS

## PARK DEVELOPMENT - FUND 200

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Park Development Acquisition Fees	\$ 35,228	\$ 76,606	\$ 45,000	\$ 30,000	\$ 40,000	\$ 10,000	33.33%	
Interest	1,186	938	750	500	750	250	50.00%	
Miscellaneous	-	-	15,600	-	-	-	0.00%	
Total Revenues	36,414	77,544	45,750	30,500	40,750	10,250	33.61%	
EXPENDITURES								
Capital Outlay								
Park Enhancements/Equipment	148,828	65,311	8,000	8,000	2,815	(5,185)	-64.81%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(112,414)	12,233	37,750	22,500	37,935	15,435	68.60%	
OTHER FINANCING SOURCES								
Operating Transfers In	73,000	-	-	-	-	-	0.00%	
Net Change in Fund Balances	(39,414)	12,233	37,750	22,500	37,935			
Fund Balance - January 1	176,857	137,443	149,676	137,943	187,426			
Fund Balance - December 31	\$137,443	\$149,676	\$187,426	\$160,443	\$225,361			

**SPECIAL REVENUE FUNDS**
**STREET BEAUTIFICATION - FUND 215**
**FUND DESCRIPTION:**

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

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Donations	\$ 14	\$ 43	\$ 50	\$ 125	\$ 50	\$ (75)	-60.00%	
Interest	1	1	1	-	-	-	0.00%	
Total Revenues	15	44	51	125	50	(75)	-60.00%	
<b>EXPENDITURES</b>								
Christmas Decorations	-	-	50	125	50	(75)	-60.00%	
Excess of Revenues Over Expenditures	15	44	1	-	-	-	0.00%	
Net Change in Fund Balances	15	44	1	-	-			
Fund Balance - January 1	221	236	280	-	281			
<b>Fund Balance - December 31</b>	<b>\$ 236</b>	<b>\$ 280</b>	<b>\$ 281</b>	<b>\$ -</b>	<b>\$ 281</b>			

**FUND DESCRIPTION:**

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

**FUTURE OBJECTIVES**

- Various parcels to be resold in future redevelopment.

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Intergovernmental	\$2,202,550	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
Special Assessments	-	43,804	-	44,000	-	(44,000)	-100.00%	
Lease Revenue	2,981,910	2,960,680	2,935,789	2,935,789	2,908,330	(27,459)	-0.94%	
Miscellaneous	4,405	4,380	5,000	6,000	6,000	-	0.00%	
Total Revenues	5,188,865	3,008,864	2,940,789	2,985,789	2,914,330	(71,459)	-2.39%	
<b>EXPENDITURES</b>								
Current								
General Government	16,076	99,964	17,200	62,200	17,200	(45,000)	-72.35%	
Debt Service								
Principal	1,930,000	1,930,000	1,935,000	1,935,000	1,940,000	5,000	0.26%	
Interest and Fiscal Charges	1,048,110	1,026,880	1,000,789	1,000,789	968,330	(32,459)	-3.24%	
Capital Outlay	2,203,550	-	-	-	-	-	0.00%	
Total Expenditures	5,197,736	3,056,844	2,952,989	2,997,989	2,925,530	(72,459)	-2.42%	
Net Change in Fund Balances	(8,871)	(47,980)	(12,200)	(12,200)	(11,200)			
Fund Balance - January 1	169,279	160,408	112,428	160,408	100,228			
<b>Fund Balance - December 31</b>	<b>\$ 160,408</b>	<b>\$ 112,428</b>	<b>\$ 100,228</b>	<b>\$ 148,208</b>	<b>\$ 89,028</b>			

**SPECIAL REVENUE FUNDS**
**DONATION - FUND 240**
**FUND DESCRIPTION:**

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

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2016 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Donations	\$ 12,782	\$ 10,161	\$ 75,000	\$ 10,000	\$ 10,000	\$ -	0.00%	
<b>EXPENDITURES</b>								
Capital Outlay								
Miscellaneous Requests	4,627	14,011	88,865	10,000	10,000	-	0.00%	
Net Change in Fund Balances	8,155	(3,850)	(13,865)	-	-			
Fund Balance - January 1	9,560	17,715	13,865	-	-			
<b>Fund Balance - December 31</b>	<b>\$ 17,715</b>	<b>\$ 13,865</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			



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

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

**2016 ACCOMPLISHMENTS:**

- Transferred \$32,000 to General Fund for transit services (as directed in the service agreement).
- Transferred \$79,070 to the General Fund for operational costs.
- Funded building costs for moving Parks and Recreation Department to new Community Center

**2017 OBJECTIVES**

Department	Description	Amount
General Government	Adjust Workers' Compensation Insurance Rates with new rates.	\$ 47,554
Village Hall/Garage	Video Surveillance System and Door Access Upgrades.	35,000
Park & Recreation	Fort Howard Park Playground Equipment request.	30,000
IT	2017 NEWEYE Costs.	20,000
Public Safety	Rapid-Flash Pedestrian Crossing Beacon.	18,128
Park & Recreation	Ashwaubomay Lake Shallow-Water Play Equipment request.	11,000
Park & Recreation	Ashwaubomay Baseball Bleacher replacement.	10,000
Park & Recreation	ASC Parking Lot repair.	9,000
Village Garage	Garage door hinge replacements.	9,000
IT	Conference Room A Upgrades.	6,156
Forestry	Tree Pruning Contract cost increase.	5,810
Garage	Gas Pump hardware upgrade.	5,000
Park & Recreation	Pioneer Park Pathway expansion.	4,685
Municipal Court	TiPSS Interface Software.	3,662
Park Maintenance	Bobcat Landplane attachment.	1,900
		<u>\$216,895</u>
	Transfer to General Fund for transit services (as directed in the service agreement)	\$ 32,000
	Transfer to Village Retirement Fund	68,330
	Transfer to Village Building Fund	25,000
	Transfer to Citizen's Academy Program	4,541
	Transfer to Explorers Program	4,082
		<u>\$133,953</u>

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Service Agreement Revenue	\$283,709	\$306,804	\$311,560	\$ 311,070	\$ 350,848	\$ 39,778	12.79%	
<b>EXPENDITURES</b>								
Capital Outlay								
Miscellaneous Equipment/Projects	76,118	125,634	277,717	200,000	216,895	16,895	8.45%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	207,591	181,170	33,843	111,070	133,953	22,883	20.60%	
<b>OTHER FINANCING SOURCES</b>								
Operating Transfers In	-	57,324	-	-	-	-	0.00%	
Operating Transfers (Out)	(206,129)	(162,729)	(111,070)	(111,070)	(133,953)	(22,883)	20.60%	
Total Other Financing Sources	(206,129)	(105,405)	(111,070)	(111,070)	(133,953)	(22,883)	20.60%	
Net Change in Fund Balances	1,462	75,765	(77,227)	-	-			
Fund Balance - January 1	-	1,462	77,227	-	-			
<b>Fund Balance - December 31</b>	<b>\$ 1,462</b>	<b>\$ 77,227</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>			

**2017 CAPITAL REQUESTS:**

Workers' Compensation Insurance Rate Increase
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Amount: \$ 47,554

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

The Village Workers' Compensation Insurance rates are based on trend activity. Due to activity over the past couple years, the Village is anticipating an increase to its insurance rates. However, the increased rate is only temporary as older claims will drop off the trend range used in the rate calculation. Therefore, the Village decided to use these funds as a one-time contribution to cover the anticipated one-year increased rates.

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Video Surveillance System & Door Access Upgrades
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Amount: \$ 35,000

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

**Request of \$35,000 accepted for Village Building Fund (410) but paid with Oneida Service Agreement dollars.**

The existing video surveillance system that is housed in the Public Safety Department was installed when the building was constructed. Since then there have been many attempts to fix/replace broken cameras. The system's software is running on older technology that is no longer supported. Since dispatch has moved to the County, the use of building had changed and we need to accommodate for these uses. This quote not only includes the replacement of some of the existing camera, but additional cameras for the Village Garage area as well as door card access to the Village Garage area as well.

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Fort Howard Park Playground Equipment
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Amount: \$ 30,000

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

**Request accepted for \$30,000, not original amount of \$35,000 but paid with Oneida Service Agreement dollars (Fund 241).**

This is the second ranked capital project from Park Board. The toddler structure is circa 1992, going on 25 years old. It is time for replacement due to age and function. While there are 2 other structures bought in this time period (Gillis and Argonne), FH is ranked higher due to the decommissioning of Morris Park and the neighborhood discussion involving FH upgrades (the pickleball and activity court area was the biggest upgrade). The pricing includes the structure, playground woodchips, and depending on bids, replacement of the swing set.

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**SPECIAL REVENUE FUNDS****ONEIDA SERVICE AGREEMENT – FUND 241**

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NEWEYE Contribution
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Amount: \$ 20,000

Accepted: ☒Denied: ☐New: ☐Replacement: ☒Justification:**Request accepted but paid with Oneida Service Agreement dollars (Fund 241).**

NEWEYE is the recording and televising program run by the County. The Village is able to utilize the County's services to broadcast it's meetings to multiple media options as well as create Public Service Announcements on specific municipal issues or concerns.

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Rectangular Rapid-Flash Beacon (RRFB) and solar wireless pedestrian crossing equipment.
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Amount: \$ 18,128

Accepted: ☒Denied: ☐New: ☒Replacement: ☐Justification:**Request accepted for the Public Safety Department (5210) but paid with Oneida Service Agreement Fund dollars.**

Purchase Rectangular Rapid-Flash Beacons (RRFB) to be installed at the corner of Cormier/Santa Barbara and Cormier/Shady. The RRFB's is to provide notification to drivers traveling along Cormier Rd that pedestrian/bicyclist is about to enter the cross walk on cross Cormier Rd. When the pedestrian pushes the button for the RRFB this will activate the rapid flashing yellow LED lights that are attached to a pole at the intersection. An example of RRFB light system is currently being used on Oneida Street at a mid-block pedestrian cross walk between Armed Forces Way and Mike McCarthy Way. This crossing permits pedestrians to cross from the Lambeau Field parking lot to the Don Hutson Packer practice facility.

The Village has received several complaints from residents along the Cormier Road corridor in regards to pedestrian safety when crossing Cormier Road. Traffic studies have been completed and according to the Manual on Uniform Traffic Control Devices (MUTCD) the intersections along Cormier Road do not justify the installation of stop signs. According to past studies there are two times of the day that would warrant the installation of stop signs on Cormier Road. The times are Monday thru Friday, 7:00 AM -8:30 AM and 4:00 PM- 5:30 PM. Keeping in mind that Cormier Road is a vital roadway for drivers traveling east-west in the Village north of HWY 172.

During the 2015-2016 school year a crossing guard was assigned to work the Cormier Road and Santana Barbara intersection before and after school. With the crossing guard providing crossing assistance before and after school, the installation of a RRFB would provide pedestrian/bicycle crossing assistance 24 hours a day 7 days of the week. The RRFB is a standalone device that runs off solar power. The installation of sidewalks on the north side of Cormier Road is cost prohibitive with estimates of \$160,000 or greater, not to mention maintenance and upkeep. A crossing guard costs about \$3,500 a year with limited days of the week and hours that the intersection is staffed.

When installed the RRFB would still have the current pedestrian crossing signs that are placed on the Cormier Road center line. Public Safety would also provide an education and awareness program to the drivers along Cormier with the newly installed RRFB devices.

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Ashwaubomay Lake Shallow-Water Play  
Amenities

Amount: \$ 11,000

Accepted: ☒

Denied: ☐

New: ☒

Replacement: ☐

Justification:

**Request accepted for \$11,000, not original amount of \$15,000 but paid with Oneida Service Agreement dollars (Fund 241).**

Ashwaubomay Lake has seen good yearly attendance numbers (30,000) due to facility upgrades, staffing changes (keeping safety the #1 priority), and a strong social media presence. We are trying to run it as a business. As such, many feel that continued amenity improvements will continue to grow attendance and thus revenues. We are looking at some type of water toddler slide in the shallow portion of the Lake, and additional matting in the middle section, which has proved to be hugely popular in 2016. This item was the top ranked CORP project by Park Board at their August 2016 meeting.

Bleacher replacement – 1 set

Amount: \$ 10,000

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

**Request accepted but paid with Oneida Service Agreement dollars (Fund 241).**

This would allow the Village to continue bleacher replacement at our sports facilities. Newer WI bleacher codes state that there should be fall railings, which only the 1 set of bleachers bought in 2016 has. This would be a yearly item, as there are 18 additional sets of bleacher to replace. This was the 4<sup>th</sup> ranked CORP project as recommended by Park Board.

ASC Parking Lot Repair

Amount: \$ 9,000

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

**Request accepted but paid with Oneida Service Agreement dollars (Fund 241).**

This is the 6<sup>th</sup> ranked capital improvement per Park Board, but is never-the-less important. The parking lot has had ground fluctuations in the NW corner, causing the trash bin post footing to heave almost 1', and causing the curb and storm to lay at different grades. This is at the entryway to the "cricket" roadway, which is used daily by our park maintenance vehicles, cricket participants, and our gang mowers. The project would re-sink the posts to 6', and create a safe apron w/ level planes at the driveway entrance, including the storm water grating.

**SPECIAL REVENUE FUNDS****ONEIDA SERVICE AGREEMENT – FUND 241**

Safety-Eye and Hinge Replacement on all Village  
Hall Garage Doors

Amount: \$ 9,000

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

**Request accepted for Village Building Fund (fund 410) but paid with Oneida Service Agreement dollars (Fund 241).**

The Village Hall garage doors and operating systems are circa 1994 when the building was constructed. The garage doors are still in fine shape but the hinge systems and safety-eyes are in need of replacement. The safety inspections of these garage door locations have shown that the majority of the safety stops starting to malfunction on an increased basis due to age and wear.

Conference Room-A Upgrades

Amount: \$ 6,156

Accepted: ☒

Denied: ☒

New: ☐

Replacement: ☒

Justification:

**Request of \$6,156 accepted for the IT Department (5157) but paid with Oneida Service Agreement dollars.**

**Request of \$1,344 for upgrades to phone and recording devices denied.**

With the current display moving over to the Community Center conference a new display is needed for this room. The idea would be to increase the display size from a 55" to an 80" to allow for better viewing of plans and spread sheets in the room. In addition we would like to add wireless coloration for outside vendors, install a new phone and put the recording mics in the ceiling. This will significantly remove all the cables/wires across the table.

Tree Pruning Cost Increase

Amount: \$ 5,810

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

**Request accepted for Forestry Department (5610) but paid with Oneida Service Agreement dollars.**

The Forestry Department has been contracting tree pruning services of \$17,500 for the past few years. This allows for a certain amount of pruning to be completed throughout the village each year. The most recent bids increased by \$5,810 to provide the same level of service. This request will allow the Forestry Department to maintain the current level of services for 2017. However, the Forestry Department will review its zoning to identify any adjustments to provide equal services in the future.

**SPECIAL REVENUE FUNDS****ONEIDA SERVICE AGREEMENT – FUND 241**

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Gasboy Gas Pump Hardware Upgrade
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Amount: \$ 5,000

Accepted: ☒Denied: ☐New: ☐Replacement: ☒Justification:**Request accepted for Garage Department (5410) but paid with Oneida Service Agreement dollars.**

In the annual review by the State Department of Licensing, the Village gas pumps were found to have an outdated pump/software interface that is required to be replaced. Jeremy, the Village IT Specialist, will be assisting Public Works with the interface so that the Village is only paying for the actual supplies and hardware.

