



2021 BUDGET

2021 BUDGET



Developed By:

Mary Kardoskee, Village President

Greg Wenholz, Finance Director

INTRODUCTION SECTION

Summary of Municipal Tax Levy Distributions and Tax Rate	1
Village Services' Costs for Average Tax Payer	2
Property Tax Rates - All Direct and Overlapping Governments	3
Tax Increment Calculation	4
Assessed Tax Rates - Comparative Summary	5
Equalized Tax Rates - Comparative Summary	6
Elected and Appointed Officials and Consultants	7
Standing Committees	8
Organizational Chart	9
Organizational Chart - Public Safety	10

GENERAL FUND

General Fund Budget Summary	11
General Fund Revenue Graphs	12
General Fund Expenditure Graphs	13
General Fund Revenues Summary	14
General Fund Expenditures Summary – by Department	16
General Fund Expenditures Summary – by General Ledger Account	17

Expenditures**General Government**

Village Board / Administration	19
Municipal Court	21
Village Clerk/Treasurer	23
Village Assessor	25
Finance	27
Information Technology	30
Building Inspection	35
Legal Services	37
Village Hall Maintenance	39
General Government	41

Public Safety

Public Safety	43
Fire Inspection	47

Public Works/Sanitation

Engineering	49
Street Administration	52
Garage	54
Street Maintenance	56
Curb & Gutter	57
Snow & Ice Control	58
Traffic Control	59
Street Lighting	60
Sidewalk Maintenance	61
School District Maintenance	62
Labor For Others	63
Transit System	64
Garbage & Refuse	65
Recycling	66
Landfill	67
Weed Control	68
Wood Chipping	69

GENERAL FUND**Parks, Recreation & Forestry**

Parks & Recreation Administration	70
Community Pool	72
Ashwaubomay Lake	74
Adult Recreation	76
Co-Sponsored Recreation	78
Youth Recreation	80
Park Maintenance	83
Community Center	85
Performing Arts Center	87
Forestry	88

Health & Human Services

Animal Control	91
----------------	----

Conservation and Development

Economic Development	92
----------------------	----

SPECIAL REVENUE FUND**Special Revenue Funds Summary** 94

Park Development	95
Donation	98
Public Safety K-9 Program	99
Public Safety DARE/Liaison Program	101
Public Safety Citizen's Academy Program	103
Public Safety Cadets Program	104
Excess Sales Tax	106
Employee Retirement	107

DEBT SERVICE FUND

Debt Service	108
--------------	-----

CAPITAL PROJECT FUNDS**Capital Project Funds Summary** 112

Street Construction	113
Village Buildings	115
Parks & Recreation	118
Public Safety	121
Land Sales & Acquisitions	128
Tax Incremental District #3	129
Tax Incremental District #4	130
Tax Incremental District #5	131

ENTERPRISE FUNDS**Enterprise Funds Summary** 132

Water Utility	133
Sewer Utility	140
Storm Water Utility	144

INTERNAL SERVICE FUNDS**Internal Service Funds Summary** 151

Dental Insurance	152
Health Insurance	153
Equipment Replacement	154

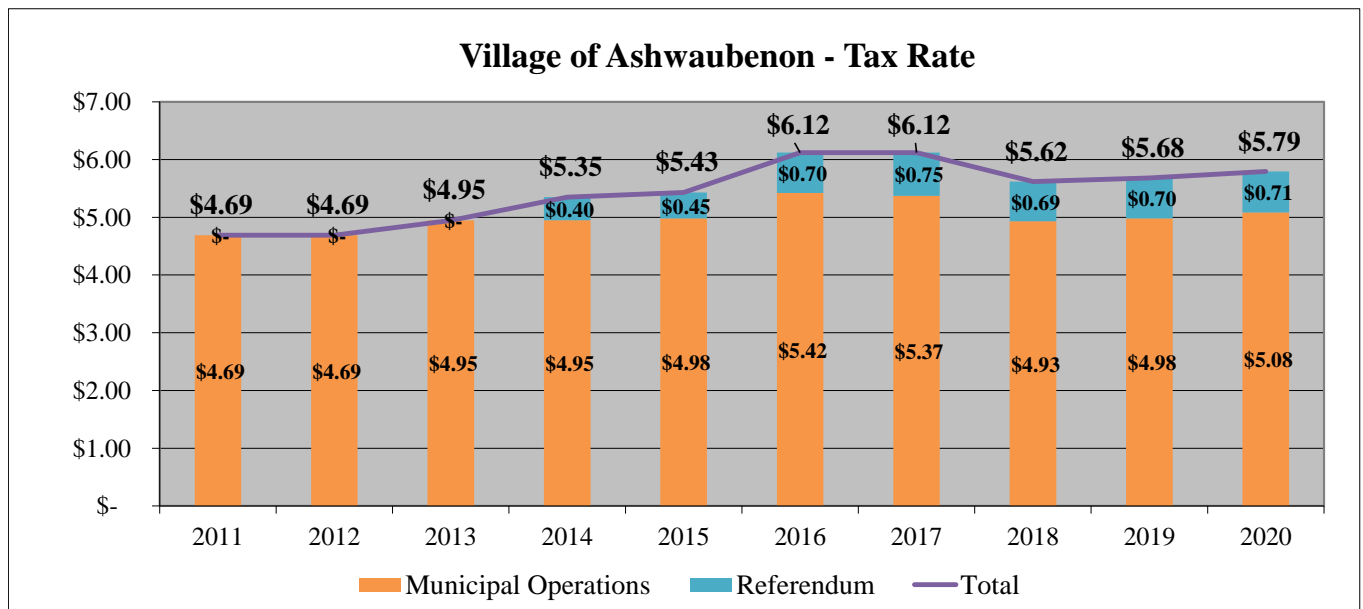
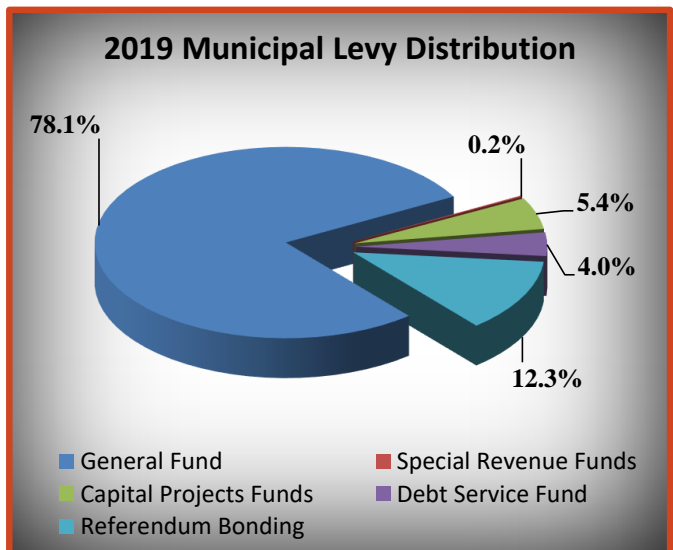
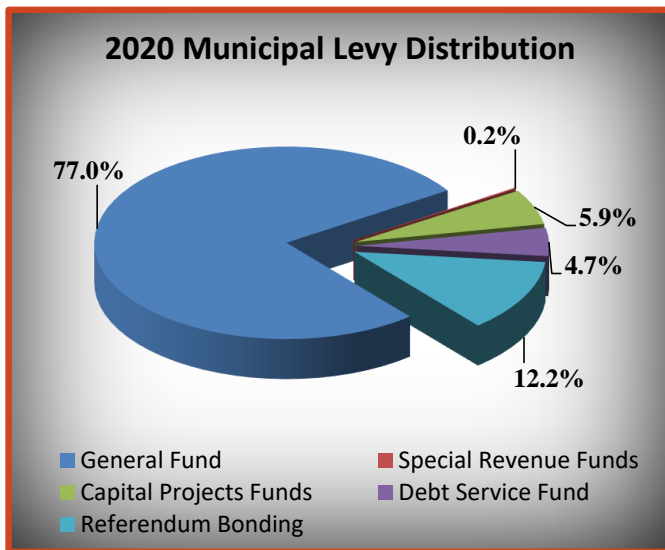
Village of ASHWAUBENON
2021 Operating Budget

**INTRODUCTORY
SECTION**

2021 Budget

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

	2021 BUDGET	2020 BUDGET		
	2020 Levy	2019 Levy	Increase/(Decrease)	Percent Change
General Fund	\$ 9,784,368	\$ 9,812,237	\$ (27,869)	-0.28%
Special Revenue Funds	25,000	25,000	-	0.00%
Capital Projects Funds	756,140	675,000	81,140	12.02%
Debt Service Fund	601,411	500,481	100,930	20.17%
Referendum Bonding	1,547,850	1,545,800	2,050	0.13%
Total Municipality Levy	\$ 12,714,769	\$ 12,558,518	\$ 156,251	1.24%
Municipal Operations Tax Rate	\$ 5.08	\$ 4.98	\$ 0.10	2.08%
Referendum Related Tax Rate	\$ 0.71	\$ 0.70	\$ 0.01	1.43%
Total Municipal Tax Rate	\$ 5.79	\$ 5.68	\$ 0.11	2.00%



Village Services' Costs for Average Tax Payer

Median Village of Ashwaubenon Home Assessed Value	\$	159,200
2020 Budget Village of Ashwaubenon Tax Rate	\$	5.79312
Tax Payment to the Village of Ashwaubenon	\$	922.26

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

Public Safety	\$	396.22
Public Works		
Engineering, Streets Maintenance, Curb & Gutter, Garage, Admin	\$	103.99
Snow Removal	\$	9.78
Street Lighting	\$	24.55
Annual Mill/Pave Road Reconstruction	\$	47.15
Sanitation (garbage, recycling, wood chipping, yard waste collection)	\$	47.43
Parks, Recreation, Forestry		
Pool, Lake, Youth / Adult / Co-Sponsored Programming, Administration	\$	36.42
Park Maintenance and Forestry	\$	42.65
General Government		
Administration, Court, Clerk, Assessor, Finance, Building Inspection, Attorney	\$	27.93
Other Government (insurance, village hall maintenance, building fund)	\$	32.18
IT	\$	13.28
Economic Development	\$	6.55
Debt Service - Municipal (Oneida St, Klipstine Park, Cormier Rd, Waube Ln)	\$	21.86
Debt Service - Referendum	\$	112.27

Average Homeowner 2021
Village of Ashwaubenon, WI

DATE January 1, 2021

PAY TO Village of Ashwaubenon \$ 922.26

Nine Hundred, twenty-two and 26/100 ----- DOLLARS

FOR Annual Property Tax Average Homeowner

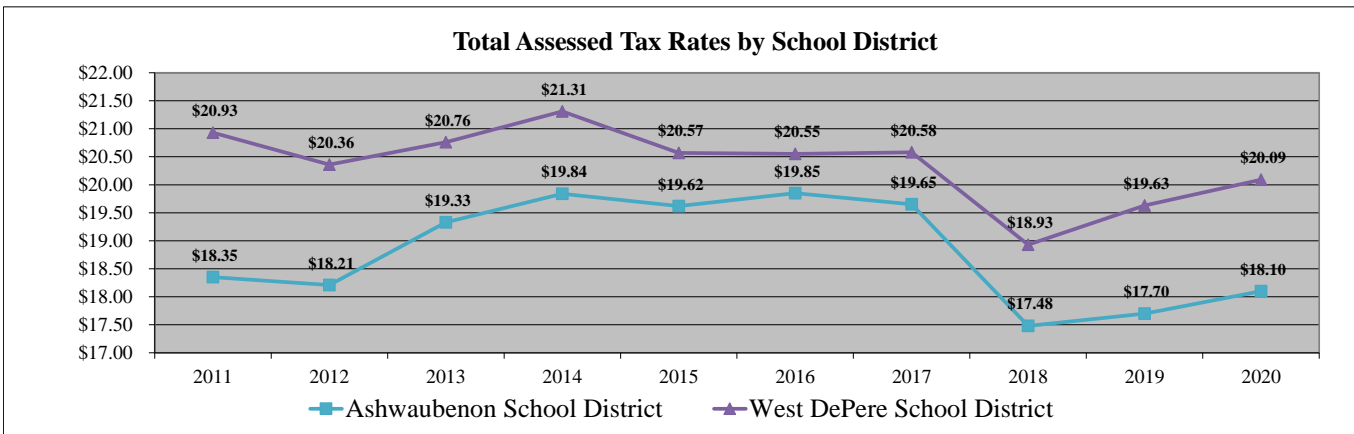
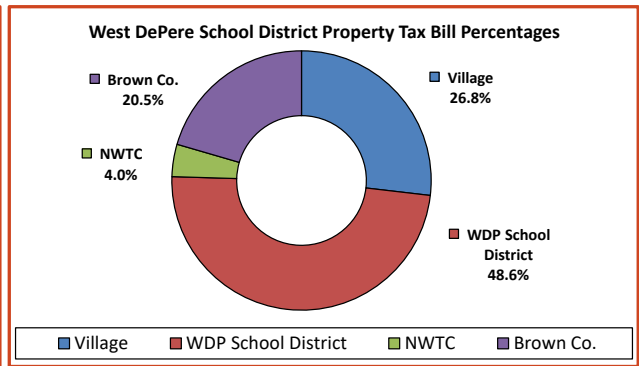
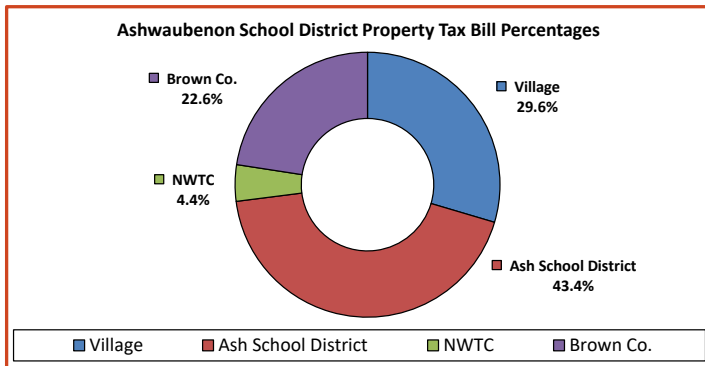
Village of Ashwaubenon - Ashwaubenon School District

Fiscal Year/ Tax Roll Year	Village of Ashwaubenon						Overlapping Rates							
	General Fund	Debt Service		Capital Projects/ Spec Rev	Total Rate	Percent of Total Tax Bill	Ashwaubenon School District		Northeast Wisconsin Technical College		Brown County		State of Wisconsin	
		Municipal	Referendum				Rate	Percent	Rate	Percent	Rate	Percent	Rate	Percent
2012/2011	\$ 4.21	\$ 0.31	\$ -	\$ 0.17	\$ 4.69	23.7%	\$ 8.82	44.6%	\$ 1.58	8.0%	\$ 4.54	22.9%	\$ 0.17	0.8%
2013/2012	\$ 4.01	\$ 0.50	\$ -	\$ 0.18	\$ 4.69	23.8%	\$ 8.78	44.6%	\$ 1.56	7.9%	\$ 4.50	22.8%	\$ 0.16	0.8%
2014/2013	\$ 4.26	\$ 0.52	\$ -	\$ 0.17	\$ 4.95	23.7%	\$ 9.45	45.3%	\$ 1.65	7.9%	\$ 4.64	22.2%	\$ 0.17	0.8%
2015/2014	\$ 4.26	\$ 0.53	\$ 0.40	\$ 0.16	\$ 5.35	25.1%	\$ 10.33	48.4%	\$ 0.81	3.8%	\$ 4.69	22.0%	\$ 0.17	0.8%
2016/2015	\$ 4.29	\$ 0.51	\$ 0.45	\$ 0.18	\$ 5.43	25.4%	\$ 10.23	47.9%	\$ 0.80	3.7%	\$ 4.73	22.1%	\$ 0.17	0.8%
2017/2016	\$ 4.54	\$ 0.60	\$ 0.70	\$ 0.28	\$ 6.12	28.3%	\$ 9.78	45.3%	\$ 0.84	3.9%	\$ 4.69	21.7%	\$ 0.17	0.8%
2018/2017	\$ 4.53	\$ 0.52	\$ 0.75	\$ 0.32	\$ 6.12	28.4%	\$ 9.62	44.7%	\$ 0.89	4.1%	\$ 4.91	22.8%	\$ -	0.0%
2019/2018	\$ 4.31	\$ 0.31	\$ 0.69	\$ 0.31	\$ 5.62	29.3%	\$ 8.24	43.0%	\$ 0.81	4.2%	\$ 4.49	23.4%	\$ -	0.0%
2020/2019	\$ 4.44	\$ 0.23	\$ 0.70	\$ 0.31	\$ 5.68	29.5%	\$ 8.24	42.8%	\$ 0.85	4.4%	\$ 4.50	23.4%	\$ -	0.0%
2021/2020	\$ 4.45	\$ 0.27	\$ 0.71	\$ 0.36	\$ 5.79	29.6%	\$ 8.50	43.4%	\$ 0.87	4.4%	\$ 4.42	22.6%	\$ -	0.0%

Village of Ashwaubenon - West DePere School District

Fiscal Year/ Tax Roll Year	Village of Ashwaubenon						Overlapping Rates							
	General Fund	Debt Service		Capital Projects/ Spec Rev	Total Rate	Percent of Total Tax Bill	West DePere School District		Northeast Wisconsin Technical College		Brown County		State of Wisconsin	
		Municipal	Referendum				Rate	Percent	Rate	Percent	Rate	Percent	Rate	Percent
2012/2011	\$ 4.21	\$ 0.31	\$ -	\$ 0.17	\$ 4.69	21.0%	\$ 11.40	50.9%	\$ 1.58	7.1%	\$ 4.54	20.3%	\$ 0.17	0.7%
2013/2012	\$ 4.01	\$ 0.50	\$ -	\$ 0.18	\$ 4.69	21.5%	\$ 10.93	50.1%	\$ 1.56	7.1%	\$ 4.50	20.6%	\$ 0.16	0.7%
2014/2013	\$ 4.26	\$ 0.52	\$ -	\$ 0.17	\$ 4.95	22.2%	\$ 10.88	48.8%	\$ 1.65	7.4%	\$ 4.64	20.8%	\$ 0.17	0.8%
2015/2014	\$ 4.26	\$ 0.53	\$ 0.40	\$ 0.16	\$ 5.35	23.4%	\$ 11.80	51.7%	\$ 0.81	3.5%	\$ 4.69	20.5%	\$ 0.17	0.8%
2016/2015	\$ 4.29	\$ 0.51	\$ 0.45	\$ 0.18	\$ 5.43	24.3%	\$ 11.18	50.1%	\$ 0.80	3.6%	\$ 4.73	21.2%	\$ 0.17	0.8%
2017/2016	\$ 4.54	\$ 0.60	\$ 0.70	\$ 0.28	\$ 6.12	27.4%	\$ 10.48	47.0%	\$ 0.84	3.8%	\$ 4.69	21.0%	\$ 0.17	0.8%
2018/2017	\$ 4.53	\$ 0.52	\$ 0.75	\$ 0.32	\$ 6.12	27.2%	\$ 10.55	47.0%	\$ 0.89	4.0%	\$ 4.91	21.9%	\$ -	0.0%
2019/2018	\$ 4.31	\$ 0.31	\$ 0.69	\$ 0.31	\$ 5.62	27.3%	\$ 9.69	47.0%	\$ 0.81	3.9%	\$ 4.49	21.8%	\$ -	0.0%
2020/2019	\$ 4.44	\$ 0.23	\$ 0.70	\$ 0.31	\$ 5.68	26.8%	\$ 10.17	48.0%	\$ 0.85	4.0%	\$ 4.50	21.2%	\$ -	0.0%
2021/2020	\$ 4.45	\$ 0.27	\$ 0.71	\$ 0.36	\$ 5.79	26.8%	\$ 10.49	48.6%	\$ 0.87	4.0%	\$ 4.42	20.5%	\$ -	0.0%

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



2021 Budget

Village of Ashwaubenon Tax Increment Calculation

Taxing Jurisdiction	Apportioned Levy	Equalized Value (w/o TIF)	Interim Rate	Equalized Value (with TIF)	Amount to be Levied	Tax Increment
BROWN COUNTY	9,709,507.79	2,388,743,300	0.004064693	2,684,430,400	10,911,385.46	1,201,877.67
ASHWAUBENON SCHOOLS	16,643,395.00	2,130,349,532	0.007812518	2,386,629,832	18,645,588.52	2,002,193.52
WEST DEPERE SCHOOLS	2,491,076.00	258,393,768	0.00964062	297,800,568	2,870,982.11	379,906.11
VTAE	1,899,861.44	2,388,743,300	0.000795339	2,684,430,400	2,135,032.19	235,170.75
VILLAGE OF ASHWAUBENON	12,714,769.00	2,388,743,300	0.005322786	2,684,430,400	14,288,648.55	1,573,879.55
TOTAL FOR TAX INCREMENT	\$ 43,458,609.23				\$ 48,851,636.83	\$ 5,393,027.60

ALLOCATION OF TAX INCREMENT	TID #3	\$ 3,671,294.54	\$ 201,288,500	68%
	TID #4	1,229,503.43	67,410,800	23%
	TID #5	492,229.62	26,987,800	9%
		\$ 5,393,027.59	\$ 295,687,100	100%

2021 Budget

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

Ashwaubenon School District

Jurisdiction	2020 Levy	2020 Tax Rate	2019 Levy	2019 Tax Rate	Increase/ (Decrease) in Levy	% Change	Increase/ (Decrease) in Tax Rate	% Change
Village of Ashwaubenon	\$ 12,714,769	\$ 5.79312	\$ 12,558,518	\$ 5.67952	\$ 156,251	1.24%	\$ 0.11360	2.00%
Ashwaubenon School District	16,643,395	8.50330	16,257,237	8.23588	386,158	2.38%	0.26742	3.25%
N.W.T.C. Vocational School	1,899,861	0.86562	1,890,431	0.85494	9,431	0.50%	0.01068	1.25%
Brown County	9,709,508	4.42386	9,949,812	4.49975	(240,304)	-2.42%	(0.07589)	-1.69%
Tax Incremental Districts	5,013,121	-	4,388,261	-	624,861	14.24%	-	-
Subtotal	45,980,655	19.58590	45,044,258	19.27008	936,396	2.08%	0.31582	1.64%
State Credit - Schools	(3,252,879)	(1.48347)	(3,434,654)	(1.57386)	181,775	5.29%	0.09039	5.74%
Net Levy and Tax Rate	\$ 42,727,776	\$ 18.10243	\$ 41,609,605	\$ 17.69622	\$ 1,118,171	2.69%	\$ 0.40621	2.30%

West DePere School District

Jurisdiction	2020 Levy	2020 Tax Rate	2019 Levy	2019 Tax Rate	Increase/ (Decrease) in Levy	% Change	Increase/ (Decrease) in Tax Rate	% Change
Village of Ashwaubenon	\$ 12,714,769	\$ 5.79312	\$ 12,558,518	\$ 5.67952	\$ 156,251	1.24%	\$ 0.11360	2.00%
West DePere School District	2,491,076	10.48807	2,413,861	10.17457	77,215	3.20%	0.31349	3.08%
N.W.T.C. Vocational School	1,899,861	0.86562	1,890,431	0.85494	9,431	0.50%	0.01068	1.25%
Brown County	9,709,508	4.42386	9,949,812	4.49975	(240,304)	-2.42%	(0.07589)	-1.69%
Tax Incremental Districts	3,390,834	-	3,016,448	-	374,386	12.41%	-	-
Subtotal	30,206,048	21.57067	29,829,070	21.20878	376,978	1.26%	0.36189	1.71%
State Credits - Schools	(406,083)	(1.48347)	(426,627)	(1.57386)	20,544	4.82%	0.09039	5.74%
Net Levy and Tax Rate	\$ 29,799,966	\$ 20.08719	\$ 29,402,443	\$ 19.63491	\$ 397,523	1.35%	\$ 0.45228	2.30%

2021 Budget

Equalized Tax Rates - Comparative Summary of Jurisdictional Levies

Village of Ashwaubenon

Ashwaubenon School District						
Jurisdiction	2020 Levy	2020 Tax Rate	2019 Levy	2019 Tax Rate	Increase/ (Decrease) in Levy	Increase/ (Decrease) in Tax Rate
Village of Ashwaubenon	\$ 12,714,769	\$ 5.32279	\$ 12,558,518	\$ 5.38699	\$ 156,251	1.24%
Ashwaubenon School District	16,643,395	7.81252	16,257,237	7.81209	386,158	2.38%
N.W.T.C. Vocational School	1,899,861	0.79534	1,890,431	0.81090	9,431	0.50%
Brown County	9,709,508	4.06469	9,949,812	4.26798	(240,304)	-2.42%
Tax Incremental Districts #3 & #4	5,013,121	-	4,388,259	-	624,862	14.24%
Subtotal	45,980,655	17.99534	45,044,257	18.27797	936,398	2.08%
State Credit - Schools	(3,263,166)	(1.53175)	(3,446,823)	(1.65630)	183,657	5.33%
Net Levy and Tax Rate	\$ 42,717,488	\$ 16.46358	\$ 41,597,434	\$ 16.62167	\$ 1,120,055	2.69%
					\$ (0.15808)	-0.95%

9

West DePere School District						
Jurisdiction	2020 Levy	2020 Tax Rate	2019 Levy	2019 Tax Rate	Increase/ (Decrease) in Levy	Increase/ (Decrease) in Tax Rate
Village of Ashwaubenon	\$ 12,714,769	\$ 5.32279	\$ 12,558,518	\$ 5.38699	\$ 156,251	1.24%
West DePere School District	2,491,076	9.64062	2,413,861	9.64654	77,215	3.20%
N.W.T.C. Vocational School	1,899,861	0.79534	1,890,431	0.81090	9,431	0.50%
Brown County	9,709,508	4.06469	9,949,812	4.26798	(240,304)	-2.42%
Tax Incremental Districts #3 & #4	3,390,834	-	3,016,446	-	374,388	12.41%
Subtotal	30,206,048	19.82344	29,829,068	20.11242	376,981	1.26%
State Credits - Schools	(395,795)	(1.53175)	(414,458)	(1.65630)	18,663	4.50%
Net Levy and Tax Rate	\$ 29,810,253	\$ 18.29169	\$ 29,414,610	\$ 18.45612	\$ 395,643	1.35%
					\$ (0.16443)	-0.89%

Village of Ashwaubenon

2021 Budget



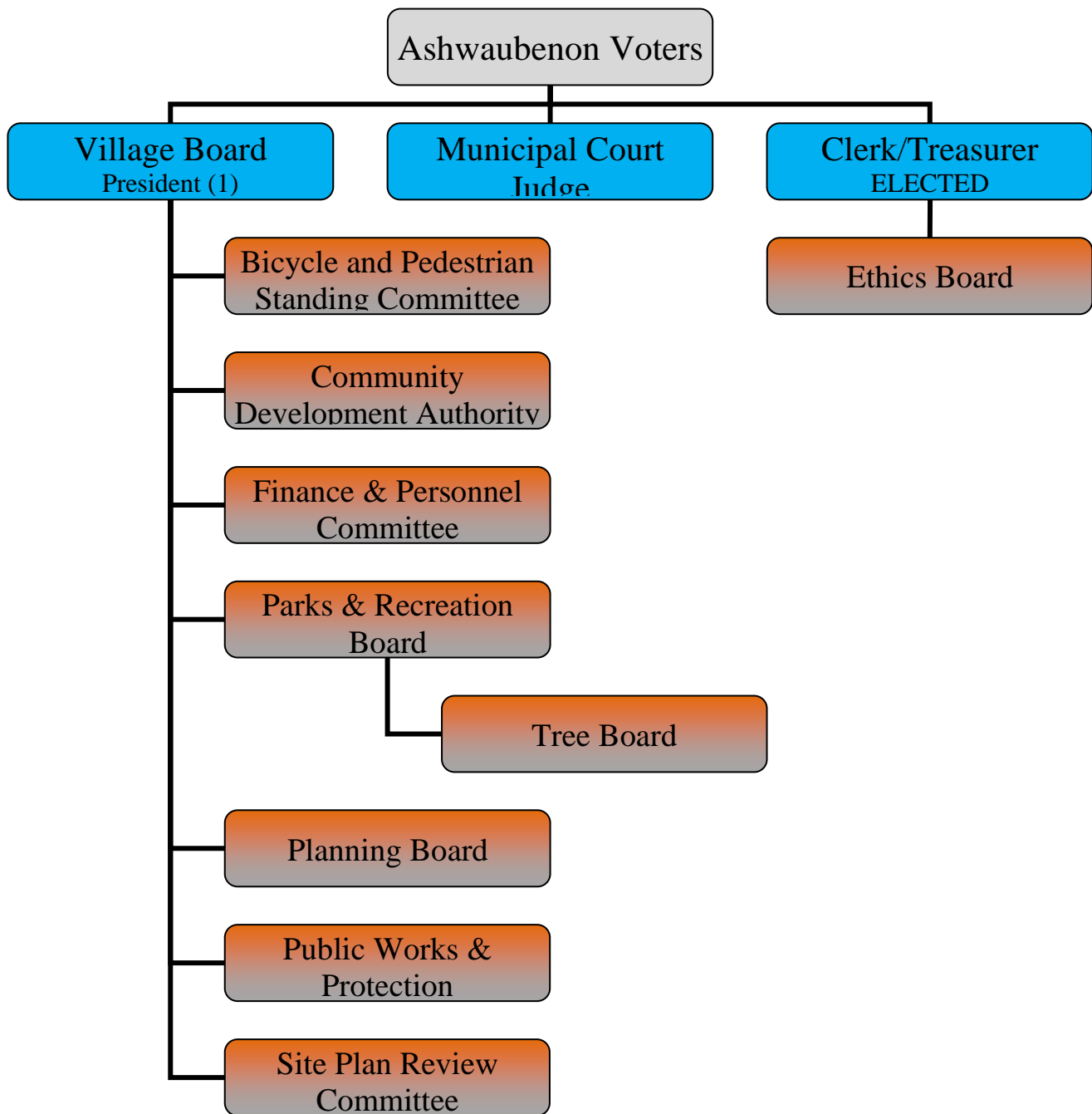
Elected and Appointed Officials and Consultants