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Pioneer Pathway expansion
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Amount: \$ 4,685

Accepted: ☒Denied: ☐New: ☒Replacement: ☒Justification:**Request accepted but paid with Oneida Service Agreement dollars (Fund 241).**

Due to increase general usage of Pioneer Park, and with larger sized events and tournaments being held, it is proposed that the full pathway from Commanche to D3 be expanded to 11 feet. Most of the current run is 5' coming up to the building from the street, and in generally poor condition. 64% of the pathway project cost (\$4685) would need to be paid by the general fund. 36% (\$2635) of the pathway can be taken from Park Development (based on new vs. existing). There is a slight contingency added in (\$180). This is the 3<sup>rd</sup> ranked project for 2017 as recommended by Park Board.

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TiPSS Interface Software State Debt Collection and  
TiPSS Interface Software Point and Pay

Amount: \$ 3,662

Accepted: ☒

Denied: ☐

New: ☒

Replacement: ☐

Justification:

**Request accepted for the Municipal Court Department (5121) but paid with Oneida Service Agreement dollars.**

TiPSSCourts 2017 total support fees is \$4,796.00. Municipal Court would like to add two additional interfaces created by our software company known as TiPSSCourts. The first interface is called SDC (State Debt Collections) which is known as TiPSSSDC. The additional cost of the interface product would be \$512.00 and the one-time fee of \$2,500.00 for license and service fee. State Debt Collection is an automated interface between TiPSSCourts and WI Department of Revenue. The TiPSSSDC program will allow us to intercept tax refunds or other refundable credits, wage garnishments, bank levies and lottery prizes. This is another avenue for the Municipal Court to attempt to collect unpaid fines in addition to the existing TRIP (Tax Refund Intercept Program). Municipal Court can decide what collection program we want to use and, if one program (TRIP) isn't working for us, we can move our collection efforts over to SDC. As of 2016, we collected \$28,297.19 via TRIP. Based on the information provided to us by other courts, we could double the amount we are collecting via SDC. If we are not satisfied with the software, we can return it within 60 days of installation for a full refund of the license and support fees.

The second interface is called Point and Pay, known as TiPSSWebpayment. Point and Pay is an online payment service that is designed for the defendant to query for unpaid citations, accept payments electronically via credit card, debit and E-check. With the Point and Pay system, the defendant would just need to enter their name and date-of-birth and it will show all citations with outstanding balances with Ashwaubenon Municipal Court. This system will offer the defendants an easy, accurate, and safe way to make payments via the internet. The cost for TiPSSWebpayment (Point & Pay) is a one-time fee of \$650.00 with no annual support costs to us.

Landplane attachment for Bobcat

Amount: \$ 1,900

Accepted: ☒

Denied: ☐

New: ☒

Replacement: ☐

Justification:

**Request accepted for Park Maintenance Department (5541) but paid with Oneida Service Agreement dollars.**

With the number of park projects now done in-house, this will help with groundwork and improve efficiency of doing work ourselves. It will also help properly level our baseball and softball fields. A landplane breaks/peels hard ground, and peels large areas of sod. It is an attachment for our Bobcat.

# SPECIAL REVENUE FUNDS

# K-9 PROGRAM - FUND 242

## FUND DESCRIPTION:

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

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

## SERVICES:

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

## 2016 ACCOMPLISHMENTS:

- 65,800 street value of drugs seized
- 77 pieces of drug paraphernalia confiscated
- 3 firearms recovered
- 1 vehicle seized

## 2017 OBJECTIVES:

- Ongoing training and recertification of dog and handler.
- Working with officers in the deployment of the K-9 Unit as a resource.
- Collaboration with other Brown County K-9 Units for mutual aid quests.

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Donations	\$ 54,617	\$ 135	\$ 500	\$ 15,000	\$ 1,000	\$ (14,000)	-93.33%	
Miscellaneous	-	4,398	2,185	-	-	-	0.00%	
Total Revenues	54,617	4,533	2,685	15,000	1,000	(14,000)	-93.33%	
<b>EXPENDITURES</b>								
Public Safety K-9 Expenditures	29,252	13,549	2,500	15,000	1,000	(14,000)	-93.33%	
Excess of Revenues Over Expenditures	25,365	(9,016)	185	-	-	-	0.00%	
<b>OTHER FINANCING SOURCES</b>								
Operating Transfers (Out)	(41,468)	-	-	-	-	-	0.00%	
Net Change in Fund Balances	(16,103)	(9,016)	185	-	-			
Fund Balance - January 1	50,000	33,897	24,881	23,500	25,066			
<b>Fund Balance - December 31</b>	<b>\$ 33,897</b>	<b>\$ 24,881</b>	<b>\$ 25,066</b>	<b>\$ 23,500</b>	<b>\$ 25,066</b>			



## SPECIAL REVENUE FUNDS

## DARE/LIAISON PROGRAM - FUND 243

### FUND DESCRIPTION:

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

### SERVICES:

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

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

### 2016 ACCOMPLISHMENTS:

- Officer Jackie Dunlap being appointed the new DARE/Liaison Officer.
- Officer Dunlap graduating her 2<sup>nd</sup> DARE class in the spring 2016.
- Develop new drop off/pick up student area at Cormier School.

### 2017 OBJECTIVES:

- Coordinate with school officials for Homecoming activities.
- Distracted Driver Program.
- Summer School Bike Rodeo.

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
General Property Taxes	\$ -	\$ -	\$ 9,204	\$ 9,204	\$ 9,204	\$ -	0.00%	
Interest	-	-	5	5	5	-	0.00%	
Donations	-	-	2,000	16,100	16,100	-	0.00%	
Miscellaneous	-	-	24,942	-	-	-	0.00%	
Total Revenues	-	-	36,151	25,309	25,309	-	0.00%	
<b>EXPENDITURES</b>								
Personnel Services	-	-	9,204	9,204	9,204	-	0.00%	
Supplies	-	-	10,769	10,769	10,769	-	0.00%	
Total Expenditures	-	-	19,973	19,973	19,973	-	0.00%	
Net Change in Fund Balances	-	-	16,178	5,336	5,336			
Fund Balance - January 1	-	-	-	-	16,178			
<b>Fund Balance - December 31</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,178</b>	<b>\$ 5,336</b>	<b>\$ 21,514</b>			

**SPECIAL REVENUE FUNDS**
**CITIZEN'S ACADEMY PROGRAM - FUND 244**
**FUND DESCRIPTION:**

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

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

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

**SERVICES:**

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

**2016 ACCOMPLISHMENTS:**

- Graduation of spring Citizen Academy class

**2017 OBJECTIVES:**

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

**BUDGET SUMMARY:**

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

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
General Property Taxes	\$ -	\$ -	\$ 4,541	\$ 4,541	\$ -	\$ (4,541)	-100.00%	
Donations	-	2,500	-	-	-	-	0.00%	
Miscellaneous	-	-	360	-	-	-	0.00%	
Total Revenues	-	2,500	4,901	4,541	-	(4,541)	-100.00%	
<b>EXPENDITURES</b>								
Personnel Services	-	-	3,541	3,541	3,541	-	0.00%	
Supplies	-	-	1,200	1,000	1,000	-	0.00%	
Total Expenditures	-	-	4,741	4,541	4,541	-	0.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	-	2,500	160	-	(4,541)	(4,541)	N/A	
<b>OTHER FINANCING SOURCES</b>								
Operating Transfers In	-	-	-	-	4,541	4,541	N/A	
Net Change in Fund Balances	-	2,500	160	-	-			
Fund Balance - January 1	-	-	2,500	-	2,660			
<b>Fund Balance - December 31</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ 2,660</b>	<b>\$ -</b>	<b>\$ 2,660</b>			

**FUND DESCRIPTION:**

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

**SERVICES:**

The post voluntarily assists in any event that is requested by the department at no additional expense to the Village of Ashwaubenon. In 2016 the Explorers were used for several Ashwaubenon and community events including but not limited to: FOP Golf Outing, Shop with a Cop, GB Marathon and National Night Out. The post also raised all of its funds through parking cars in the DARE lot for the remainder of the 2015 football season and continues to park cars at Village owned lots through the 2016 season.

**2016 ACCOMPLISHMENTS:**

The post was fortunate to be able to attend both the WELLA Exploring Competition in Wisconsin Dells in January and the National Exploring Conference/Competition in Flagstaff, AZ in July. The Explorers have become competent in their public safety skills and the conferences have been a great way to showcase the law enforcement skills they have acquired while in the post.

The Explorer post has played an important role in initiating and developing the village owned parking areas near Lambeau Field. This has been an opportunity for the Explorer Post, the Village, and other charitable organizations to earn money for their respective groups.

**2017 OBJECTIVES:**

- The Explorer post spent the majority of its previously raised funds to bring the members to the State and National events at minimal cost to the Explorers themselves. The post plans on continuing to partner with the Ashwaubenon High School Baseball Organization in parking cars during Packer games in the hopes that they can continue to attend local, State, and National Exploring events. The next National event will take place in July 2018 and will require consistent fundraising efforts. The post continues to look for alternative fundraising opportunities as they understand that the village parking opportunities are not indefinite.
- The post would like to attend a leadership conference in the Two Rivers area.
- The post would like to continue to keep recruitment of new Explorers high on the priority list.

## SPECIAL REVENUE FUNDS

## EXPLORERS PROGRAM - FUND 245

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						% Variance	Variance	
REVENUES								
General Property Taxes	\$ -	\$ 1,250	\$ 4,082	\$ 4,082	\$ -	\$ (4,082)	-100.00%	
Parking Revenue	-	4,811	5,000	2,400	2,400	-	0.00%	
Total Revenues	-	6,061	9,082	6,482	2,400	(4,082)	-62.97%	
EXPENDITURES								
Personnel Services	-	-	2,832	2,832	2,832	-	0.00%	
Supplies	-	-	1,250	1,250	1,250	-	0.00%	
Travel/Training	-	-	6,701	-	-	-	0.00%	
Total Expenditures	-	-	10,783	4,082	4,082	-	0.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures								
	-	6,061	(1,701)	2,400	(1,682)	(4,082)	-170.08%	
OTHER FINANCING SOURCES								
Operating Transfers In	-	-	-	-	4,082	4,082	N/A	
Net Change in Fund Balances								
	-	6,061	(1,701)	2,400	2,400			
Fund Balance - January 1								
	-	-	6,061	-	4,360			
Fund Balance - December 31								
	\$ -	\$ 6,061	\$ 4,360	\$ 2,400	\$ 6,760			

**SPECIAL REVENUE FUNDS**
**EMPLOYEE RETIREMENT - FUND 250**
**FUND DESCRIPTION:**

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

**2016 ACCOMPLISHMENTS:**

- 2016 Retirements include; Kevin Larson, Dave Mather, Joel Osgood, Mike Smits, Mark Thiry & Jeff Vercauteren.

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
<b>EXPENDITURES</b>								
Personnel Services	131,758	64,947	222,091	100,000	100,000	-	0.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(131,758)	(64,947)	(222,091)	(100,000)	(100,000)	-	0.00%	
<b>OTHER FINANCING SOURCES</b>								
Operating Transfers In	-	-	-	-	68,330	68,330	N/A	
Net Change in Fund Balances	(131,758)	(64,947)	(222,091)	(100,000)	(31,670)			
Fund Balance - January 1	548,230	416,472	351,525	301,472	129,434			
<b>Fund Balance - December 31</b>	<b>\$416,472</b>	<b>\$351,525</b>	<b>\$129,434</b>	<b>\$201,472</b>	<b>\$ 97,764</b>			

*Village of Ashwaubenon*  
**2017 Operating Budget**

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**DEBT SERVICE  
FUND**

**DEBT SERVICE FUND**
**FUND 300**
**FUND DESCRIPTION:**

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

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$	%	
<b>REVENUES</b>								
Taxes	\$1,088,449	\$1,932,169	\$ 2,097,972	\$2,002,160	\$2,712,765	\$ 710,605	35.49%	
<b>EXPENDITURES</b>								
Debt Service								
Principal Retirement	2,034,575	3,459,575	12,683,972	3,928,972	4,903,972	975,000	24.82%	
Interest and Fiscal Charges	486,591	629,268	1,087,985	752,445	997,884	245,439	32.62%	
Total Expenditures	2,521,166	4,088,843	13,771,957	4,681,417	5,901,856	1,220,439	26.07%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,432,717)	(2,156,674)	(11,673,985)	(2,679,257)	(3,189,091)	(509,834)	19.03%	
<b>OTHER FINANCING SOURCES</b>								
General obligation debt issued	-	-	8,525,000	-	-	-	0.00%	
Premium on bond issue	-	-	424,594	-	-	-	0.00%	
Operating Transfers In	1,434,655	2,147,846	2,724,391	2,679,257	3,189,091	509,834	19.03%	
Total Other Financing Sources	1,434,655	2,147,846	11,673,985	2,679,257	3,189,091	509,834	19.03%	
Net Change in Fund Balances	1,938	(8,828)	-	-	-			
Fund Balance - January 1	6,890	8,828	-	8,828	-			
<b>Fund Balance - December 31</b>	<b>\$ 8,828</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,828</b>	<b>\$ -</b>			