Elected Position	Village Official	Years of Service	Expiration Date of Current
Village President	Mary Kardoskee	16	April 2022
Village Trustee - Wards 1 & 2	Allison Williams	4	April 2023
Village Trustee - Wards 3 & 4	Gary Paul	10	April 2023
Village Trustee - Wards 5 & 6	Chris Zirbel	4	April 2023
Village Trustee - Wards 7 & 8	Jay Krueger	0	April 2021
Village Trustee - Wards 9 & 10	Steve Kubacki	0	April 2021
Village Trustee - Wards 11 & 12	Tracy Flucke	0	April 2021
Village Judge	Gary Wickert	33	April 2023

Appointed Position	Village Employee	Years in Position	Years with Village
Village Manager	Joel Gregozeski	0	0
Village Attorney	Tony Wachewicz	4	4
Village Clerk	Kris Teske	0	0
Public Safety Director	Brian Uhl	1	1
Public Works Director	Doug Martin	18	20
Finance Director	Greg Wenholz	14	14
Director of Community Development	Aaron Schuette	4	4
Parks, Recreation & Forestry Director	Rex Mehlberg	16	16

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

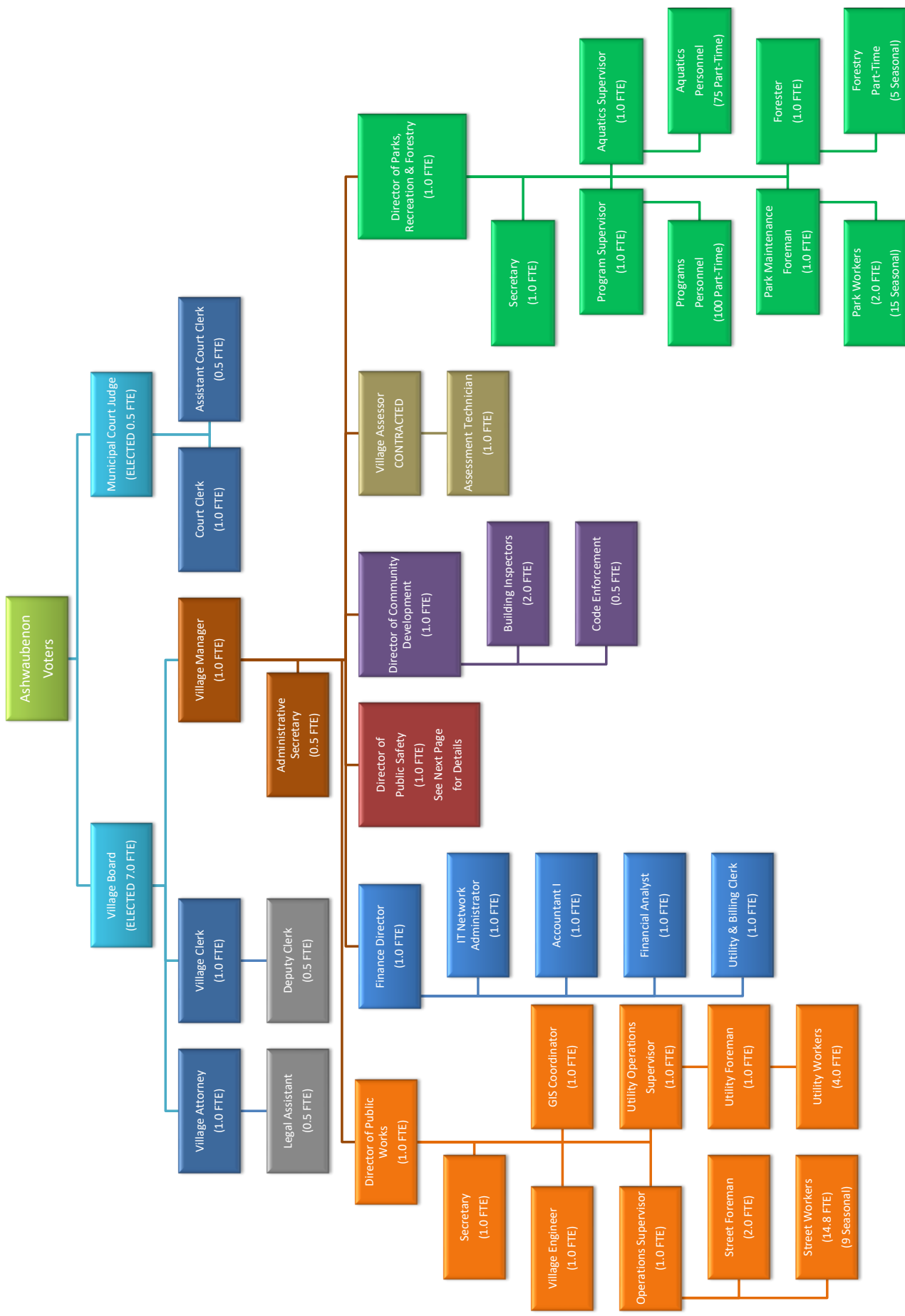
Village of Ashwaubenon
2021 Budget
Standing Committees



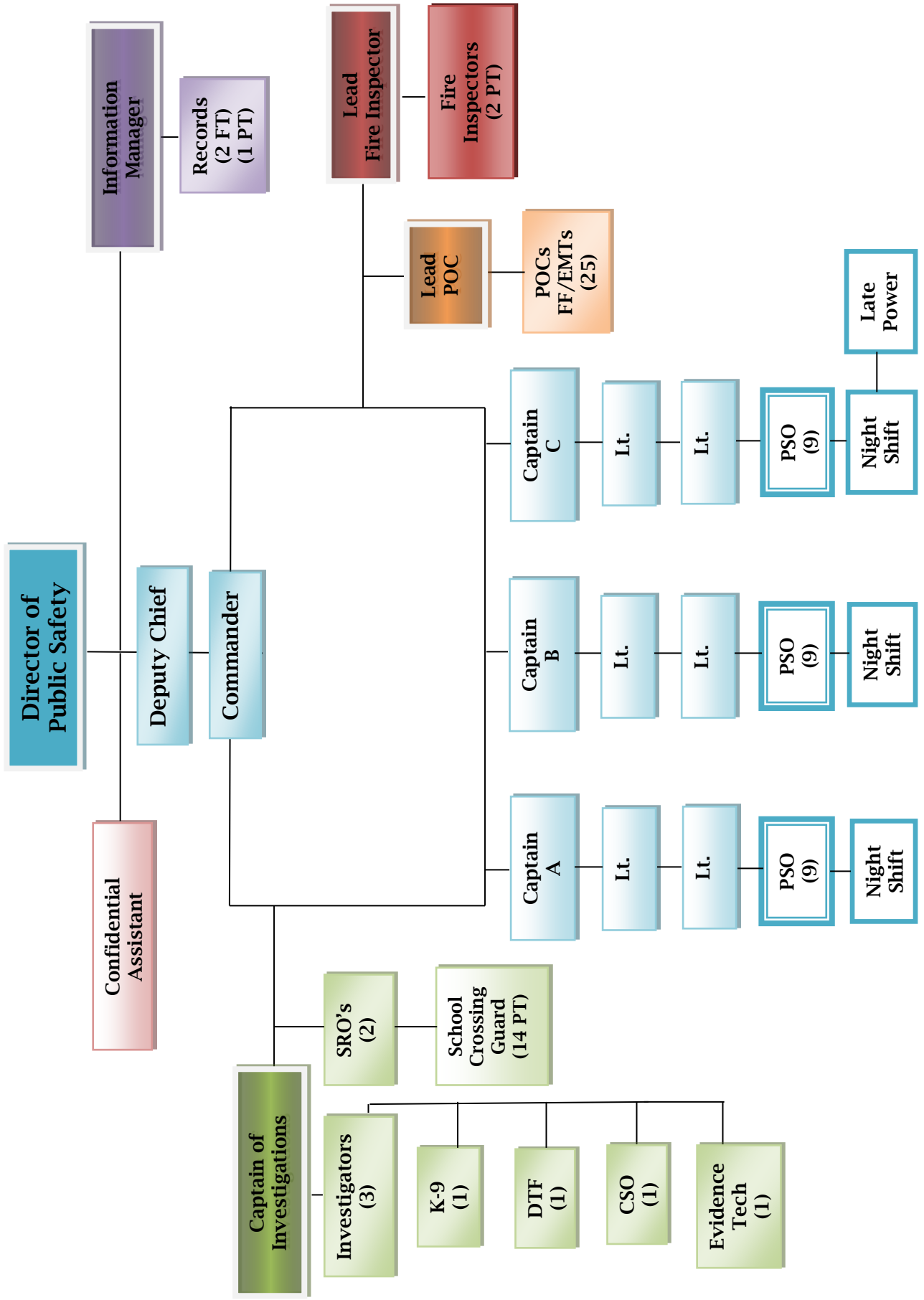
Committees with Appointments by Village President:



Organizational Chart



**Village of Ashwaubenon
2021 Budget
Organizational Chart - Public Safety**



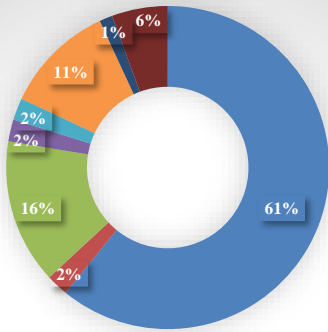
Village of ASHWAUBENON
2021 Operating Budget

**GENERAL
FUND**

2021 Budget**Village of Ashwaubenon
General Fund Summary**

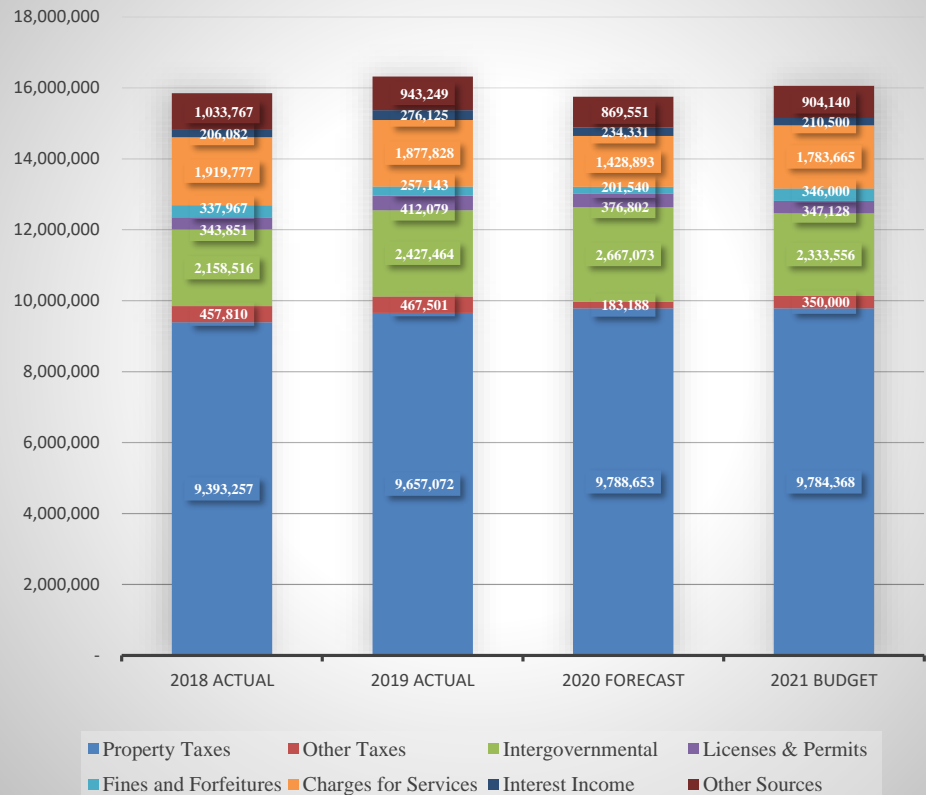
Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget
REVENUES					
Property Taxes	\$ 9,393,257	\$ 9,657,072	\$ 9,788,653	\$ 9,812,237	\$ 9,784,368
Other Taxes	457,810	467,501	183,188	450,000	350,000
Intergovernmental	2,158,516	2,427,464	2,667,073	2,348,387	2,333,556
Special Assessments	2,416	2,990	1,140	2,260	2,260
Licenses & Permits	343,851	412,079	376,802	347,128	347,128
Fines and Forfeitures	337,967	257,143	201,540	346,000	346,000
Public Charges for Services	1,919,777	1,877,828	1,428,893	1,896,139	1,783,665
Interest Income	206,082	276,125	234,331	260,500	210,500
Donations	4,049	700	6,451	5,000	5,000
Miscellaneous	505,850	439,898	396,960	367,300	431,880
Total Revenues	15,329,575	15,818,800	15,285,032	15,834,951	15,594,357
EXPENDITURES					
General Government	2,315,790	2,269,591	2,336,339	2,347,553	2,511,271
Public Safety	7,991,542	8,264,117	7,984,768	8,446,288	8,387,435
Public Works	2,435,359	2,593,891	2,421,151	2,610,996	2,558,231
Sanitation	898,581	948,569	856,240	874,834	869,197
Parks, Recreation & Forestry	1,701,952	1,850,104	1,539,307	1,959,617	1,931,459
Health & Human Services	6,223	6,479	4,995	7,895	6,645
Conservation & Development	95,442	110,971	110,361	119,768	120,119
Total Expenditures	15,444,889	16,043,723	15,253,161	16,366,951	16,384,357
Excess of Revenues over (under) Expenditures	(115,314)	(224,923)	31,871	(532,000)	(790,000)
Other Financing Sources (Uses)					
Proceeds from Sale of Other Capital Assets	-	100	-	-	-
Transfer In - Enterprise Fund Tax Equivalent	478,784	465,561	465,000	500,000	465,000
Transfers In	42,668	34,000	-	32,000	-
Transfers Out	(1,894,673)	(868,466)	(496,871)	-	-
Total Other Financing Sources	(1,373,221)	(368,805)	(31,871)	532,000	465,000
Net Change in Fund Balance	(1,488,534)	(593,727)	(0)	-	(325,000)
Fund Balance - January 1	\$ 7,550,266	\$ 6,061,732	\$ 5,468,004	\$ 6,280,029	\$ 5,468,004
Fund Balance - December 31	\$ 6,061,732	\$ 5,468,004	\$ 5,468,004	\$ 6,280,029	\$ 5,143,004

2021 Budget Revenues
by Account Type

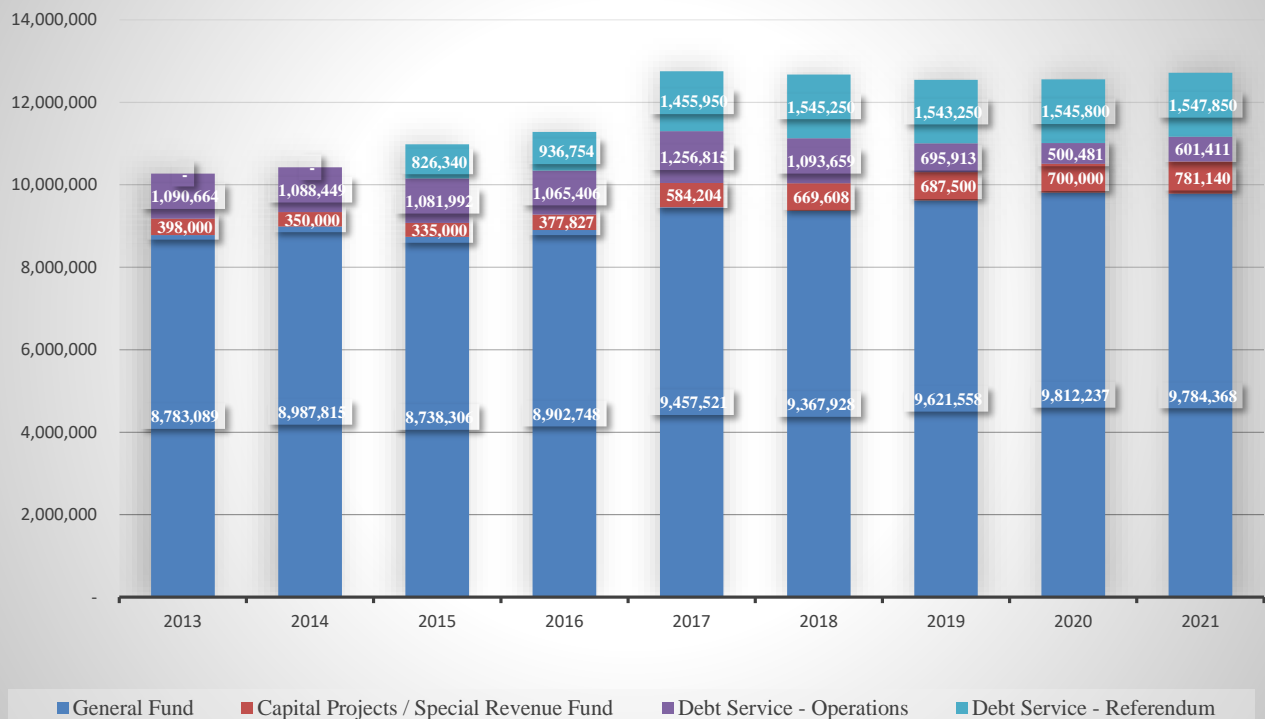


Property Taxes - \$9,784,368
Other Taxes - \$350,000
Intergovernmental - \$2,333,556
Licenses & Permits - \$347,128
Fines and Forfeitures - \$346,000
Charges for Services - \$1,783,665
Interest Income - \$210,500
Other Sources - \$904,140

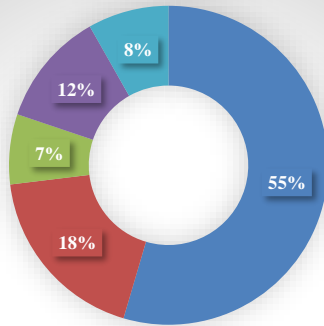
Historic General Fund Revenues by Account Type



Historic Tax Levy Allocation

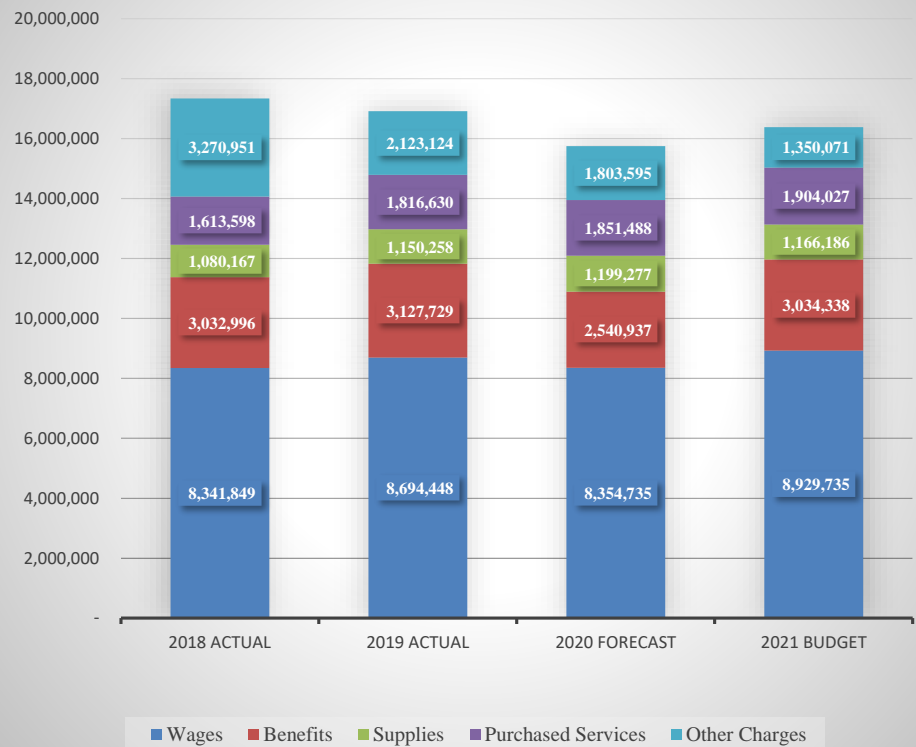


2020 Budget Expenditures
by Account Type

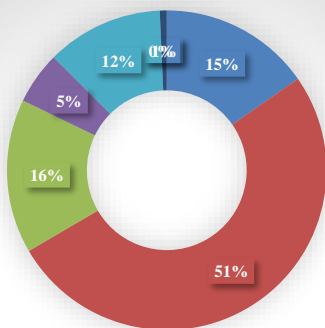


■ Wages - \$8,929,735
■ Benefits - \$3,034,338
■ Supplies - \$1,166,186
■ Purchased Services - \$1,904,027
■ Other Charges - \$1,350,071

Historic General Fund Expenditures by Account Type

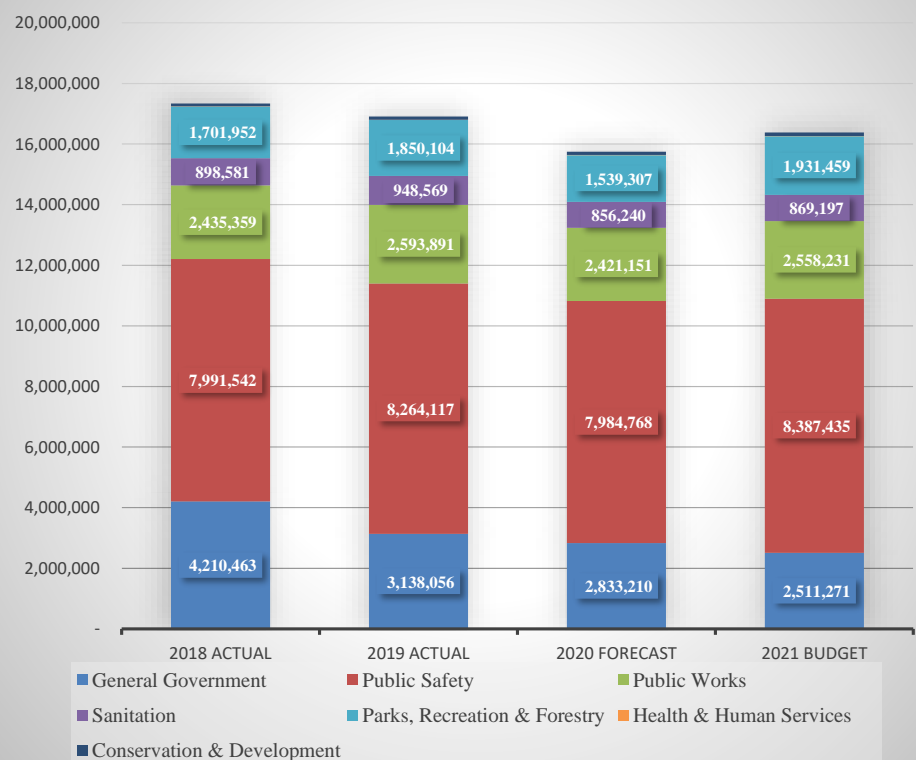


2021 Budget Expenditures
by Department



■ General Government - \$2,511,271
■ Public Safety - \$8,387,435
■ Public Works - \$2,558,231
■ Sanitation - \$869,197
■ Parks, Recreation & Forestry - \$1,931,459
■ Health & Human Services - \$6,645
■ Conservation & Development - \$120,119

Historic General Fund Expenditures by Department



2021 Budget

Village of Ashwaubenon

General Fund Revenues

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
Taxes								
100-5100-4000-0000	Property Taxes	\$ 9,393,257	\$ 9,657,072	\$ 9,788,653	\$ 9,812,237	\$ 9,784,368	\$ (27,869)	-0.28%
100-5100-4005-0000	Room Tax	457,810	467,501	183,188	450,000	350,000	(100,000)	-22.22%
Total Taxes		9,851,067	10,124,573	9,971,841	10,262,237	10,134,368	(127,869)	-1.25%
Intergovernmental								
State Aids								
100-5100-4123-0000	Personal Property Aid	-	184,305	141,818	184,305	99,331	(84,974)	-46.11%
100-5100-4120-0000	Shared Taxes From State	370,653	443,855	438,536	364,588	429,745	65,157	17.87%
100-5100-4122-0000	Expenditure Restraint Program	-	120,211	108,386	120,211	64,096	(56,115)	-46.68%
100-5100-4121-0000	Exempt Computer Aids	237,939	243,697	243,697	243,697	243,697	-	0.00%
100-5100-4125-0000	Fire Insurance Tax	87,713	94,870	98,547	92,500	92,500	-	0.00%
100-5100-4127-0000	Municipal Service	5,630	5,912	14,521	5,300	5,300	-	0.00%
100-5100-4124-0000	Transportation Aid	965,974	965,197	975,386	962,242	1,001,520	39,278	4.08%
100-5100-4126-0000	Recycling Grant	76,043	76,175	76,167	76,000	76,000	-	0.00%
100-5200-4130-0000	Rescue	6,084	7,201	6,129	6,000	6,000	-	0.00%
100-5200-4129-0000	Police Training	40,660	39,702	5,020	5,020	5,020	-	0.00%
100-5100-4128-0000	DOJ Grant	10,573	-	14,512	30,000	30,000	-	0.00%
100-5100-4132-0000	Miscellaneous	-	-	314,440	-	43,325	43,325	N/A
Local Aids							-	N/A
100-5200-4175-0000	School District	211,442	214,339	225,415	216,500	219,998	3,498	1.62%
100-5100-4195-0000	Other	145,805	32,000	4,500	42,024	17,024	(25,000)	-59.49%
Total Intergovernmental		2,158,516	2,427,464	2,667,073	2,348,387	2,333,556	(14,831)	-0.63%
Special Assessments		2,416	2,990	1,140	2,260	2,260	-	0.00%
Licenses & Permits								
Licenses								
100-5100-4300-7700	Liquor & Malt Beverage	40,428	43,633	41,393	40,000	40,000	-	0.00%
100-5100-4300-7701	Operators	14,235	16,085	11,530	14,000	14,000	-	0.00%
100-5100-4300-7702	Cigarette	1,900	1,800	1,800	1,800	1,800	-	0.00%
100-5100-4300-7703	Bicycle	-	-	-	100	100	-	0.00%
100-5100-4300-7704	Dog	1,196	1,168	375	1,500	1,500	-	0.00%
100-5100-4300-7705	Cat	80	-	25	200	200	-	0.00%
100-5100-4300-7707	Peddlers	11,450	4,650	2,900	15,900	15,900	-	0.00%
100-5100-4300-7708	Weights & Measures	29,979	29,884	25,250	31,028	31,028	-	0.00%
100-5100-4300-7712	Short Term Rental	5,400	11,100	8,050	15,000	15,000	-	0.00%
100-5100-4300-7706	Other	3,508	19,000	3,478	5,000	5,000	-	0.00%
Total Licenses		108,176	127,320	94,800	124,528	124,528	-	0.00%
Permits								
100-5100-4350-7720	Rezoning Hearing	2,535	-	1,600	2,500	2,500	-	0.00%
100-5100-4350-7721	Building	109,117	136,578	138,148	100,000	100,000	-	0.00%
100-5100-4350-7722	Electrical	32,056	46,609	40,014	32,000	32,000	-	0.00%
100-5100-4350-7723	Plumbing	34,241	46,903	45,295	32,000	32,000	-	0.00%
100-5100-4350-7724	Heating	32,401	38,669	30,920	32,000	32,000	-	0.00%
100-5100-4350-7725	Sewer	2,650	3,000	3,565	4,100	4,100	-	0.00%
100-5100-4350-7726	Right of Way	8,745	5,005	5,245	6,000	6,000	-	0.00%
100-5100-4350-7727	Curb Cut	250	145	270	500	500	-	0.00%
100-5100-4350-7728	Alarm	10,280	4,050	13,520	11,500	11,500	-	0.00%
100-5100-4350-7729	Other	3,400	3,800	3,425	2,000	2,000	-	0.00%
Total Permits		235,675	284,759	282,002	222,600	222,600	-	0.00%
Total Licenses & Permits		343,851	412,079	376,802	347,128	347,128	-	0.00%
Fines and Forfeitures								
100-5100-4400-0000	Court Penalties & Costs	313,354	230,796	184,655	320,000	320,000	-	0.00%
100-5200-4410-0000	Parking Violations	24,613	26,347	16,885	26,000	26,000	-	0.00%
Total Fines and Forfeitures		337,967	257,143	201,540	346,000	346,000	-	0.00%

2021 Budget
Village of Ashwaubenon
General Fund Revenues

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget				
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change			
Public Charges for Services											
100-5400-4500-0000	Sale of Materials and Supplies	9,785	7,248	7,896	7,500	7,500	-	0.00%			
100-5400-4502-0000	Site Plan Review Fees	3,330	4,800	3,070	3,000	3,000	-	0.00%			
100-5400-4503-0000	CSM/Subdivision Fees	2,050	6,686	4,650	2,500	2,500	-	0.00%			
Public Safety											
100-5200-4513-0000	Rescue Squad Services	521,180	490,847	503,732	520,000	500,000	(20,000)	-3.85%			
100-5200-4514-0000	Fire Inspections	96,807	91,553	94,453	96,000	96,000	-	0.00%			
100-5200-4510-0000	Police Charges for Services	171,029	186,901	151,438	205,000	185,000	(20,000)	-9.76%			
100-5200-4511-0000	Fire Charges for Services	21,310	12,362	4,550	17,500	17,500	-	0.00%			
100-5200-4512-0000	Rescue Charges for Services	22,799	24,633	7,166	22,500	22,500	-	0.00%			
100-5200-4516-0000	Public Safety Accident Reports	65	72	0	-	-	-	N/A			
100-5200-4518-0000	Misc & Warrant Fees	1,916	2,864	2,040	2,000	2,000	-	0.00%			
100-5200-4515-0000	False Alarms	19,680	36,725	13,475	20,000	20,000	-	0.00%			
Total Public Safety		854,786	845,957	776,855	883,000	843,000	(40,000)	-4.53%			
Parks, Recreation & Forestry											
Administration		5,158	3,199	1,157	-	-	-	N/A			
100-5523-Acct-Proj	Community Pool	80,251	75,804	29,371	83,134	59,236	(23,898)	-28.75%			
100-5524-Acct-Proj	Ashwaubomay Lake	126,970	126,459	-	142,071	142,071	-	0.00%			
100-5525-Acct-Proj	Adult Recreation Programs	60,883	52,423	30,693	69,771	67,741	(2,030)	-2.91%			
100-5527-Acct-Proj	Co-Sponsored Programs	49,971	61,561	46,281	61,578	61,578	-	0.00%			
100-5530-Acct-Proj	Youth Recreation Programs	88,962	87,226	53,615	96,117	84,851	(11,266)	-11.72%			
100-5500-4553-Proj	Facility Rentals	62,041	71,361	46,198	69,218	63,938	(5,280)	-7.63%			
100-5600-4556-0000	Tree Planting Program	1,696	3,300	1,300	3,000	3,000	-	0.00%			
Total Parks, Recreation & Forestry		475,932	481,333	208,615	524,889	482,415	(42,474)	-8.09%			
Public Works											
100-5700-4564-0000	Weed Control	1,125	4,580	2,257	2,500	2,500	-	0.00%			
100-5400-4563-0000	Snow Removal	626	3,496	2,774	1,750	1,750	-	0.00%			
100-5700-4560-0000	Rubbish Collection/Garbage Cans	11,043	5,373	2,059	10,000	5,000	(5,000)	-50.00%			
100-5700-4562-0000	Recycling	1,322	276	1,019	-	-	-	N/A			
100-5400-4567-0000	Other Charges	-	1,497	372	1,000	1,000	-	0.00%			
Total Public Works		14,116	15,222	8,481	15,250	10,250	(5,000)	-32.79%			
100-Dept-4568-Proj	Labor and Service Reimbursements	559,778	516,582	419,326	460,000	435,000	(25,000)	-5.43%			
Total Public Charges for Services		1,919,777	1,877,828	1,428,893	1,896,139	1,783,665	(112,474)	-5.93%			
Interest Income											
100-5100-4601-0000	Interest on Investments	196,700	264,083	217,982	250,000	200,000	(50,000)	-20.00%			
100-5100-4602-0000	Interest On Delinquent Taxes	6,394	8,659	12,986	7,500	7,500	-	0.00%			
100-5100-4603-0000	Interest On Special Assessment	2,988	3,383	3,363	3,000	3,000	-	0.00%			
Total Interest Income		206,082	276,125	234,331	260,500	210,500	(50,000)	-19.19%			
100-Dept-4702-Proj	Donations	4,049	700	6,451	5,000	5,000	-	0.00%			
Miscellaneous											
100-5100-4700-0000	Cable Tv Franchise Fee	215,937	216,625	194,449	212,000	212,000	-	0.00%			
100-5100-4701-0000	Rent	89,784	92,975	95,279	95,300	119,880	24,580	25.79%			
100-5100-4790-0000	Miscellaneous	200,129	130,298	107,232	60,000	100,000	40,000	66.67%			
Total Miscellaneous		505,850	439,898	396,960	367,300	431,880	64,580	17.58%			
Total Revenues		15,329,575	15,818,800	15,285,032	15,834,951	15,594,357	(240,594)	-1.52%			
Other Finances Sources											
100-5100-4800-0000	Sale of Capital Assets	-	100	-	-	-	-	N/A			
100-5100-4011-0000	Enterprise Fund Tax Equivalent	478,784	465,561	465,000	500,000	465,000	(35,000)	-7.00%			
100-5100-4810-0000	Operating Transfer In	42,668	34,000	-	32,000	-	(32,000)	-100.00%			
Total Other Finances Sources		521,452	499,661	465,000	532,000	465,000	(67,000)	-12.59%			
TOTAL REVENUES & OTHER FINANCING SOURCES					\$15,851,027	\$ 16,318,461	\$15,750,032	\$16,366,951	\$16,059,357	\$(307,594)	-1.88%

2021 Budget

Village of Ashwaubenon

General Fund Expenditures by Department

Departments		2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
General Government								
100-5111	Village Board Administration	\$ 306,907	\$ 299,764	\$ 232,417	\$ 306,913	\$ 364,091	\$ 57,178	18.63%
100-5121	Municipal Court	155,253	141,240	136,545	170,939	172,987	2,048	1.20%
100-5141	Village Clerk	223,009	186,374	235,009	213,175	202,076	(11,099)	-5.21%
100-5152	Village Assessor	132,534	139,464	129,480	141,032	211,630	70,598	50.06%
100-5155	Finance	288,067	303,255	393,686	328,676	320,943	(7,733)	-2.35%
100-5157	Information Technology	214,967	145,393	177,895	167,893	243,442	75,549	45.00%
100-5241	Building Inspection	196,232	206,910	182,872	205,504	169,375	(36,129)	-17.58%
100-5161	Legal Services	167,090	161,888	176,815	158,583	161,981	3,398	2.14%
100-5171	Village Hall Maintenance	140,536	151,683	144,839	144,117	142,579	(1,538)	-1.07%
100-5100	General Government	491,195	533,621	526,781	510,721	522,167	11,446	2.24%
	Total General Government	2,315,790	2,269,591	2,336,339	2,347,553	2,511,271	163,718	6.97%
Public Safety								
100-5210	Police / Fire / Rescue	7,914,892	8,155,932	7,849,604	8,312,849	8,258,223	(54,626)	-0.66%
100-5230	Fire Inspection	76,650	108,185	135,164	133,439	129,212	(4,227)	-3.17%
	Total Public Safety	7,991,542	8,264,117	7,984,768	8,446,288	8,387,435	(58,853)	-0.70%
Public Works								
100-5405	Engineering	130,732	128,394	131,259	151,637	150,845	(792)	-0.52%
100-5421	Street Administration	158,634	174,027	169,419	182,445	179,066	(3,379)	-1.85%
100-5410	Garage	546,023	534,303	469,662	511,088	548,089	37,001	7.24%
100-5431	Street Maintenance	641,325	740,926	662,367	743,515	682,607	(60,908)	-8.19%
100-5433	Curb & Gutter	24,764	19,468	28,148	28,148	28,148	-	0.00%
100-5435	Snow & Ice Control	148,942	237,957	181,065	179,208	179,208	-	0.00%
100-5441	Traffic Control	103,903	132,276	93,678	105,206	101,678	(3,528)	-3.35%
100-5442	Street Lighting	456,288	410,981	446,344	466,344	450,000	(16,344)	-3.50%
100-5444	Sidewalk Maintenance	8,279	7,992	5,230	8,230	8,230	-	0.00%
100-5447	School District Maintenance	-	2,301	13,572	538	538	-	0.00%
100-5449	Labor for Others	-	246	538	538	538	-	0.00%
100-5455	Transit System	216,469	205,020	219,869	234,099	229,284	(4,815)	-2.06%
	Total Public Works	2,435,359	2,593,891	2,421,151	2,610,996	2,558,231	(52,765)	-2.02%
Sanitation								
100-5710	Garbage & Refuse Collection	416,072	418,922	373,000	394,325	391,953	(2,372)	-0.60%
100-5710	Recycling	203,182	209,447	143,889	156,962	153,697	(3,265)	-2.08%
100-5730	Landfill	212,851	238,696	256,000	240,000	240,000	-	0.00%
100-5740	Weed Control	7,615	10,187	11,634	10,574	10,574	-	0.00%
100-5760	Wood Chipping	58,861	71,317	71,717	72,973	72,973	-	0.00%
	Total Sanitation	898,581	948,569	856,240	874,834	869,197	(5,637)	-0.64%
Parks, Recreation & Forestry								
100-5521	Parks & Recreation Administration	367,383	421,210	415,523	434,514	437,030	2,516	0.58%
100-5523	Community Pool	94,498	90,726	41,130	97,620	92,146	(5,474)	-5.61%
100-5524	Ashwaubomay Lake	137,955	143,680	7,218	144,054	143,654	(400)	-0.28%
100-5525	Adult Recreation	51,819	48,752	30,234	52,791	51,541	(1,250)	-2.37%
100-5527	Co-Sponsored Recreation	91,532	93,334	64,612	103,533	103,533	-	0.00%
100-5530	Youth Recreation	115,883	119,126	98,057	137,536	130,858	(6,678)	-4.86%
100-5541	Park Maintenance	458,778	503,138	443,507	512,488	485,078	(27,410)	-5.35%
100-5551	Community Center	77,141	113,714	91,363	108,030	109,490	1,460	1.35%
100-5561	Performing Arts Center	58,245	75,589	81,221	74,224	78,646	4,422	5.96%
100-5610	Forestry	248,718	240,835	266,442	294,827	299,483	4,656	1.58%
	Total Parks, Recreation & Forestry	1,701,952	1,850,104	1,539,307	1,959,617	1,931,459	(28,158)	-1.44%
Health & Human Services								
100-5810	Animal Control	6,223	6,479	4,995	7,895	6,645	(1,250)	-15.83%
Conservation & Development								
100-5651	Economic Development	95,442	110,971	110,361	119,768	120,119	351	0.29%
Total Expenditures		15,444,889	16,043,724	15,253,161	16,366,951	16,384,357	17,406	0.11%
Other Financing Uses								
100-5100-9200	Transfers Out	1,894,673	868,466	496,871	-	-	-	N/A
TOTAL EXPENDITURES & OTHER FINANCING USES		\$ 17,339,561	\$ 16,912,189	\$ 15,750,032	\$ 16,366,951	\$ 16,384,357	\$ 17,406	0.11%

2021 Budget

Village of Ashwaubenon

General Fund Expenditures by Account

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-Dept-5100	Salary	4,213,834	4,796,691	5,193,437	5,260,873	5,403,262	142,389	2.71%
100-Dept-5101	Fitness	61,046	60,178	59,000	63,735	64,795	1,060	1.66%
100-Dept-5102	FLSA	69,411	59,764	65,000	65,000	65,000	-	0.00%
100-Dept-5103	Fire/Rescue Meeting Pay	39,293	43,403	25,000	40,000	40,000	-	0.00%
100-Dept-5110	Hourly	1,946,244	2,138,474	2,205,898	2,502,247	2,465,751	(36,496)	-1.46%
100-Dept-5111	Overtime	382,345	418,961	510,563	631,563	603,343	(28,220)	-4.47%
100-Dept-5112	Double Time	23,652	27,959	-	-	-	-	N/A
100-Dept-5120	Longevity	14,392	13,662	6,310	6,390	5,790	(600)	-9.39%
100-Dept-5125	Call Time	750	-	-	-	-	-	N/A
100-Dept-5130	Comp Time	365,035	408,001	1,200	1,200	1,200	-	0.00%
100-Dept-5140	Poll Workers	26,143	6,075	26,000	26,000	13,000	(13,000)	-50.00%
100-Dept-5150	Holiday Pay	351,419	362,930	262,327	262,630	267,594	4,964	1.89%
100-Dept-5170	Sick	118,947	83,257	-	-	-	-	N/A
100-Dept-5180	Vacation	729,338	275,092	-	-	-	-	N/A
	Salaries And Wages	\$ 7,570,068	\$ 7,839,527	\$ 7,842,972	\$ 8,226,875	\$ 8,325,192	\$ 98,317	1.20%
	Overtime/Comptime	771,782	854,921	511,763	632,763	604,543	(28,220)	-4.46%
	Total Salaries And Wages	8,341,849	8,694,448	8,354,735	8,859,638	8,929,735	70,097	0.79%
100-Dept-5210	Medicare/Fica	611,074	634,453	636,112	675,764	682,125	6,361	0.94%
100-Dept-5220	Health Insurance	1,476,800	1,543,877	963,693	1,493,022	1,364,407	(128,615)	-8.61%
100-Dept-5225	Dental Insurance	94,718	95,552	89,382	95,270	94,754	(516)	-0.54%
100-Dept-5230	Life Insurance	15,185	16,738	19,036	19,230	20,816	1,586	8.25%
100-Dept-5250	Retirement	787,719	789,609	785,214	812,850	824,736	11,886	1.46%
100-Dept-5300	Public Safety Trust Fund Coni	47,500	47,500	47,500	47,500	47,500	-	0.00%
	Total Benefits	3,032,996	3,127,729	2,540,937	3,143,636	3,034,338	(109,298)	-3.48%
	Total Personnel Services	11,374,846	11,822,178	10,895,672	12,003,274	11,964,073	(39,201)	-0.33%
100-Dept-6100	Office Supplies	35,971	29,422	31,440	36,000	35,700	(300)	-0.83%
100-Dept-6101	Operational Supplies	60,682	50,793	76,222	78,822	78,030	(792)	-1.00%
100-Dept-6102	Evidence Supplies	2,505	2,827	2,395	2,395	2,400	5	0.21%
100-Dept-6103	Lifeguard Training Supplies	1,263	496	590	700	700	-	0.00%
100-Dept-6104	Range Supplies	13,873	12,885	15,300	15,300	15,300	-	0.00%
100-Dept-6101	Election Supplies	5,546	3,396	20,000	3,000	3,000	-	0.00%
100-Dept-6105	Forms	2,407	3,343	1,750	3,250	3,250	-	0.00%
100-Dept-6106	State Stamps	-	829	150	900	600	(300)	-33.33%
100-Dept-6101	Maintenance Supplies	230,626	285,476	236,750	241,900	241,900	-	0.00%
100-Dept-6108	Concession Supplies	19,664	18,064	25	19,985	19,985	-	0.00%
100-Dept-6101	Pool And Lake Supplies	11,611	13,450	5,633	11,630	11,630	-	0.00%
100-Dept-6109	Janitorial Supplies	23,417	25,690	35,050	25,485	24,685	(800)	-3.14%
100-Dept-6110	Athletic Field Supplies	28,995	32,878	19,862	29,862	29,862	-	0.00%
100-Dept-6101	Program Supplies	60,381	56,533	45,861	58,761	58,861	100	0.17%
100-Dept-6112	Code Books	1,308	-	-	80	-	(80)	-100.00%
	Total Supplies	498,249	536,081	491,028	528,070	525,903	(2,167)	-0.41%
100-Dept-6200	Gas & Oil	214,584	217,020	175,929	214,438	217,550	3,112	1.45%
100-Dept-6201	Landscaping Supplies	8,046	7,596	9,200	9,200	9,200	-	0.00%
100-Dept-6202	Program/Trip Expense	-	1,314	750	3,200	3,200	-	0.00%
100-Dept-6211	Repairs-Building/Equipment	94,559	93,310	106,600	101,600	100,200	(1,400)	-1.38%
100-Dept-6212	Voting Machine Maintenance	150	-	250	1,700	500	(1,200)	-70.59%
100-Dept-6213	Software Maintenance	96,685	120,117	218,887	129,951	126,051	(3,900)	-3.00%
100-Dept-6214	Fire Alarm/Security Maint	4,121	4,008	11,777	3,220	3,220	-	0.00%
100-Dept-6215	Equipment Maintenance	11,063	10,296	11,680	11,680	12,100	420	3.60%
100-Dept-6301	Record Checks	3,381	4,340	4,000	4,000	4,000	-	0.00%
100-Dept-6302	Newspaper Publishing	10,743	11,595	10,000	9,750	9,750	-	0.00%
100-Dept-6303	Licenses	122	839	1,860	1,962	1,402	(560)	-28.54%
100-Dept-6304	Postage	25,686	21,267	36,400	30,300	30,300	-	0.00%
100-Dept-6305	Copy Machine	21,379	21,363	24,141	21,680	21,680	-	0.00%
100-Dept-6306	Building Furnishings	2,624	2,967	3,800	3,800	3,300	(500)	-13.16%
100-Dept-6307	Credit Card Fees	26,567	26,601	23,500	21,000	24,000	3,000	14.29%
100-Dept-6401	Uniforms	53,036	55,017	58,055	68,755	66,730	(2,025)	-2.95%
100-Dept-6402	Shoe Allowance	4,322	3,623	4,000	4,000	4,000	-	0.00%
100-Dept-6403	Tool Allowance	800	800	800	800	800	-	0.00%
100-Dept-6500	Grant Expenses	75	5,755	4,320	-	-	-	N/A
100-Dept-6501	Asset Forfeiture Expenses	-	4,187	-	-	-	-	N/A
100-Dept-6502	Public Education	3,835	2,136	2,300	2,300	2,300	-	0.00%

2021 Budget

Village of Ashwaubenon

General Fund Expenditures by Account

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-Dept-6505	ATV Patrol	140	-	-	-	-	-	N/A
	Total Operating	581,918	614,176	708,249	643,336	640,283	(3,053)	-0.47%
100-Dept-7100	Training/Conference	60,476	50,236	47,139	66,510	68,500	1,990	2.99%
100-Dept-7120	Dues & Subscriptions	20,067	23,897	25,320	25,385	34,793	9,408	37.06%
100-Dept-7130	Mileage Reimbursement	13,286	13,901	14,334	13,940	13,840	(100)	-0.72%
100-Dept-7140	Fitness Test & Equipment Maint	4,050	4,736	1,000	1,000	1,000	-	0.00%
100-Dept-7150	Tuition Reimbursement	-	500	500	-	-	-	N/A
	Total Travel/Training	97,878	93,270	88,293	106,835	118,133	11,298	10.58%
100-Dept-8100	Contracted Services	543,528	583,517	597,553	612,732	722,674	109,942	17.94%
100-Dept-8101	Computer Consulting	22,040	20,624	20,000	32,400	25,200	(7,200)	-22.22%
100-Dept-8102	Accounting & Auditing	19,140	20,000	21,000	21,000	28,920	7,920	37.71%
100-Dept-8103	Rodent Control	2,213	476	1,395	1,395	1,395	-	0.00%
100-Dept-8104	Mutual Aid	18,384	18,439	21,253	18,775	19,400	625	3.33%
100-Dept-8105	Humane Society	3,540	5,876	3,500	6,000	5,000	(1,000)	-16.67%
100-Dept-8106	Cleaning Contract	32,765	36,982	34,800	36,300	36,300	-	0.00%
100-Dept-8107	Weights & Measures	22,770	23,925	23,925	23,925	23,925	-	0.00%
100-Dept-8108	Brown Co Mrf Charges	17,596	37,721	30,000	36,000	36,000	-	0.00%
100-Dept-8109	Brown County Landfill	195,255	200,975	226,000	204,000	204,000	-	0.00%
100-Dept-8112	Jail Fees	28,900	23,495	18,400	38,400	38,400	-	0.00%
100-Dept-8113	Printing	9,618	13,260	11,400	11,400	11,400	-	0.00%
100-Dept-8117	Tree Planting - Village	8,795	4,688	9,500	11,000	11,000	-	0.00%
100-Dept-8115	Engineering Services	7,124	-	5,000	7,500	7,500	-	0.00%
100-Dept-8116	Economic Development	6,785	5,354	5,950	6,450	6,450	-	0.00%
100-Dept-8117	Tree Planting - Residents	8,263	3,563	3,000	3,000	3,000	-	0.00%
100-Dept-8118	Bank Fees	33,794	35,283	45,000	31,000	40,000	9,000	29.03%
100-Dept-8119	Investment Fees	16,548	17,014	17,388	16,800	17,500	700	4.17%
100-Dept-8201	Vehicle Repairs	240,905	270,223	225,166	231,345	182,695	(48,650)	-21.03%
100-Dept-8202	Equipment Use Charge	363,895	485,283	522,408	522,408	473,693	(48,715)	-9.33%
100-Dept-8203	Radio Maintenance	2,729	780	1,300	1,500	1,500	-	0.00%
100-Dept-8205	Equipment Rental	9,012	9,152	7,550	8,300	8,075	(225)	-2.71%
	Total Purchased Services	1,613,598	1,816,630	1,851,488	1,881,630	1,904,027	22,397	1.19%
100-Dept-8300	Physical/Psych Exams	8,669	10,354	18,130	16,235	15,135	(1,100)	-6.78%
100-Dept-8330	Property & Liability Insurance	115,059	138,090	152,808	140,175	154,300	14,125	10.08%
100-Dept-8331	Employee Assistance Program	3,647	3,647	3,647	3,647	3,647	-	0.00%
100-Dept-8332	Unemployment	154	-	21,473	1,200	1,200	-	0.00%
100-Dept-8334	Workers Comp Insurance	223,686	250,207	183,739	223,499	205,000	(18,499)	-8.28%
	Total Insurance	351,214	402,298	379,797	384,756	379,282	(5,474)	-1.42%
100-Dept-8400	Gas & Electric	645,099	607,408	624,347	676,416	644,154	(32,262)	-4.77%
100-Dept-8401	Water/Sewer/Storm Water	73,750	74,314	36,646	69,750	71,150	1,400	2.01%
100-Dept-8402	Telephone/Pagers	26,205	25,424	26,473	22,675	22,500	(175)	-0.77%
100-Dept-8403	Cell Phone	37,198	38,706	38,746	40,596	38,080	(2,516)	-6.20%
100-Dept-8404	Teletype	4,536	4,536	4,536	4,536	4,900	364	8.02%
100-Dept-8405	Television Expenses	1,456	1,701	3,252	1,584	3,372	1,788	112.88%
	Total Utilities	788,244	752,089	734,000	815,557	784,156	(31,401)	-3.85%
100-5100-8500	Wage Reserve	-	-	-	3,493	5,000	1,507	43.14%
100-Dept-9120	Equipment > \$5000	66,755	7,002	88,000	-	53,000	53,000	N/A
100-Dept-9121	Equipment < \$5000	72,188	-	16,634	-	10,500	10,500	N/A
	Total Capital Outlay	138,943	7,002	104,634	-	63,500	63,500	N/A
100-5100-9200	Operating Transfer Out	1,894,673	868,466	496,871	-	-	-	N/A
TOTAL EXPENDITURES & OTHER FINANCING USES		\$17,339,561	\$16,912,189	\$15,750,032	\$16,366,951	\$16,384,357	\$ 17,406	0.11%

Village of ASHWAUBENON
2021 Operating Budget

GENERAL FUND

Departmental Budgets

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Village President	1.00	1.00	1.00	1.00	1.00
Village Trustee	6.00	6.00	6.00	6.00	6.00
Village Manager	1.00	1.00	1.00	1.00	1.00
Executive Assista	1.00	1.00	1.00	1.00	1.00
Total FTE	9.00	9.00	9.00	9.00	9.00

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

2020 ACCOMPLISHMENTS

- * Successfully hired a new Public Safety Director.
- * Worked with Brown County and Miron Construction on the new Resch Expo Center development.
- * Continued working on Tax Increment District #5.
- * Successfully hired a new Village Manager.
- * Analyzed Village human resource options. Created dollars in budget for future consultant assistance.

2021 OBJECTIVES

- * Continue implementation of new Village Manager.
- * Review and update existing Village Personnel Manual
- * Design and implement Village Strategic Plan
- * Continue analyzing and creating opportunities with three Village tax increment districts.
- * Analyze, create and implement new Human Resource position.

BUDGET SUMMARY:

- * Account 8100 - Contracted Services: Added \$50,000 for contracted human resource position.

2021 Budget**Fund 100 - General Government****Department: Village Board/Administration - 5111**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5111-5100-0000	Salaries And Wages	207,145	213,843	167,201	217,577	221,507	3,930	1.81%
100-5111-5111-0000	Overtime/Comptime	1,215	1,046	1,275	1,275	1,275	-	0.00%
	Total Salaries And Wages	208,361	214,889	168,476	218,852	222,782	3,930	1.80%
100-5111-5210-0000	Medicare/Fica	15,352	15,917	12,887	16,741	17,044	303	1.81%
100-5111-5220-0000	Health Insurance	36,048	33,845	23,034	31,449	35,485	4,036	12.83%
100-5111-5225-0000	Dental Insurance	2,261	2,261	1,830	2,261	2,261	-	0.00%
100-5111-5230-0000	Life Insurance	537	542	832	832	1,062	230	27.64%
100-5111-5250-0000	Retirement	11,150	11,350	8,618	12,018	12,257	239	1.99%
	Total Benefits	65,349	63,915	47,201	63,301	68,109	4,808	7.60%
	Total Personnel Services	273,709	278,804	215,677	282,153	290,891	8,738	3.10%
100-5111-6100-0000	Office Supplies	4,436	3,556	2,200	3,600	3,600	-	0.00%
100-5111-7100-0000	Training/Conference	4,188	2,343	1,500	4,400	4,400	-	0.00%
100-5111-7120-0000	Dues & Subscriptions	7,312	8,162	8,000	8,000	8,000	-	0.00%
100-5111-7130-0000	Mileage Reimbursement	4,937	5,154	3,800	5,000	5,000	-	0.00%
	Total Travel/Training	16,437	15,659	13,300	17,400	17,400	-	0.00%
100-5111-8100-0000	Contracted Services	11,218	535	500	2,500	51,000	48,500	1940.00%
100-5111-8403-0000	Cell Phone	1,108	1,210	740	1,260	1,200	(60)	-4.76%
	Total Expenditures	\$ 306,907	\$ 299,764	\$ 232,417	\$ 306,913	\$ 364,091	\$ 57,178	18.63%

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Village Judge	1.00	1.00	1.00	1.00	1.00
Court Clerk	1.00	1.00	1.00	1.00	1.00
Asst Court Clerk	0.60	0.60	0.60	0.60	0.60
Total FTE	2.60	2.60	2.60	2.60	2.60

2020 ACCOMPLISHMENTS

- * SDC (State Debt Collection) which is an automated interface between TiPSSCourts and WI Dept of Revenue intercepted the amount of \$17,669.96 between January 1, 2020 and September 2, 2020, in outstanding debt.
- * Defendant's used Point and Pay (a credit card service through our website which is an automated interface between our website and TiPSSCourts used to pay fines) between January 1, 2020 and September 21, 2020, so far the sum of \$21,056.55 has been paid using this service.
- * Tax Refund Intercept Program (TRIP) which is another automated interface between TiPSSCourts and WI Dept of Revenue tax intercepted the amount of \$10,207.67 between January 1, 2020 and September 16, 2020 in outstanding debt.
- * Defendant's used GovPayNet (online credit card service to pay fines) between January 1, 2020 and September 21, 2020, so far the amount of \$57,008.73 has been paid using this service.
- * No Court Personnel was affected with COVID-19
- * Created COVID-19 Operational Plan for In-Person Court Appearances

2021 OBJECTIVES

- * Continuing with training Deputy Clerk of Courts concerning procedures of Municipal Court.
- * Continue to improve court office procedures.
- * Efficiently handle all office procedures, court records, court proceedings and funds.
- * Resolve citizen concerns and questions in a professional and timely manner.

2021 Budget**Fund 100 - General Government****Department: Municipal Court - 5121**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5121-5110-0000	Salaries And Wages	95,791	90,781	91,673	101,673	103,241	1,568	1.54%
100-5121-5111-0000	Overtime/Comptime	549	-	500	1,000	1,000	-	0.00%
	Total Salaries And Wages	96,340	90,781	92,173	102,673	104,241	1,568	1.53%
100-5121-5210-0000	Medicare/Fica	7,245	6,826	7,051	7,855	7,974	119	1.51%
100-5121-5220-0000	Health Insurance	7,397	4,665	4,306	5,286	5,352	66	1.25%
100-5121-5225-0000	Dental Insurance	378	378	378	378	378	-	0.00%
100-5121-5230-0000	Life Insurance	98	142	190	190	194	4	2.11%
100-5121-5250-0000	Retirement	3,326	3,287	3,542	3,542	3,613	71	2.00%
	Total Benefits	18,443	15,298	15,467	17,251	17,511	260	1.51%
	Total Personnel Services	114,783	106,080	107,640	119,924	121,752	1,828	1.52%
100-5121-6100-0000	Office Supplies	1,057	1,352	1,750	1,200	1,200	-	0.00%
100-5121-6105-0000	Forms	1,524	1,149	-	1,500	1,500	-	0.00%
100-5121-6112-0000	Code Books	-	-	-	80	-	(80)	-100.00%
	Total Supplies	2,581	2,501	1,750	2,780	2,700	(80)	-2.88%
100-5121-6213-0000	Software Maintenance	6,668	6,533	7,001	7,001	7,301	300	4.29%
100-5121-7100-0000	Training/Conference	879	884	-	680	680	-	0.00%
100-5121-7120-0000	Dues & Subscriptions	880	890	890	890	890	-	0.00%
100-5121-7130-0000	Mileage Reimbursement	221	619	-	400	400	-	0.00%
	Total Travel/Training	1,980	2,393	890	1,970	1,970	-	0.00%
100-5121-8100-0000	Contracted Services	340	239	864	864	864	-	0.00%
100-5121-8112-0000	Jail Fees	28,900	23,495	18,400	38,400	38,400	-	0.00%
	Total Purchased Services	29,240	23,734	19,264	39,264	39,264	-	0.00%
	Total Expenditures	\$ 155,253	\$ 141,240	\$ 136,545	\$ 170,939	\$ 172,987	\$ 2,048	1.20%

DEPARTMENT DESCRIPTION:

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

SERVICES:

- * Conduct elections, training, and voter registration maintenance.
- * Attend all Village Board meetings and record the proceedings.
- * Maintain municipal code of ordinances, all public records and the official Village seal.
- * Various licensing and permitting.
- * Brown County Hotel-Motel-STR Room Tax collections and reporting.