# Village of Ashwaubenon

# 2017 Budget

## Debt Service Obligations

2017			
Debt Service Obligation			
Issue	Principal	Interest	Total
2007-06-15 G.O. Promissory Notes - \$1.91M (Lombardi Ave)	295,000.00	6,268.75	301,268.75
2008-07-01 G.O. Promissory Notes - \$1.92M (Waube Lane)	260,000.00	16,000.00	276,000.00
2009-10-09 G.O. Promissory Notes - \$1.2M (TID #3 Land Purchase)	155,000.00	17,012.50	172,012.50
2009-10-09 G.O. Promissory Notes - \$300K (TID #3 Technology Enhancements)	40,000.00	4,120.00	44,120.00
2009-10-09 G.O. Promissory Notes - \$1.245M (2006 Nan Refunding)	145,000.00	15,777.50	160,777.50
2010-09-14 G.O. Prom Note Series 2010A (BABs) - \$2.065M (TID #3 Capital Projects)	375,000.00	41,486.25	416,486.25
2010-09-14 G.O. Prom Note Series 2010A (BABs) - \$105K (TID #3 Capital Projects)	100,000.00	1,275.00	101,275.00
2010-09-14 G.O. Prom Note Series 2010B - \$1.225M (TID #3 Nifong Grant & Land Purchase)	-	-	-
2010-09-14 G.O. Prom Note Series 2010B - \$1.155M (TID #4 Ezine Grant & Land Purchase)	125,000.00	1,593.75	126,593.75
2011-12-13 G.O. Promissory Notes - \$3.0M (Oneida Street Reconstruction)	245,000.00	51,662.50	296,662.50
2011-12-13 G.O. Promissory Notes - \$2.395M (TID #3 Oneida Street Reconstruction)	240,000.00	33,900.00	273,900.00
2011-12-13 G.O. Promissory Notes - \$485K (WRS Unfunded Pension Liability Payoff)	50,000.00	6,425.00	56,425.00
2011-12-13 G.O. Promissory Notes - \$865K (TID #3 Cash Incentives - Wesco, PCM, Prevea)	110,000.00	6,620.00	116,620.00
2013-06-18 G.O. Prom Notes - \$1.055M (TID #3 Oneida St, Bart Starr Rd, Brookwood SS, Lombardi, Argo)	115,000.00	15,550.00	130,550.00
2013-06-18 G.O. Prom Notes - \$600K (TID #4 Green Bay Packaging Road Construction)	65,000.00	8,850.00	73,850.00
2014-03-18 GO Prom Notes - \$100K (TID #3 Pilgrim Way Reconstruction)	10,000.00	2,000.00	12,000.00
2014-03-18 GO Prom Notes - \$2.5M (TID #4 Sand Acres Drive Reconstruction)	255,000.00	47,100.00	302,100.00
2014-03-18 GO Prom Notes - \$410K (TID #3 Gordmans Cash Incentive)	45,000.00	7,065.25	52,065.25
2014-03-18 GO Prom Notes - \$2.24M (TID #3 Truck Equipment Purchase)	240,000.00	38,624.50	278,624.50
2014-12-17 GO Prom Notes - \$1.835M (TID #4 GB Packaging Incentive & Truck Equipment)	190,000.00	35,445.00	225,445.00
2014-12-17 GO Prom Notes - \$7.27M (Referendum Bonding #1)	680,000.00	125,600.00	805,600.00
2015-12-15 NAN - \$9.5M (Referendum Bonding #2 (\$8.75M), Pilgrim Way Reconstruction (\$750k))	-	-	-
2015-12-15 GO Prom Notes - \$3.05M (TID #5 Lochman Property Purchase and \$100k demolition)	285,000.00	61,503.75	346,503.75
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)	300,000.00	94,600.00	394,600.00
2016-06-01 GO Prom Notes - \$9.035M (TID #3 Titletown-\$1.5M, Pilgrim/Cormier-\$250K)	160,000.00	33,400.00	193,400.00
2016-06-01 GO Prom Notes - \$9.035M (TID #3 Refunding 12/15/15 Pilgrim Way Reconstruction - \$750k))	65,000.00	13,450.00	78,450.00
2016-06-01 GO Prom Notes - \$9.035M (Fund 430-Klipstine Remediation - \$1.7M)	155,000.00	32,450.00	187,450.00
2016-06-01 Tax GO Prom Notes - \$2.225M (TID #3 Mariott Cash Incentive \$750k)	70,000.00	13,805.00	83,805.00
2016-06-01 Tax GO Prom Notes - \$2.225M (TID #5 Neibler&Nault Land Acquisition/Prop Demo - \$1.46M)	135,000.00	26,290.00	161,290.00
	-	-	-
Total Debt Service Obligation	\$4,910,000.00	\$1,013,624.75	\$5,923,624.75

## Debt Service Funding Sources

Operating Transfers:			
TID #3	1,725,000.00	228,308.50	1,953,308.50
TID #4	635,000.00	92,988.75	727,988.75
TID #5	420,000.00	87,793.75	507,793.75
Revenues:			
Taxes			1,256,814.68
Referendum Taxes	980,000.00	475,950.00	1,455,950.00
Water & Sewer Share of 12/13/11 \$485k Prom Note	6,028.04	774.60	6,802.64
Subsidized Interest from Federal Government on BABs) - TID #3		14,520.18	14,520.18
Subsidized Interest from Federal Government on BABs) - TID #3 (moved to TID #3 in 2011)		446.25	446.25
Fiscal Charges			
Excess Fund Balance			-
Total Funding Sources			\$5,923,624.75



*Village of Ashwaubenon*  
**2017 Operating Budget**

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**CAPITAL PROJECTS  
FUNDS**

## CAPITAL PROJECTS FUNDS

## SUMMARY REPORT

Account	Street Construction	Village Buildings	Parks and Recreation	Tax Incremental District #3	Tax Incremental District #4	Tax Incremental District #5	Total
<b>REVENUES</b>							
General Property Taxes	\$ 550,000	\$ 25,000	\$ -	\$ 985,000	\$ 1,302,500	\$ -	\$ 2,862,500
Intergovernmental	-	-	-	100,000	10,000	3,500	113,500
Miscellaneous	-	-	-	-	-	30,000	30,000
Total Revenues	550,000	25,000	-	1,085,000	1,312,500	33,500	3,006,000
<b>EXPENDITURES</b>							
Current							
General Government	-	-	-	200,000	300,000	-	500,000
Debt Service							
Interest and Fiscal Charges	-	-	-	2,214	1,275	-	3,489
Capital Outlay	627,604	20,000	-	-	-	-	647,604
Total Expenditures	627,604	20,000	-	202,214	301,275	-	1,151,093
Deficiency of Revenues (Under) Expenditures	(77,604)	5,000	-	882,786	1,011,225	33,500	1,854,907
<b>OTHER FINANCING SOURCES</b>							
Operating Transfers In	-	25,000	-	-	-	-	25,000
Operating Transfers (Out)	-	-	-	(1,953,309)	(727,989)	(507,794)	(3,189,092)
Total Other Financing Sources	-	25,000	-	(1,953,309)	(727,989)	(507,794)	(3,164,092)
Net Change in Fund Balances	(77,604)	30,000	-	(1,070,523)	283,236	(474,294)	(1,309,185)
Fund Balance - January 1	138,004	183,776	478	(3,509,639)	(713,175)	(329,735)	(4,230,291)
<b>Fund Balance - December 31</b>	<b>\$ 60,400</b>	<b>\$ 213,776</b>	<b>\$ 478</b>	<b>\$ (4,580,162)</b>	<b>\$ (429,939)</b>	<b>\$ (804,029)</b>	<b>\$(5,539,476)</b>

**FUND DESCRIPTION:**

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

**2016 ACCOMPLISHMENTS:**

- Completed the Milling and Resurfacing on portions of the following streets: Willard Drive, North Road, East Adam Drive, Llama Court, Foxford Court, Polo Run Terrace, Finch Lane, Ken Drive, Ken Court, Circle Oaks Lane, Timber Lane, Skylark Lane, Oak Crest Drive, Canter Lane and Lina Lane.
- Completed concrete roadway spot repairs on Holmgren Way, Hansen Road, Cormier Road and Ridge Road.
- Completed Roadway Maintenance Cracksealing on all roadways repaved in 2014.

**2017 OBJECTIVES:**

- Completion of the 2017 Mill/Pave Program following the PASER Rating Program for the Village. In addition, the WDOT will be completing a resurfacing program along Ashland Avenue in 2017 in which the Village will be assisting with construction administration.

**BUDGET SUMMARY:**

- The budget for the annual Village Mill/Pave Program has remained at its current funding levels for 16 years. The Village has been able to coordinate its program into sections as much as possible to minimize mobilization charges; however, with the increase in refining oil, asphalt prices continue to rise and this budget number will need to grow in the future to maintain our current roadway rating throughout the Village.

**2017 CAPITAL REQUESTS:**

2017 Mill/Pave Program	Accepted: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Amount: \$ 550,000	New: <input type="checkbox"/>	Replacement: <input checked="" type="checkbox"/>

**Justification:**

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

## CAPITAL PROJECTS FUNDS

## STREET CONSTRUCTION - FUND 400

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Taxes	\$ 265,000	\$ 265,000	\$ 360,000	\$ 360,000	\$ 550,000	\$190,000	52.78%	
Miscellaneous	250	-	127,604	-	-	-	0.00%	
Total Revenues	265,250	265,000	487,604	360,000	550,000	190,000	52.78%	
<b>EXPENDITURES</b>								
Capital Outlay								
Street Construction	503,437	489,168	500,000	500,000	627,604	127,604	25.52%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(238,187)	(224,168)	(12,396)	(140,000)	(77,604)	62,396	-44.57%	
<b>OTHER FINANCING SOURCES</b>								
Operating Transfers In	100,000	180,729	-	-	-	-	0.00%	
Net Change in Fund Balances	(138,187)	(43,439)	(12,396)	(140,000)	(77,604)			
Fund Balance - January 1	332,026	193,839	150,400	144,568	138,004			
<b>Fund Balance - December 31</b>	<b>\$ 193,839</b>	<b>\$ 150,400</b>	<b>\$ 138,004</b>	<b>\$ 4,568</b>	<b>\$ 60,400</b>			

**FUND DESCRIPTION:**

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

**2016 ACCOMPLISHMENTS:**

- Added new security locks on Village Hall hallway doors.

**2017 OBJECTIVES:**

- Potential repurposing of Park and Recreation Office area.

**2017 CAPITAL REQUESTS:**

Repurpose Park and Recreation office area
---

Amount: \$ 20,000

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

The Park and Recreation Department is moving to the new Community Center; therefore, there may need to be some minor redesigning of the existing space within Village Hall.

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## CAPITAL PROJECTS FUNDS

## VILLAGE BUILDINGS - FUND 410

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Taxes	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	N/A	
Miscellaneous	-	-	-	-	-	-	0.00%	
Total Revenues	25,000	-	-	-	25,000	25,000	N/A	
<b>EXPENDITURES</b>								
Capital Outlay								
Village Building Improvements	60,429	24,624	2,411	-	20,000	20,000	N/A	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(35,429)	(24,624)	(2,411)	-	5,000	5,000	N/A	
<b>OTHER FINANCING SOURCES</b>								
Operating Transfers In	-	-	-	-	25,000	25,000	N/A	
Net Change in Fund Balances	(35,429)	(24,624)	(2,411)	-	30,000			
Fund Balance - January 1	246,240	210,811	186,187	185,811	183,776			
<b>Fund Balance - December 31</b>	<b>\$210,811</b>	<b>\$186,187</b>	<b>\$183,776</b>	<b>\$185,811</b>	<b>\$213,776</b>			

**FUND DESCRIPTION:**

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

**2016 ACCOMPLISHMENTS:**

- Completed major construction of \$3.9 million Ashwaubenon Community Center.
- Completed major construction of the \$9 million Ashwaubenon Community and Warm Water Pool.
- Fencing improvements to Ashwaubomay Boys Baseball Complex, Pioneer Girls Complex, and the Ashwaubenon Sports Complex (Stadium Tax Refund).
- Standard court maintenance to Canterbury and Smith Parks.
- Began bleacher improvement process.

**2017 OBJECTIVES:**

- Finalize Community Center site landscaping.
- Examination and direction of repairs to the Ashwaubomay Sports Complex tennis court area.
- Hardscape improvements to northwest corner of the Ashwaubenon Sports Complex parking lot.
- Finish Village upgrades to Klipstine Park baseball field to be used by Legion, Babe Ruth, Ashwaubenon High School Freshman and junior varsity teams.
- CORP Project progress, to include Lake and park playgrounds.
- Pioneer Park hardscape improvements around lower concession stand

## CAPITAL PROJECTS FUNDS

## PARKS AND RECREATION - FUND 430

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
Donations	-	11,247	-	-	-	-	0.00%	
Miscellaneous	-	19,744	-	-	-	-	0.00%	
Total Revenues	-	30,991	-	-	-	-	0.00%	
<b>EXPENDITURES</b>								
Capital Outlay								
Park Improvements/Equipment	2,765	43,984	1,760,434	-	-	-	0.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(2,765)	(12,993)	(1,760,434)	-	-	-	0.00%	
<b>OTHER FINANCING SOURCES</b>								
Proceeds of General Obligation Deb	-	-	1,700,000	-	-	-	0.00%	
Premium on Bond Issue	-	-	60,434	-	-	-	0.00%	
Total Other Financing Sources	-	-	1,760,434	-	-	-	0.00%	
Net Change in Fund Balances	(2,765)	(12,993)	-	-	-			
Fund Balance - January 1	16,236	13,471	478	10,471	478			
<b>Fund Balance - December 31</b>	<b>\$ 13,471</b>	<b>\$ 478</b>	<b>\$ 478</b>	<b>\$ 10,471</b>	<b>\$ 478</b>			



**FUND DESCRIPTION:**

Used as an economic development tool Tax Incremental Finance (TIF) generates tax revenue that can only be used to fund infrastructure investment and other eligible projects that will facilitate private development. This fund is used to account for spending funds designated for capital improvements in the Village Tax Incremental District #3 and to pay principal and interest payments borrowed for TID #3 projects. Financing is provided by property tax revenue related to incremental value, general obligation debt proceeds, intergovernmental revenues, special assessments, and/or operational transfers from other funds.

**2016 ACCOMPLISHMENTS:**

- Approval of three significant projects.
  - Considerable time spent working with the Green Bay Packers and their team of consultants on the Titledown District. The planned unit development was approved in March 2016 and construction of Lodge Kohler and Hinterland began shortly thereafter. The Bellin clinic along with a large plaza area will also commence construction.
  - A new grocery store, Fresh Thyme, will be constructed within the Bayside Marketplace. Bayside Marketplace will undergo significant renovations for the new development.
  - Manseau Flats, a 78-unit apartment complex on the Village's waterfront was approved and environmental, legal and financing work began during the year.
- The Marriott Residence Inn completed construction in fall 2016.

**2017 OBJECTIVES:**

- Continued focus on economic development with the Titledown District.
- With the closure of TID #3 being less than 10 years, large expenditures are limited due to the shorter time frame to repay those expenditures.
- The Village will focus on pay-as-you-go TIF's to reduce the Village's risk of expense repayments due to the limited remaining life of the TID.
- Any future economic development opportunities will be reviewed on a case-by-case basis and brought to Village Board for review and approval.
- Continue monitoring and planning to ensure TID proper closure.

**BUDGET SUMMARY:**

- The budget will provide actual revenue and expenditure history but the current year budget will only provide the following:
  - Incremental tax revenue
  - Intergovernmental revenues (exempt computer aid)
  - Current administrative expenditures
  - Debt service obligations, shown as interest charges and operating transfers out to the Debt Service Fund).
- Future economic development revenues and expenditures are approved by the Village Board on a case-by-case basis.

## CAPITAL PROJECTS FUNDS

## TAX INCREMENTAL DISTRICT #3 - FUND 231

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Taxes	\$ 28,688	\$ 1,266,121	\$ 793,576	\$ 793,576	\$ 985,000	\$ 191,424	24.12%	
Intergovernmental	93,573	95,729	71,486	100,000	100,000	-	0.00%	
Miscellaneous	1,847	-	-	-	-	-	0.00%	
Total Revenues	124,108	1,361,850	865,062	893,576	1,085,000	191,424	21.42%	
<b>EXPENDITURES</b>								
Current								
General Government	204,073	191,276	75,000	200,000	200,000			
Public Works	19,953	16,028	2,000	-	-			
Capital Outlay	276,408	574,347	1,750,000	500,000	-			
Debt Service								
Interest and Fiscal Charges	5,281	8,027	47,805	3,269	2,214			
Total Expenditures	505,715	789,678	1,874,805	703,269	202,214	-	0.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(381,607)	572,172	(1,009,743)	190,307	882,786	191,424	100.59%	
<b>OTHER FINANCING SOURCES</b>								
Proceeds of General Obligation Debt	500,000	750,000	2,455,000	-	-	-	0.00%	
Premium on Bond Issue	5,076	3,560	62,766	-	-	-	0.00%	
Operating Transfers (Out)	(1,066,164)	(1,488,318)	(1,539,498)	(1,507,871)	(1,953,309)	(445,438)	29.54%	
TIF Grant Incentive	-	-	-	-	-	-	0.00%	
Total Other Financing Sources	(561,088)	(734,758)	978,268	(1,507,871)	(1,953,309)	(445,438)	29.54%	
Net Change in Fund Balances	(942,695)	(162,586)	(31,475)	(1,317,564)	(1,070,523)			
Fund Balance - January 1	(2,372,883)	(3,315,578)	(3,478,164)	(3,478,164)	(3,509,639)			
<b>Fund Balance - December 31</b>	<b>\$ (3,315,578)</b>	<b>\$ (3,478,164)</b>	<b>\$ (3,509,639)</b>	<b>\$ (4,795,728)</b>	<b>\$ (4,580,162)</b>			

**FUND DESCRIPTION:**

Used as an economic development tool Tax Incremental Finance (TIF) generates tax revenue that can only be used to fund infrastructure investment and other eligible projects that will facilitate private development. This fund is used to account for spending funds designated for capital improvements in the Village Tax Incremental District #4 and to pay principal and interest payments borrowed for TID #4 projects. Financing is provided by property tax revenue related to incremental value, general obligation debt proceeds, intergovernmental revenues, special assessments, and/or operational transfers from other funds.