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Clerk	1.00	1.00	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	0.70	0.70	0.70
Billing Clerk	0.00	0.00	0.10	0.10	0.10
Poll Workers	PartTime	PartTime	PartTime	PartTime	PartTime
Total FTE	2.00	2.00	1.80	1.80	1.80

Notes:

1. 20% of Clerk allocated to Water, Sewer and Storm Water funds.
2. Deputy Clerk is also the Legal Assistant (remaining 0.30 fte in Legal Department).
3. Billing Clerk is allocated to Finance (30%), Clerk/Treasurer (30%), Building Inspection (10%) and Enterprise Funds (50%).
4. Poll Worker pay varies depending on number of elections.

2020 ACCOMPLISHMENTS

- * Continued to grow and train the village's Election Inspector ranks amid the COVID-19 pandemic.
- * Successfully conducted four elections without having to merge polling locations due to the COVID-19 pandemic.
- * Successfully trained Election Inspectors in the operation of the new Express Vote voting system.
- * Successfully introduced Central Count to the village's electoral process, streamlining the voting experience at our six polling place locations.

2021 OBJECTIVES

- * Continue to provide a high level of courteous, efficient service to Ashwaubenon citizens and business community.
- * Assist in transferring remaining Treasurer duties to the finance department as it assumes treasurer duties.
- * Provide guidance on village processes, procedures, and job duties to the newly-appointed Clerk.

2021 Budget**Fund 100 - General Government****Department: Clerk - 5141**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5141-5110-0000	Salaries And Wages	125,710	95,952	117,762	117,762	107,525	(10,237)	-8.69%
100-5141-5111-0000	Overtime/Comptime	2,015	274	5,000	500	500	-	0.00%
	Total Salaries And Wages	127,725	96,226	122,762	118,262	108,025	(10,237)	-8.66%
100-5141-5210-0000	Medicare/Fica	7,457	6,425	7,402	7,058	7,270	212	3.00%
100-5141-5220-0000	Health Insurance	21,689	17,985	16,263	19,883	19,803	(80)	-0.40%
100-5141-5225-0000	Dental Insurance	1,291	1,672	1,750	1,750	1,750	-	0.00%
100-5141-5230-0000	Life Insurance	388	545	655	655	674	19	2.90%
100-5141-5250-0000	Retirement	6,404	5,788	6,160	6,160	6,347	187	3.04%
	Total Benefits	37,229	32,415	32,230	35,506	35,844	338	0.95%
	Total Personnel Services	164,954	128,642	154,992	153,768	143,869	(9,899)	-6.44%
100-5141-6100-0000	Office Supplies	1,197	904	1,300	1,200	1,200	-	0.00%
100-5141-6101-0000	Operational Supplies	5,546	3,396	20,000	3,000	3,000	-	0.00%
	Total Supplies	6,743	4,300	21,300	4,200	4,200	-	0.00%
100-5141-6212-0000	Voting Machine Maintenance	150	-	250	1,700	500	(1,200)	-70.59%
100-5141-6213-0000	Software Maintenance	3,117	4,587	4,000	4,000	4,000	-	0.00%
100-5141-6301-0000	Record Checks	3,381	4,340	4,000	4,000	4,000	-	0.00%
100-5141-6302-0000	Newspaper Publishing	10,573	9,695	10,000	9,000	9,000	-	0.00%
100-5141-6304-0000	Postage	3,231	3,693	10,000	3,900	3,900	-	0.00%
	Total Operating	20,451	22,316	28,250	22,600	21,400	(1,200)	-5.31%
100-5141-7100-0000	Training/Conference	1,228	994	80	1,680	1,680	-	0.00%
100-5141-7120-0000	Dues & Subscriptions	665	165	600	600	600	-	0.00%
100-5141-7130-0000	Mileage Reimbursement	336	171	-	540	540	-	0.00%
	Total Travel/Training	2,229	1,330	680	2,820	2,820	-	0.00%
100-5141-8100-0000	Contracted Services	5,562	5,562	5,562	5,562	5,562	-	0.00%
100-5141-8107-0000	Weights & Measures	22,770	23,925	23,925	23,925	23,925	-	0.00%
	Total Purchased Services	28,332	29,487	29,487	29,487	29,487	-	0.00%
100-5141-8403-0000	Cell Phone	300	300	300	300	300	-	0.00%
	Total Expenditures	\$ 223,009	\$ 186,374	\$ 235,009	\$ 213,175	\$ 202,076	\$ (11,099)	-5.21%

DEPARTMENT DESCRIPTION:

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

SERVICES:

- * All assessment data is subject to open records.
- * Available to the public is all assessment information readily available upon request.

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Assessment Technician	1.00	1.00	1.00	1.00	1.00

Note: Village Assessor is a contracted position.

2020 ACCOMPLISHMENTS

- * Provide staff with TIF District valuation and other ongoing construction projects.
- * Board of Review met and adjourned May 28, 2020.
- * Appeals were contested at Board of Review and the valuations were successfully upheld.
- * Continue to analyze value of Titledown District and components within.

2021 OBJECTIVES

- * Tentative date of 2020 Board of Review May 26, 2021, pending potential market adjustment.
- * Complete municipal wide revaluation in the form of a "market adjustment" which would bring assessed values at or near market value.
- * Continue to follow market trend and their effect on the overall value and equalized ratio.
- * Work with Developers, Village staff & Village Board regarding both ongoing and proposed construction projects.
- * Comply with mandated WI DOR filings and procedures.

BUDGET SUMMARY:

- * Account 7120-Subscriptions: The larger increase in Assessor Dues & Subscriptions is for a subscription to CoStar. CoStar is a Commercial program that will be needed to defend values on distressed and unique properties. If it is the desire of the Village to complete annual or biennial market adjustments this will be a key tool in defending our values.
- * Account 8100-Contracted Services: Change due to contractual agreement between the Village and Assessor. Total value also includes the WI DOR Municipal Fee for Assessment of Manufacturing
- * Account 8100-Contracted Services: Market reevaluation of all Village properties (\$70,000).

2021 Budget**Fund 100 - General Government****Department: Village Assessor - 5152**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5152-5110-0000	Salaries And Wages	45,993	47,411	48,623	48,623	49,598	975	2.01%
100-5152-5111-0000	Overtime/Comptime	1,561	854	250	250	250	-	0.00%
	Total Salaries And Wages	47,554	48,265	48,873	48,873	49,848	975	1.99%
100-5152-5210-0000	Medicare/Fica	3,492	3,537	3,739	3,739	3,813	74	1.98%
100-5152-5220-0000	Health Insurance	15,157	14,942	6,087	14,943	5,352	(9,591)	-64.18%
100-5152-5225-0000	Dental Insurance	1,142	1,142	378	1,142	378	(764)	-66.90%
100-5152-5230-0000	Life Insurance	309	315	332	332	422	90	27.11%
100-5152-5250-0000	Retirement	3,164	3,143	3,299	3,299	3,365	66	2.00%
	Total Benefits	23,264	23,079	13,835	23,455	13,330	(10,125)	-43.17%
	Total Personnel Services	70,818	71,344	62,708	72,328	63,178	(9,150)	-12.65%
100-5152-6100-0000	Office Supplies	260	216	750	1,200	1,200	-	0.00%
100-5152-6213-0000	Software Maintenance	3,964	4,670	4,800	5,000	4,000	(1,000)	-20.00%
100-5152-7100-0000	Training/Conference	142	354	300	500	500	-	0.00%
100-5152-7120-0000	Dues & Subscriptions	1,816	1,811	1,900	2,000	12,648	10,648	532.40%
	Total Travel/Training	1,958	2,165	2,200	2,500	13,148	10,648	425.92%
100-5152-8100-0000	Contracted Services	55,535	61,069	59,022	60,004	130,104	70,100	116.83%
	Total Expenditures	\$ 132,534	\$ 139,464	\$ 129,480	\$ 141,032	\$ 211,630	\$ 70,598	50.06%

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.
- * Service Billing and Collection; including fire protection fees, false alarms and other services.

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Finance Director	1.00	1.00	1.00	1.00	1.00
Accountant I	1.00	1.00	1.00	1.00	1.00
Financial Analyst	1.00	1.00	1.00	1.00	1.00
Billing Clerk	0.05	0.05	0.05	0.30	0.30
Total FTE	3.05	3.05	3.05	3.30	3.30

Notes:

1. 25% of Finance Director is allocated to Water, Sewer and Storm Water funds.
2. 45% of Accountant I and Financial Analyst positions are allocated to Water, Sewer and Storm Water funds.
3. Billing Clerk is allocated to Finance (30%), Clerk (30%), Building Inspection (10%) and Enterprise Funds (50%).

2020 ACCOMPLISHMENTS

- * Received Government Finance Officer Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" award for 34th consecutive year.
- * Implemented new financial operating system; including consolidating business licensing and permitting functions.
- * Implemented new electronic accounts payable and accounts receivable processes.
- * Assisted with administration and financial analysis on various Tax Incremental District projects.
- * Performed village treasury duties, including completing monthly bank reconciliation, investment management, daily cash collection and reconciliation, alarm permitting and weights and measures.
- * Continued integration to new reporting functionality to assist in standard monthly reporting and aid in completion of annual reporting and budgeting.
- * Completed audit services RFP (through cooperation with the City of Green Bay) and transitioned to new provider.

2021 OBJECTIVES

- * Continue implementation of new financial operating system.
- * Implement new budgeting process within the new Civic Systems software.
- * Create PAFR (Public Annual Financial Report) to accompany exist Comprehensive Annual Financial Report (CAFR).
- * Implement new audit controls directed from new auditing services provider.
- * Integrate new Treasurer duties amongst Finance staff.

BUDGET SUMMARY:

- * Account 6213-Software Maintenance: Reduced due to implementation of the new financial system.
- * Account 8100-Contracted Services: Reduced due to match trend.
- * Account 8101-Computer Consulting: Eliminated third-party consulting services due to new financial system.
- * Account 8102-Accounting & Auditing: Audit fees increased due to rate increases and additional auditing services, including completion of PSC Report, State Report, CAFR and MD&A. Additional service needed as the Finance Department will take on all Treasurer duties beginning in 2021.

2021 Budget**Fund 100 - General Government****Department: Finance - 5155**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5155-5100-0000	Salaries And Wages	130,971	153,223	158,471	158,471	161,639	3,168	2.00%
100-5155-5111-0000	Overtime/Comptime	568	243	-	-	-	-	N/A
	Total Salaries And Wages	131,539	153,465	158,471	158,471	161,639	3,168	2.00%
100-5155-5210-0000	Medicare/Fica	9,183	10,706	12,123	12,123	12,365	242	2.00%
100-5155-5220-0000	Health Insurance	28,654	27,787	25,195	30,921	35,272	4,351	14.07%
100-5155-5225-0000	Dental Insurance	2,169	2,215	2,225	2,225	2,225	-	0.00%
100-5155-5230-0000	Life Insurance	177	217	354	354	361	7	1.98%
100-5155-5250-0000	Retirement	8,868	9,910	10,696	10,696	10,911	215	2.01%
	Total Benefits	49,052	50,834	50,593	56,319	61,134	4,815	8.55%
	Total Personnel Services	180,591	204,299	209,064	214,790	222,773	7,983	3.72%
100-5155-6100-0000	Office Supplies	4,416	3,512	3,000	3,000	3,000	-	0.00%
100-5155-6213-0000	Software Maintenance	20,486	18,782	110,636	21,000	10,000	(11,000)	-52.38%
100-5155-7100-0000	Training/Conference	1,335	1,692	250	2,500	2,500	-	0.00%
100-5155-7120-0000	Dues & Subscriptions	839	700	850	850	850	-	0.00%
100-5155-7130-0000	Mileage Reimbursement	728	692	250	700	700	-	0.00%
	Total Travel/Training	2,901	3,085	1,350	4,050	4,050	-	0.00%
100-5155-8100-0000	Contracted Services	53,306	52,279	47,000	57,000	51,600	(5,400)	-9.47%
100-5155-8101-0000	Computer Consulting	6,500	800	1,000	7,200	-	(7,200)	-100.00%
100-5155-8102-0000	Accounting & Auditing	19,140	20,000	21,000	21,000	28,920	7,920	37.71%
	Total Purchased Services	78,946	73,079	69,000	85,200	80,520	(4,680)	-5.49%
100-5155-8403-0000	Cell Phone	727	498	636	636	600	(36)	-5.66%
	Total Expenditures	\$ 288,067	\$ 303,255	\$ 393,686	\$ 328,676	\$ 320,943	\$ (7,733)	-2.35%

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 (FTE Positions):

Position	2017	2018	2019	2020	2021
Network Administrator	1.00	1.00	1.00	1.00	1.00

Note: 20% of position is allocated to Water, Sewer and Storm Water funds.

2020 ACCOMPLISHMENTS:

- * Replaced existing layer 3 switch with 2 x 10 Gb redundant switches.
- * Upgraded cable connections to layer 2 & 3 switches to redundant 10 Gb connections.
- * Installed new backup software.
- * Rolled out Phase 1 (of 3) of phone handset replacement and upgrades.
- * Installed new PC's in Public Safety Muster Room & Community Pool Smartboards.
- * Annual replacement of older pc/laptop hardware.
- * Rolled out new Village intranet page.
- * Upgraded Village SQL Server as well as created an SSRS server for Public Safety.
- * Installed and configured a cloud email archiving service.

2021 OBJECTIVES:

- * Begin Phase 2 of phone handset replacements and upgrades.
- * Upgrade and install new village backup server.
- * Begin phase 1 of 4 of the Wireless Access Point Upgrades.
- * Replace and upgrade WiscNet Router to 10 Gb Internet Connection.
- * Replace and upgrade Village Firewall.
- * Roll out UpFleet, the Village's vehicle maintenance software program.
- * Upgrade Village Hall to Village Garage Fiber Connection.
- * Re-cable patch panel room.
- * Annual replacement of older pc/laptop hardware.

BUDGET SUMMARY:

- * Account 6213 - Software Maintenance: Moved costs from Oneida Service Agreement.
- * Capital Outlay: Prior years' costs were funded through the Oneida Service Agreement. Current and future year's costs will show in this budget. 2021 costs are down from \$92,317 in 2020.

CAPITAL REQUESTS:**Project Name: Firewall Replacement**

Cost: \$26,000
Type: Asset - Replacement
Useful Life: 5 Years

Description: SonicWall NSA 6650

Justification: As part of the WiscNet Router upgrade, we will also need to upgrade our existing firewall. This will provided the necessary 10 Gb ports needed to connect to the WiscNet Router as well our existing 10 Gb Lan network. By upgrading the firewall, we will significantly improve throughput for applications, IPS and threat prevention.

Project Name: Backup Server

Cost: \$18,000
Type: Asset - Replacement
Useful Life: 5 Years

Description: HPE StoreOnce 3620 24TB System

Justification: This replaces our existing backup server that was purchased in 2015 and at its end of life. Looking to replace the unit with a HPE StoreOnce Appliance. This works well with our new backup software and our existing SAN server. It also prevents exposure of backup copies to ransomware.

Project Name: WiscNet Router Upgrade

Cost: \$9,000
Type: Asset - Replacement
Useful Life: 10 Years

Description: Upgrade Internet Capacity from 1Gb to 10 Gb

Justification: Our existing WiscNet router (ME3400) will be reaching "end-of-support" next fall. So regardless of moving to a 10 Gb or not we would need to upgrade the router. There have been some discussion with Public Safety adding body cameras and well moving other Village IT workloads to the cloud. With of that said it would be wise at this time to increase our internet pipe from 1 Gb to 10 Gb. To do this we would need to upgrade/replace the router and transceivers at both ends from WiscNet (UWGB) and Village Hall. At this time we will also investigate the possibly putting in a redundant connection maybe out to another WiscNet hub at St. Norbert College.

Project Name: Village Phone Replacement - Phase 2

Cost: \$6,000
Type: Asset - Replacement
Useful Life: 10 Years

Description: Mitel 6920 IP Phone / UC360 Audio Conference Phones

Justification: Our existing handsets have been in place for 15+ years and are starting to fail. We are also unable to upgrade our phone server software any further as the latest versions do not support the Mitel 5512 IP phones. We would be replacing the phones in phases in order to spread out the cost over several years.

Project Name: Village Hall to Village Garage Fiber Upgrade

Cost: \$3,500
Type: Asset - Replacement
Useful Life: 15 Years

Description: Upgrade the fiber cable from multi-mode to signal mode between the Village Hall and Village Garage buildings.

Justification: The existing fiber run between Village Hall and Village Garage is using a older fiber type of OM1 multimode. Do to the distance of the cable we are only at best to get a 100 mb to 1 Gb connection throughput between the two buildings. We would like to upgrade that fiber to the same standard (Single mode) that we are using for other sites. This will enable us to increase throughputs of the range of 10 Gb - 40 Gb. The cost is fairly minimal since we would be able to use the existing conduit pack.

Project Name: Layer 2 Switch Replacement

Cost: \$3,000
Type: Asset - Replacement
Useful Life: 10 Years

Description: Dell N2048P Switch

Justification: Goal is to replace 1 of our existing switches each year. The current switches are 10/100 mb. The new switches would be 1 Gb which would increase throughput as well as increase port density.

Project Name: Backup Server Room Cable Upgrade

Cost: \$1,000

Type: Asset - New

Useful Life: 15 Years

Description: CAT6A Cable Install between Server Room and Backup Server

Justification: With the addition of new backup server we want to increase the bandwidth of our network traffic between our server room and backup server from 1Gb to 10 Gb.

2021 Budget**Fund 100 - General Government****Department: Information Technology - 5157**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5157-5100-0000	Salaries And Wages	60,345	57,233	58,691	58,691	59,865	1,174	2.00%
100-5157-5210-0000	Medicare/Fica	4,383	4,124	4,490	4,490	4,580	90	2.00%
100-5157-5220-0000	Health Insurance	12,125	11,954	14,389	11,954	-	(11,954)	-100.00%
100-5157-5225-0000	Dental Insurance	913	913	913	913	913	-	0.00%
100-5157-5230-0000	Life Insurance	52	59	89	89	91	2	2.25%
100-5157-5250-0000	Retirement	3,559	3,738	3,962	3,962	4,041	79	1.99%
	Total Benefits	21,033	20,788	23,843	21,408	24,183	2,775	12.96%
	Total Personnel Services	81,378	78,021	82,534	80,099	84,048	3,949	4.93%
100-5157-6100-0000	Office Supplies	3,071	3,358	5,000	3,000	3,000	-	0.00%
100-5157-6213-0000	Software Maintenance	33,884	33,671	34,000	33,000	41,100	8,100	24.55%
100-5157-8100-0000	Contracted Services	8,556	10,039	26,114	26,114	26,114	-	0.00%
100-5157-8101-0000	Computer Consulting	15,540	19,824	19,000	25,200	25,200	-	0.00%
	Total Purchased Services	24,096	29,863	45,114	51,314	51,314	-	0.00%
100-5157-8403-0000	Cell Phone	450	480	480	480	480	-	0.00%
100-5157-9120-0000	Equipment > \$5000	41,261	-	-	-	53,000	53,000	N/A
100-5157-9121-0000	Equipment < \$5000	30,828	-	10,767	-	10,500	10,500	N/A
	Total Capital Outlay	72,090	-	10,767	-	63,500	63,500	N/A
	Total Expenditures	\$ 214,967	\$ 145,393	\$ 177,895	\$ 167,893	\$ 243,442	\$ 75,549	45.00%

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. Building Inspection is a division of the Community Development Department and also encompasses the Code Enforcement Division and works closely with other Village departments, Village Board, Plan Board, Site Plan Review Committee, Zoning Board of Appeals and other various committees.

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Director of Inspection Services	1.00	1.00	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00	1.00	1.00
Customer Service Rep/Secretar	0.30	0.30	0.30	0.30	0.30
Billing Clerk	0.00	0.00	0.10	0.10	0.10
Code Enforcement Officer	0.40	0.40	0.40	0.40	0.40
Total FTE	2.70	2.70	2.80	2.80	2.80

Notes:

1. 40% of Building Inspector allocated to Water, Sewer and Storm Water funds.
2. CSR/Secretary position allocated among multiple departments.
3. Billing Clerk is allocated to Finance (30%), Clerk (30%), Building Inspection (10%) and Enterprise Funds (50%).

2020 ACCOMPLISHMENTS:

- * Maintained service levels while experiencing staffing shortages.
- * Created permit application packets with links to the online ordinances.
- * Enhanced paperless permitting, virtual permitting and plan review.
- * Created new temporary occupancy sign-off sheet that clarifies requirements to full
- * Revised cross-connection inspection process, creating village staff and businesses efficiencies.
- * Continue pre-submittal site plan meetings with applicants to avoid issues during approval.

2021 OBJECTIVES:

- * Generate efficiencies in performing inspections through use of two vehicles.
- * Convert MuniCRM to Civic software for permitting, site plan, and other records.
- * Use iPads for digital plan upload, field inspections, and integration with Civic software.
- * Take on certain site plan review requests and attend site plan review committee meetings.

BUDGET SUMMARY:

- * Budget reductions to reflect cyclical license renewals, state stamp needs, and COVID-19 realities.

2021 Budget
Fund 100 - General Government
Department: Building Inspection - 5241

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5241-5110-0000	Salaries And Wages	138,935	147,160	135,737	147,492	124,451	(23,041)	-15.62%
100-5241-5111-0000	Overtime/Comptime	39	5	-	-	-	-	N/A
	Total Salaries And Wages	138,974	147,165	135,737	147,492	124,451	(23,041)	-15.62%
100-5241-5210-0000	Medicare/Fica	10,162	10,705	9,823	11,283	9,521	(1,762)	-15.62%
100-5241-5220-0000	Health Insurance	26,758	27,636	14,625	24,315	13,059	(11,256)	-46.29%
100-5241-5225-0000	Dental Insurance	1,999	1,977	1,165	1,978	836	(1,142)	-57.74%
100-5241-5230-0000	Life Insurance	195	223	261	261	229	(32)	-12.26%
100-5241-5250-0000	Retirement	7,260	8,506	7,613	8,901	7,323	(1,578)	-17.73%
	Total Benefits	46,375	49,047	33,487	46,738	30,968	(15,770)	-33.74%
	Total Personnel Services	185,349	196,213	169,224	194,230	155,419	(38,811)	-19.98%
100-5241-6100-0000	Office Supplies	2,074	803	500	720	720	-	0.00%
100-5241-6106-0000	State Stamps	-	829	150	900	600	(300)	-33.33%
100-5241-6112-0000	Code Books	1,308	-	-	-	-	-	N/A
	Total Supplies	3,382	1,632	650	1,620	1,320	(300)	-18.52%
100-5241-6200-0000	Gas & Oil	2,008	1,749	1,000	1,564	1,800	236	15.09%
100-5241-6213-0000	Software Maintenance	300	1,500	1,200	1,200	1,800	600	50.00%
100-5241-6303-0000	Licenses	122	177	1,178	1,300	740	(560)	-43.08%
100-5241-6401-0000	Uniforms	-	175	-	-	175	175	N/A
100-5241-6402-0000	Shoe Allowance	238	105	300	300	300	-	0.00%
	Total Operating	2,668	3,707	3,678	4,364	4,815	451	10.33%
100-5241-7100-0000	Training/Conference	1,261	1,409	1,500	2,500	2,500	-	0.00%
100-5241-7120-0000	Dues & Subscriptions	115	652	665	430	145	(285)	-66.28%
	Total Travel/Training	1,376	2,061	2,165	2,930	2,645	(285)	-9.73%
100-5241-8100-0000	Contracted Services	1,200	-	4,200	-	-	-	N/A
100-5241-8201-0000	Vehicle Repairs	461	1,795	1,500	800	1,200	400	50.00%
100-5241-8202-0000	Equipment Use Charge	-	-	-	-	2,376	2,376	N/A
	Total Purchased Services	1,661	1,795	5,700	800	3,576	2,776	347.00%
100-5241-8300-0000	Physical/Psych Exams	45	-	45	-	-	-	N/A
100-5241-8403-0000	Cell Phone	1,751	1,501	1,410	1,560	1,600	40	2.56%
	Total Expenditures	\$ 196,232	\$ 206,910	\$ 182,872	\$ 205,504	\$ 169,375	\$ (36,129)	-17.58%

DEPARTMENT DESCRIPTION:

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

SERVICES:

- * Advise the Village Board, Committees and Staff on routine and specific legal matters.
- * Draft Ordinances, Resolutions and other Board and Committee documents.
- * Draft various legal documents for development, purchase, use and sale of real estate.
- * Review and draft contracts as needed for Village Departments, construction and other services.
- * Prosecute municipal court citations.
- * Oversight of Village related claims and litigation.
- * Handle collective bargaining issues with Ashwaubenon Public Safety Officers Association Unit

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Village Attorney	1.00	1.00	1.00	1.00	1.00
Legal Assistant	0.50	0.50	0.30	0.30	0.30
Total FTE	1.50	1.50	1.30	1.30	1.30

Note: Legal Assistant is also the Deputy Clerk (remaining 0.70 fte in Clerk/Treasurer Department).

2020 ACCOMPLISHMENTS:

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

2021 OBJECTIVES:

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

2021 Budget**Fund 100 - General Government****Department: Legal Services - 5161**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5161-5100-0000	Salaries And Wages	130,190	115,090	119,814	119,814	122,211	2,397	2.00%
100-5161-5210-0000	Medicare/Fica	9,980	8,674	9,165	9,165	9,349	184	2.01%
100-5161-5220-0000	Health Insurance	-	2,305	2,584	3,171	3,854	683	21.54%
100-5161-5225-0000	Dental Insurance	-	303	342	342	342	-	0.00%
100-5161-5230-0000	Life Insurance	-	87	368	368	376	8	2.17%
100-5161-5250-0000	Retirement	7,151	7,516	8,087	8,087	8,249	162	2.00%
	Total Benefits	17,131	18,886	20,546	21,133	22,170	1,037	4.91%
	Total Personnel Services	147,320	134,091	140,360	140,947	144,381	3,434	2.44%
100-5161-6100-0000	Office Supplies	62	36	100	-	-	-	N/A
100-5161-6304-0000	Postage	-	-	-	-	-	-	N/A
100-5161-7100-0000	Training/Conference	1,197	188	250	1,300	1,300	-	0.00%
100-5161-7120-0000	Dues & Subscriptions	3,696	5,162	5,500	5,500	5,500	-	0.00%
100-5161-7130-0000	Mileage Reimbursement	196	208	-	200	200	-	0.00%
	Total Travel/Training	5,089	5,558	5,750	7,000	7,000	-	0.00%
100-5161-8100-0000	Contracted Services	14,041	21,605	30,000	10,000	10,000	-	0.00%
100-5161-8403-0000	Cell Phone	577	598	555	636	600	(36)	-5.66%
	Total Expenditures	\$ 167,090	\$ 161,888	\$ 176,815	\$ 158,583	\$ 161,981	\$ 3,398	2.14%

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS

- * Completed the rehabilitation of the South Village Parking Lot. This project involved the parking lot reconstruction and slight expansion along with a connection to the baseball stadium to the south of Village Hall.
- * Completed the Needs Assessment for the Village Garage and Cold Storage Facilities. This assessment took into account the needs of the Public Works, Utilities, Park and Recreation and Public Safety Departments that currently house material and equipment at these facilities. Future budgetary cost estimating will be completed in order to form future budgets.

2021 OBJECTIVES

- * With the initial Spatial Needs Assessment and Expansion Pre-Design Study completed for Village Garage and Cold Storage Facilities in 2020, budgetary cost estimating will be completed in 2020 and 2021 so that future construction budgets can be developed for Village review and implementation.
- * Planning for the rehabilitation of the West Village Hall Parking Lot. As part of a three-year program, the Village Hall Parking Lots will be resurfaced/restriped starting with the South Lot (completed in 2020), the West Lot in 2021 and the North Lot in 2022.

BUDGET SUMMARY:

- * Account 6211 - Building and Equipment Repairs: Adjusted to match slight drop in maintenance costs.
- * Account 8401 - Water/Sewer/Storm Sewer: Adjusted to match trend.

2021 Budget**Fund 100 - General Government****Department: Village Hall Maintenance - 5171**

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5171-5110-0000	Salaries And Wages	\$ 9,178	\$ 16,473	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	0.00%
100-5171-5210-0000	Medicare/Fica	674	1,216	689	689	689	-	0.00%
	Total Personnel Services	9,853	17,690	9,689	9,689	9,689	-	0.00%
100-5171-6101-0000	Operational Supplies	637	5,370	10,800	10,800	10,800	-	0.00%
100-5171-6211-0000	Repairs-Building/Equipment	27,722	24,600	22,800	22,800	21,400	(1,400)	-6.14%
100-5171-6214-0000	Fire Alarm/Security Maint	3,746	2,641	4,000	2,000	2,000	-	0.00%
	Total Operating	31,468	27,241	26,800	24,800	23,400	(1,400)	-5.65%
100-5171-8106-0000	Cleaning Contract	32,765	33,563	33,300	33,300	33,300	-	0.00%
100-5171-8400-0000	Gas & Electric	54,357	56,979	52,000	54,528	52,990	(1,538)	-2.82%
100-5171-8401-0000	Water/Sewer/Storm Water	8,870	10,841	12,250	11,000	12,400	1,400	12.73%
	Total Utilities	63,227	67,819	64,250	65,528	65,390	(138)	-0.21%
	Total Expenditures	\$ 140,536	\$ 151,683	\$ 144,839	\$ 144,117	\$ 142,579	\$ (1,538)	-1.07%

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, 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.

2021 OBJECTIVES

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

BUDGET SUMMARY:

- * Service fees for postage, copying, credit cards, banking, investments and telephone are reviewed annually for cost savings potential. Budget adjustments are made based on actual cost trends.
- * Account 8305 - Property & Liability Insurance: Rates will be consistent with 2020 actual.
- * Account 8309 - Workers Comp Insurance: Overall workers comp rates are down slightly; however, allocation to utilities is reduced based on payroll allocations.

2021 Budget
Fund 100 - General Government
Department: General Government - 5100

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5100-6100-0000	Office Supplies	5,279	4,730	5,000	5,000	5,000	-	0.00%
100-5100-6304-0000	Postage	22,456	17,466	26,400	26,400	26,400	-	0.00%
100-5100-6305-0000	Copy Machine	20,439	20,440	23,261	20,000	20,000	-	0.00%
100-5100-6307-0000	Credit Card Fees	26,567	26,601	23,500	21,000	24,000	3,000	14.29%
	Total Operating	69,462	64,532	73,161	67,400	70,400	3,000	4.45%
100-5100-8118-0000	Bank Fees	33,794	35,283	45,000	31,000	40,000	9,000	29.03%
100-5100-8119-0000	Investment Fees	16,548	17,014	17,388	16,800	17,500	700	4.17%
	Total Purchased Services	50,343	52,297	62,388	47,800	57,500	9,700	20.29%
100-5100-8330-0000	Property & Liability Insurance	111,393	135,080	150,000	135,875	150,000	14,125	10.40%
100-5100-8331-0000	Employee Assistance Program	3,647	3,647	3,647	3,647	3,647	-	0.00%
100-5100-8332-0000	Unemployment	154	-	21,473	1,200	1,200	-	0.00%
100-5100-8334-0000	Workers Comp Insurance	223,686	250,207	183,739	223,499	205,000	(18,499)	-8.28%
	Total Insurance	338,880	388,934	358,859	364,221	359,847	(4,374)	-1.20%
100-5100-8402-0000	Telephone/Pagers	22,733	21,808	25,073	22,675	22,500	(175)	-0.77%
100-5100-8405-0000	Television Expenses	132	821	1,800	132	1,920	1,788	1354.55%
	Total Utilities	22,865	22,628	26,873	22,807	24,420	1,613	7.07%
100-5100-8500-0000	Wage Reserve	-	-	-	3,493	5,000	1,507	43.14%
100-5100-9121-0000	Equipment < \$5000	4,366	-	-	-	-	-	N/A
	Total Expenditures	\$ 491,195	\$ 533,621	\$ 526,781	\$ 510,721	\$ 522,167	\$ 11,446	2.24%
	Other Financing Uses							
100-5100-9200-0000	Operating Transfer Out	1,894,673	868,466	496,871	-	-	-	N/A
	Total Expenditures	\$ 2,385,869	\$ 1,402,086	\$ 1,023,652	\$ 510,721	\$ 522,167	\$ 11,446	2.24%

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:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Director	1.00	1.00	1.00	1.00	1.00
Deputy Chief	0.00	0.00	0.00	1.00	1.00
Commander	2.00	2.00	2.00	1.00	1.00
Captain	1.00	1.00	1.00	1.00	4.00
Lieutenant	9.00	9.00	9.00	9.00	6.00
Officer	38.00	38.00	38.00	38.00	38.00
CSO Officer	1.50	1.50	1.50	1.50	1.50
Support Services	3.80	3.80	3.80	3.80	3.80
Secretary	1.00	1.00	1.00	1.00	1.00
Crossing Guard	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Paid-on-Call	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Total FTE	57.30	57.30	57.30	57.30	57.30

2020 ACCOMPLISHMENTS:

- * Hired a new Director of Public Safety.
- * Full refurbishment on Ladder 311 / 1994 100' Pierce Aerial Platform.
- * Hired three new Public Safety Officers due to resignations/retirements.
- * Hired a Property Technician due to resignation of existing staff.
- * Hired a new Community Service Officer due to resignation of existing staff.
- * Restructured the Public Safety Organization.
- * Promoted one Lieutenant to Commander.
- * Promoted four Lieutenants to the position of Captain.
- * Promoted two Public Safety Officers to Lieutenant.
- * Implementation of a new county-wide Computer Aided Dispatch program.
- * All supervisors attended Cultural Competency Training.
- * Implemented a Facility Dog Program.

2021 OBJECTIVES:

- * Consolidate and reorganize department policies.
- * Expand fire-related standard operating guidelines.
- * Increase efficiencies in evidence collection and retention with new evidence technician.
- * All officers to attend Implicit Bias or similar training.
- * Implement on-officer camera program.
- * Promote one new Commander, one new Captain, and one new Lieutenant.
- * Replace up to four new officers depending on resignations/retirements.
- * Work towards Law Enforcement accreditation.
- * Settle union contract.

BUDGET SUMMARY:

- * Account 5111 - Overtime: Reviewed each year to adjust budget values to prior years' actual trends. Also review and adjust required annual officer training as needed.
- * Account 6116 - Janitorial Supplies: Decrease \$800 due to Bay Towel contract.
- * Account 7100 - Training/Conferences: Created new project code to track Paramedic Training. Overall account was reduced by \$10,000; however, \$16,000 was requested for Paramedic Training.
- * Account 7120 - Dues/Subscriptions: Decrease \$1,000 discontinue IACP.net subscription.
- * Account 8201 - Vehicle Repairs: Reduced contracted repairs due to hire of new mechanic.
- * Account 8300-3373 - NFPA Physicals: Decrease of \$1,125. This account is based on the number of personnel needing physicals that year. 12 PSOs are scheduled for 2021.

2021 Budget
Fund 100 - General Government
Department: Public Safety - Police/Fire/Rescue - 5210

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5210-5100-0000	Wages	4,195,797	4,262,219	4,502,974	4,540,838	4,622,825	81,987	1.81%
100-5210-5120-0000	Longevity	4,680	3,560	3,640	3,720	3,120	(600)	-16.13%
100-5210-5150-0000	Holiday Pay	274,626	278,534	262,327	262,630	267,594	4,964	1.89%
100-5210-5101-0000	Fitness	60,908	59,395	59,000	63,735	64,795	1,060	1.66%
100-5210-5102-0000	FLSA	69,411	59,764	65,000	65,000	65,000	-	0.00%
	Overtime						-	N/A
100-5210-5111-3311	County Court	19,894	7,281	8,500	8,500	8,500	-	0.00%
100-5210-5111-3312	Municipal Court	4,658	3,059	5,100	5,100	5,100	-	0.00%
100-5210-5111-3313	Emergency Call-in	102,627	56,696	58,800	58,800	57,000	(1,800)	-3.06%
100-5210-5111-3314	Regular	84,301	178,519	(9,000)	116,000	102,000	(14,000)	-12.07%
100-5210-5111-3315	Meetings	23,142	31,640	26,300	26,300	21,000	(5,300)	-20.15%
100-5210-5111-3316	Special Occurances	48,570	45,032	57,800	57,800	57,800	-	0.00%
100-5210-5111-3317	Packers Games	52,816	65,872	55,900	55,900	55,900	-	0.00%
100-5210-5111-3318	Arena Inspection	9,856	8,685	8,600	8,600	8,600	-	0.00%
100-5210-5111-3319	Court Officer	7,016	4,272	4,900	4,900	5,000	100	2.04%
100-5210-5111-3323	Liaison	8,308	11,623	12,000	12,000	12,000	-	0.00%
100-5210-5111-3330	Drug Task Force	6,691	10,264	4,600	4,600	4,600	-	0.00%
100-5210-5111-3351	Police Inservice	84,347	70,627	73,600	73,600	73,600	-	0.00%
100-5210-5111-3352	Fire Inservice	46,807	65,196	32,650	32,650	32,650	-	0.00%
100-5210-5111-3353	Rescue Inservice	70,238	73,559	61,200	61,200	61,200	-	0.00%
100-5210-5111-3361	CSO's	407	429	-	-	-	-	N/A
100-5210-5111-3370	Honor Guard	12,908	6,798	7,800	7,800	4,000	(3,800)	-48.72%
100-5210-5111-3371	Public Education	4,841	5,439	3,000	3,000	3,000	-	0.00%
100-5210-5111-3372	Political Visits	144	10,899	3,700	3,700	1,000	(2,700)	-72.97%
100-5210-5111-5309	EMT Basic Training	14,224	10,844	6,000	6,000	6,000	-	0.00%
100-5210-5111-5500	BOTS Grants	22,249	23,381	20,000	20,000	20,000	-	0.00%
100-5210-5103-0000	Fire/Rescue Meeting Pay	39,293	43,403	25,000	40,000	40,000	-	0.00%
	Total Salaries And Wages	5,268,759	5,396,990	5,359,391	5,542,373	5,602,284	59,911	1.08%
100-5210-5210-0000	Medicare/Fica	387,073	393,610	409,600	423,988	428,573	4,585	1.08%
100-5210-5220-0000	Health Insurance	606,324	899,835	525,750	870,935	793,175	(77,760)	-8.93%
100-5210-5225-0000	Dental Insurance	55,025	53,382	50,148	54,028	54,792	764	1.41%
100-5210-5230-0000	Life Insurance	9,037	9,343	9,982	10,163	10,788	625	6.15%
100-5210-5250-0000	Retirement	613,607	605,022	607,286	629,684	637,721	8,037	1.28%
100-5210-5300-0000	Public Safety Trust Fund Contr	47,500	47,500	47,500	47,500	47,500	-	0.00%
	Total Benefits	1,718,567	2,008,692	1,650,266	2,036,298	1,972,549	(63,749)	-3.13%
	Total Personnel Services	6,987,326	7,405,682	7,009,657	7,578,671	7,574,833	(3,838)	-0.05%
100-5210-6100-0000	Office Supplies	5,698	6,748	8,000	8,000	8,000	-	0.00%
	Operational Supplies							
100-5210-6101-0000	General Office	(22,545)	(10,136)	654	4,992	5,000	8	0.16%
100-5210-6101-3301	Police	5,714	9,172	6,600	6,800	6,800	-	0.00%
100-5210-6101-3302	Fire	16,847	8,528	8,200	8,200	8,200	-	0.00%
100-5210-6101-3303	Rescue	27,533	24,649	25,000	30,000	30,000	-	0.00%
100-5210-6101-3304	Communications	633	815	372	500	500	-	0.00%
100-5210-6101-3305	Investigations	2,735	4,183	309	2,000	2,000	-	0.00%
100-5210-6101-3307	Police Blood Draws	-	765	220	500	500	-	0.00%
100-5210-6101-3309	Electronics	12,883	2,815	2,000	2,000	1,500	(500)	-25.00%
100-5210-6101-3360	Crossing Guards	674	-	467	850	800	(50)	-5.88%
100-5210-6101-5308	EMS Grant	8,415	-	4,000	6,980	6,980	-	0.00%
100-5210-6102-0000	Evidence Supplies	2,505	2,827	2,395	2,395	2,400	5	0.21%
100-5210-6104-0000	Range Supplies	13,873	12,885	15,300	15,300	15,300	-	0.00%
100-5210-6105-0000	Forms	883	2,194	1,750	1,750	1,750	-	0.00%
100-5210-6109-0000	Janitorial Supplies	7,385	8,111	7,800	7,800	7,000	(800)	-10.26%
	Total Supplies	83,233	75,043	83,067	98,067	96,730	(1,337)	-1.36%
100-5210-6200-0000	Gas & Oil	91,020	85,616	75,780	83,812	85,000	1,188	1.42%
100-5210-6211-0000	Repairs-Building/Equipment	13,483	9,937	13,000	13,000	13,000	-	0.00%
100-5210-6213-0000	Software Maintenance	16,832	27,460	33,500	33,500	33,000	(500)	-1.49%
100-5210-6215-0000	Equipment Maintenance	11,063	10,296	11,680	11,680	12,100	420	3.60%
100-5210-6306-0000	Building Furnishings	2,624	2,967	3,800	3,800	3,300	(500)	-13.16%

2021 Budget
Fund 100 - General Government
Department: Public Safety - Police/Fire/Rescue - 5210

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
	Uniforms							
100-5210-6401-0000	General Officer	49,340	49,560	54,738	60,500	60,500	-	0.00%
100-5210-6401-3370	Honor Guard	1,374	2,204	67	1,805	1,805	-	0.00%
	Grant Expenses							
100-5210-6500-0000	Public Education	(3,010)	5,680	(230)	-	-	-	N/A
100-5210-6500-5308	EMS Grant	3,085	75	4,550	-	-	-	N/A
100-5210-6501-0000	Asset Forfeiture Expenses	-	4,187	-	-	-	-	N/A
100-5210-6502-0000	Public Education	3,835	2,136	2,300	2,300	2,300	-	0.00%
100-5210-6505-0000	ATV Patrol	140	-	-	-	-	-	N/A
	Total Operating	189,785	202,004	199,185	210,397	211,005	608	0.29%
	Training/Conference							
100-5210-7100-0000	General Officer	46,494	29,943	40,000	40,000	30,000	(10,000)	-25.00%
100-5210-7100-3303	Paramedic	-	-	-	-	16,000	16,000	N/A
100-5210-7120-0000	Dues & Subscriptions	2,515	3,669	4,000	4,000	3,000	(1,000)	-25.00%
100-5210-7130-0000	Mileage Reimbursement	-	139	3,300	-	-	-	N/A
100-5210-7140-0000	Fitness Test & Equipment Maint	4,050	4,736	1,000	1,000	1,000	-	0.00%
	Total Travel/Training	53,058	38,486	48,300	45,000	50,000	5,000	11.11%
	Contracted Services							
100-5210-8100-0000	Contracted Services	2,030	78,239	30,000	-	-	-	N/A
100-5210-8104-0000	Mutual Aid	18,384	18,439	21,253	18,775	19,400	625	3.33%
100-5210-8201-0000	Vehicle Repairs	84,337	94,426	88,065	88,065	64,153	(23,912)	-27.15%
100-5210-8202-0000	Equipment Use Charge	139,205	194,945	218,088	218,088	190,652	(27,436)	-12.58%
100-5210-8203-0000	Radio Maintenance	2,729	780	1,300	1,500	1,500	-	0.00%
	Total Purchased Services	246,684	386,829	358,706	326,428	275,705	(50,723)	-15.54%
	Physical/Psych Exams							
100-5210-8300-3373	NFPA Physicals	4,029	5,481	16,000	5,525	4,400	(1,125)	-20.36%
100-5210-8300-3374	New Hire Exams	-	-	-	7,025	7,050	25	0.36%
	Gas & Electric							
100-5210-8400-0000	Gas & Electric	7,659	9,734	9,486	10,200	9,000	(1,200)	-11.76%
100-5210-8401-0000	Water/Sewer/Storm Water	1,357	1,889	1,800	1,800	1,800	-	0.00%
100-5210-8402-0000	Telephone/Pagers	3,472	3,616	1,400	-	-	-	N/A
100-5210-8403-0000	Cell Phone	23,393	22,631	23,600	25,200	22,800	(2,400)	-9.52%
100-5210-8404-0000	Teletype	4,536	4,536	4,536	4,536	4,900	364	8.02%
	Total Utilities	40,417	42,406	40,822	41,736	38,500	(3,236)	-7.75%
100-5210-9121-0000	Equipment < \$5000	36,993	-	5,867	-	-	-	N/A
	Total Expenditures	\$ 7,641,526	\$ 8,155,932	\$ 7,849,604	\$ 8,312,849	\$ 8,258,223	\$ (54,626)	-0.66%

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Fire Inspector	2.00	2.00	2.00	2.00	2.00

Note: Includes one full-time Fire Inspector and two part-time inspectors.

2020 ACCOMPLISHMENTS:

- * Completed general fire inspections.
- * Over 750 violations recorded as part of general fire inspections.
- * Located all private hydrants, Knox boxes, and fire department connections in the Village and plotted them on our mapping system to assist our responders during calls (approximately 1,500 markers).
- * Relocated all residential Knox boxes and updated contact information.
- * Created and enforced daily fire safety requirements at the Resch Center during drive-through Covid-19 testing. Included daily on-site visits and consultations with site and facility managers to ensure fire and life safety during operation.
- * Began partnership with "Brycer" to allow for instant access to fire system reports at any time. Partnership has increased compliance with testing and maintenance of fire systems in buildings throughout the Village.
- * Began upgrading inspection software to "Image Trend Elite" in effort to increase efficiency and eliminate time spend conducting data entry, report generating and other functions.
- * Inspector Shawn Wright completed Fire Inspector 1 course, received certification and now fully trained/certified.
- * Completed ICS-300 course.
- * Continued to represent Public Safety during site plan review and inspections of various new buildings and additions planned/constructed in the Village. Examples include the Resch Expo and Titledown Phase 2.

2021 OBJECTIVES:

- * Complete all fire inspections on time.
- * Re-implement follow-up and reinspection processes for all violations found in January 2021.
- * Implement Image Trend Elite after inspection information migration and inspectors new software.
- * Continue partnership with Brycer and begin using information during inspections to work toward full compliance of system testing and maintenance throughout the Village.
- * Broaden scope of services to include role in fire investigations and creating a residential fire safety program.
- * Enroll in and complete Fire Officer 1 course.
- * Enroll in and complete Fire Investigator course and reapply to BC Fire Investigation Task Force.
- * Re-examine fire inspectors roll and duties at Resch Center/Expo events. Decide if current services are reasonable and adequate and adjust accordingly based off needs and current resources available.
- * Implement new or adjusted services to start the year for all events and Resch Center/Expo.

2021 Budget**Fund 100 - General Government****Department: Fire Inspection - 5230**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5230-5110-0000	Salaries And Wages	60,429	70,355	96,624	96,624	90,744	(5,880)	-6.09%
100-5230-5111-0000	Overtime/Comptime	622	345	-	-	-	-	N/A
	Total Salaries And Wages	61,050	70,700	96,624	96,624	90,744	(5,880)	-6.09%
100-5230-5210-0000	Medicare/Fica	4,705	5,081	7,392	7,392	6,942	(450)	-6.09%
100-5230-5220-0000	Health Insurance	-	21,406	12,921	15,857	18,197	2,340	14.76%
100-5230-5225-0000	Dental Insurance	-	1,142	1,142	1,142	1,142	-	0.00%
100-5230-5230-0000	Life Insurance	2	-	58	58	69	11	18.97%
100-5230-5250-0000	Retirement	6,601	6,768	4,368	4,368	3,968	(400)	-9.16%
	Total Benefits	11,307	34,397	25,881	28,817	30,318	1,501	5.21%
	Total Personnel Services	72,358	105,097	122,505	125,441	121,062	(4,379)	-3.49%
100-5230-6100-0000	Office Supplies	437	825	350	700	600	(100)	-14.29%
100-5230-6200-0000	Gas & Oil	352	390	384	424	400	(24)	-5.66%
100-5230-6213-0000	Software Maintenance	750	-	750	750	750	-	0.00%
100-5230-6401-0000	Uniforms	1,080	906	1,000	1,200	1,500	300	25.00%
	Total Operating	2,182	1,296	8,134	2,374	2,650	276	11.63%
100-5230-7100-0000	Training/Conference	550	-	750	2,000	2,000	-	0.00%
100-5230-7120-0000	Dues & Subscriptions	255	80	500	500	500	-	0.00%
	Total Travel/Training	805	80	1,250	2,500	2,500	-	0.00%
100-5230-8201-0000	Vehicle Repairs	-	-	1,500	1,500	1,500	-	0.00%
100-5230-8403-0000	Cell Phone	867	887	1,425	924	900	(24)	-2.60%
	Total Expenditures	\$ 76,650	\$ 108,185	\$ 135,164	\$ 133,439	\$ 129,212	\$ (4,227)	-3.17%

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:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Engineer	1.00	1.00	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00	1.00
Customer Service Rep	0.25	0.25	0.25	0.25	0.25
Part-time	0.05	0.05	0.05	0.30	0.30
Total FTE	3.05	3.05	3.05	3.30	3.30

Notes:

1. 75% of Engineer is allocated to Water, Sewer and Storm Water funds.
2. 30% of GIS Coordinator is allocated to Water, Sewer and Storm Water funds.
3. Customer Service Rep is allocated among multiple departments.
4. Part-time position is allocated among multiple departments.

2020 ACCOMPLISHMENTS:

- * Completed roadway construction management for the Cormier Road Reconstruction Project (Oneida Street to Ashland Avenue).
- * Completed Element Way utility and roadway construction management project.
- * Completed construction administration of Vanderperren Way Reconstruction Project (Ashland Avenue to Holmgren Way).
- * Completed design and construction of the electrical overhead to underground conversion along Mike McCarthy Way from Holmgren Way to Ashland Avenue.
- * Completed the construction administration of the West Mahill Pond Project, Sand Acres Pond Expansion Project, Anderson Drive Storm Sewer Reconstruction Project and Allied Street Storm Sewer Reconstruction Project.
- * Continued construction administration of the South Broadway Schneider Site Redevelopment.
- * Continued construction administration of Titledown Phase II roadway and utility improvements.
- * Coordinated construction of 2020 Mill/Pave Program.
- * Implemented new website/social media construction update program for large projects.

2021 OBJECTIVES:

- * Liaison engineering and construction administration work between WDOT, Canadian National Railroad and Village with regards to STH 32 Railway Siding Rehabilitation.
- * Construction Administration of the Vanderperren Way Reconstruction Project (Holmgren Way to Oneida Street).
- * Final construction administration of the South Broadway Schneider Site Redevelopment.
- * Design, bidding and construction administration of the SW Development Area.
- * Project scoping, design, bidding and construction administration of potential TIF Projects including Titledown West area.
- * Construction administration of the 2021 Mill/Pave Program.
- * Begin review of GIS/Operations computer programs to assist in daily operations planning and future capital replacement planning.

2021 Budget
Fund 100 - General Government
Department: Engineering - 5405

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5405-5100-0000	Salaries And Wages	74,513	77,162	81,349	82,749	84,367	1,618	1.96%
100-5405-5111-0000	Overtime/Comptime	18	-	63	63	63	-	0.00%
	Total Salaries And Wages	74,531	77,162	81,412	82,812	84,430	1,618	1.95%
100-5405-5210-0000	Medicare/Fica	5,066	5,180	6,228	6,335	6,460	125	1.97%
100-5405-5220-0000	Health Insurance	19,677	19,119	13,359	20,975	18,625	(2,350)	-11.20%
100-5405-5225-0000	Dental Insurance	1,041	894	893	893	893	-	0.00%
100-5405-5230-0000	Life Insurance	136	195	277	277	303	26	9.39%
100-5405-5250-0000	Retirement	4,864	5,158	5,495	5,495	5,604	109	1.98%
	Total Benefits	30,784	30,545	26,252	33,975	31,885	(2,090)	-6.15%
	Total Personnel Services	105,315	107,707	107,664	116,787	116,315	(472)	-0.40%
100-5405-6100-0000	Office Supplies	526	327	750	2,400	2,400	-	0.00%
100-5405-6200-0000	Gas & Oil	692	736	515	570	750	180	31.58%
100-5405-6211-0000	Repairs-Building/Equipment	-	-	-	1,000	1,000	-	0.00%
100-5405-6213-0000	Software Maintenance	7,985	7,754	8,000	9,500	9,000	(500)	-5.26%
	Total Operating	8,677	8,489	8,515	11,070	10,750	(320)	-2.89%
100-5405-7100-0000	Training/Conference	240	2,486	150	700	700	-	0.00%
100-5405-7120-0000	Dues & Subscriptions	437	270	500	500	500	-	0.00%
	Total Travel/Training	677	2,775	650	1,200	1,200	-	0.00%
100-5405-8100-0000	Contracted Services	8,150	6,400	8,000	12,000	12,000	-	0.00%
100-5405-8115-0000	Engineering Services	7,124	-	5,000	7,500	7,500	-	0.00%
100-5405-8201-0000	Vehicle Repairs	82	2,515	500	500	500	-	0.00%
	Total Purchased Services	15,355	8,915	13,500	20,000	20,000	-	0.00%
100-5405-8403-0000	Cell Phone	180	180	180	180	180	-	0.00%
	Total Expenditures	\$ 130,732	\$ 128,394	\$ 131,259	\$ 151,637	\$ 150,845	\$ (792)	-0.52%

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Street Operations Supervisor	1.00	1.00	1.00	1.00	1.00
Customer Service Rep	0.30	0.30	0.30	0.30	0.30
Total FTE	2.30	2.30	2.30	2.30	2.30

Notes:

1. 60% of Director of Public Works is allocated to Water, Sewer and Storm Water funds.
2. 25% of Street Operations Supervisor is allocated to Water, Sewer and Storm Water funds.
3. Customer Service Rep is allocated among multiple departments.

2020 ACCOMPLISHMENTS:

- * Completed all scheduled roadway asphalt resurfacing, concrete street repair, sidewalk repair and roadway maintenance projects scheduled for 2020.
- * Continued inter-department project implementation into Public Works projects (i.e.: Winter Forestry Department assistance, Completing Utility asphalt patchwork with Public Works patchwork, Completing Park and Recreation concrete projects with nearby Public Works construction).
- * Completed a Village website informational tab at top of website page to alert residents during severe weather events (snow plowing schedules) or inform residents of ongoing Village construction. This tab also links to the Village's social media account.
- * Restarted storm sewer maintenance program to best minimize Village flooding scenarios.

2021 OBJECTIVES:

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

2021 Budget**Fund 100 - General Government****Department: Street Administration - 5421**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5421-5100-0000	Salaries And Wages	111,031	119,394	122,486	122,486	124,936	2,450	2.00%
100-5421-5111-0000	Overtime/Comptime	21	-	75	75	75	-	0.00%
	Total Salaries And Wages	111,052	119,394	122,561	122,561	125,011	2,450	2.00%
100-5421-5210-0000	Medicare/Fica	8,006	8,648	9,376	9,376	9,563	187	1.99%
100-5421-5220-0000	Health Insurance	23,304	22,327	15,603	24,739	18,519	(6,220)	-25.14%
100-5421-5225-0000	Dental Insurance	1,603	1,426	1,426	1,426	1,426	-	0.00%
100-5421-5230-0000	Life Insurance	374	542	640	640	679	39	6.09%
100-5421-5250-0000	Retirement	7,337	7,764	8,273	8,273	8,438	165	1.99%
	Total Benefits	40,623	40,708	35,318	44,454	38,625	(5,829)	-13.11%
	Total Personnel Services	151,675	160,102	157,879	167,015	163,636	(3,379)	-2.02%
100-5421-6100-0000	Office Supplies	571	557	390	780	780	-	0.00%
100-5421-6213-0000	Software Maintenance	550	7,306	6,750	6,750	6,750	-	0.00%
100-5421-6304-0000	Postage	-	-	-	-	-	-	N/A
	Total Operating	550	7,306	6,750	6,750	6,750	-	0.00%
100-5421-7100-0000	Training/Conference	160	1,018	-	2,500	2,500	-	0.00%
100-5421-8100-0000	Contracted Services	1,599	777	500	1,500	1,500	-	0.00%
100-5421-8403-0000	Cell Phone	4,079	4,267	3,900	3,900	3,900	-	0.00%
	Total Expenditures	\$ 158,634	\$ 174,027	\$ 169,419	\$ 182,445	\$ 179,066	\$ (3,379)	-1.85%

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Lead Mechanic	1.00	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00	2.00
Control Specialist	1.00	1.00	1.00	1.00	1.00
Total FTE	3.00	3.00	3.00	3.00	4.00

BUDGET SUMMARY:

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

2021 Budget
Fund 100 - General Government
Department: Garage - 5410

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5410-5110-0000	Salaries And Wages	238,814	233,313	233,754	233,754	271,650	37,896	116.21%
100-5410-5111-0000	Overtime/Comptime	30,822	31,625	7,200	7,200	6,480	(720)	90.00%
	Total Salaries And Wages	269,636	264,938	240,954	240,954	278,130	37,176	115.43%
100-5410-5210-0000	Medicare/Fica	19,647	19,063	18,433	18,433	21,277	2,844	115.43%
100-5410-5220-0000	Health Insurance	57,753	59,351	38,095	59,771	59,249	(522)	99.13%
100-5410-5225-0000	Dental Insurance	3,425	3,425	3,426	3,426	4,052	626	118.27%
100-5410-5230-0000	Life Insurance	746	770	715	715	782	67	109.37%
100-5410-5250-0000	Retirement	13,746	13,744	12,889	12,889	15,399	2,510	119.47%
	Total Benefits	95,318	96,353	73,558	95,234	100,759	5,525	105.80%
	Total Personnel Services	364,954	361,291	314,512	336,188	378,889	42,701	112.70%
100-5410-6100-0000	Office Supplies	4,480	266	250	2,000	2,000	-	100.00%
100-5410-6101-0000	Operational Supplies	32,250	25,874	21,000	21,000	21,000	-	100.00%
100-5410-6109-0000	Janitorial Supplies	7,251	9,802	20,000	9,600	9,600	-	100.00%
	Total Supplies	43,981	35,941	41,250	32,600	32,600	-	100.00%
100-5410-6200-0000	Gas & Oil	59,069	67,937	50,000	69,880	68,000	(1,880)	97.31%
100-5410-6211-0000	Repairs-Building/Equipment	6,381	14,564	19,800	19,800	19,800	-	100.00%
100-5410-6401-0000	Uniforms	300	346	500	3,500	1,000	(2,500)	28.57%
100-5410-6402-0000	Shoe Allowance	3,606	3,091	3,000	3,000	3,000	-	100.00%
100-5410-6403-0000	Tool Allowance	800	800	800	800	800	-	100.00%
	Total Operating	70,156	86,738	74,100	96,980	92,600	(4,380)	95.48%
100-5410-8100-0000	Physical/Psych Exams	227	-	-	-	-	-	N/A
100-5410-8400-0000	Gas & Electric	34,193	36,948	32,000	37,320	36,000	(1,320)	96.46%
100-5410-8401-0000	Water/Sewer/Storm Water	7,018	6,383	6,500	8,000	8,000	-	100.00%
	Total Utilities	41,211	43,331	38,500	45,320	44,000	(1,320)	97.09%
100-5410-9120-0000	Equipment > \$5000	25,493	7,002	-	-	-	-	N/A
	Total Expenditures	\$ 546,023	\$ 534,303	\$ 469,662	\$ 511,088	\$ 548,089	\$ 37,001	107.24%

2021 Budget**Fund 100 - General Government****Department: Street Maintenance - 5431****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 (FTE Positions):

Position	Position	2017	2018	2019	2020	2021
Foreman		0.80	0.80	2.00	2.00	2.00
Field Operator I		0.80	0.80	0.80	0.80	0.80
Field Operator II		8.00	8.00	6.00	6.00	6.00
Seasonal	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Total FTE		8.80	8.80	8.80	8.80	8.80

Notes:

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

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

BUDGET SUMMARY:

- * Personnel Services: Public Works foreman rate adjusted to match Park & Rec and Utility foreman rates.
- * Account 8201 - Vehicle Repairs: Reduced contracted repairs due to hire of new mechanic.