**2016 ACCOMPLISHMENTS:**

- Tax Incremental District (TID) #4 has seen adequate increment valuation increases to cover existing debt service obligations and maintain a strong financial position.
- The Green Bay Packaging and Truck Equipment projects are fully assessed and both have exceeded their initial projected values.

**2017 OBJECTIVES:**

- Anticipate sale and construction upon the two remaining Village owned properties along Packerland Drive. The Village will explore potential development (including feasibility of infrastructure) for the most southern undeveloped portion since “shovel-ready” land is extremely limited. If infrastructure is feasible, the Village will also assess whether TID #4 can financial sustain such a project or whether a new TIF district should be established for this area.
- Continue monitoring and planning to ensure TID proper closure.

**BUDGET SUMMARY:**

- The budget will provide actual revenue and expenditure history but the current year budget will only provide the following:
  - Incremental tax revenue
  - Intergovernmental revenues (exempt computer aid)
  - Current administrative expenditures
  - Debt service obligations, shown as interest charges and operating transfers out to the Debt Service Fund).
- Future economic development revenues and expenditures are approved by the Village Board on a case-by-case basis.

## CAPITAL PROJECTS FUNDS

## TAX INCREMENTAL DISTRICT #4 - FUND 232

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Taxes	\$ 549,486	\$ 826,170	\$ 1,237,362	\$ 1,237,362	\$ 1,302,500	\$ 65,138	5.26%	
Intergovernmental	2,707	47,496	9,885	-	10,000	10,000	N/A	
Total Revenues	552,193	873,666	1,247,247	1,237,362	1,312,500	75,138	6.07%	
<b>EXPENDITURES</b>								
Current								
General Government	429,809	341,315	300,450	-	300,000	300,000	N/A	
Public Works	-	988	2,000	-	-	-	0.00%	
Conservation and Development	-	1,800,000	-	-	-	-	0.00%	
Capital Outlay	2,017,595	401,042	-	-	-	-	0.00%	
Debt Service								
Interest and Fiscal Charges	4,864	4,069	2,510	2,510	1,275	(1,235)	-49.20%	
Total Expenditures	2,452,268	2,547,414	304,960	2,510	301,275	298,765	11902.99%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,900,075)	(1,673,748)	942,287	1,234,852	1,011,225	(223,627)	-18.11%	
<b>OTHER FINANCING SOURCES</b>								
Proceeds of General Obligation Debt	4,335,000	-	-	-	-	-	0.00%	
Premium on Bond Issue	124,183	-	-	-	-	-	0.00%	
Operating Transfers (Out)	(368,491)	(659,528)	(824,940)	(824,940)	(727,989)	96,951	-11.75%	
TIF Grant Incentive	-	-	-	-	-	-	0.00%	
Total Other Financing Sources	4,090,692	(659,528)	(824,940)	(824,940)	(727,989)	96,951	-11.75%	
Net Changes in Fund Balances	2,190,617	(2,333,276)	117,347	409,912	283,236			
Fund Balance - January 1	(687,863)	1,502,754	(830,522)	(830,522)	(713,175)			
<b>Fund Balance - December 31</b>	<b>\$ 1,502,754</b>	<b>\$ (830,522)</b>	<b>\$ (713,175)</b>	<b>\$ (420,610)</b>	<b>\$ (429,939)</b>			

**FUND DESCRIPTION:**

Used as an economic development tool Tax Incremental Finance (TIF) generates tax revenue that can only be used to fund infrastructure investment and other eligible projects that will facilitate private development. This fund is used to account for spending funds designated for capital improvements in the Village Tax Incremental District #5 and to pay principal and interest payments borrowed for TID #5 projects. Financing is provided by property tax revenue related to incremental value, general obligation debt proceeds, intergovernmental revenues, special assessments, and/or operational transfers from other funds.

**2016 ACCOMPLISHMENTS:**

- The Village completed acquisition of voluntary property sales in the William Charles Court Redevelopment area. A majority of the related buildings were also demolished.
- Site plan approval received for a new Home2 Suites hotel.

**2017 OBJECTIVES:**

- Complete tenant relocation and demolition in the William Charles Court Redevelopment area.
- Gain approval of and begin phase one for construction of a multi-phase project including high-end apartments.

**BUDGET SUMMARY:**

- The budget will provide actual revenue and expenditure history but the current year budget will only provide the following:
  - Incremental tax revenue
  - Intergovernmental revenues (exempt computer aid)
  - Current administrative expenditures
  - Debt service obligations, shown as interest charges and operating transfers out to the Debt Service Fund).
- Future economic development revenues and expenditures are approved by the Village Board on a case-by-case basis.

## CAPITAL PROJECTS FUNDS

## TAX INCREMENTAL DISTRICT #5 - FUND 233

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2017 vs 2016 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	
Intergovernmental	-	-	3,436	-	3,500	3,500	N/A	
Miscellaneous	-	108,871	45,000	-	30,000	30,000	N/A	
Total Revenues	-	108,871	48,436	-	33,500	33,500	N/A	
<b>EXPENDITURES</b>								
Current								
General Government	67,157	205,849	35,000	-	-			
Public Works	-	1,702	265,000	-	-			
Conservation and Development	2,202,550	-	-	-	-			
Capital Outlay	-	2,927,495	1,145,215	-	-			
Debt Service								
Interest and Fiscal Charges	-	27,639	24,483	-	-			
Total Expenditures	2,269,707	3,162,685	1,469,698	-	-	-	0.00%	
Excess (Deficiency) of Revenues Over (Under) Expenditures	(2,269,707)	(3,053,814)	(1,421,262)	-	33,500	33,500	N/A	
<b>OTHER FINANCING SOURCES</b>								
Proceeds of General Obligation Debt	2,250,000	3,050,000	1,475,000	-	-	-	0.00%	
Operating Transfers (Out)	-	-	(359,952)	(346,446)	(507,794)	(161,348)	46.57%	
Total Other Financing Sources	2,250,000	3,050,000	1,115,048	(346,446)	(507,794)	(161,348)	46.57%	
Net Change in Fund Balances	(19,707)	(3,814)	(306,214)	(346,446)	(474,294)			
Fund Balance - January 1	-	(19,707)	(23,521)	(23,521)	(329,735)			
<b>Fund Balance - December 31</b>	<b>\$ (19,707)</b>	<b>\$ (23,521)</b>	<b>\$ (329,735)</b>	<b>\$ (369,967)</b>	<b>\$ (804,029)</b>			

*Village of Ashwaubenon*  
**2017 Operating Budget**

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**ENTERPRISE  
FUNDS**

**ENTERPRISE FUNDS**
**SUMMARY REPORT**

<b>Account</b>	<b>Water Utility</b>	<b>Sewer Utility</b>	<b>Storm Water Utility</b>	<b>Total</b>
<b>OPERATING REVENUES</b>				
Residential Sales	\$ 1,500,000	\$ 1,650,000	\$ 270,000	\$ 3,420,000
Commercial Sales	1,152,000	1,400,000	790,000	3,342,000
Restaurant Sales	300,000	465,000	57,000	822,000
Industrial Sales	900,000	1,750,000	85,000	2,735,000
Public Authority Sales	60,000	45,000	140,000	245,000
Public Fire Protection	460,000	-	-	460,000
Private Fire Protection	48,000	-	600	48,600
Forfeited Discounts	20,000	18,000	2,500	40,500
Tower Rentals	300,000	-	-	300,000
Other	56,000	1,500	7,500	65,000
Total Operating Revenues	4,796,000	5,329,500	1,352,600	11,478,100
<b>OPERATING EXPENDITURES</b>				
Sources of Supply	2,919,366	-	-	2,919,366
Operation	-	90,393	209,800	300,193
Maintenance	-	411,694	-	411,694
Pumping	87,899	-	-	87,899
Treatment	21,293	4,490,000	-	4,511,293
Transmission & Distribution	604,779	-	-	604,779
Regulatory Compliance	-	-	72,100	72,100
Capital Improvement	-	-	96,000	96,000
Accounting & Collecting	30,241	33,421	-	63,662
Administrative and General	394,305	262,521	253,172	909,998
Depreciation	900,000	622,000	110,000	1,632,000
Total Expenditures	4,957,883	5,910,029	741,072	11,608,984
Operating Income (Loss)	(161,883)	(580,529)	611,528	(130,884)
<b>NONOPERATING REVENUES (EXPENSES)</b>				
Interest Revenue	45,000	40,000	4,500	89,500
Interest Expense	(139,388)	(8,427)	-	(147,815)
Total Nonoperating Revenues (Expenses)	(94,388)	31,573	4,500	(58,315)
Income (loss) before Transfers	(256,271)	(548,956)	616,028	(189,199)
<b>Transfers Out</b>	(520,000)	(13,500)	-	(533,500)
Net Income (loss)	(776,271)	(562,456)	616,028	(722,699)
Unreserved Fund Balance - January 1	7,619,630	1,164,333	5,828,896	14,612,859
<b>Unreserved Fund Balance - December 31</b>	<b>\$ 6,843,359</b>	<b>\$ 601,877</b>	<b>\$ 6,444,924</b>	<b>\$ 13,890,160</b>



**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Utility Operations Supervisor <sup>(1)</sup>	0.45	0.45	28,653
Utility Foreman <sup>(2)</sup>	0.70	0.70	41,642
Utility Department Lead <sup>(2)</sup>	0.70	0.70	39,530
Utility Department Lead <sup>(2)</sup>	0.70	0.70	39,530
Utility Department Worker <sup>(2)</sup>	0.70	0.70	38,599
Utility Department Worker <sup>(2)</sup>	0.70	0.70	38,599
Billing Clerk <sup>(3)</sup>	0.40	0.40	17,043
Customer Service Rep/Secretary <sup>(4)</sup>	0.05	0.05	2,229
Summer Help - Sewer Jetter <sup>(5)</sup>	Part-Time	Part-Time	2,550
<b>Total FTE's and Salaries</b>	<b>4.40</b>	<b>4.40</b>	<b>\$ 248,375</b>

**Notes:**

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

**2016 ACCOMPLISHMENTS:**

- Ten-year anniversary of water connection to the GBWU. The water agreement is reviewed annually as the Village has a seat on the Water Commission. The Water Utility's projected 2017 water purchase rate (\$2.26 per 1,000 gallons) is 4% less than the projected contract rate (\$2.35 per 1,000 gallons).
- Completed the transmission main connection between GBWU and Village of Wrightstown whereby Wrightstown is served water via the Village of Ashwaubenon transmission main. System operation started in July.
- Completed a complete SCADA System upgrade in which all of the computer monitoring systems for the towers, alarm systems and control systems were updated to current software.
- Completed control valve upgrades at the Village's two elevated storage tank sites providing a more reliable control system for each site.
- Maintained a 20-year meter life rating by the Public Service Commission. This doubles the life expectancy of the current water meters allowing for a longer and more cost effective meter testing and replacement program.
- Completed 7<sup>th</sup> year of WDNR-mandated cross connection inspections. Village personnel is certified in completing inspections saving the Village from hiring outside consultants.
- Completed all WDNR-mandated hydrant flushing and valve exercising programs.
- Personnel maintained 100% department waterworks certification and cross-training performance.

**2017 OBJECTIVES:**

- Complete the rehabilitation of the Shady Lane #3 Well Pump Station. The Village operates a system of four emergency back-up wells for a water supply with the WDNR requiring the wells be pulled and inspected every 10 years.
- Review the incorporation of the Village of Wrightstown water supply protocol into the supply operations of the Ashwaubenon Water Utility and GBWU.
- Complete the upgrade of the SCADA control system at the four emergency back-up well sites to maintain a reliable system in the event of a severe incident or catastrophe.
- Update the master water utility CIP program with the GBWU.
- Continue WDNR required testing and repair protocols on hydrants, valves, meters and other infrastructure.
- Complete succession planning for two retirements in field operations of Water Utility.
- Continue certified operator course training for all Water Utility personnel.

**BUDGET SUMMARY:**

- The Village of Ashwaubenon Water Utility has been able to maintain very reasonable rates in comparison with the region ever since purchasing wholesale water from the GBWU in 2006. The only increase in the 2017 budget is a minimal cost of service wholesale water rate increase. Through annual rate reviews completed by Schenck SC, the Village Water Utility will maintain a reasonable rate while still meeting its infrastructure needs. The Village completed an infrastructure review in 2015 in order to plan for future water main replacement needs. Most major roadways within the Village have newer water transmission mains of young age due to the reconstruction of these roadways over the past 15 years. Residential water main reconstruction would be the next focal point and planning should start in approximately 7-10 years as the water main begins to enter the final stages of its useful life. All service and main break trends point to this being a reasonable timeframe to start the planning with no apparent short-term issues.

**2017 CAPITAL REQUESTS:**

Replacement of Pick-Up Truck W-122

Amount: \$ 17,500

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

This request is to fund half (other half funded by Sewer Utility) of a pick-up truck currently used by one of the Field Operators. The current truck is a 2007 Chevrolet Silverado nearing 100,000 miles. The vehicle, with replacement of the floor boards on the driver's side, could be kept in the Village fleet as a maintenance vehicle, however, its reliability for on-call personnel is at an end.

Shady Lane #3 Station Well Pump Rehabilitation

Amount: \$ 100,000

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

Mandated by the WDNR, well pump facilities used as emergency back-up supply sites must be pulled/inspected/repared or replaced every 10 years. The Shady Lane Station is scheduled for 2017 for a removal/inspection/repair and reinstallation.