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5431-5110-0000	Salaries And Wages	192,638	207,667	183,158	208,158	197,200	(10,958)	94.74%
100-5431-5111-0000	Overtime/Comptime	37,448	38,684	21,120	21,120	21,120	-	100.00%
	Total Salaries And Wages	230,085	246,351	204,278	229,278	218,320	(10,958)	95.22%
100-5431-5210-0000	Medicare/Fica	16,931	18,031	15,621	17,534	16,695	(839)	95.22%
100-5431-5220-0000	Health Insurance	141,352	153,935	113,305	174,940	139,796	(35,144)	79.91%
100-5431-5225-0000	Dental Insurance	7,992	7,992	9,286	9,286	9,286	-	100.00%
100-5431-5230-0000	Life Insurance	919	1,107	1,677	1,677	1,902	225	113.42%
100-5431-5250-0000	Retirement	30,405	31,184	37,620	37,620	38,470	850	102.26%
	Total Benefits	197,598	212,248	177,509	241,057	206,149	(34,908)	85.52%
	Total Personnel Services	427,683	458,599	381,787	470,335	424,469	(45,866)	90.25%
100-5431-6101-0000	Operational Supplies	36,025	45,000	45,000	45,000	45,000	-	100.00%
100-5431-6200-0000	Gas & Oil	-	-	-	-	-	-	N/A
100-5431-8201-0000	Vehicle Repairs	83,686	102,042	85,000	78,000	56,862	(21,138)	72.90%
100-5431-8202-0000	Equipment Use Charge	93,622	134,669	150,180	150,180	156,276	6,096	104.06%
	Total Purchased Services	177,308	236,711	235,180	228,180	213,138	(15,042)	93.41%
100-5431-8300-0000	Physical/Psych Exams	308	615	400	-	-	-	N/A
	Total Expenditures	\$ 641,325	\$ 740,926	\$ 662,367	\$ 743,515	\$ 682,607	\$ (60,908)	91.81%

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

STAFFING (FTE Positions):

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

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5433-5110-0000	Salaries And Wages	9,244	8,513	15,000	15,000	15,000	-	0.00%
100-5433-5210-0000	Medicare/Fica	675	619	1,148	1,148	1,148	-	0.00%
	Total Personnel Services	9,919	9,132	16,148	16,148	16,148	-	0.00%
100-5433-6101-0000	Operational Supplies	14,845	10,336	12,000	12,000	12,000	-	0.00%
	Total Expenditures	\$ 24,764	\$ 19,468	\$ 28,148	\$ 28,148	\$ 28,148	\$ -	0.00%

2021 Budget**Fund 100 - General Government****Department: Snow & Ice Control - 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 (FTE Positions):

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

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5435-5110-0000	Salaries And Wages	13,660	44,412	35,000	35,000	35,000	-	100.00%
100-5435-5111-0000	Overtime/Comptime	27,094	36,661	20,000	20,000	20,000	-	100.00%
	Total Salaries And Wages	40,754	81,073	55,000	55,000	55,000	-	100.00%
100-5435-5210-0000	Medicare/Fica	3,005	5,932	4,208	4,208	4,208	-	100.00%
	Total Personnel Services	43,759	87,005	59,208	59,208	59,208	-	100.00%
100-5435-6101-0000	Operational Supplies	104,670	150,952	120,000	120,000	120,000	-	100.00%
100-5435-8201-0000	Vehicle Repairs	513	-	1,857	-	-	-	N/A
	Total Expenditures	\$ 148,942	\$ 237,957	\$ 181,065	\$ 179,208	\$ 179,208	\$ -	100.00%

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 (FTE Positions):

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

BUDGET SUMMARY

* Account 8400 - Electric: Reduction to match prior years' trend.

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5441-5110-0000	Salaries And Wages	26,904	43,372	33,000	33,000	33,000	-	0.00%
100-5441-5111-0000	Overtime/Comptime	6,734	13,397	2,000	2,000	2,000	-	0.00%
	Total Salaries And Wages	33,638	56,769	35,000	35,000	35,000	-	0.00%
100-5441-5210-0000	Medicare/Fica	2,434	4,108	2,678	2,678	2,678	-	0.00%
	Total Personnel Services	36,072	60,877	37,678	37,678	37,678	-	0.00%
100-5441-6101-0000	Operational Supplies	30,292	36,220	25,000	28,000	28,000	-	0.00%
100-5441-8400-0000	Gas & Electric	37,539	35,178	31,000	39,528	36,000	(3,528)	-8.93%
	Total Expenditures	\$ 103,903	\$ 132,276	\$ 93,678	\$ 105,206	\$ 101,678	\$ (3,528)	-3.35%

2021 Budget**Fund 100 - General Government****Department: Street Lighting - 5442****DEPARTMENT DESCRIPTION:**

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

STAFFING (FTE Positions):

No staffing needs are required for the Street Lighting budget.

BUDGET SUMMARY:

* Reductions to match actual trends and small projected rate increases.

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5442-8400-0000	Gas & Electric	456,288	410,981	446,344	466,344	450,000	(16,344)	-3.50%
	Total Expenditures	\$ 456,288	\$ 410,981	\$ 446,344	\$ 466,344	\$ 450,000	\$ (16,344)	-3.50%

DEPARTMENT DESCRIPTION:

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

STAFFING (FTE Positions):

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

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5444-5110-0000	Salaries And Wages	4,595	5,366	3,000	3,000	3,000	-	0.00%
100-5444-5210-0000	Medicare/Fica	333	391	230	230	230	-	0.00%
	Total Personnel Services	4,928	5,757	3,230	3,230	3,230	-	0.00%
100-5444-6101-0000	Operational Supplies	3,351	2,235	2,000	5,000	5,000	-	0.00%
	Total Expenditures	\$ 8,279	\$ 7,992	\$ 5,230	\$ 8,230	\$ 8,230	\$ -	0.00%

DEPARTMENT DESCRIPTION:

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

STAFFING (FTE Positions):

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

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5447-5110-0000	Salaries And Wages	-	45	1,000	500	500	-	0.00%
100-5447-5210-0000	Medicare/Fica	-	160	72	38	38	-	0.00%
	Total Personnel Services	-	2,301	1,072	538	538	-	0.00%
100-5447-6101-0000	Operational Supplies	-	-	12,500	-	-	-	N/A
	Total Expenditures	\$ -	\$ 2,301	\$ 13,572	\$ 538	\$ 538	\$ -	0.00%

DEPARTMENT DESCRIPTION:

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

STAFFING (FTE Positions):

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

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5449-5110-0000	Salaries And Wages	-	230	500	500	500	-	0.00%
100-5449-5210-0000	Medicare/Fica	-	16	38	38	38	-	0.00%
	Total Personnel Services	-	246	538	538	538	-	0.00%
	Total Expenditures	\$ -	\$ 246	\$ 538	\$ 538	\$ 538	\$ -	0.00%

2021 Budget**Fund 100 - General Government
Department: Transit System - 5455****DEPARTMENT DESCRIPTION:**

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

STAFFING (FTE Positions):

No staffing needs are required for the Transit System budget.

BUDGET SUMMARY:

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

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5455-8100-0000	Contracted Services	216,469	205,020	219,869	234,099	229,284	(4,815)	-2.06%
	Total Expenditures	\$ 216,469	\$ 205,020	\$ 219,869	\$ 234,099	\$ 229,284	\$ (4,815)	-2.06%

2021 Budget**Fund 100 - General Government****Department: Garbage & Refuse Collection - 5710****DEPARTMENT DESCRIPTION:**

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Field Operator I	2.75	2.75	2.75	2.75	2.75

Note: 25% of one Field Operator Position is allocated to Recycling department.

BUDGET SUMMARY:

- * Account 6122 - Gas and Oil: Adjust based on prior years' trends.

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5710-5110-0000	Salaries And Wages	187,822	177,944	177,906	177,906	181,166	3,260	1.83%
100-5710-5111-0000	Overtime/Comptime	19,348	18,668	8,164	8,164	8,164	-	0.00%
	Total Salaries And Wages	207,171	196,611	186,070	186,070	189,330	3,260	1.75%
100-5710-5210-0000	Medicare/Fica	15,269	14,317	14,235	14,235	14,484	249	1.75%
100-5710-5220-0000	Health Insurance	53,168	50,681	35,189	47,610	50,042	2,432	5.11%
100-5710-5225-0000	Dental Insurance	3,730	3,803	3,140	3,140	3,140	-	0.00%
100-5710-5230-0000	Life Insurance	361	458	251	251	337	86	34.26%
100-5710-5250-0000	Retirement	15,401	16,396	11,547	11,547	11,768	221	1.91%
	Total Benefits	87,929	85,655	64,362	76,783	79,771	2,988	3.89%
	Total Personnel Services	295,099	282,266	250,432	262,853	269,101	6,248	2.38%
100-5710-6101-0000	Operational Supplies	895	3,057	3,600	1,500	1,500	-	0.00%
100-5710-6200-0000	Gas & Oil	27,593	28,061	22,000	25,104	28,100	2,996	11.93%
100-5710-8201-0000	Vehicle Repairs	30,780	29,179	20,000	27,900	27,900	-	0.00%
100-5710-8202-0000	Equipment Use Charge	61,480	76,203	76,968	76,968	65,352	(11,616)	-15.09%
	Total Purchased Services	92,260	105,382	96,968	104,868	93,252	(11,616)	-11.08%
100-5710-8300-0000	Physical/Psych Exams	225	157	-	-	-	-	N/A
	Total Expenditures	\$ 416,072	\$ 418,922	\$ 373,000	\$ 394,325	\$ 391,953	\$ (2,372)	-0.60%

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 (FTE Positions):

Position	2017	2018	2019	2020	2021
Field Operator I	1.25	1.25	1.25	1.25	1.25

Note: 75% of one Field Operator Position is allocated to Garbage department.

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5720-5110-0000	Salaries And Wages	66,580	72,309	74,048	74,048	85,530	11,482	15.51%
100-5720-5111-0000	Overtime/Comptime	14,613	14,667	1,166	1,166	1,166	-	0.00%
	Total Salaries And Wages	81,194	86,976	75,214	75,214	86,696	11,482	15.27%
100-5720-5210-0000	Medicare/Fica	5,944	6,347	5,754	5,754	6,632	878	15.26%
100-5720-5220-0000	Health Insurance	41,722	48,486	7,537	10,889	9,901	(988)	-9.07%
100-5720-5225-0000	Dental Insurance	2,617	2,661	663	663	663	-	0.00%
100-5720-5230-0000	Life Insurance	277	355	77	77	79	2	2.60%
100-5720-5250-0000	Retirement	11,895	12,627	5,077	5,077	5,177	100	1.97%
	Total Benefits	62,456	70,475	19,108	22,460	22,452	(8)	-0.04%
	Total Personnel Services	143,650	157,452	94,322	97,674	109,148	11,474	11.75%
100-5720-6101-0000	Operational Supplies	608	1,235	1,250	2,000	2,000	-	0.00%
100-5720-6200-0000	Gas & Oil	10,736	9,571	10,000	10,476	10,500	24	0.23%
100-5720-8100-0000	Contracted Services	150	-	-	-	-	-	N/A
100-5720-8201-0000	Vehicle Repairs	15,759	7,425	7,500	16,080	16,080	-	0.00%
100-5720-8202-0000	Equipment Use Charge	32,279	33,613	30,732	30,732	15,969	(14,763)	-48.04%
	Total Purchased Services	48,188	41,038	38,232	46,812	32,049	(14,763)	-31.54%
	Total Expenditures	\$ 203,182	\$ 209,447	\$ 143,889	\$ 156,962	\$ 153,697	\$ (3,265)	-2.08%

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 (FTE Positions):

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

BUDGET SUMMARY:

- * The Solid Waste Tipping Fee is increasing from \$43.61/ton in 2020 to \$43.84/ton in 2021. That cost increase is reflected in the Brown County Landfill account.
- * Due to the severe drop in the recycling market, a once profitable venture whereby communities were paid \$15-\$20/ton for recycled materials are now averaging a \$25-\$35/ton cost. The market has bottomed out on these materials and is hoped to gain traction in 2021, however, a placeholder in the Brown County MRF Charges account is budgeted for continued recycling payments.

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5730-8108-0000	Brown Co Mrf Charges	17,596	37,721	30,000	36,000	36,000	-	0.00%
100-5730-8109-0000	Brown County Landfill	195,255	200,975	226,000	204,000	204,000	-	0.00%
	Total Purchased Services	212,851	238,696	256,000	240,000	240,000	-	0.00%
	Total Expenditures	\$ 212,851	\$ 238,696	\$ 256,000	\$ 240,000	\$ 240,000	\$ -	0.00%

2021 Budget**Fund 100 - General Government****Department: Weed Control - 5740****DEPARTMENT DESCRIPTION:**

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

STAFFING (FTE Positions):

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

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5740-5110-0000	Salaries And Wages	6,169	6,864	9,066	7,500	7,500	-	0.00%
100-5740-5111-0000	Medicare/Fica	446	499	621	574	574	-	0.00%
	Total Personnel Services	6,615	7,363	9,687	8,074	8,074	-	0.00%
100-5740-8100-0000	Contracted Services	1,000	2,824	1,947	2,500	2,500	-	0.00%
	Total Expenditures	\$ 7,615	\$ 10,187	\$ 11,634	\$ 10,574	\$ 10,574	\$ -	0.00%

DEPARTMENT DESCRIPTION:

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

STAFFING (FTE Positions):

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

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5760-5110-0000	Salaries And Wages	\$ 53,798	\$ 64,352	\$ 65,000	\$ 65,000	\$ 65,000	\$ -	100.00%
100-5760-5210-0000	Medicare/Fica	3,887	4,652	4,973	4,973	4,973	-	100.00%
	Total Personnel Services	57,685	69,003	69,973	69,973	69,973	-	100.00%
100-5760-6101-0000	Maintenance Supplies	1,176	2,024	1,000	3,000	3,000	-	100.00%
100-5760-8201-0000	Vehicle Repairs	-	290	744	-	-	-	N/A
	Total Expenditures	\$ 58,861	\$ 71,317	\$ 71,717	\$ 72,973	\$ 72,973	\$ -	100.00%

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Director	1.00	1.00	1.00	1.00	1.00
Program Supervisor	1.00	1.00	1.00	1.00	1.00
Aquatic Supervisor	1.00	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00	1.00
Park Coordinator	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Total FTE	4.00	4.00	4.00	4.00	4.00

2020 ACCOMPLISHMENTS:

- * Continued modified operation of the community center, programming and community rentals in the wake of a national pandemic.
- * Administration of the NRDA/GLRI grant for Ashwaubomay/Manseau area to 95% completion.
- * Continued relationships with community organizations and groups to strengthen programming.
- * Served as a point of contact for Village programming and community events.
- * Administration of budgeted projects in our park facilities, including ASC plaza reconstruction, Ashwaubomay Park entry sign, Ashwaubomay Park riverfront improvements and Hidden Valley Trail extension..
- * Start-up planning on the Ashwaubomay River Trail bridge, and West Main Avenue Trail.
- * Coordination of the Ashwaubenon Sports Complex Plaza redevelopment project.

2021 OBJECTIVES:

- * Continue serving community for programming, PRF facility buildings, and related needs.
- * Continue project coordination for the West Main Avenue Trail and Ashwaubomay River Trail
- * Plan, administer and oversee capital projects in our park system. This includes reconstruction of the Ashwaubenon marina end-piers (TIF).
- * Work with DNR on potential "Area of Concern" projects around Ashwaubomay and Ashwaubenon Creek, if grant funding becomes available.

BUDGET SUMMARY:

- * Account 6213 - Software Maintenance: Increased \$100 for anticipated cost increase.
- * Account 7100 - Training/Conferences: Reduced \$2,400 with cancellation of 2021 WPRA conference due to COVID.

2021 Budget**Fund 100 - General Government****Department: Parks and Recreation Administration - 5521**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5521-5100-0000	Salaries And Wages	230,005	263,125	277,043	277,043	282,591	5,548	2.00%
100-5521-5111-0000	Overtime/Comptime	657	837	500	500	500	-	0.00%
	Total Salaries And Wages	230,661	263,962	277,543	277,543	283,091	5,548	2.00%
100-5521-5210-0000	Medicare/Fica	16,425	19,062	21,231	21,231	21,657	426	2.01%
100-5521-5220-0000	Health Insurance	70,672	72,760	56,280	69,071	67,436	(1,635)	-2.37%
100-5521-5225-0000	Dental Insurance	4,567	4,567	4,568	4,568	4,568	-	0.00%
100-5521-5230-0000	Life Insurance	929	1,012	1,278	1,278	1,305	27	2.11%
100-5521-5250-0000	Retirement	15,330	17,198	18,733	18,733	19,108	375	2.00%
	Total Benefits	107,924	114,598	102,090	114,881	114,074	(807)	-0.70%
	Total Personnel Services	338,586	378,560	379,633	392,424	397,165	4,741	1.21%
100-5521-6100-0000	Office Supplies	2,315	2,301	2,000	2,800	2,800	-	0.00%
100-5521-6213-0000	Software Maintenance	-	5,955	6,100	6,100	6,200	100	1.64%
100-5521-6302-0000	Newspaper Publishing	170	50	-	750	750	-	0.00%
100-5521-6305-0000	Copy Machine	940	923	880	1,680	1,680	-	0.00%
100-5521-6401-0000	Uniforms	943	1,827	1,750	1,750	1,750	-	0.00%
	Total Operating	2,053	8,757	8,730	10,280	10,380	100	0.97%
100-5521-7100-0000	Training/Conference	1,697	4,314	250	3,900	1,500	(2,400)	-61.54%
100-5521-7120-0000	Dues & Subscriptions	789	1,023	1,090	1,290	1,365	75	5.81%
100-5521-7130-0000	Mileage Reimbursement	6,796	6,744	6,900	6,900	6,900	-	0.00%
	Total Travel/Training	9,282	12,081	8,240	12,090	9,765	(2,325)	-19.23%
100-5521-8113-0000	Printing	9,618	13,260	11,400	11,400	11,400	-	0.00%
100-5521-8300-0000	Physical/Psych Exams	1,655	-	-	-	-	-	N/A
100-5521-8403-0000	Cell Phone	3,875	6,044	5,520	5,520	5,520	-	0.00%
	Total Expenditures	\$ 367,383	\$ 421,210	\$ 415,523	\$ 434,514	\$ 437,030	\$ 2,516	0.58%

DEPARTMENT DESCRIPTION:

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

SERVICES:

- * Provide lifeguarding services to the community and the Ashwaubenon School District.
- * Provide aquatic programming (swim lessons, open swim, lap swim, exercise classes) to the community and the Ashwaubenon School District.
- * Work in conjunction with the Ashwaubenon School District and the Ashwaubenon Swim Club to host swim and diving competitions for said organizations.
- * Provide a venue for the public to use or rent for birthday parties and special events.

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Pool Director	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Pool Supervisor	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Instructors	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Lifeguards	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time

Note: All positions are part-time and may include multiple persons depending on participation levels.

2020 ACCOMPLISHMENTS:

- * Established new cleaning and safety protocols in the midst of the pandemic, allowing for safe opening and continued services to the Village residents.
- * After a three month COVID shut down, modifications made to offer warm water pool classes and swimming lessons for the residents of Ashwaubenon. Worked with Ashwaubenon School District on COVID safety and cleaning protocols.
- * Continued partnership with Woodside Senior Community to offer access to the warm water pool for their residents.
- * Aquatic Coordinator Melody Escoto was elected to chair the State of Wisconsin Park and Recreation Association 2021 Aquatic Section Board.

2021 OBJECTIVES:

- * Continue to secure and train staff to operate a safe aquatic environment for all user groups.
- * Continue to provide a safe and clean place for the residents to swim.
- * Partner with other residential facilities in the area to offer swim times for their residents on weekdays.
- * Continue to grow our program numbers safely and update protocols through changing conditions.

BUDGET SUMMARY:

- * Swimming Lessons and Exercise program numbers have decreased due to mandated physical distance and CDC recommendations.

2021 Budget
Fund 100 - General Government
Department: Community Pool - 5523

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5523-5110-Proj	Salaries And Wages	78,467	74,174	30,000	79,801	74,716	(5,085)	-6.37%
100-5523-5210-Proj	Medicare/Fica	6,510	5,674	2,295	6,104	5,715	(389)	-6.37%
	Total Personnel Services	84,977	79,848	32,295	85,905	80,431	(5,474)	-6.37%
100-5523-6103-4980	Lifeguard Training Supplies	1,119	496	590	500	500	-	0.00%
100-5523-6101-4980	Operational Supplies	4,199	5,545	3,882	4,400	4,400	-	0.00%
	Total Supplies	5,318	6,041	4,472	4,900	4,900	-	0.00%
100-5523-8100-4487	Contracted Services-Master Swim	2,536	2,671	3,192	3,000	3,000	-	0.00%
100-5523-8100-4488	Contracted Services-Aqua Zumba	1,307	1,356	826	3,000	3,000	-	0.00%
100-5523-8300-4980	Physical/Psych Exams	360	811	345	815	815	-	0.00%
Total Expenditures		\$ 94,498	\$ 90,726	\$ 41,130	\$ 97,620	\$ 92,146	\$ (5,474)	-5.61%
EXPENDITURES BY PROGRAM/FUNCTION								
4980 - Pool		5,678	5,874	2,721	5,715	5,715	-	0.00%
4981 - Lifeguard		34,039	24,656	15,195	31,870	29,740	(2,130)	-6.68%
4982 - Pool Director		183	249	-	3,450	3,450	-	0.00%
4983 - Pool Supervisor		21,125	23,245	9,883	7,885	7,885	-	0.00%
4984 - Swim Instructor		27,967	30,790	8,272	41,631	38,287	(3,344)	-8.03%
4985 - Water Exercise Instructor		1,663	1,885	1,041	1,069	1,069	-	0.00%
4487 - Master Swim		2,536	2,671	3,192	3,000	3,000	-	0.00%
4488 - Aqua Zumba		1,307	1,356	826	3,000	3,000	-	0.00%
Total Expenditures		\$ 94,498	\$ 90,726	\$ 41,130	\$ 97,620	\$ 92,146	\$ (5,474)	-5.61%
REVENUES BY PROGRAM/FUNCTION								
100-5500-4530-4980	Swimming Lessons	40,416	35,342	5,527	42,025	35,753	(6,272)	-14.92%
100-5500-4531-4980	Open Swim	9,380	9,068	3,881	8,717	4,053	(4,664)	-53.50%
100-5500-4533-4980	Lifeguard Training	2,245	928	714	1,140	1,140	-	0.00%
100-5500-4534-4980	Pool Rental	13,594	13,031	12,304	12,683	3,697	(8,986)	-70.85%
100-5500-4532-4491	Warm Water - Therapeutic Mobility	8,210	9,967	5,385	-	-	-	N/A
100-5500-4532-4492	Warm Water - Aqua Kick Boxing	-	-	-	597	508	(89)	-14.91%
100-5500-4532-4493	Warm Water - Therapeutic Core	-	-	-	2,133	2,133	-	0.00%
100-5500-4525-4487	Master Swim Clinic	6,406	7,468	1,560	4,266	2,820	(1,446)	-33.90%
100-5500-4525-4488	Master Swim Class	-	-	-	1,962	-	(1,962)	-100.00%
100-5500-4525-4489	Deep Water	-	-	-	2,852	2,852	-	0.00%
100-5500-4525-4490	Competitive Swim	-	-	-	2,275	2,275	-	0.00%
100-5500-4532-4490	Water Exercise	-	-	-	4,485	4,005	(480)	-10.70%
Total Revenues		\$ 80,251	\$ 75,804	\$ 29,371	\$ 83,134	\$ 59,236	\$ (23,899)	-28.75%
Revenues over (under) Expenditures		\$ (14,247)	\$ (14,922)	\$ (11,759)	\$ (14,486)	\$ (32,910)		

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Lake Supervisor	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Café Supervisor	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Lifeguards	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Concessionaire	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time

Note: All positions are part-time and may include multiple persons depending on participation levels.

2020 ACCOMPLISHMENTS:

- * Secured an Ashwaubenon Lions Club donation to pay for a Mobi-Mat. Mobi-Mat is a long rubber mat extending from the Chalet to the waters edge, allowing wheel chairs easy access to the water and other chair-parking areas on the beach.
- * Ordered one high-platform and one low-platform diving boards.
- * Aquatic Coordinator Melody Escoto elected to chair the State of Wisconsin Park and Recreation Association 2021 Aquatic Section Board.

2021 OBJECTIVES:

- * Continue to secure and train staff to operate a safe aquatic environment for all guests.
- * Continue to provide the public with a safe and supervised swim area.
- * Increase marketing efforts to notify public of upcoming Lake events and amenities.
- * Increase internet coverage at café and admission areas.
- * Make necessary COVID modifications in relation to allowable attendance, spacing and staffing.

BUDGET SUMMARY:

- * Normal pool operational budget remains similar for 2021; however, modifications to be made based continued Covid impact.

2021 Budget

Fund 100 - General Government

Department: Ashwaubomay Lake - 5524

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5524-5110-Proj	Salaries And Wages	75,372	74,284	160	81,934	81,934	-	0.00%
100-5524-5210-Proj	Medicare/Fica	5,059	5,683	12	6,268	6,268	-	0.00%
	Total Personnel Services	80,431	79,967	172	88,202	88,202	-	0.00%
100-5524-6103-4990	Lifeguard Training Supplies	144	-	-	200	200	-	0.00%
100-5524-6108-4990	Concession Supplies	19,620	17,939	-	19,635	19,635	-	0.00%
100-5524-6101-4990	Pool And Lake Supplies	7,412	8,175	2,233	7,230	7,230	-	0.00%
100-5524-6109-4990	Janitorial Supplies	510	780	-	775	775	-	0.00%
	Total Supplies	27,686	26,894	2,233	27,840	27,840	-	0.00%
100-5524-6214-4990	Fire Alarm/Security Maint	-	161	161	170	170	-	0.00%
100-5524-6303-4990	Licenses	-	662	682	662	662	-	0.00%
	Total Operating	-	823	843	832	832	-	0.00%
100-5524-8100-4990	Contracted Services	-	180	-	-	-	-	N/A
100-5524-8300-4990	Physical/Psych Exams	135	930	-	930	930	-	0.00%
100-5524-8400-4990	Gas & Electric	3,401	2,913	1,800	3,600	3,200	(400)	-11.11%
100-5524-8401-4990	Water/Sewer/Storm Water	26,303	31,973	2,170	22,650	22,650	-	0.00%
	Total Utilities	29,704	34,886	3,970	26,250	25,850	(400)	-1.52%
	Total Expenditures	\$ 137,955	\$ 143,680	\$ 7,218	\$ 144,054	\$ 143,654	\$ (400)	-0.28%
EXPENDITURES BY PROGRAM/FUNCTION								
Lake								
4991 - Lifeguard Wages		53,694	52,676	172	60,100	60,100	-	0.00%
4995 - Lake Supervisor Wages		9,050	9,120	-	5,547	5,547	-	0.00%
4990 - Lifeguard Training Supplies		144	-	-	200	200	-	0.00%
4990 - Lake Supplies		7,412	8,175	2,233	7,230	7,230	-	0.00%
4990 - Janitorial Supplies		510	780	-	775	775	-	0.00%
4990 - Fire Extinguisher Testing		-	161	161	170	170	-	0.00%
4990 - Licenses		-	662	682	662	662	-	0.00%
4990 - Contracted Services		-	180	-	-	-	-	N/A
4990 - Physical Exams		135	930	-	930	930	-	0.00%
4990 - Electric		3,401	2,913	1,800	3,600	3,200	(400)	-11.11%
4990 - Water		26,303	31,973	2,170	22,650	22,650	-	0.00%
Total Lake		100,649	107,570	7,218	101,864	101,464	(400)	-0.39%
Concessions								
4992 - Café Supervisor Wages		6,921	5,756	-	5,850	5,850	-	0.00%
4993 - Concessionaire Wages		10,766	12,415	-	16,705	16,705	-	0.00%
4990 - Concessions Supplies		19,620	17,939	-	19,635	19,635	-	0.00%
Total Concessions		37,307	36,110	-	42,190	42,190	-	0.00%
	Total Expenditures	\$ 137,955	\$ 143,680	\$ 7,218	\$ 144,054	\$ 143,654	\$ (400)	-0.28%
REVENUES BY PROGRAM/FUNCTION								
100-5524-4540-4990	Lake Admissions	92,634	93,259	-	98,076	98,076	-	0.00%
100-5524-4525-4990	Lake Programs	4,613	4,135	-	4,020	4,020	0	0.00%
100-5524-4526-4990	Concessions	29,723	29,065	-	39,000	39,000	-	0.00%
100-5524-4525-4704	Food Truck Rally	-	-	-	975	975	-	0.00%
	Total Revenues	\$ 126,970	\$ 126,459	\$ -	\$ 142,071	\$ 142,071	\$ 0	0.00%
Revenues over (under) Expenditures					\$ (10,985)	\$ (1,583)		

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Program Supervis	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Softball Umpires	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time

Note: All positions are part-time and may include multiple persons depending on participation levels.

2020 ACCOMPLISHMENTS:

- * Hosted a successful season of six Summer Concerts at Klipstine Park. This included sponsorship solicitation, scheduling and food service organization.
- * Offered 4 successful food truck rallies throughout the year at Ashwaubomay Park.
- * Continued to expand senior educational programs offering a wide variety of classes to the community. Partnered with area businesses to co-host with financial backing.
- * Offered a virtual option for our senior educational programs through Covid-19.

2021 OBJECTIVES:

- * Continue to offer a wide variety of programing to meet community needs.
- * Develop relationships with local businesses to partner with them in new class offerings.
- * Continue to grow programming to utilize community center.
- * Work with surrounding municipalities to offer bus trips in 2021 to locations such as Downtown Chicago, Brewers game, Bucks Game and New Glarus Oktoberfest/Brewery Tour.
- * Add a 5th Food Truck Rally due to the success of the events.

BUDGET SUMMARY:

- * Account 6118-Program Supplies: Increase \$100 to food truck rally for the additional one rally event in 2021. Expense offset by additional \$100 in food truck rally revenue.
- * Account 8100-Contracted Services: Reduced adult fitness contracted services by \$2,100 due to modified class offerings and sizes. Corresponding \$2,880 decrease from adult fitness revenue.

2021 Budget
Fund 100 - General Government
Department: Adult Recreation - 5525

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5525-5110-Proj	Salaries And Wages	8,942	10,239	7,417	9,513	9,513	-	0.00%
100-5525-5210-Proj	Medicare/Fica	684	783	567	728	728	-	0.00%
	Total Personnel Services	9,626	11,022	7,984	10,241	10,241	-	0.00%
100-5525-6101-Proj	Operational Supplies	16,930	16,719	9,000	15,850	15,950	100	0.63%
100-5525-6202-Proj	Program/Trip Expense	-	1,314	750	3,200	3,200	-	0.00%
100-5525-8100-Proj	Contracted Services	25,263	19,652	12,500	23,500	22,150	(1,350)	-5.74%
	Total Expenditures	\$ 51,819	\$ 48,752	\$ 30,234	\$ 52,791	\$ 51,541	\$ (1,250)	-2.37%
EXPENDITURES BY PROGRAM/FUNCTION								
Softball Program								
	Umpire Wages	5,567	5,435	4,532	5,561	5,561	-	0.00%
	Site Supervisor Wages	2,827	2,461	1,923	1,815	1,815	-	0.00%
	Supplies	2,609	4,115	2,133	4,000	4,000	-	0.00%
	Total Softball Program	11,003	12,011	8,588	11,376	11,376	-	0.00%
4656 - Adult Fitness		14,717	14,694	6,980	14,500	12,400	(2,100)	-14.48%
4660 - Adult New Programs		2,499	1,914	1,173	3,411	3,411	-	0.00%
4661 - Adult Bean Bag League		177	50	-	654	654	-	0.00%
4501 - Senior Citizens Program		5,209	7,071	4,737	7,200	7,200	-	0.00%
4431 - Pickleball Program		1,505	221	185	1,250	1,250	-	0.00%
4700 - Summer Concert Program		5,964	5,683	4,600	6,000	6,000	-	0.00%
4650 - Adult Golf Program		3,300	410	-	500	500	-	0.00%
4704 - Food Truck Rally		-	6,698	3,971	7,900	8,750	850	10.76%
4699 - Softball Tournament		7,445	-	-	-	-	-	N/A
	Total Expenditures	\$ 51,819	\$ 48,752	\$ 30,234	\$ 52,791	\$ 51,541	\$ (1,250)	-2.37%
REVENUES BY PROGRAM/FUNCTION								
100-5525-4546-4701	Community Gardens	1,271	1,104	1,255	1,250	1,250	-	0.00%
100-5525-4547-4703	Rummage Sale	693	864	374	696	696	-	0.00%
100-5525-4525-4421	Bus Trips	2,125	2,320	706	2,430	2,430	-	0.00%
100-5525-4525-4431	Pickleball	-	-	-	1,290	1,290	-	0.00%
100-5525-4525-4501	Senior Citizens	3,365	3,272	2,483	4,865	4,865	-	0.00%
100-5525-4525-4650	Adult Golf	-	-	-	565	565	-	0.00%
100-5525-4525-4652	Adult Summer Softball	12,648	11,821	6,046	12,597	12,597	-	0.00%
100-5525-4525-4656	Adult Fitness	8,670	7,756	5,943	26,643	23,763	(2,880)	-10.81%
100-5525-4525-4502	Adult Tennis	180	-	-	-	-	-	N/A
100-5525-4525-4660	Adult New Programs	17,530	13,182	1,607	2,400	2,400	-	0.00%
100-5525-4525-4661	Bean Bag League	-	-	-	475	475	-	0.00%
100-5525-4525-4700	Summer Concerts	5,700	5,700	4,600	6,000	6,000	-	0.00%
100-5525-4525-4704	Food Truck Rally	-	6,404	7,679	10,560	11,410	850	8.05%
100-5525-4525-4699	Softball Tournament	8,701	-	-	-	-	-	N/A
	Total Revenues	\$ 60,883	\$ 52,423	\$ 30,693	\$ 69,771	\$ 67,741	\$ (2,030)	-2.91%
Revenues over (under) Expenditures		\$ 9,064	\$ 3,671	\$ 459	\$ 16,980	\$ 16,200		

DEPARTMENT DESCRIPTION:

The Village partners with seven different organizations to provide programming for 1,000+ children each year. These are: Ashwaubenon Youth Baseball, Ashwaubenon Youth Soccer, Ashwaubenon Girls Softball, Ashwaubenon Wrestling Club, Ashwaubenon Special Children's, Ashwaubenon Swim Club, and Ashwaubenon Youth Football. The partnership provides partial funding for equipment/wages, free facility use and upkeep, and insurance coverage. Staff will attend organization meetings as needed to provide guidance and direction.

SERVICES:

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

STAFFING (FTE Positions):

Program Positions	2017	2018	2019	2020	2021
Instructors	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Aids	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
AYB Umpire	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Swim Club Lifeguard	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time

Note: All positions are part-time and may include multiple persons depending on participation levels.

2020 ACCOMPLISHMENTS:

- * Worked with Ashwaubenon Youth Baseball (AYB), Ashwaubenon Girls Softball Association (AGSA), and Ashwaubenon Swim Club (ASC) through Covid-19 guidelines to offer safe and
- * Reorganized normal facility schedules to adhere to social distancing practices.

2021 OBJECTIVES:

- * Work with Ashwaubenon Youth Soccer Association (AYSA) to offer a safe 2021 season after cancellation of the 2020 season.
- * Continue partnership with organizations to assist volunteer boards in providing quality recreation programming.
- * Partner with organizations when applicable to maintain and improve athletic facilities.
- * Work with Special Children's Program and Ashwaubenon School District to continue the correct balance between staff and participants and offer quality summer programming.

2021 Budget
Fund 100 - General Government
Department: Co-Sponsored Recreation - 5527

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5527-5110-Proj	Salaries And Wages	62,530	70,185	40,821	75,255	75,255	-	0.00%
100-5527-5210-Proj	Medicare/Fica	4,784	5,369	3,122	5,757	5,757	-	0.00%
	Total Personnel Services	67,313	75,554	43,943	81,012	81,012	-	0.00%
100-5527-6101-Proj	Operational Supplies	20,328	14,410	17,861	17,861	17,861	-	0.00%
100-5527-8300-4651	Physical/Psych Exams	225	360	-	360	360	-	0.00%
100-5527-8330-4651	Property & Liability Insurance	3,666	3,010	2,808	4,300	4,300	-	0.00%
	Total Insurance	3,891	3,370	2,808	4,660	4,660	-	0.00%
Total Expenditures		\$ 91,532	\$ 93,334	\$ 64,612	\$ 103,533	\$ 103,533	\$ -	0.00%
EXPENDITURES BY PROGRAM/FUNCTION								
4480 - Special Children's Program		14,836	12,871	-	19,434	19,434	-	0.00%
4481 - Ashwaubenon Youth Baseball		9,316	12,039	3,000	13,442	13,442	-	0.00%
4482 - Ashwaubenon Girls Softball Association		6,573	6,033	5,750	5,750	5,750	-	0.00%
4483 - Ashwaubenon Youth Football Program		2,346	2,346	2,346	2,346	2,346	-	0.00%
4484 - Ashwaubenon Soccer Club		5,400	4,000	4,000	4,000	4,000	-	0.00%
4485 - Ashwaubenon Wrestling Club		427	427	427	427	427	-	0.00%
4486 - Ashwaubenon Swim Club		48,743	52,248	46,281	53,474	53,474	-	0.00%
4651 - Co-Sponsored Administration-Insurance		3,666	3,010	2,808	4,300	4,300	-	0.00%
4651 - Co-Sponsored Administration-Physicals		225	360	-	360	360	-	0.00%
Total Expenditures		\$ 91,532	\$ 93,334	\$ 64,612	\$ 103,533	\$ 103,533	\$ -	0.00%
REVENUES BY PROGRAM/FUNCTION								
Wage Reimbursements:								
100-5527-4568-4481	Ashwaubenon Youth Baseball	3,566	7,854	7,976	10,442	10,442	-	0.00%
100-5527-4568-4486	Ashwaubenon Swim Club	46,405	53,707	38,305	51,136	51,136	-	0.00%
Total Revenues		\$ 49,971	\$ 61,561	\$ 46,281	\$ 61,578	\$ 61,578	\$ -	0.00%
Revenues over (under) Expenditures		\$ (41,561)	\$ (31,773)	\$ (18,331)	\$ (41,955)	\$ (41,955)		

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Program Instructors	2017	2018	2019	2020	2021
Dance	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Gymnastics	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Pom Pon	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Youth Flag Football	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
New Programs	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Special Event	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Teen Program	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Playground	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Program Assistant	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Toddler/Preschool	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Rookie Basketball	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Rookie Football	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Rookie Tee Ball	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Rookie Soccer	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Day Camp	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Youth Tennis	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time

Note: All positions are part-time and may include multiple persons depending on participation levels.

2020 ACCOMPLISHMENTS:

- * Offered four socially distanced neighborhood special events at Fort Howard, Smith, Waterford, and Sand Acres Parks. We offered residents food, games, and outdoor movies.
- * Hosted 4 outdoor basketball camps to fill a community void when children were unable to attend their usual summer basketball camps.
- * Safely operated a 10-week summer day camp with a weekly field trip. Extensive Covid-19 cleaning and safety procedures had to be implemented. The Ashwaubenon Community Center was also used as a location this year for several of the weeks.
- * Park Program was held at Sand Acres, Fort Howard, and Smith Parks. We had 2 staff at each park so Covid-19 cleaning procedures could be in place.
- * Partnered with Ashwaubenon School District to offer the "Free Summer Lunch Program" at Fort Howard Park during park program hours. A total of 979 meals and 979 breakfast snacks were served at the park throughout the summer, averaging 23 per day.
- * Created a new middle school and high school flag football league once the school season was canceled. Modifications made to normal league play to minimize contact.

2021 OBJECTIVES:

- * Continue to modify and expand day-camp activities to keep the camp's reputation and popularity trending upward.
- * Find creative new games, activities and special events to increase the number of children attending park programs.
- * Continue to modify programming to ensure safety through Covid-19.
- * Fill community voids created by Covid-19 impact. Continue to add necessary programming quickly, such as sports camps or leagues.

BUDGET SUMMARY:

- * Personnel Services: \$4,950 subtracted from day camp staff expenses and \$8,481 subtracted from day camp revenue. Based on projected enrollment due to Covid-19.
- * Personnel Services: \$213 subtracted from tumbling staff expenses due to not having January session in 2021. \$510 subtracted from tumbling revenue.
- * Account 8100-Contracted Services: \$1,515 subtracted from bus trip contracted services and \$2,275 subtracted from bus trip revenue due to cancelling the 2021 middle school ski trip.

2021 Budget

Fund 100 - General Government

Department: Youth Recreation - 5530

Account	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
100-5530-5110-Proj	Salaries And Wages	73,346	78,422	65,000	89,709	84,913	(4,796)	-5.35%
100-5530-5210-Proj	Medicare/Fica	5,611	5,999	4,973	6,862	6,495	(367)	-5.35%
	Total Personnel Services	78,957	84,421	69,973	96,571	91,408	(5,163)	-5.35%
100-5530-6101-Proj	Operational Supplies	22,582	24,911	18,000	24,050	24,050	-	0.00%
100-5530-7100-Proj	Training/Conference	-	180	-	500	500	-	0.00%
100-5530-7130-Proj	Mileage Reimbursement	71	157	84	100	100	-	0.00%
	Total Travel/Training	71	337	84	600	600	-	0.00%
100-5530-8100-Proj	Contracted Services	13,577	8,857	10,000	15,715	14,200	(1,515)	-9.64%
100-5530-8300-Proj	Physical/Psych Exams	695	600	-	600	600	-	0.00%
Total Expenditures		\$ 115,883	\$ 119,126	\$ 98,057	\$ 137,536	\$ 130,858	\$ (6,678)	-4.86%
EXPENDITURES BY PROGRAM/FUNCTION								
4400 - Park Program		36,367	34,818	26,456	42,718	42,718	-	0.00%
4401 - Dance		5,034	5,484	5,400	8,215	8,215	-	0.00%
4402 - Gymnastics/Tumbling		253	564	350	426	213	(213)	-50.00%
4404 - Pom Pons		-	969	429	3,431	3,431	-	0.00%
4405 - Youth Flag Football		-	1,362	3,552	3,552	3,552	-	0.00%
4408 - Youth Tennis		-	202	-	1,009	1,009	-	0.00%
4410 - Youth New Programs		5,768	3,216	5,074	3,183	3,183	-	0.00%
4411 - Special Events		8,855	13,447	10,581	10,581	10,581	-	0.00%
4416 - Teen Programs		-	-	-	1,136	1,136	-	0.00%
4420 - Bus Trips - Playground		2,113	2,478	50	1,000	1,000	-	0.00%
4421 - Bus Trips - Other Trips		2,528	-	136	1,515	-	(1,515)	-100.00%
4422 - Toddler & Pre-School Programs		124	-	-	845	845	-	0.00%
4424 - Neighborhood Events		2,874	4,858	2,128	3,000	3,000	-	0.00%
4425 - Rookie Basketball		515	680	234	738	738	-	0.00%
4426 - Rookie Football		2,658	2,677	2,000	1,165	1,165	-	0.00%
4428 - Rookie T-Ball		749	494	82	1,088	1,088	-	0.00%
4429 - Rookie Soccer		257	-	49	1,154	1,154	-	0.00%
4430 - Day Camp		47,788	47,877	41,536	52,780	47,830	(4,950)	-9.38%
Total Expenditures		\$ 115,883	\$ 119,126	\$ 98,057	\$ 137,536	\$ 130,858	\$ (6,678)	-4.86%
REVENUES BY PROGRAM/FUNCTION								
100-5530-4525-4401	Dance	3,876	3,045	2,171	7,307	7,307	-	0.00%
100-5530-4525-4402	Gymnastics/Tumbling	1,445	963	10	915	405	(510)	-55.74%
100-5530-4525-4404	Pom Pons	4,629	2,872	250	2,360	2,360	-	0.00%
100-5530-4525-4405	Youth Flag Football	4,659	3,345	5,795	3,150	3,150	-	0.00%
100-5530-4525-4408	Youth Tennis	1,227	1,170	-	1,210	1,210	-	0.00%
100-5530-4525-4410	Youth New Programs	1,571	1,490	2,720	3,840	3,840	-	0.00%
100-5530-4525-4411	Special Events	2,043	4,044	16	3,482	3,482	-	0.00%
100-5530-4525-4420	Bus Trips - Playground	2,100	1,917	-	1,824	1,824	-	0.00%
100-5530-4525-4421	Bus Trips - Other Trips	1,784	65	-	2,275	-	(2,275)	-100.00%
100-5530-4525-4422	Toddler & Pre-School Programs	5,120	6,519	3,009	1,200	1,200	-	0.00%
100-5530-4525-4425	Rookie Basketball	-	125	-	1,200	1,200	-	0.00%
100-5530-4525-4426	Rookie Football	-	-	-	1,845	1,845	-	0.00%
100-5530-4525-4428	Rookie T-Ball	-	-	-	1,530	1,530	-	0.00%
100-5530-4525-4429	Rookie Soccer	-	-	-	1,620	1,620	-	0.00%
100-5530-4525-4430	Day Camp	60,508	61,671	39,644	62,359	53,878	(8,481)	-13.60%
Total Revenues		\$ 88,962	\$ 87,226	\$ 53,615	\$ 96,117	\$ 84,851	\$ (11,266)	-11.72%
Revenues over (under) Expenditures		\$ (26,921)	\$ (31,900)	\$ (44,442)	\$ (41,419)	\$ (46,007)		

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Park Foreman	1.00	1.00	1.00	1.00	1.00
Park Maintenance	1.00	1.00	1.00	1.25	1.25
Seasonal	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Total FTE	2.00	2.00	2.00	2.25	2.25

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

2020 ACCOMPLISHMENTS:

- * Assist in installation of entryway sign into Ashwaubomay Park
- * Start process of clearing along Ashwaubenon Creek to open up entry view of park.
- * Installation of additional pathway at Hidden Valley Park
- * Implemented in-house spraying treatments at northwest woods of Ashwaubomay Park for invasive
- * Enacted new cleaning procedures for COVID to include all restrooms.
- * Forestry assistance for tree take-downs and stumping. Increased work load due to EAB.
- * Preparation and clean-up of facilities for multiple special events; including four Food-Truck Rallies, weekly summer concerts, AGSA and AYB games and tournaments, and Neighborhood Nights.
- * Playground repair in multiple parks, including replacement of merry-go-round at Fort Howard Park.
- * Elevated debris clean-up levels along Fox River property due to high water at the Ashwaubenon Marina piers, Ashwaubomay River Trail, and Ashwaubomay Park.
- * Coordination/assistance with contractors on the Ashwaubenon Plaza reconstruction project.

2021 OBJECTIVES:

- * Coordination and installation of approved projects.
- * Continued ADA upgrades in all park quadrants.
- * Continued pathway and trail development in park system and Village areas.
- * Continued work to develop "gathering areas" in neighborhood parks.
- * Installation of a "mini" playground by Ashwaubomay shelter two. Use current stock of equipment.
- * Coordination as needed with West Main Trail and Ashwaubomay bridge projects.
- * Sherwood Forest path planning and construction.

BUDGET SUMMARY:

- * Account 8201: Reduction in contracted vehicle repairs due to hire of new mechanic.

2021 Budget
Fund 100 - General Government
Department: Park Maintenance - 5541

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5541-5110-0000	Salaries And Wages	182,709	217,310	217,580	229,730	220,411	(9,319)	-4.06%
100-5541-5111-0000	Overtime/Comptime	3,619	4,284	3,000	3,000	3,000	-	0.00%
	Total Salaries And Wages	186,328	221,594	220,580	232,730	223,411	(9,319)	-4.00%
100-5541-5210-0000	Medicare/Fica	13,960	16,623	16,875	17,804	17,090	(714)	-4.01%
100-5541-5220-0000	Health Insurance	30,313	29,885	20,457	33,850	30,239	(3,611)	-10.67%
100-5541-5225-0000	Dental Insurance	2,283	2,283	2,569	2,569	2,569	-	0.00%
100-5541-5230-0000	Life Insurance	458	560	599	599	611	12	2.00%
100-5541-5250-0000	Retirement	8,620	8,598	9,375	9,375	9,566	191	2.04%
	Total Benefits	55,635	57,950	49,875	64,197	60,075	(4,122)	-6.42%
	Total Personnel Services	241,963	279,544	270,455	296,927	283,486	(13,441)	-4.53%
100-5541-6101-0000	Operational Supplies	4,093	1,303	4,700	2,700	2,700	-	0.00%
100-5541-6109-0000	Janitorial Supplies	1,677	1,947	2,250	2,000	2,000	-	0.00%
100-5541-6110-0000	Athletic Field Supplies	28,995	32,878	19,862	29,862	29,862	-	0.00%
	Total Supplies	34,764	40,846	26,812	34,562	34,562	-	0.00%
100-5541-6200-0000	Gas & Oil	16,914	16,783	11,000	16,752	16,800	48	0.29%
100-5541-6211-0000	Repairs-Building/Equipment	40,053	41,549	38,000	40,000	40,000	-	0.00%
100-5541-6402-0000	Shoe Allowance	303	184	525	525	525	-	0.00%
	Total Operating	57,271	58,517	49,525	57,277	57,325	48	0.08%
100-5541-8100-0000	Contracted Services	8,258	8,849	6,300	8,400	8,400	-	0.00%
100-5541-8201-0000	Vehicle Repairs	24,852	20,401	16,000	16,000	12,000	(4,000)	-25.00%
100-5541-8202-0000	Equipment Use Charge	25,601	28,790	22,440	22,440	20,580	(1,860)	-8.29%
100-5541-8205-0000	Equipment Rental	9,012	9,152	7,550	8,300	8,075	(225)	-2.71%
	Total Purchased Services	67,723	67,192	52,290	55,140	49,055	(6,085)	-11.04%
100-5541-8300-0000	Physical/Psych Exams	540	645	925	650	650	-	0.00%
100-5541-8400-0000	Gas & Electric	30,324	36,283	32,500	43,932	36,000	(7,932)	-18.06%
100-5541-8401-0000	Water/Sewer/Storm Water	26,193	20,111	11,000	24,000	24,000	-	0.00%
	Total Utilities	56,517	56,394	43,500	67,932	60,000	(7,932)	-11.68%
	Total Expenditures	\$ 458,778	\$ 503,138	\$ 443,507	\$ 512,488	\$ 485,078	\$ (27,410)	-5.35%

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Supervisor	0.60	0.60	0.60	0.60	0.60
Park Maintenance	0.00	0.00	0.00	0.50	0.50
Weekend Staff	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Total FTE	0.60	0.60	0.60	1.10	1.10

2020 ACCOMPLISHMENTS:

- * Community Center held 163 paid rentals the past year as facility usage steadily increased during the
- * Additional 1,104 facility uses for Park and Recreation programming, community meetings and events, and school district needs.
- * Able to reopen facility in July to rental permits by implementing staff and rental group cleaning and sanitizing procedures.
- * Effectively enforced mandated health guidelines issued from the state.
- * Moved numerous recreation programs to the Community Center due to not having school district facility access during Covid-19.

2021 OBJECTIVES:

- * Continue to increase revenue through increased rental utilization.
- * Continue increased programming by offering new classes and special events.
- * Continue seeking partnerships to help in offering unique programming with a goal to draw larger participation.
- * Maximize and balance facility utilization through programming, rentals and community based organization usage.

BUDGET SUMMARY:

- * Rental Revenues: \$5,000 projected rental revenue decrease due to Covid-19

2021 Budget
Fund 100 - General Government
Department: Community Center - 5551

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5551-5110-0000	Salaries And Wages	23,952	54,933	33,000	51,970	52,194	224	0.43%
100-5551-5210-0000	Medicare/Fica	1,825	3,956	2,525	3,975	3,993	18	0.45%
100-5551-5220-0000	Health Insurance	-	15,643	6,871	7,928	9,099	1,171	14.77%
100-5551-5225-0000	Dental Insurance	-	834	571	571	571	-	0.00%
100-5551-5230-0000	Life Insurance	-	24	21	21	22	1	4.76%
100-5551-5250-0000	Retirement	9	1,808	1,439	1,439	1,485	46	3.20%
	Total Benefits	1,834	22,266	11,427	13,934	15,170	1,236	8.87%
	Total Personnel Services	25,786	77,281	44,427	65,904	67,364	1,460	2.22%
100-5551-6101-0000	Operational Supplies	2,190	1,518	2,200	2,700	2,700	-	0.00%
100-5551-6108-0000	Concession Supplies	44	125	25	350	350	-	0.00%
100-5551-6109-0000	Janitorial Supplies	4,771	5,050	5,000	5,310	5,310	-	0.00%
	Total Supplies	7,006	6,692	7,225	8,360	8,360	-	0.00%
100-5551-6211-0000	Repairs-Building/Equipment	6,919	2,661	13,000	5,000	5,000	-	0.00%
100-5551-6214-0000	Fire Alarm/Security Maint	375	1,168	1,616	1,050	1,050	-	0.00%
	Total Operating	7,294	3,900	14,616	6,050	6,050	-	0.00%
100-5551-8106-0000	Cleaning Contract	-	3,211	1,500	3,000	3,000	-	0.00%
100-5551-8400-0000	Gas & Electric	21,338	18,392	19,217	20,964	20,964	-	0.00%
100-5551-8401-0000	Water/Sewer/Storm Water	4,010	3,118	2,926	2,300	2,300	-	0.00%
100-5551-8405-0000	Television Expenses	1,323	880	1,452	1,452	1,452	-	0.00%
	Total Utilities	26,671	22,390	23,595	24,716	24,716	-	0.00%
	Total Expenditures	\$ 77,141	\$ 113,714	\$ 91,363	\$ 108,030	\$ 109,490	\$ 1,460	1.35%
RENTAL REVENUES								
100-5500-4537-4002	Activity Room	-	-	-	18,390	16,470	(1,920)	-10.44%
100-5500-4537-4002	Grand Park Room - All	62,041	71,361	46,198	26,050	23,650	(2,400)	-9.21%
100-5500-4537-4002	Grand Park Room - East	-	-	-	10,758	10,078	(680)	-6.32%
100-5500-4537-4002	Grand Park Room - West	-	-	-	570	570	-	0.00%
100-5500-4537-4002	Grand Park Room - Kitchen	-	-	-	1,680	1,680	-	0.00%
100-5500-4537-4002	Lifelong Learning Institute	-	-	-	770	490	(280)	-36.36%
	Total Revenues	\$ 62,041	\$ 71,361	\$ 46,198	\$ 58,218	\$ 52,938	\$ (5,280)	-9.07%
Revenues over (under) Expenditures		\$ (15,100)	\$ (42,353)	\$ (45,165)	\$ (49,812)	\$ (56,552)		

2021 Budget**Fund 100 - General Government****Department: Performing Arts Center - 5561****DEPARTMENT DESCRIPTION:**

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

STAFFING (FTE Positions):

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

BUDGET SUMMARY:

* Assume 2.0% increase to PAC staff salary effective 09/01/21.

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5561-7100-0000	Training/Conference	-	2,747	546	-	-	-	N/A
100-5561-8100-0000	Contracted Services	58,245	72,842	80,675	74,224	78,646	4,422	105.96%
Total Expenditures		\$ 58,245	\$ 75,589	\$ 81,221	\$ 74,224	\$ 78,646	\$ 4,422	105.96%

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Forester	1.00	1.00	1.00	1.00	1.00
Park Maintenance	0.00	0.00	0.00	0.25	0.25
Seasonal	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Total FTE	1.00	1.00	1.00	1.25	1.25

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

2020 ACCOMPLISHMENTS:

- * Planted 34 trees throughout the Village. Participation in the "Packer's First Down for Trees" tree planting program was delayed due to COVID19 but will provide 33 trees to plant throughout the
- * Continued implementation of the Village's EAB readiness plan to include preparation of an EAB Management Funding Request and subsequent bonding of funds in the amount of \$1.54 million.
- * Completed sectional street tree pruning in Management Area 7 (Park Place, Sherwood Forest and Smith Park neighborhoods) and Management Area 9 (Airport Shell and Smith Park neighborhoods).
- * Pruned all non-ash trees in the Dutchman Creek Conservancy Area from Shady Lane to Kimberly
- * Tree work completed this year (through September 17): pruned 590 trees (306 standard, 130 raising, 100 sidewalk clearance, 15 training, 11 storm damage, 28 misc. prune), removed 59 trees and ground
- * Cleared all Village Sidewalks of Vegetative obstructions to keep them safe for pedestrians.
- * Cleared the Business Park Trail (from Waube to West Main) of encroaching vegetation.
- * Finished painting the remaining brown park signs throughout the Village.
- * Sucessfully received a tree planting grant in partnership with NEW Water to plant 100 trees over the next two years at Ashwaubomay, Smith and Argonne Parks. Trees will be utilized to replace the canopy loss due to EAB.