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

Amount: \$ 200,000

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

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

# Village of Ashwaubenon

# 2016 Budget

**Department: Water Utility**

**Fund: 510**

**Dept #: 5910**

## Sources and Uses of Funds

Account Name	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget
<b>OPERATING REVENUES</b>					
Residential Sales	\$ 1,441,496	\$ 1,447,576	\$ 1,480,976	\$ 1,500,000	\$ 1,500,000
Commercial Sales	1,135,423	1,142,652	1,145,219	1,152,000	1,152,000
Restaurant Sales	283,075	258,664	253,988	300,000	300,000
Industrial Sales	1,006,921	905,743	913,915	840,000	900,000
Public Authority Sales	52,757	59,180	60,000	60,000	60,000
Public Fire Protection	440,093	440,744	439,891	460,000	460,000
Private Fire Protection	49,638	50,625	48,000	48,000	48,000
Forfeited Discounts	17,322	16,250	17,500	20,000	20,000
Tower Rentals	285,653	276,673	300,000	300,000	300,000
Other	63,493	59,150	100,000	56,000	56,000
Total Operating Revenues	4,775,871	4,657,257	4,759,489	4,736,000	4,796,000
<b>OPERATING EXPENDITURES</b>					
Sources of Supply	2,513,090	2,642,778	2,828,914	2,835,314	2,919,366
Pumping	68,522	65,942	67,807	86,907	87,899
Treatment	12,932	17,720	12,446	20,946	21,293
Transmission & Distribution	598,393	537,295	543,290	605,790	604,779
Accounting & Collecting	25,633	26,621	29,282	29,282	30,241
Administration & General	369,762	309,415	353,555	384,055	394,305
Depreciation	879,534	893,201	900,000	875,000	900,000
Total Operating Expenditures	4,467,866	4,492,972	4,735,294	4,837,294	4,957,883
Operating Income (Loss)	308,005	164,285	24,195	(101,294)	(161,883)
<b>NONOPERATING REVENUES (EXPENSES)</b>					
Interest Revenue	47,276	44,785	45,000	46,000	45,000
Interest Expense	(220,578)	(200,993)	(153,924)	(153,924)	(139,388)
Gain (loss) on sale of capital assets	-	-	110,000	-	-
Total Nonoperating Revenues (Expenses)	(173,302)	(156,208)	1,076	(107,924)	(94,388)
Income (loss) before Contributions and Transfers	134,703	8,077	25,271	(209,218)	(256,271)
Capital Contributions	99,461	44,660	-	-	-
Transfers In	-	2,906,000	-	-	-
Transfers Out	(495,327)	(3,400,559)	(495,000)	(520,000)	(520,000)
Change in Net Position	(261,163)	(441,822)	(469,729)	(729,218)	(776,271)
Net Position - January 1, as originally reported	8,647,231	8,386,068	8,089,359	7,843,795	7,619,630
Cumulative effect of change in accounting principle	-	145,113	-	-	-
Net Position - January 1, as restated	8,647,231	8,531,181	8,089,359	7,843,795	7,619,630
Net Position - December 31	\$ 8,386,068	\$ 8,089,359	\$ 7,619,630	\$ 7,114,577	\$ 6,843,359
<b>SOURCES AND USES OF FUNDS</b>					
Cash - Beginning of Year			\$ 9,301,225	\$ 9,087,595	\$ 8,927,968
+ Net Income			(469,729)	(729,218)	(776,271)
+ Depreciation/Amortization			900,000	875,000	900,000
- Debt Repayment			(486,028)	(480,000)	(496,028)
- Fixed Assets			(317,500)	(317,500)	(317,500)
Cash - End of Year			\$ 8,927,968	\$ 8,435,877	\$ 8,238,169

# Village of Ashwaubenon

# 2017 Budget

Department: Water Utility

Fund: 510

Dept #: 5910

Account & Project Code		Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
SOURCE OF SUPPLY EXPENSES										
5399	600	Labor & Benefits - Operations	67,818	69,404	53,314	53,314	54,246	932	1.75%	
6101	603	Operation Expenses	255	173	500	1,000	1,000	-	0.00%	
6113	602	Purchased Water	2,444,660	2,573,003	2,770,000	2,770,000	2,853,120	83,120	3.00%	**
6113	614	Maintenance Supplies - Wells & Springs	357	108	5,000	10,000	10,000	-	0.00%	
6303	603	Licenses	-	90	100	1,000	1,000	-	0.00%	
Total Source of Supply Expenses			2,513,090	2,642,778	2,828,914	2,835,314	2,919,366	84,052	2.96%	
PUMPING EXPENSES										
5399	624	Labor & Benefits - Pumping	33,240	33,873	28,307	28,307	29,299	992	3.50%	
6101	626	Pumping Expenses	-	125	2,000	4,000	4,000	-	0.00%	
6113	633	Maintenance Supplies - Pumping	2,690	2,743	7,500	15,000	15,000	-	0.00%	
8400	623	Power Purchased for Pumping	32,592	29,201	30,000	39,600	39,600	-	0.00%	
Total Pumping Expenses			68,522	65,942	67,807	86,907	87,899	992	1.14%	
TREATMENT EXPENSES										
5399	642	Labor & Benefits - Treatment	11,677	15,297	9,946	9,946	10,293	347	3.49%	
6101	641	Chemicals	-	-	-	4,000	4,000	-	0.00%	
6101	643	Treatment Expenses	1,255	2,423	2,500	3,000	3,000	-	0.00%	
6113	652	Maintenance Supplies - Treatment	-	-	-	4,000	4,000	-	0.00%	
Total Treatment Expenses			12,932	17,720	12,446	20,946	21,293	347	1.66%	
TRANSMISSION & DISTRIBUTION EXPENSES										
Labor & Benefits										
5399	664	Transmission & Distribution	13,096	16,511	11,154	11,154	11,544	390	3.50%	
5399	672	Maintenance Standpipe	11,012	19,169	9,379	9,379	9,707	328	3.50%	
5399	673	Maintenance Mains	81,980	101,288	69,822	69,822	72,261	2,439	3.49%	
5399	675	Maintenance Servers	75,300	54,994	64,133	64,133	66,374	2,241	3.49%	
5399	676	Maintenance Meters	98,424	98,459	97,343	97,343	99,753	2,410	2.48%	
5399	677	Maintenance Hydrants	22,848	16,781	19,459	19,459	20,140	681	3.50%	
6101	665	Transmission & Distribution Expenses	1,458	2,500	6,000	6,000	6,000	-	0.00%	
Maintenance Supplies										
6113	672	Reservoirs & Standpipes	12,971	12,123	10,000	19,500	10,000	(9,500)	-48.72%	
6113	673	Mains	84,305	101,745	100,000	114,000	114,000	-	0.00%	
6113	675	Services	93,237	81,345	90,000	102,000	102,000	-	0.00%	
6113	676	Meters	9,013	7,649	10,000	15,000	15,000	-	0.00%	
6113	677	Hydrants	72,157	26,228	36,000	48,000	48,000	-	0.00%	
6113	678	Miscellaneous Plant	22,592	(1,497)	20,000	30,000	30,000	-	0.00%	
Total Transmission & Distribution Expenses			598,393	537,295	543,290	605,790	604,779	(1,011)	-0.17%	
ADMINISTRATIVE & GENERAL EXPENSES										
5399	920	Labor & Benefits - Administrative	146,244	155,671	151,068	151,068	155,449	4,381	2.90%	
6100	921	Office Supplies	535	1,061	1,000	1,000	1,000	-	0.00%	
6122	930	Gas & Oil	10,314	8,377	8,800	10,800	9,720	(1,080)	-10.00%	**
6213	923	Software Maintenance	10,764	3,288	5,000	5,000	5,000	-	0.00%	
6302	930	Newspaper Publishing	-	-	1,000	4,000	4,000	-	0.00%	
6304	921	Postage	562	638	1,000	1,800	1,800	-	0.00%	
6401	930	Uniforms	1,209	28	1,500	2,000	2,000	-	0.00%	
6402	930	Shoe Allowance	415	428	500	1,000	1,000	-	0.00%	
7100	930	Training & Conferences	3,313	607	3,000	3,000	3,000	-	0.00%	
7120	930	Dues & Subscriptions	1,026	791	1,000	1,000	1,000	-	0.00%	
7130	930	Mileage Reimbursement	195	12	-	-	-	-	N/A	
8100	923	Contracted Services	55,134	25,835	40,000	48,000	48,000	-	0.00%	
8100	928	Regulatory Commission	4,368	4,322	5,400	5,400	5,400	-	0.00%	
8101	923	Computer Consulting	7,196	9,609	7,800	7,800	7,800	-	0.00%	
8102	923	Accounting & Auditing	3,000	3,915	3,000	3,000	3,000	-	0.00%	
8115	923	Engineering Services	32,272	4,769	32,500	48,000	48,000	-	0.00%	
8201	930	Vehicle Repairs	6,156	1,874	6,600	6,600	6,600	-	0.00%	
8206	931	Office Rent	39,866	41,045	42,303	42,303	43,590	1,287	3.04%	**
8300	930	Physical/Psychological Exams	25	-	-	-	-	-	N/A	
8305	924	Property Insurance	37,296	37,296	31,689	31,689	30,744	(945)	-2.98%	**
8309	924	Worker's Compensation	6,600	6,600	6,615	6,615	13,164	6,549	99.00%	**
8401	930	Storm Water Charges	1,125	1,115	1,400	1,400	1,400	-	0.00%	
8402	930	Phone	1,013	928	1,000	1,200	1,200	-	0.00%	
8403	921	Cell Phone	1,134	1,206	1,380	1,380	1,438	58	4.20%	
Total Administrative & General Expenses			369,762	309,415	353,555	384,055	394,305	10,250	2.67%	

**Village of Ashwaubenon**
**2017 Budget**
**Department: Water Utility**
**Fund: 510**
**Dept #: 5910**

Account & Project Code		Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
CUSTOMER ACCOUNTS EXPENSES										
		Labor & Benefits								
5399	902	Meter Reading	6,224	6,764	5,300	5,300	5,485	185	3.49%	
5399	903	Accounting & Collections	13,233	13,471	13,982	13,982	14,756	774	5.54%	
6119	905	Accounting & Collections Supplies	6,176	6,386	10,000	10,000	10,000	-	0.00%	
		Total Customer Accounts Expenses	25,633	26,621	29,282	29,282	30,241	959	3.28%	
OTHER OPERATING EXPENSES										
9200		Operating Transfer Out	-	2,906,000	-	-	-	-	N/A	
9880		Depreciation	879,534	893,201	900,000	875,000	900,000	25,000	2.86%	
9881		Interest	220,578	200,993	153,924	153,924	139,388	(14,536)	-9.44%	
9882		Taxes	495,327	494,559	495,000	520,000	520,000	-	0.00%	
		Total Other Operating Expenses	1,595,439	4,494,753	1,548,924	1,548,924	1,559,388	10,464	0.68%	
TOTAL OPERATING EXPENSES			\$ 5,183,771	\$ 8,094,524	\$ 5,384,218	\$ 5,511,218	\$ 5,617,271	\$ 106,053	1.92%	
Fixed Assets - Capital Outlay			\$ 242,500	\$ 365,000	\$ 317,500	\$ 317,500	\$ 317,500	\$ -	0.00%	

**Footnotes:**

Acct - 6113: Increase due to GBWU Wholesale Rate Increase Adjusted to Projected Usage  
 Acct - 6122: Adjusted for trend.  
 Acct - 8206: 3% annual increase.  
 Acct - 8305: Adjusted to match trends and projected costs.  
 Acct - 8309: Adjusted to match trends and projected costs.

**DEPARTMENT DESCRIPTION:**

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

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Utility Operations Supervisor <sup>(1)</sup>	0.45	0.45	28,653
Utility Foreman <sup>(2)</sup>	0.30	0.30	17,846
Utility Department Lead <sup>(2)</sup>	0.30	0.30	16,942
Utility Department Lead <sup>(2)</sup>	0.30	0.30	16,942
Utility Department Worker <sup>(2)</sup>	0.30	0.30	16,542
Utility Department Worker <sup>(2)</sup>	0.30	0.30	16,542
Billing Clerk <sup>(3)</sup>	0.40	0.40	17,043
Customer Service Rep/Secretary <sup>(4)</sup>	0.05	0.05	2,229
Summer Help - Sewer Jetter <sup>(5)</sup>	Part-Time	Part-Time	2,550
<b>Total FTE's and Salaries</b>	<b>2.40</b>	<b>2.40</b>	<b>\$ 135,289</b>

Notes:

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

**2016 ACCOMPLISHMENTS:**

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

**2017 OBJECTIVES:**

- Complete the interceptor sewer review in conjunction with NEW Water and develop a master capital improvement plan for future budgeting use by both entities.
- Complete and review with WDNR the state-mandated Capacity, Management, Operation and Maintenance Manual for the Sewer Utility system.
- Complete jet cleaning, televising and spot repairs of the sanitary sewer system following the Village's 4-5 year revolving maintenance program.

**BUDGET SUMMARY:**

- The Village of Ashwaubenon Sewer Utility has been able to maintain reasonable rates in comparison with the region during the past five years of rate increases from NEW Water due to the Solids Expansion Project. The budget forecast going into 2017 should see a slight plateau. The rate increase proposed by NEW Water is approximately 5%, a drop from the previous multi-year double digit increases due the completion of the Solids Expansion Project. Through an annual rate review conducted by Schenck SC, the Village Sewer Utility will set a rate to remain reasonable, meaning the entire rate increase imposed by NEW Water can be lowered by percentage points due to review and strategic maintenance completed by the Sewer Utility.

**2017 CAPITAL REQUESTS:**

Replacement of Pick-Up Truck W-122
------------------------------------

Amount: \$ 17,500

Accepted: ☒

Denied: ☐

New: ☐

Replacement: ☒

Justification:

This request is to fund half (other half funded by Water Utility) of a pick-up truck currently used by one of the Field Operators. The current truck is a 2007 Chevrolet Silverado nearing 100,000 miles. The vehicle, with replacement of the floor boards on the driver's side, could be kept in the Village fleet as a maintenance vehicle, however, its reliability for on-call personnel is at an end.



# Village of Ashwaubenon

# 2016 Budget

**Department: Sewer Utility**

**Fund: 530**

**Dept #: 5920**

## Sources and Uses of Funds

Account Name	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget
<b>OPERATING REVENUES</b>					
Residential Sales	\$ 1,510,438	\$ 1,519,466	\$ 1,623,805	\$ 1,876,152	\$ 1,650,000
Commercial Sales	1,289,815	1,328,064	1,391,217	1,495,361	1,400,000
Restaurant Sales	471,874	451,844	459,656	526,305	465,000
Industrial Sales	1,767,457	1,714,906	1,746,473	1,567,577	1,750,000
Public Authority Sales	42,620	42,294	43,377	45,423	45,000
Forfeited Discounts	18,392	18,722	18,000	18,000	18,000
Other	1,320	1,538	1,500	1,500	1,500
Total Operating Revenues	5,101,916	5,076,834	5,284,028	5,530,318	5,329,500
<b>OPERATING EXPENDITURES</b>					
Operation	91,134	94,189	83,065	89,935	90,393
Maintenance	386,287	431,649	413,132	408,132	411,694
Treatment	3,550,124	3,739,874	4,200,000	4,400,000	4,490,000
Accounting & Collecting	14,474	15,089	31,423	31,073	33,421
Administration & General	216,620	220,572	231,429	252,729	262,521
Depreciation	371,146	697,881	622,000	360,000	622,000
Total Operating Expenditures	4,629,785	5,199,254	5,581,049	5,541,869	5,910,029
Operating Income (Loss)	472,131	(122,420)	(297,021)	(11,551)	(580,529)
<b>NONOPERATING REVENUES (EXPENSES)</b>					
Interest Revenue	37,431	37,519	40,000	40,000	40,000
Interest Expense	(17,539)	(14,437)	(11,235)	(11,235)	(8,427)
Total Nonoperating Revenues (Expenses)	19,892	23,082	28,765	28,765	31,573
Income (loss) before Contributions and Transfers	492,023	(99,338)	(268,256)	17,214	(548,956)
Capital Contributions	92,202	1,645	-	-	-
Transfers Out	(13,033)	(13,506)	(13,500)	(13,500)	(13,500)
Change in Net Position	571,192	(111,199)	(281,756)	3,714	(562,456)
Net Position - January 1, as originally reported	929,816	1,501,008	1,446,089	1,666,279	1,164,333
Cumulative effect of change in accounting principle	-	56,280	-	-	-
Net Position - January 1, as restated	929,816	1,557,288	1,446,089	1,666,279	1,164,333
Net Position - December 31	\$ 1,501,008	\$ 1,446,089	\$ 1,164,333	\$ 1,669,993	\$ 601,877
<b>SOURCES AND USES OF FUNDS</b>					
Cash - Beginning of Year			\$ 3,687,876	\$ 3,716,741	\$ 3,813,609
+ Net Income			(281,756)	3,714	(562,456)
+ Depreciation/Amortization			622,000	360,000	622,000
- Debt Repayment			(107,011)	(107,011)	(110,279)
- Fixed Assets			(107,500)	(107,500)	(17,500)
Cash - End of Year			\$ 3,813,609	\$ 3,865,944	\$ 3,745,374

# Village of Ashwaubenon

# 2017 Budget

Department: Sewer Utility

Fund: 530

Dept #: 5920

Account & Project Code		Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
OPERATION & TREATMENT EXPENSES										
5399	690	Labor & Benefits - Operations	65,482	70,501	53,315	53,315	54,245	930	1.74%	
6101	692	Operational Supplies	55	-	500	500	1,000	500	100.00%	**
6113	691	Maintenance Supplies	1,674	2,111	3,000	6,000	6,000	-	0.00%	
6122	693	Gas & Oil	9,413	7,825	7,850	9,720	8,748	(972)	-10.00%	**
8201	693	Vehicle Repairs	463	144	3,600	3,600	3,600	-	0.00%	
8400	694	Electric	14,047	13,608	14,800	16,800	16,800	-	0.00%	
8100	695	Sewerage Treatment Services	3,550,124	3,739,874	4,200,000	4,400,000	4,490,000	90,000	2.05%	**
Total Operation & Treatment Expenses			3,641,258	3,834,063	4,283,065	4,489,935	4,580,393	90,458	2.01%	
MAINTENANCE EXPENSES										
Labor & Benefits										
5399	696	Collecting System	53,016	57,061	98,843	98,843	101,361	2,518	2.55%	
5399	697	Lift Station	18,199	15,961	29,289	29,289	30,333	1,044	3.56%	
Maintenance Supplies										
6113	696	Collecting System	278,314	321,209	240,000	225,000	225,000	-	0.00%	
6113	697	Lift Station	31,470	34,565	35,000	40,000	40,000	-	0.00%	
6113	698	Meters	5,288	2,853	10,000	15,000	15,000	-	0.00%	
Total Pumping Expenses			386,287	431,649	413,132	408,132	411,694	3,562	0.87%	
ADMINISTRATIVE & GENERAL EXPENSES										
5399	920	Labor & Benefits - Administrative	76,097	82,236	94,942	94,942	97,749	2,807	2.96%	
6100	921	Office Supplies	175	148	500	800	800	-	0.00%	
6122	930	Gas & Oil	890	552	-	-	-	-	N/A	
6213	923	Software Maintenance	9,415	2,866	4,000	4,000	4,000	-	0.00%	
6304	930	Postage	525	418	2,400	2,400	2,400	-	0.00%	
6401	930	Uniforms	-	27	1,000	1,000	1,000	-	0.00%	
6402	930	Shoe Allowance	415	428	500	1,000	1,000	-	0.00%	
7100	930	Training/Conferences	1,000	1,338	1,000	1,000	1,000	-	0.00%	
7120	930	Dues & Subscriptions	-	-	-	500	500	-	0.00%	
8100	923	Contracted Services	28,262	22,367	21,000	21,000	21,000	-	0.00%	
8101	923	Computer Consulting	3,084	5,139	6,900	6,900	6,900	-	0.00%	
8102	923	Accounting & Auditing	3,000	5,165	5,000	5,000	5,000	-	0.00%	
8115	923	Engineering Services	-	4,725	10,000	30,000	30,000	-	0.00%	
8119	930	Investment Fees	8,003	8,058	-	-	-	-	N/A	
8206	931	Building Rental	39,866	41,045	42,303	42,303	43,590	1,287	3.04%	**
8300	930	Physical/Psychological Exams	25	-	-	-	-	-	N/A	
8305	924	Property & Liability Insurance	37,296	37,296	31,689	31,689	30,744	(945)	-2.98%	**
8309	924	Worker's Compensation	6,600	6,600	6,615	6,615	13,200	6,585	99.55%	**
8401	930	Storm Water Charges	20	30	1,000	1,000	1,000	-	0.00%	
8402	930	Telephone	813	928	1,200	1,200	1,200	-	0.00%	
8403	921	Cell Phone	1,134	1,206	1,380	1,380	1,438	58	4.20%	
Total Administrative & General Expenses			216,620	220,572	231,429	252,729	262,521	9,792	3.87%	
CUSTOMER ACCOUNTS EXPENSES										
Labor & Benefits										
5399	902	Meter Reading	472	-	16,092	16,092	16,666	574	3.57%	
5399	903	Accounting & Collections	13,238	13,655	13,981	13,981	14,755	774	5.54%	
6119	905	Supplies - Accounting & Collections	764	1,434	1,350	1,000	2,000	1,000	100.00%	**
Total Customer Accounts Expenses			14,474	15,089	31,423	31,073	33,421	2,348	7.56%	
OTHER OPERATING EXPENSES										
9880		Depreciation	371,146	697,881	622,000	360,000	622,000	262,000	72.78%	
9881		Interest	17,539	14,437	11,235	11,235	8,427	(2,808)	-24.99%	
9882		Taxes	13,033	13,506	13,500	13,500	13,500	-	0.00%	
Total Other Operating Expenses			401,718	725,824	646,735	384,735	643,927	259,192	67.37%	
TOTAL OPERATING EXPENSES			\$ 4,660,357	\$ 5,227,197	\$ 5,605,784	\$ 5,566,604	\$ 5,931,956	\$ 365,352	6.56%	
Fixed Assets - Capital Outlay			\$ 91,701	\$ 58,497	\$ 107,500	\$ 107,500	\$ 17,500	\$ (90,000)	-83.72%	

## Footnotes:

Acct - 6101: Increase to Match Department Charge-Back  
 Acct - 6119: Increase to Match Department Charge Back  
 Acct - 6122: Adjusted for trend.  
 Acct - 8100: Increase due to an adjusted 5% increase in GBMSD Treatment Charges  
 Acct - 8206: 3% annual increase.  
 Acct - 8305: Adjusted to match trends and projected costs.  
 Acct - 8309: Adjusted to match trends and projected costs.

**DEPARTMENT DESCRIPTION:**

The Storm Water Utility was created in 2012 to fund storm water related activities including: WDNR regulatory compliance (pond construction, Illicit Discharge monitoring, etc.), storm sewer maintenance, street sweeping, leaf collection and pond maintenance. All impervious surface properties within the Village contribute to the Storm Water Utility. Impervious surface calculations have been updated utilizing 2014 Brown County Aerial Mapping.

**SERVICES:**

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

**STAFFING:**

Position	FTE		Salary
	Actual 2016	Budget 2017	Actual 2016
Utility Operations Supervisor <sup>(1)</sup>	0.10	0.10	6,367
Billing Clerk <sup>(2)</sup>	0.15	0.15	6,391
Customer Service Rep/Secretary <sup>(3)</sup>	0.05	0.05	2,229
Seasonal and Part-time <sup>(4)</sup>	Part-Time	Part-Time	3,326
<b>Total FTE's and Salaries</b>	<b>0.30</b>	<b>0.30</b>	<b>\$ 18,313</b>

## Notes:

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

**2016 ACCOMPLISHMENTS:**

- Constructed the Ashland Pond, located at the site of the former Sky Lit Motel (2120 S. Ashland Avenue). The pond will treat runoff from over 100 acres and allow future development to “buy-in” to this village regional pond versus constructing their own pond. This saves valuable development property and dollars.
- Maintained the Holmgren Pond that was constructed in 2015 with weed spraying and prairie seeding.
- The Village acquired a WDNR land acquisition and construction grant to offset the aforementioned projects.
- Dredged a portion of a Dutchman’s Creek tributary in the Sand Acres Drive/Crocus Drive area.
- Conducted a cut-and-spray effort in the Main Pond area to control the spreading of the phragmites invasive species.
- Updated Village of Ashwaubenon Storm Water Management Plan, including mapping updates.
- Updated Storm Water Ordinances (Erosion Control, Post-Construction and Street Sweeping).
- Completed Storm Water Pollution Prevention Plans for Village Facilities.
- Calculated a payment system for the Glory Pond and Holmgren Pond watersheds whereby the Storm Water Utility can get reimbursed for land and pond construction costs when developments occur within these watersheds.

**2017 OBJECTIVES:**

- Permit and reconstruct the Main Pond, located between Main Avenue, Commodity Lane, Contract Drive and Sand Acres Drive. By re-constructing portions of this area, the Village will be able to take credit for the treatment of suspended solids removal that this pond achieves while helping the Village to meet our WDNR permit requirements. These modifications will also help surrounding developments through buy-in to save development property and dollars.
- Identify potential future storm water pond sites and stream bank stabilization areas.
- Purchase parcels that have been identified as potential future storm water ponds.
- Negotiate with current property owners, purchase and design and permit the future Coronis Pond.
- Calculate a payment system whereby the Storm Water Utility can get reimbursed for land and pond construction costs when developments occur within an existing regional ponds’ watershed.

**BUDGET SUMMARY:**

- The 2017 Storm Water Utility budget remains consistent with the 2016 budget trends.

**2017 CAPITAL REQUESTS:**

Request Item: Main Pond Reconstruction
--

Amount: \$ 300,000

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

## Justification:

This budget item is for the reconstruction of the Main Pond, located between Main Avenue, Commodity Lane, Contract Drive and Sand Acres Drive in the Industrial Park. This work will include engineering design, permitting and construction and will allow the Village to meet WDNR requirements for total suspended solids removal (TSS).

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Request Item: Land Purchases for Future Storm Water Ponds
---

Amount: \$ 500,000

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

## Justification:

This budget item is for the purchase of land identified as locations for future storm water ponds. There are 3 areas currently being reviewed and very preliminary discussions have been had with current property owners (Coronis, Marhill and Baeten ponds). The intent of the Storm Water Utility is to design, permit and construct 1 storm water pond every year for the next 10 years to meet WDNR requirements. As has been done in the past, WDNR storm water grants will be applied for to help offset the costs of land purchasing and pond construction. The Village has been successful in the past in receiving over \$300,000 in grant monies for land and pond construction. Also, since these ponds would be constructed as “Regional” facilities, future developments that are required to construct their own ponds could “buy-in” to these and reimburse the Storm Water Utility instead of constructing a pond on their own property.

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Request Item: Potential Storm Sewer Upgrade for Ashland Access Road
---

Amount: \$ 150,000

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

## Justification:

This budget item is for the potential upgrade to the Ashland Access Road storm sewer, between Hansen Road and Baeten Road. Wisconsin Public Service is looking to re-develop a portion of their facility located to the west of the Ashland Access Road and this re-development may impact the existing storm sewer system. This existing storm sewer system currently has capacity issues.

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# Village of Ashwaubenon

# 2016 Budget

**Department: Storm Water Utility**

**Fund: 550**

**Dept #: 5950**

## Sources and Uses of Funds

Account Name	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget
<b>OPERATING REVENUES</b>					
Residential Sales	\$ 260,370	\$ 260,884	\$ 274,641	\$ 265,000	\$ 270,000
Commercial Sales	767,256	780,710	809,624	780,000	790,000
Restaurant Sales	57,318	57,542	56,535	57,000	57,000
Industrial Sales	90,012	87,831	77,943	90,000	85,000
Public Authority Sales	140,340	142,674	139,301	142,000	140,000
Private Fire Protection	571	545	600	600	600
Forfeited Discounts	4,211	2,895	2,500	2,500	2,500
Other	2,052	7,409	10,000	-	7,500
Total Operating Revenues	1,322,130	1,340,490	1,371,144	1,337,100	1,352,600
<b>OPERATING EXPENDITURES</b>					
Operation	215,167	219,243	181,000	194,200	209,800
Regulatory Compliance	102,441	60,145	48,500	72,100	72,100
Capital Improvement	33,107	39,925	96,000	96,000	96,000
Administration & General	180,214	164,067	231,806	233,306	253,172
Depreciation	115,627	105,545	110,000	87,000	110,000
Total Operating Expenditures	646,556	588,925	667,306	682,606	741,072
Operating Income (Loss)	675,574	751,565	703,838	654,494	611,528
<b>NONOPERATING REVENUES (EXPENSES)</b>					
Interest Revenue	3,138	4,364	4,500	4,500	4,500
Gain on Sale of Capital Assets	69	-	11,162	-	-
Total Nonoperating Revenues (Expenses)	3,207	4,364	15,662	4,500	4,500
Income (loss) before Contributions and Transfers	678,781	755,929	719,500	658,994	616,028
Capital Contributions	75,103	-	-	-	-
Change in Net Position	753,884	755,929	719,500	658,994	616,028
Net Position - January 1, as originally reported	3,539,983	4,293,867	5,109,396	4,849,560	5,828,896
Cumulative effect of change in accounting principle	-	59,600	-	-	-
Net Position - January 1, as restated	3,539,983	4,353,467	5,109,396	4,849,560	5,828,896
Net Position - December 31	\$ 4,293,867	\$ 5,109,396	\$ 5,828,896	\$ 5,508,554	\$ 6,444,924
<b>SOURCES AND USES OF FUNDS</b>					
Cash - Beginning of Year			\$ 839,576	\$ 606,486	\$ 1,189,076
+ Net Income			719,500	658,994	616,028
+ Depreciation/Amortization			110,000	75,000	110,000
- Fixed Assets			(480,000)	(480,000)	(950,000)
Cash - End of Year			\$ 1,189,076	\$ 860,480	\$ 965,104

# Village of Ashwaubenon

# 2017 Budget

Department: Storm Water Utility

Fund: 550

Dept #: 5950

Account & Project Code		Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
								\$ Variance	% Variance	
OPERATION & MAINTENANCE EXPENSES										
		Labor & Benefits								
5399	802	Storm Sewer Cleaning/Repair	12,612	20,078	11,000	11,000	15,000	4,000	36.36%	
5399	803	Street Sweeping	18,259	14,225	10,500	10,500	12,500	2,000	19.05%	
5399	804	Leaf Collection & Storage	58,814	52,255	40,000	40,000	40,000	-	0.00%	
5399	810	Leaf Collection & Storage	-	19,737	-	-	-	-	N/A	
5399	820	Stormwater Facility Maintenance	742	310	-	-	-	-	N/A	
		Maintenance Supplies								
6113	802	Storm Sewer Cleaning/Repair	9,497	6,726	9,000	12,000	12,000	-	0.00%	
6113	803	Street Sweeping	1,159	833	2,500	5,000	5,000	-	0.00%	
6113	804	Leaf Collection & Storage	5,407	3,828	3,000	3,000	3,000	-	0.00%	
6113	820	Stormwater Facility Maintenance	-	-	1,000	2,500	2,500	-	0.00%	
6122	801	Gas & Oil	25,364	9,662	10,000	16,200	10,800	(5,400)	-33.33%	**
6123	802	Landscaping Supplies	-	38	-	-	-	-	N/A	
		Contracted Services								
8100	802	Storm Sewer Cleaning/Repair	59,035	44,840	40,000	40,000	48,000	8,000	20.00%	
8100	810	Ashland Pond	-	490	-	-	13,000	13,000	N/A	
8115	812	Main Avenue Pond	-	3,982	-	-	-	-	N/A	
8115	813	Spring Meadows Pond	-	-	-	-	-	-	N/A	
8100	820	Stormwater Facility Maintenance	2,539	4,301	12,000	12,000	12,000	-	0.00%	
8109	810	Landfill	-	7,724	-	-	-	-	N/A	
8110	804	Grass & Leaves Disposal	18,531	23,178	36,000	36,000	36,000	-	0.00%	
		Vehicle Repairs								
8201	803	Street Sweeping	358	189	1,000	1,000	-	(1,000)	-100.00%	
8201	804	Leaf Collection & Storage	2,850	6,847	5,000	5,000	-	(5,000)	-100.00%	
Total Operation Expenses			215,167	219,243	181,000	194,200	209,800	15,600	8.03%	
REGULATORY COMPLIANCE										
5399	840	Labor & Benefits	381	-	-	-	-	-	N/A	
6101	840	Operational Supplies	-	-	1,000	3,600	3,600	-	0	
6303	840	WPDES Annual Permit Fee	3,000	3,000	3,000	3,000	3,000	-	0	
7120	840	NEWSC Membership Fee	-	1,500	2,500	2,500	2,500	-	0.00%	
8100	840	Contracted Services	-	1,759	12,000	15,000	15,000	-	0.00%	
8115	840	Engineering Services	42,300	2,714	30,000	48,000	48,000	-	0.00%	
8115	841	Engineering Services - UNPS Grant	56,760	51,172	-	-	-	-	N/A	
Total Regulatory Compliance Expenses			102,441	60,145	48,500	72,100	72,100	-	0.00%	
CAPITAL IMPROVEMENT										
5399	870	Labor & Benefits - Flood/Quality Control	6,154	-	-	-	-	-	N/A	
6101	870	Operational Supplies	-	5	-	-	-	-	N/A	
6303	870	Licenses	-	144	-	-	-	-	N/A	
		Contracted Services								
8100	870	Flood/Quality Control	9,334	606	72,000	72,000	72,000	-	0.00%	
8100	880	Equipment Purchase	5,105	-	-	-	-	-	N/A	
		Engineering Services								
8115	870	Flood/Quality Control	9,003	39,170	24,000	24,000	24,000	-	0.00%	
8115	880	Equipment Purchase	3,511	-	-	-	-	-	N/A	
Total Capital Improvement Expenses			33,107	39,925	96,000	96,000	96,000	-	0.00%	

# Village of Ashwaubenon

# 2017 Budget

Department: Storm Water Utility

Fund: 550

Dept #: 5950

Account & Project Code	Description	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
							\$ Variance	% Variance	
ADMINISTRATIVE & GENERAL EXPENSES									
5399 920	Labor & Benefits	139,486	139,526	210,583	210,583	213,488	2,905	1.38%	
6100 921	Office Supplies	76	84	500	1,000	1,000	-	0	
6213 923	Software Maintenance	1,378	7,161	1,750	1,750	1,750	-	0	
6302 930	Newspaper Publishing	78	91	250	1,000	1,000	-	0.00%	
6304 930	Postage	357	574	750	1,000	1,000	-	0.00%	
7100 930	Training & Conferences	330	350	750	750	750	-	0.00%	
8100 923	Contracted Services	1,660	1,849	-	-	-	-	N/A	
8101 923	Contracted Services	-	1,000	-	-	-	-	N/A	
8102 923	Accounting & Auditing	2,000	2,000	2,000	2,000	2,000	-	0.00%	
8201 930	Vehicle Repairs	26,380	3,833	6,000	6,000	12,000	6,000	100.00%	
8305 924	Property & Liability Insurance	3,696	3,696	4,838	4,838	12,240	7,402	153.00%	**
8309 924	Worker's Compensation	3,552	3,552	4,145	4,145	7,704	3,559	85.86%	**
8400 930	Electric	1,191	351	240	240	240	-	0.00%	
8401 930	Water, Sewer & Storm Water	30	-	-	-	-	-	N/A	
	Total Administrative & General Expenses	180,214	164,067	231,806	233,306	253,172	19,866	8.51%	
OTHER OPERATING EXPENSES									
9880	Depreciation	91,373	105,545	110,000	75,000	110,000	35,000	46.67%	
9882	Taxes	24,254	-	-	12,000	-	(12,000)	-100.00%	
	Total Other Operating Expenses	115,627	105,545	110,000	87,000	110,000	23,000	0.26436782	
TOTAL OPERATING EXPENSES		\$ 646,556	\$ 588,925	\$ 667,306	\$ 682,606	\$ 741,072	\$ 58,466	8.57%	
Fixed Assets - Capital Outlay		\$ 1,061,499	\$ 576,377	\$ 480,000	\$ 480,000	\$ 950,000	\$ 470,000	97.92%	

## Footnotes:

Acct - 6122: Adjusted for trend.  
 Acct - 8100: Joint Pond Maintenance with Town of Lawrence  
 Acct - 8100: Ashland Pond - spraying and seeding  
 Acct - 8100: Adjusted Based on 3-year average  
 Acct - 8100: Holmgren Pond - spraying  
 Acct - 8305: Adjusted to match trends and projected costs.  
 Acct - 8309: Adjusted to match trends and projected costs.



*Village of Ashwaubenon*  
**2017 Operating Budget**

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**INTERNAL SERVICE  
FUNDS**

# INTERNAL SERVICE FUNDS

# SUMMARY REPORT

Account	Dental Insurance	Health Insurance	Equipment Replacement	Total
<b>REVENUES</b>				
Premiums - Employer	\$ 98,226	\$ 1,979,379	\$ -	\$ 2,077,605
Premiums - Employee	16,002	285,744	-	301,746
Stop Loss Reimbursement	-	75,000	-	75,000
Insurance Refunds	-	15,000	-	15,000
Vision Premiums	-	4,800	-	4,800
Equipment Use Charge	-	-	431,646	431,646
Total Revenues	114,228	2,359,923	431,646	2,905,797
<b>EXPENDITURES</b>				
Insurance Expense	137,500	1,538,014	-	1,675,514
Prescription Expense	-	321,000	-	321,000
Insurance Administration	-	392,361	-	392,361
Wellness Program	-	30,000	-	30,000
Vision	-	4,900	-	4,900
Depreciation	-	-	506,646	506,646
Total Expenditures	137,500	2,286,275	506,646	2,930,421
Operating Income (Loss)	(23,272)	73,648	(75,000)	(24,624)
<b>NON-OPERATING REVENUES</b>				
Gain on Sale of Assets	-	-	25,000	25,000
Change in Net Position	(23,272)	73,648	(50,000)	376
Fund Balance - January 1	372,600	570,131	3,846,568	4,789,299
<b>Fund Balance - December 31</b>	<b>\$ 349,328</b>	<b>\$ 643,779</b>	<b>\$ 3,796,568</b>	<b>\$ 4,789,675</b>

**INTERNAL SERVICE FUNDS**
**DENTAL INSURANCE - FUND 600**
**FUND DESCRIPTION:**

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

**2017 NOTES:**

- Premiums will remain the same for 2017. Employees pay 10% of the total dental premium.

	<b>2017</b>					
	<b>Bi-Weekly Premium</b>			<b>Annual Premium</b>		
	<b>Village</b>	<b>Employee</b>	<b>Total</b>	<b>Village</b>	<b>Employee</b>	<b>Total</b>
Single	\$ 13.20	\$ 1.47	\$ 14.67	\$ 343.20	\$ 38.22	\$ 381.42
Employee + 1	\$ 39.92	\$ 4.43	\$ 44.35	\$ 1,037.92	\$ 115.18	\$ 1,153.10
Family	\$ 39.92	\$ 4.43	\$ 44.35	\$ 1,037.92	\$ 115.18	\$ 1,153.10

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

<b>Account</b>	<b>2014 Actual</b>	<b>2015 Actual</b>	<b>2016 Forecast</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>2016 vs 2015 Budget</b>		<b>Footnote</b>
						<b>\$ Variance</b>	<b>% Variance</b>	
<b>REVENUES</b>								
Dental Premiums								
Employer Share	\$ 95,897	\$ 96,150	\$ 96,286	\$ 96,532	\$ 98,226	\$ 1,694	1.75%	
Employee Share	14,886	17,061	17,121	14,638	16,002	1,364	9.32%	
Miscellaneous	-	-	-	-	-	-	0.00%	
Total Revenues	110,783	113,211	113,407	111,170	114,228	3,058	2.75%	
<b>EXPENDITURES</b>								
Dental Claims	121,600	133,037	135,000	125,000	137,500	12,500	10.00%	
Change in Net Position	(10,817)	(19,826)	(21,593)	(13,830)	(23,272)	(9,442)	N/A	
Net Position - January 1	424,836	414,019	394,193	402,846	372,600			
<b>Net Position - December 31</b>	<b>\$ 414,019</b>	<b>\$ 394,193</b>	<b>\$ 372,600</b>	<b>\$ 389,016</b>	<b>\$ 349,328</b>			

**DEPARTMENT DESCRIPTION:**

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

**2016 ACCOMPLISHMENTS:**

- Introduced a Health Savings Account (HSA) plan as a second health plan option.
- For the 2016 health plan year, 25 participants signed up for the HSA.
- Separately accounted the traditional and HSA revenues and expenses to better adjust future premium and contribution levels for both the employee and employer.
- Nine months of claims results in the HSA plan are running at about 28.5% of budget and the Traditional plan running at about 113.4% of budget for the 2016 plan year.

**2017 OBJECTIVES:**

- The Village will budget a 15.6% increase to the 2017 traditional plan premium to cover cost trends and a significant increase in the reinsurance. Tradition plan participants pay 10% of the overall health premium if they complete a health risk assessment and age appropriate physicals.
- The HSA plan premium will increase 2.8% in 2017 to offset some of the increase in the reinsurance policy. Although the increase is driven by the Traditional Plan, it covers all employees on the plan. The HSA plan premium is paid 100% by the Village.
- The Village engaged a new health care consultant. A complete review of the Village benefit plans will be conducted in early 2017. From this we will develop a 3-5 year strategic plan to address smoother transitions from year-to-year with premiums, deductibles and out-of-pocket costs. The plan will also address ways to improve employee consumerism and communication to employees of their benefit options.

Traditional Plan						
2017 Premiums						
	Monthly Premium			Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 917.12	\$ 113.35	\$ 1,030.47	\$ 11,005.44	\$ 1,360.20	\$ 12,365.64
Employee + 1	\$ 1,403.39	\$ 173.45	\$ 1,576.84	\$ 16,840.68	\$ 2,081.40	\$ 18,922.08
Family	\$ 1,869.73	\$ 231.09	\$ 2,100.82	\$ 22,436.76	\$ 2,773.08	\$ 25,209.84
2016 Premiums						
	Monthly Premium			Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 802.05	\$ 89.12	\$ 891.17	\$ 9,624.60	\$ 1,069.44	\$ 10,694.04
Employee + 1	\$ 1,227.31	\$ 136.37	\$ 1,363.68	\$ 14,727.72	\$ 1,636.44	\$ 16,364.16
Family	\$ 1,635.14	\$ 181.68	\$ 1,816.82	\$ 19,621.68	\$ 2,180.16	\$ 21,801.84

HSA Plan						
2017 Premiums						
	Monthly Premium			Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 741.94	\$ -	\$ 741.94	\$ 8,903.28	\$ -	\$ 8,903.28
Employee + 1	\$ 1,135.33	\$ -	\$ 1,135.33	\$ 13,623.96	\$ -	\$ 13,623.96
Family	\$ 1,512.59	\$ -	\$ 1,512.59	\$ 18,151.08	\$ -	\$ 18,151.08
2016 Premiums						
	Monthly Premium			Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 721.42	\$ -	\$ 721.42	\$ 8,657.04	\$ -	\$ 8,657.04
Employee + 1	\$ 1,103.93	\$ -	\$ 1,103.93	\$ 13,247.16	\$ -	\$ 13,247.16
Family	\$ 1,470.76	\$ -	\$ 1,470.76	\$ 17,649.12	\$ -	\$ 17,649.12

TOTAL HEALTH INSURANCE								
Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
						\$	%	
						Variance	Variance	
REVENUES								
Health Premiums								
Employer Share	\$ 1,628,549	\$ 1,650,567	\$ 1,719,141	\$ 1,771,926	\$ 1,979,379	\$ 207,453	11.71%	
Employee Share	220,471	246,930	227,724	263,662	285,744	22,082	8.38%	
Stop Loss Reimbursements	65,992	131,538	175,000	75,000	75,000	-	0.00%	
Insurance Refunds	28,453	7,730	15,000	25,000	15,000	(10,000)	-40.00%	
Vision Premiums	-	-	4,791	-	4,800	4,800	N/A	
Total Revenues	1,943,465	2,036,765	2,141,656	2,135,588	2,359,923	224,335	10.50%	
EXPENDITURES								
Medical Claims	1,655,792	1,796,001	1,491,300	1,532,572	1,538,014	5,442	0.36%	
Prescriptions	272,367	283,992	316,911	302,500	321,000	18,500	6.12%	
Administration	294,161	258,030	280,361	261,123	392,361	131,238	50.26%	
Wellness	29,563	21,173	30,000	30,000	30,000	-	0.00%	
Vision	-	-	4,900	-	4,900	4,900	N/A	
Total Expenditures	2,251,883	2,359,196	2,123,472	2,126,195	2,286,275	160,080	7.53%	
Change in Net Position	(308,418)	(322,431)	18,184	9,393	73,648			
Net Position - January 1	1,182,796	874,378	551,947	701,753	570,131			
Net Position - December 31				\$ 874,378	\$ 551,947	\$ 570,131	\$ 711,146	\$ 643,779

## INTERNAL SERVICE FUNDS

## HEALTH INSURANCE - FUND 610

TRADITIONAL HEALTH PLAN								
Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
						\$	%	
						Variance	Variance	
REVENUES								
Health Premiums								
Employer Share	\$ 1,628,549	\$ 1,650,567	\$ 1,329,725	\$ 1,382,510	\$ 1,585,244	\$ 202,734	14.66%	
Employee Share	220,471	246,930	227,724	263,662	285,744	22,082	8.38%	
Stop Loss Reimbursements	65,992	131,538	175,000	75,000	75,000	-	0.00%	
Insurance Refunds	28,453	7,730	15,000	25,000	15,000	(10,000)	-40.00%	
Vision Premiums	-	-	4,791	-	4,800	4,800	N/A	
Total Revenues	1,943,465	2,036,765	1,752,240	1,746,172	1,965,788	219,616	12.58%	
EXPENDITURES								
Medical Claims	1,655,792	1,796,001	1,416,300	1,457,572	1,438,014	(19,558)	-1.34%	
Prescriptions	272,367	283,992	306,911	292,500	310,000	17,500	5.98%	
Administration	294,161	258,030	225,112	205,874	310,445	104,571	50.79%	
Wellness	29,563	21,173	25,000	25,000	25,000	-	0.00%	
Vision	-	-	4,900	-	4,900	4,900	N/A	
Total Expenditures	2,251,883	2,359,196	1,978,223	1,980,946	2,088,359	107,413	5.42%	
Change in Net Position	(308,418)	(322,431)	(225,983)	(234,774)	(122,571)			
Net Position - January 1	1,182,796	874,378	551,947	701,753	325,964			
Net Position - December 31	\$ 874,378	\$ 551,947	\$ 325,964	\$ 466,979	\$ 203,393			

HSA HEALTH PLAN								
Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
REVENUES								
Health Premiums								
Employer Share	\$ -	\$ -	\$ 389,416	\$ 389,416	\$ 394,135	\$ 4,719	1.21%	
Employee Share	-	-	-	-	-	-	0.00%	
Stop Loss Reimbursements	-	-	-	-	-	-	0.00%	
Insurance Refunds	-	-	-	-	-	-	0.00%	
Vision Premiums	-	-	-	-	-	-	0.00%	
Total Revenues	-	-	389,416	389,416	394,135	4,719	1.21%	
EXPENDITURES								
Medical Claims	-	-	75,000	75,000	100,000	25,000	33.33%	
Prescriptions	-	-	10,000	10,000	11,000	1,000	10.00%	
Administration	-	-	55,249	55,249	81,916	26,667	48.27%	
Wellness	-	-	5,000	5,000	5,000	-	0.00%	
Vision	-	-	-	-	-	-	0.00%	
Total Expenditures	-	-	145,249	145,249	197,916	52,667	36.26%	
Change in Net Position	-	-	244,167	244,167	196,219			
Net Position - January 1	-	-	-	-	244,167			
Net Position - December 31	\$ -	\$ -	\$ 244,167	\$ 244,167	\$ 440,386			

## INTERNAL SERVICE FUNDS

## EQUIPMENT REPLACEMENT - FUND 620

**FUND DESCRIPTION:**

The Equipment Replacement fund accounts for the provision of vehicles and equipment for General Government, Public Safety, Public Works and Park 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.

**2017 CAPITAL REQUESTS:**

■ Public Safety		
2017 Chevy Tahoe AWD Patrol Vehicle	\$	52,153
2017 Ford Police Squad Utility AWD Patrol Vehicle	\$	45,347
2017 Ford Police Squad Utility AWD Patrol Vehicle	\$	45,347
2017 Chevy K1500 Pick-Up Community Service Officer Vehicle	\$	31,046
2017 MedTec Ambulance	\$	225,000
Stryker Power Load Cot for Ambulance	\$	42,869
■ Public Works		
Plow Dump Truck	\$	190,000
Plow Dump Truck	\$	200,000
Garbage Truck	\$	275,000

Account	2014 Actual	2015 Actual	2016 Forecast	2016 Budget	2017 Budget	2016 vs 2015 Budget		Footnote
						\$ Variance	% Variance	
<b>REVENUES</b>								
Equipment Use Charges	\$ 501,060	\$ 438,273	\$ 426,232	\$ 426,232	\$ 431,646	\$ 5,414	1.27%	
<b>EXPENDITURES</b>								
Depreciation	508,724	475,862	459,388	486,232	506,646	20,414	4.20%	
Operating Income (Loss)	(7,664)	(37,589)	(33,156)	(60,000)	(75,000)	(15,000)	25.00%	
<b>NONOPERATING REVENUES</b>								
Gain (Loss) on Sale of Capital Assets	8,800	11,287	37,467	10,000	25,000	15,000	150.00%	
Income (Loss) before Transfers	1,136	(26,302)	4,311	(50,000)	(50,000)	-	0.00%	
Transfer In	41,468	-	100,430	-	-	-	0.00%	
Change in Net Position	42,604	(26,302)	104,741	(50,000)	(50,000)			
Net Position - January 1	3,725,525	3,768,129	3,741,827	3,708,573	3,846,568			
<b>Net Position - December 31</b>	<b>\$ 3,768,129</b>	<b>\$ 3,741,827</b>	<b>\$ 3,846,568</b>	<b>\$ 3,658,573</b>	<b>\$ 3,796,568</b>			
<b>Fund Equity</b>								
Invested in Net Assets (restricted)	2,529,712	2,132,074	1,905,173	2,484,275	2,462,420			
Unrestricted	1,238,417	1,609,753	1,941,395	1,198,766	1,334,148			
Total Fund Equity	\$ 3,768,129	\$ 3,741,827	\$ 3,846,568	\$ 3,683,041	\$ 3,796,568			

**FUND DESCRIPTION:**

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

**PUBLIC SAFETY****2017 CAPITAL REQUESTS:**

2017 Chevrolet Tahoe AWD PPV and Equipment
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Amount: \$ 52,153

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

## Justification:

The Chevy Tahoe would serve as the patrol supervisor vehicle. The current patrol vehicle for supervisors is a 2014 Tahoe with 87,000 miles. The intension is to re-purpose this vehicle as the Commander of Operations vehicle for the remainder of its service life.

2017 Ford Police Squad Utility AWD and Equipment
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Amount: \$ 45,347

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

## Justification:

Ford Utility SUV patrol vehicle. This model has shown good reliability and safety over this last year and is a more economical solution to a Chevrolet Tahoe. These vehicles will be replacing a 2013 Tahoe with 91,000 miles and will likely be re-purposed to the Park and Recreation Department.

2017 Ford Police Squad Utility AWD and Equipment
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Amount: \$ 45,347

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

## Justification:

This 2<sup>nd</sup> Ford Utility would replace a 2012 Tahoe with 151,200 miles. This out-going Tahoe will be sold at auction.



**INTERNAL SERVICE FUNDS****EQUIPMENT REPLACEMENT – FUND 620**

Chevrolet K1500 Pick-Up and Equipment
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Amount: \$ 31,046

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

## Justification:

A Chevrolet K1500 Pick-Up truck would replace the current Community Service Officer truck which is a 2010 F150 with approximately 115,645 miles. This out-going vehicle will likely be re-purposed within the Village to another department.

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Replacement of 2003 Ambulance (AM312)
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Amount: \$ 225,000 (2017)

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

## Justification:

This is a scheduled replacement for our 2003 MedTec Ambulance. AM312 was originally to be replaced in the 2013-2014 budget cycle as part of the Villages vehicle replacement plan. The cost to replace AM312 is projected to be approximately \$225,000 with ambulance spec out for bid. The current vehicle will have around 60,000 miles and 5,100 hours of running time at the time of trade-in. The department's current fleet of ambulances was manufactured by MedTec Ambulance. MedTec has gone out of business so a spec had to be written in order for the compartment configuration to be same with all three ambulances. AM312 is going onto 14 years old. The vehicle does not have high miles because the vehicle is rotated with two other ambulances and we have four hospitals in the Green Bay metro area. AM312 has high engine running hours because of the time that the vehicle sits running at rescue scenes and special events. The biggest issue with AM312 like other vehicles in northern winter environments is the corrosion from the caustic salt that is being used on our roads and highways. The box of the ambulance has already been repainted once because of oxidation and corrosion. Now the rust is taking its toll on the undercarriage of the vehicle. The suspension on the ambulance has become less than ideal for comfort when transporting patients. Riding in the back of the ambulance has become ruff with patients complaining at times about the how the ambulance rides. The suspension is starting to fail because of the weight of the ambulance body. Listed below is the cost for repairs and service work that has been performed on a yearly basis:

Repairs

2010	2,621.91
2011	866.19
2012	3,646.16
2013	1,464.57
2014	4,045.87
2015	<u>2,667.21</u>
	\$15,312.08

The following Considerations were made in establishing the 2017 Ambulance Specifications.

**Ford Chassis:** The ambulance committee chose a Type 1 (truck style) vs a Type 2 (van style) based off information that the truck style chassis would better handle the weight for the rescue box of the ambulance. The Ford Diesel engine was chosen based of each manufacturer input on pricing. (Ford was the least expensive). The only difference between type one and type two style ambulance, is the loss of a "walk thru" compartment. This is the area of the ambulance connecting the cab of the ambulance to the rescue box of the ambulance. The type 1

ambulance would now be a smaller and have a “see/talk thru” compartment, rather than a walk through area that is currently on our ambulances. Currently we don’t utilize the walk thru feature since that area is congested with electronics.

The committee also recommended the 4x4 chassis option rather than installing automatic tire chains: The Type 1 truck chassis offers a 4 wheel drive option, the Type 2 does not. After talking with each manufacturer, the 4 wheel drive cost vs. the cost for the automatic tire chain system is less than \$2000. Our history with the automatic tire chain system is that we have had maintenance issues. Over time the automatic tire chains have become unreliable because of the corrosion to the automatic tire chain system. At the end of the ambulance service life the 4 wheel drive chassis will have a higher resale value at time of replacement as compared to the chassis with a tire chain system.

The specification only allowed manufacturer’s that do in-house remount to bid on the new AM312. A remount is when the rescue box is taken off one ambulance and placed on a new truck chassis. Remounting the rescue box onto a new chassis will save the Village money in future years. The remounting process involves the manufacturer stripping the interior and exterior and refinishing all areas for re-assembly and any modifications requested before remounting the module on a new chassis. By requiring the manufacturer have an in house system we are assured that the future remount are done by a reputable factory and not “farmed out” to a lesser reputable business.

In working with the ambulance companies the cost to manufacture an ambulance increases about 3-5 percent a year.

(1) Stryker Power Load (\$23,891), (1) Stryker Power Cot with Power Load & XPS System (\$18,978), (1) Stryker Power Cot (\$15,921)
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Accepted: ☒Denied: ☐

Amount: \$ 42,869

New: ☒Replacement: ☐

Justification:

**Request for one full power cot of \$42,869 accepted but moved to a Fixed Asset in Equipment Replacement Fund. Depreciated over ten years results in \$4,287 impact to 2017 budget in Account 8202.**

**Request for extra Stryker Power Cot for \$15,921 denied.**

The Public Safety Department responds to over 1,200 911 EMS calls for transport of medical patients via ambulance from private residences’ and nursing home/independent living facilities within our Village. The repetitive movement of lifting patients from the EMS crew members has an impact with work related back injuries. Specifically we are observing an increase in medical calls with obese individuals living in the Village whether at home or in nursing/independent living facilities. It is well documented that America is becoming obese and the Village is not an exception to this. Currently once when the patient is loaded onto the cot, it takes several on scene crew members to raise the cot in order to get the patient inside of the ambulance for transport to the hospital. Two of the Public Safety ambulances are equipped with stretchers that have a maximum load capacity of 650 pounds rated at half the total height of the cot; this also excludes the weight of the cot mattress and accessories. The load limit decreases as the cot is raised to a height position and with additional equipment and clothing added. The remaining ambulance is equipped with a cot rated a maximum of 500 pounds, with the above limitations to height and accessory weight.

With the rise in calls for transports of obese patients, there is now a need to address accommodating the transfer of these patients safely with our service, as well as to the safety of our employees. Currently County Rescue Services is called by nursing homes when the medical need is not an urgent transport. However, with only one Bariatric unit available in their system and the growing need for this transport, County Rescue is often not available or is significantly delayed. Once when a staff or resident that calls 911, we have a duty to respond and not leave that patient until care has been transferred to an equal or higher level of care per Brown County EMS Protocols and state legislation. This delay can tie up our resources to the rest of the Village while waiting for another service to transport the bariatric patient.

The Stryker Power Cot with the push of a button by one crew member raises and lowers the cot powered by DeWalt rechargeable batteries. The Stryker Power Load System latches onto the Stryker Power Cot and loads/unloads the cot with a push of a button. It goes to say “Work smarter, not harder”.

The Village workman’s comp claims have increased in recent years and the time that an employee is off from work is expensive to the Village. By making an investment in the Stryker Cot and the Stryker Power Load system, this would assist in reducing back injuries caused by repetitive lifting of patients and the size of the patients.

The Public Safety Department would like the request to purchase (1) Stryker Load System including installation for (\$23,891). (1) Stryker Power Cot 700 lbs. rated equipped with the bariatric moving equipment (\$18,978). (1) Stryker Power Cot 700 lbs. rated (\$15,921) for the second out ambulance.

## ***PUBLIC WORKS***

### **2017 CAPITAL REQUESTS:**

Replacement of Plow Dump Truck S-114
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Amount: \$ 190,000

Accepted: ☒

New: ☐

Denied: ☐

Replacement: ☒

#### **Justification:**

This capital request is to replace a 1998 Ford L8501 Single-Axle Dump Truck and Plow. This truck is 18 years old and has been submitted in the budget for replacement for the previous two years but it was requested Public Works try to bring extend its life for a couple more years through mechanic maintenance and ingenuity. This truck has developed a crack in the rear chassis frame that will allow continued used as a dump truck, but for the torque of plowing, the truck has limited time left before failure. Frame cracks cannot be weld-repaired and would require the removal of the dump bed, replacement of the rear frame section of the truck and then re-assembly of the back portion of the truck for a correct repair. That cost versus the value left in the 1998 truck makes this route a non-starter. Furthermore, we must take into account the replacement planning of our plow fleet in that of the nine plow-truck assemblies currently in operation, three are 4-6 years of age, three are 10-16 years in age and three are 18-22 years of age. Any further delays in fleet replacement will increase likelihood of unrepairable breakdowns.

**INTERNAL SERVICE FUNDS****EQUIPMENT REPLACEMENT – FUND 620**

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Replacement of Plow Dump Truck S-139
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Amount: \$ 200,000

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

This capital request is to replace a 1999 International Tandem-Axle Dump Truck and Plow. This truck is 17 years old and has been submitted in the budget for replacement for the previous two years but it was requested Public Works try to bring extend its life for a couple more years through mechanic maintenance and ingenuity. This truck has also developed a crack in the rear chassis frame that will allow continued used as a dump truck, but for the torque of plowing, the truck has limited time left before failure. Frame cracks cannot be repaired by welding and would require the removal of the dump bed, replacement of the rear frame section of the truck and then re-assembly of the back portion of the truck for a correct repair. That cost versus the value left in the 1999 truck makes this route a non-starter. Furthermore, we must take into account the replacement planning of our plow fleet in that of the nine plow-truck assemblies currently in operation, three are 4-6 years of age, three are 10-16 years in age and three are 18-22 years of age. Any further delays in fleet replacement will increase likelihood of unrepairable breakdowns. With the understanding that it does not fully fund a plow truck purchase, it is noted that the sale of the former sidewalk snow clearing machine, former chipper and 1970's vintage grader did net \$42,105 to the equipment replacement fund in 2016.

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Replacement of Garbage Truck S-67
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Amount: \$ 275,000

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

This capital request is to replace a 2009 International Garbage Truck. The Village attempted in the 2009 budget season to try a cost-savings measure and purchase two truck chassis and two refuse-packing bodies separately from each other. The Village mechanics at that time then put together the two units. This worked for Truck S-68, but not for Truck S-67. The chassis has had numerous electrical and mechanical issues that the mechanics have had to repair during its 8 years of operation. The refuse-packing system has fared worse. The hydraulic packer has jumped off its track numerous times in the past 4 years causing the packing plate to pierce the outer shell of the compactor body. This requires the truck to be brought in for the wall panels to be plate welded. The hydraulic packer alignment is off-center and after numerous attempts and years of attempting to shim, is nearly worn completely out. The thought is that during construction of a truck of this nature, all alignment tolerances are part of the QA/QC for such vehicle. Although saving money at the time, the reliability appears to have been an offset. The mechanics have offered to provide a vehicle showing on a Friday afternoon for any trustees interested in viewing the truck issues listed above. Handouts are available comparing the past two years of maintenance for two trucks in which this program was attempted. These costs illustrate only the equipment purchased to complete repairs and does not included the welding repairs complete on S-67.

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