2021 OBJECTIVES:

- * Begin implementation of a removal program for the 1056 inventoried street and park ash trees. Assess and develop strategies to manage ash trees located in natural areas including wooded areas of our parks and conservancy areas.
- * Sectional Street Tree Pruning in Management Area 10 (Pioneer Park neighborhood) as resources allow. This area was last pruned in 2009.
- * Removal and replacement of street and park trees as identified in annual fall survey.
- * Continue to strive for a 6-year pruning cycle for Village maintained trees that includes a young tree training program for trees less than 10" in diameter.
- * Complete young tree pruning on 550 trees less than 10" in Management Areas 1 and 3 that are less than 10" in diameter.

BUDGET SUMMARY:

- * The 2021 Forestry budget request will remain stable from previous years due to several recent large equipment purchases (aerial truck and stump grinder) and the Emerald Ash Borer Management project that was discussed and funded outside the conventional budget process.

2021 Budget
Fund 100 - General Government
Department: Forestry Administration - 5610

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5610-5100-0000	Salaries And Wages	125,526	133,185	127,343	127,343	129,989	2,646	2.08%
100-5610-5210-0000	Medicare/Fica	9,138	9,728	9,742	9,742	9,944	202	2.07%
100-5610-5220-0000	Health Insurance	11,318	9,331	11,843	14,535	17,394	2,859	19.67%
100-5610-5225-0000	Dental Insurance	1,142	1,142	1,427	1,427	1,427	-	0.00%
100-5610-5230-0000	Life Insurance	95	120	171	171	174	3	1.75%
100-5610-5250-0000	Retirement	4,055	4,326	5,318	5,318	5,432	114	2.14%
	Total Benefits	25,749	24,646	28,501	31,193	34,371	3,178	10.19%
	Total Personnel Services	151,275	157,958	155,844	158,536	164,360	5,824	3.67%
100-5610-6101-0000	Operational Supplies	6,685	4,560	5,000	4,700	4,700	-	0.00%
100-5610-6200-0000	Gas & Oil	6,199	6,176	5,200	5,856	6,200	344	5.87%
100-5610-6201-0000	Landscaping Supplies	8,046	7,596	9,200	9,200	9,200	-	0.00%
100-5610-6213-0000	Software Maintenance	1,350	1,100	1,350	1,350	1,350	-	0.00%
100-5610-6402-0000	Shoe Allowance	175	172	175	175	175	-	0.00%
	Total Operating	15,770	15,044	15,925	16,581	16,925	344	2.07%
100-5610-7100-0000	Training/Conference	317	778	13	1,100	1,100	-	0.00%
100-5610-7120-0000	Dues & Subscriptions	553	350	330	330	330	-	0.00%
	Total Travel/Training	870	1,128	343	1,430	1,430	-	0.00%
100-5610-8100-0000	Contracted Services	44,804	24,251	50,000	72,750	72,750	-	0.00%
100-5610-8114-0000	Tree Planting - Village	8,795	4,688	9,500	11,000	11,000	-	0.00%
100-5610-8117-0000	Tree Planting - Residents	8,263	3,563	3,000	3,000	3,000	-	0.00%
100-5610-8201-0000	Vehicle Repairs	435	12,149	2,500	2,500	2,500	-	0.00%
100-5610-8202-0000	Equipment Use Charge	11,707	17,063	24,000	24,000	22,488	(1,512)	-6.30%
	Total Purchased Services	74,003	61,715	89,000	113,250	111,738	(1,512)	-1.34%
100-5610-8300-0000	Physical/Psych Exams	225	320	330	330	330	-	0.00%
	Total Expenditures	\$ 248,718	\$ 240,835	\$ 266,442	\$ 294,827	\$ 299,483	\$ 4,656	1.58%
REVENUES								
100-5600-4556-0000	Resident Tree Planting	1,696	3,300	1,300	3,000	3,000	-	0.00%
	Total Revenues	\$ 1,696	\$ 3,300	\$ 1,300	\$ 3,000	\$ 3,000	\$ -	0.00%

DEPARTMENT DESCRIPTION:

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

SERVICES:

- * Retrieving and/or trapping animals at large.
- * Transporting injured animals.
- * Rescue animals that are in danger, sick, injured.
- * Investigate animal bites.
- * Investigate animal cruelty/neglect cases and nuisance complaints.

STAFFING (FTE Positions):

No staffing needs are required for the Animal Control budget. Existing Community Service Officers (CSO) handle responsibilities. This department was supplied with (2) CSO's, (1) full-time and (1) part-time. In 2020, the full-time CSO was transitioned to evidence duties only, leaving the animal control department with (1) part-time CSO.

2020 ACCOMPLISHMENTS:

- * Handled 333 animal complaints, January - August.
- * Transported 32 animals to the Wisconsin Humane Society.
- * Responded to numerous incidents of animals in vehicles during the summer, including gaining access and removing two dogs which resulted in citations in both instances.

2021 OBJECTIVES:

- * Educate and enforce all State and local animal laws and ordinances.
- * Continue education on the risk of leaving animals in vehicles.
- * As available, provide training to new part-time CSO in handling animal investigations.

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5810-6101-0000	Operational Supplies	470	72	100	500	250	(250)	-50.00%
100-5810-7100-0000	Training/Conference	-	55	-	-	-	-	N/A
100-5810-8103-0000	Rodent Control	2,213	476	1,395	1,395	1,395	-	0.00%
100-5810-8105-0000	Humane Society	3,540	5,876	3,500	6,000	5,000	(1,000)	-16.67%
	Total Purchased Services	5,753	6,351	4,895	7,395	6,395	(1,000)	-13.52%
	Total Expenditures	\$ 6,223	\$ 6,479	\$ 4,995	\$ 7,895	\$ 6,645	\$ (1,250)	-15.83%

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Director of Community Development	1.00	1.00	1.00	1.00	1.00

2020 ACCOMPLISHMENTS:

- * Secured a \$476,000 WEDC Idle Sites Grant for Aldon Station.
- * Successfully recruited a firm to start development of the Village-owned Mike McCarthy Way property in TID #5.
- * Completed a Request for Proposals to solicit development for Village-owned property on Mike McCarthy Way.
- * Completed a draft revision to the Village's sign ordinance.
- * Completed the two housing reports required by the State of Wisconsin.
- * Revamped the process for administration of short-term rental licensing and enforcement.
- * Completed a draft revision to the Village's dimensional standards and greenspace requirements.

2021 OBJECTIVES:

- * Continue to find efficiencies in the processes for permitting and inspections.
- * Promote redevelopment opportunities within TID #5.
- * Support efforts at redevelopment and reinvigorating around Bay Park Square Mall.
- * Continue modifications to the zoning code to make it more user friendly and understandable to the

BUDGET SUMMARY:

- * Account 6100 - Supplies: Reduced to match actual trend.
- * Account 7100 - Training/Conference: Reduced to reflect realities of fewer training opportunities with COVID-19
- * Account 7130 - Mileage Reimbursement: Zeroed out to match actual trend

2021 Budget**Fund 100 - General Government****Department: Economic Development - 5651**

Account	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
100-5651-5100-0000	Salaries And Wages	74,841	89,126	88,804	94,326	96,212	1,886	2.00%
100-5651-5210-0000	Medicare/Fica	5,729	6,790	6,794	7,216	7,360	144	2.00%
100-5651-5225-0000	Dental Insurance	1,142	1,142	1,142	1,142	1,142	-	0.00%
100-5651-5230-0000	Life Insurance	94	123	209	222	356	134	60.36%
100-5651-5250-0000	Retirement	4,966	5,778	5,817	6,367	6,494	127	1.99%
	Total Benefits	11,931	13,833	13,962	14,947	15,352	405	2.71%
	Total Personnel Services	86,772	102,959	102,766	109,273	111,564	2,291	2.10%
100-5651-6100-0000	Office Supplies	101	46	100	400	200	(200)	-50.00%
100-5651-6213-0000	Software Maintenance	800	800	800	800	800	-	0.00%
100-5651-7100-0000	Training/Conference	789	850	250	2,250	640	(1,610)	-71.56%
100-5651-7120-0000	Dues & Subscriptions	195	963	495	495	465	(30)	-6.06%
100-5651-7130-0000	Mileage Reimbursement	-	-	-	100	-	(100)	-100.00%
	Total Travel/Training	984	1,813	745	2,845	1,105	(1,740)	-61.16%
100-5651-8116-0000	Economic Development	6,785	5,354	5,950	6,450	6,450	-	0.00%
	Total Expenditures	\$ 95,442	\$ 110,971	\$ 110,361	\$ 119,768	\$ 120,119	\$ 351	0.29%

Village of ASHWAUBENON
2021 Operating Budget

**SPECIAL REVENUE
FUNDS**

2021 Budget
Special Revenue Funds
Summary Report

Account	Park Development	Donation	K-9 Program	DARE/ Liaison	Citizens Academy	Cadets Program	Stadium Excess Sales Tax	Employee Retirement	TOTAL
REVENUES									
General Property Taxes	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ -	\$ -	\$ 25,000	\$ 37,500
Public Charges for Services	72,000	-	-	-	-	-	-	-	72,000
Interest	480	-	84	10	-	20	-	-	594
Donations	-	15,000	1,500	2,000	500	-	-	-	19,000
Miscellaneous	-	-	-	-	-	2,500	-	-	2,500
Total Revenues	72,480	15,000	1,584	14,510	500	2,520	-	25,000	131,594
EXPENDITURES									
Current									
Public Safety	-	-	4,110	16,505	2,946	5,100	-	325,000	353,661
Capital Outlay	287,500	20,871	-	-	-	-	45,297	-	353,668
Total Expenditures	287,500	20,871	4,110	16,505	2,946	5,100	45,297	325,000	707,329
Excess of Revenues (under)									
Expenditures	(215,020)	(5,871)	(2,526)	(1,995)	(2,446)	(2,580)	(45,297)	(300,000)	(575,735)
OTHER FINANCING SOURCES									
Transfers In	-	-	-	-	2,446	2,100	-	-	4,546
Net Change in Fund Balance	(215,020)	(5,871)	(2,526)	(1,995)	-	(480)	(45,297)	(300,000)	(571,189)
Fund Balance - January 1	226,941	5,871	40,279	2,294	3,822	8,844	45,297	330,907	664,255
Fund Balance - December 31	\$ 11,921	\$ -	\$ 37,753	\$ 299	\$ 3,822	\$ 8,364	\$ -	\$ 30,907	\$ 93,066

DEPARTMENT DESCRIPTION:

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

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

- * No project work in 2020.

2021 OBJECTIVES:

- * Planning and coordination of eligible projects as approved by Village Board.
- * Continued planning of Village of Ashwaubenon major trail systems, including Klipstine Fitness trail.
- * Begin planning blueprints for potential Fort Howard Park restroom & potential planning for a splashpad (phased in at a later point).
- * Begin work on Sherwood Forest Park pathway improvements; including a footbridge over the creek leading to the pond. Total estimated cost of \$150,000 is split between the Park Development and Park and Recreation Capital Projects (from \$75,000 of cell tower revenue) funds.
- * Potential trail additions to Ashwaubomay River Trail and Main Street Trail.
- * Potential electronic fitness station addition to Klipstine Fitness Trail.
- * Potential small additions to trails at the Ashwaubenon Sports Complex and Pioneer Park.

CAPITAL REQUESTS:

Project Name: Main Street Trail

Cost: \$100,000
Type: Infrastructure - New
Useful Life: 25 Years

Description: West Main Avenue Trail from Sand Acres eastward to traffic circle

Justification: Make full connection for new neighborhoods south of "West Main Avenue" and west of Packerland. Project costs are paid with TIF and Park Development funds.

Project Name: Ashwaubomay Park Trail & Bridge

Cost: \$100,000
Type: Infrastructure - New
Useful Life: 25 Years

Description: Bridge across Ashwaubomay and exterior walking trail in park

Justification: Continuation of Ashwaubomay River Trail project. Project costs are paid with TIF and Park Development funds.

2021 Budget**Special Revenue Funds
Park Development - Fund 200****Project Name:** Sherwood Forest Pond Bridge and Pathway**Cost:** \$75,000**Type:** Sherwood Forest**Useful Life:** 200 - Park Development**Description:** Sherwood Forest pond bridge and pathway (west of Shady)**Justification:** Expand heavily used walking system in Sherwood. Enhance area around pond due to increased usage. Total cost of \$150,000 is split 50/50 with Park and Recreation Capital Projects fund from cell tower revenue.**Project Name:** Ashwaubomay Park Shelter Improvements**Cost:** \$7,500**Type:** Ashwaubomay**Useful Life:** 200 - Park Development**Description:** Ashwaubomay Park shelter 1 & 2 concrete pad additions and tables.**Justification:** Improved amenities and seating area to accommodate groups.**Project Name:** Ashwaubenon Sports Complex trail addition**Cost:** \$5,000**Type:** Ash. Sports Complex**Useful Life:** 200 - Park Development**Description:** Crusher dust trail addition from the backside of the softball complex to the soccer shelter/restroom**Justification:** Completes loop that people already traversing. Increased growth in area..more people using facility. Cost is for crusher dust and ground fabric.

2021 Budget
**Special Revenue Funds
Park Development - Fund 200**

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
REVENUES							
200-5500-4570-0000 Park Impact Fees	\$ 100,273	\$ 79,547	\$ 33,958	\$ 72,000	\$ 72,000	\$ -	0.00%
200-5500-4600-0000 Interest	414	462	480	480	480	-	0.00%
Total Revenues	100,687	80,009	34,438	72,480	72,480	-	0.00%
EXPENDITURES							
200-5500-9154-0000 Capital Outlay	92,015	18,768	-	-	287,500	287,500	N/A
Excess of Revenues over (under) Expenditures	8,672	61,241	34,438	72,480	(215,020)	(287,500)	-396.66%
OTHER FINANCING SOURCES (USES)							
200-5500-4810-0000 Transfers In	-	270	-	-	-	-	N/A
200-5500-9200-0000 Transfer Out	-	(32,344)	-	-	-	-	N/A
Net Change in Fund Balance	8,672	29,167	34,438	72,480	(215,020)		
Fund Balance - January 1	154,664	163,336	192,503	184,972	226,941		
Fund Balance - December 31	\$ 163,336	\$ 192,503	\$ 226,941	\$ 257,452	\$ 11,921		

2021 Budget**Special Revenue Funds****Donation - Fund 240****DEPARTMENT DESCRIPTION:**

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

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

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

2021 OBJECTIVES:

- * Apply donated funds to respective requests.

Account		2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
REVENUES								
240-5100-4600-0000	Interest	\$ 211	\$ -	\$ -	\$ -	\$ -	\$ -	N/A
240-5100-4702-0000	Donations	171,273	29,198	7,295	25,000	15,000	(10,000)	-40.00%
Total Revenues		171,484	29,198	7,295	25,000	15,000	(10,000)	-40.00%
EXPENDITURES								
240-5100-9121-0000	Capital Outlay	107,935	36,976	20,000	37,624	20,871	(16,753)	-44.53%
Excess of Revenues over (under) Expenditures		63,549	(7,778)	(12,705)	(12,624)	(5,871)	6,753	-53.49%
OTHER FINANCING SOURCES (USES)								
240-5100-9200-0000	Transfers Out	(47,543)	(2,270)	-	-	-	-	N/A
Net Change in Fund Balance		16,006	(10,048)	(12,705)	(12,624)	(5,871)		
Fund Balance - January 1		12,618	28,624	18,576	12,624	5,871		
Fund Balance - December 31		\$ 28,624	\$ 18,576	\$ 5,871	\$ -	\$ -		

DEPARTMENT DESCRIPTION:

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

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

SERVICES:

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

STAFFING (FTE Positions):

- * Ashwaubenon Public Safety allocates one officer/handler to the program.

2020 ACCOMPLISHMENTS:

- * 112 K-9 Deployments
- * 40 Drug Seizures
- * 3 Cash seizures totaling \$8,153
- * 39 Apprehensions/assisted arrests with suspects who were threatening harm to others.

2021 OBJECTIVES:

- * Continue strong working relationship with K-9 Units across Brown County.
- * Continue to work with area businesses and US Postal Service on narcotics detection.
- * Continue to keep Ole in best health possible.
- * Enhance interactive K-9 activities with patrol as staffing allows.

2021 Budget
**Special Revenue Funds
K-9 Program - Fund 242**

Account	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
242-5200-4600-0000 Interest	59	105	125	-	84	84	N/A
242-5200-4702-0000 Donations	5,120	1,405	1,491	1,500	1,500	-	0.00%
242-5200-4911-0000 Merchandise Sales	1,749	251	60	-	-	-	N/A
242-5200-4911-0000 Raffle Ticket Sales	32,164	-	-	-	-	-	-
242-5200-4752-0000 Refunds	3,394	2,061	-	-	-	-	N/A
Total Revenues	42,486	3,822	1,676	1,500	1,584	84	5.60%
EXPENDITURES							
242-5200-6100-0000 Supplies / Equipment / Services	567	537	382	2,000	2,000	-	0.00%
242-5200-7100-0000 Travel - Training	6,081	975	1,671	1,000	1,000	-	0.00%
242-5200-8302-0000 Insurance	1,110	1,110	1,110	1,110	1,110	-	0.00%
242-5200-6100-0000 Merchandise Sales (shirts & coins)	-	1,280	-	-	-	-	N/A
242-5200-6100-0000 Raffle Costs	10,163	1,863	-	-	-	-	N/A
Total Expenditures	17,921	5,765	3,163	4,110	4,110	-	0.00%
Excess of Revenues over (under) Expenditures	24,565	(1,943)	(1,487)	(2,610)	(2,526)	84	-3.22%
OTHER FINANCING SOURCES (USES)							
242-5200-4810-0000 Transfers In	894	-	-	-	-	-	N/A
Net Change in Fund Balance	25,459	(1,943)	(1,487)	(2,610)	(2,526)		
Fund Balance - January 1	18,250	43,709	41,766	40,674	40,279		
Fund Balance - December 31	\$ 43,709	\$ 41,766	\$ 40,279	\$ 38,064	\$ 37,753		

DEPARTMENT 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 kindergarten through fifth grades as the Liaison officer and a certified D.A.R.E. instructor. Officer Dunlap also shares duties for Parkview Middle School with Officer Everetts who works with the sixth through twelfth grades in the same capacity.

SERVICES:

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

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

- * Worked with school administration to improve school safety.

2021 OBJECTIVES:

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

2021 Budget
**Special Revenue Funds
DARE/Liaison Program - Fund 243**

Account	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
243-5200-4000-0000 General Property Taxes	9,204	11,738	12,500	12,500	12,500	-	0.00%
243-5200-4600-0000 Interest	55	35	13	-	10	10	N/A
Donations	-	-	-	2,000	2,000	-	0.00%
Total Revenues	9,259	11,773	12,513	14,500	14,510	10	0.07%
EXPENDITURES							
243-5200-5111-0000 Overtime	14,280	11,738	12,500	12,500	12,500	-	0.00%
243-5200-6100-0000 Supplies	3,668	4,491	4,005	4,005	4,005	-	0.00%
243-5200-7100-0000 Travel/Training	-	297	-	-	-	-	N/A
Total Expenditures	17,948	16,526	16,505	16,505	16,505	-	0.00%
Excess of Revenues over (under) Expenditures	(8,689)	(4,753)	(3,992)	(2,005)	(1,995)	10	-0.50%
OTHER FINANCING SOURCES (USES)							
243-5200-9200-0000 Transfer Out	(9,204)	-	-	-	-	-	N/A
Net Change in Fund Balance	(17,893)	(4,753)	(3,992)	(2,005)	(1,995)		
Fund Balance - January 1	28,932	11,039	6,286	6,754	2,294		
Fund Balance - December 31	\$ 11,039	\$ 6,286	\$ 2,294	\$ 4,749	\$ 299		

DEPARTMENT DESCRIPTION:

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

SERVICES:

- * 8 Weekly classes run on Wednesday evenings 6p-9:30p (Starting January - Ending March) Opportunity is given for all graduates to join VIPS.
- *

Educates class members on firearms, defense and arrest tactics, Tours of Jail and Communications Center as well as many others.

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

- * No classes in 2020 due to COVID-19.

2021 OBJECTIVES:

- * Safe and successful class that continues to engage our community.
- * Fill 2022 class opening by June 2021.
- * Seek Sponsorship or grant in 2021.

Account		2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
REVENUES								
244-5200-4600-0000	Interest	\$ 8	\$ 10	\$ 7	\$ -	\$ -	\$ -	N/A
244-5200-4702-0000	Donations	200	-	-	500	500	-	0.00%
244-5200-4790-0000	Miscellaneous	596	-	-	-	-	-	N/A
Total Revenues		804	10	7	500	500	-	0.00%
EXPENDITURES								
244-5200-5111-0000	Overtime	3,572	2,246	1,897	2,246	2,246	-	0.00%
244-5200-6100-0000	Supplies	1,706	413	127	700	700	-	0.00%
Total Expenditures		5,278	2,659	2,024	2,946	2,946	-	0.00%
Excess of Revenues over (under) Expenditures		(4,474)	(2,649)	(2,017)	(2,446)	(2,446)	-	0.00%
OTHER FINANCING SOURCES (USES)								
244-5200-4810-0000	Transfers In	3,678	2,246	1,897	2,446	2,446	-	0.00%
Net Change in Fund Balance		(796)	(403)	(120)	-	-		
Fund Balance - January 1		5,141	4,345	3,942	4,352	3,822		
Fund Balance - December 31		\$ 4,345	\$ 3,942	\$ 3,822	\$ 4,352	\$ 3,822		

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

- * Completed re-branding from Police Explorers to Public Safety Cadets.
- * One PSO advisor serves on National Advisory Committee for Public Safety Cadets.
- * Fielded a team of cadets to compete at the WLEEAA State Conference after an absence in 2019.

2021 OBJECTIVES:

- * Continue to grow membership with a goal of 12-18 members.
- * Attend WLEEAA State Conference.
- * Identify fundraising opportunities in addition to Packer parking revenue.

BUDGET SUMMARY:

- * Parking revenue from Packers game-day parking has been highly variable. Estimate based upon 2019 actual revenue.
- * Travel/Training includes estimate for fielding a team to the WLEEAA State Conference in Wisconsin Dells in early 2021.

2021 Budget

Special Revenue Funds Cadets Program - Fund 245

Account	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
245-5200-4600-0000 Interest	\$ 24	\$ 24	\$ 25	\$ 12	\$ 20	\$ 8	66.67%
245-5200-4702-0000 Donations	-	2,600	-	-	-	-	N/A
245-5200-4708-0000 Parking Revenue	3,750	2,608	176	7,000	2,500	(4,500)	-64.29%
Total Revenues	3,774	5,232	201	7,012	2,520	(4,492)	-64.06%
EXPENDITURES							
245-5200-5111-0000 Overtime	2,976	2,064	500	2,064	2,100	36	1.74%
245-5200-6000-0000 Supplies	2,116	2,066	500	1,200	500	(700)	-58.33%
245-5200-7100-0000 Travel/Training	555	1,561	2,129	3,500	2,500	(1,000)	-28.57%
Total Expenditures	5,647	5,691	3,129	6,764	5,100	(1,664)	-24.60%
Excess of Revenues (under) Expenditures	(1,873)	(459)	(2,928)	248	(2,580)	(2,828)	-1140.32%
OTHER FINANCING SOURCES							
245-5200-4810-0000 Transfers In	-	2,064	500	-	2,100	2,100	N/A
Net Change in Fund Balance	(1,873)	1,605	(2,428)	248	(480)		
Fund Balance - January 1	11,540	9,667	11,272	12,932	8,844		
Fund Balance - December 31	\$ 9,667	\$ 11,272	\$ 8,844	\$ 13,180	\$ 8,364		

2021 Budget**Special Revenue Fund
Fund 246 - Excess Sales Tax****DEPARTMENT DESCRIPTION:**

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

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

2021 OBJECTIVES:

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

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
REVENUES							
Green Bay/Brown County							
246-5100-4708-0000 Football Stadium District Taxes	14,976	5,490	-	-	-	-	N/A
EXPENDITURES							
246-5100-9154-0000 Capital Outlay	-	-	-	45,297	45,297	-	0.00%
Net Change in Fund Balance	14,976	5,490	-	(45,297)	(45,297)		
Fund Balance - January 1	24,831	39,807	45,297	24,831	45,297		
Fund Balance - December 31	\$ 39,807	\$ 45,297	\$ 45,297	\$ (20,466)	\$ -		

2021 Budget**Special Revenue Fund
Fund 250 - Employee Retirement****DEPARTMENT 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.

2020 RETIREMENTS:

* Employee Retirements include: Tom Rolling, Jody Crocker, Diana Verhagen and Jimmy Kenner

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
REVENUES							
250-5100-4000-0000 General Property Taxes	25,000	25,000	25,000	25,000	25,000	-	0.00%
EXPENDITURES							
250-5100-5100-0000 Retirement Payout	-	141,727	155,482	189,000	325,000	136,000	71.96%
Excess of Revenues over (under) Expenditures	25,000	(116,727)	(130,482)	(164,000)	(300,000)	(136,000)	82.93%
OTHER FINANCING SOURCES							
250-5100-4810-0000 Transfer In	334,685	115,652	-	-	-	-	N/A
Net Change in Fund Balance	359,685	(1,075)	(130,482)	(164,000)	(300,000)		
Fund Balance - January 1	102,779	462,464	461,389	345,737	330,907		
Fund Balance - December 31	\$ 462,464	\$ 461,389	\$ 330,907	\$ 181,737	\$ 30,907		

Village of ASHWAUBENON
2021 Operating Budget

**DEBT SERVICE
FUND**

2021 Budget

Debt Service Funds

Fund 300

DEPARTMENT 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		2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES								
300-5100-4000-0000	General Property Taxes	\$ 2,638,464	\$ 2,214,449	\$ 2,041,581	\$ 2,046,281	\$ 2,149,261	\$ 102,980	5.03%
EXPENDITURES								
	Debt Service							
300-5100-9300-0000	Principal Payments	4,953,972	4,813,972	7,443,972	7,434,372	4,343,369	(3,091,003)	-41.58%
300-5100-9310-0000	Interest and fiscal charges	1,146,956	1,633,118	1,734,978	1,761,783	1,901,049	139,266	7.90%
Total Expenditures		6,100,928	6,447,090	9,178,950	9,196,155	6,244,418	(2,951,737)	-32.10%
Excess of Revenues (under) Expenditures		(3,462,464)	(4,232,641)	(7,137,369)	(7,149,874)	(4,095,157)	3,054,717	-42.72%
OTHER FINANCING SOURCES (USES)								
300-5100-4831-0000	Premium on Debt Issued	-	82,934	-	-	-	-	N/A
300-5100-4810-0000	Transfers In	3,462,464	4,668,084	6,757,470	6,774,675	3,795,157	(2,979,518)	-43.98%
Total Other Financing Sources (Uses)		3,462,464	4,751,018	6,757,470	6,774,675	3,795,157	(2,979,518)	-43.98%
Net Change in Fund Balance		-	518,377	(379,899)	(375,199)	(300,000)		
Fund Balance - January 1		161,522	161,522	679,899	675,199	300,000		
Fund Balance - December 31		\$ 161,522	\$ 679,899	\$ 300,000	\$ 300,000	\$ -		

	2021		
Debt Service Obligation			
Issue	Principal	Interest	Total
General Government			
2011-12-13 G.O. Promissory Notes - \$3.0M (Oneida Street Reconstruction)	425,000.00	6,375.00	431,375.00
2011-12-13 G.O. Promissory Notes - \$485K (WRS Unfunded Pension Liability Payoff)	55,000.00	962.50	55,962.50
2016-06-01 GO Prom Notes - \$9.035M (Klipstine Remediation - \$1.7M)	170,000.00	19,500.00	189,500.00
2019-09-27 Go Prom Note - \$6.24M (Cormier Rd, McCarthy Way Overhead Power - \$1.525M)	135,000.00	38,625.00	173,625.00
2020-06-17 GO Notes 2020A - \$4.81M (EAB Tree Removal \$1,455,000)	-	56,111.67	56,111.67
Fiscal Charges	-	1,583.36	1,583.36
	785,000.00	123,157.53	908,157.53
Referendum			
2014-12-17 GO Prom Notes - \$7.27M (Referendum Bonding #1)	735,000.00	69,150.00	804,150.00
2016-04-12 GO Refunding Bonds - \$8.525M (Refunding 12/15/15 Referendum Bonding #2)	-	255,750.00	255,750.00
2016-06-01 GO Prom Notes - \$9.035M (Referendum Bonding #3 - \$4.88M)	425,000.00	62,950.00	487,950.00
	1,160,000.00	387,850.00	1,547,850.00
Tax Incremental District #3			
2010-09-14 G.O. Prom Note Series 2010A (BABs) - \$2.065M (Capital Projects)	-	-	-
2011-12-13 G.O. Promissory Notes - \$2.395M (Oneida Street Reconstruction)	270,000.00	4,050.00	274,050.00
2013-06-18 G.O. Prom Notes - \$1.055M (Oneida St, Bart Starrt Rd, Brookwood/Lombardi/Argonne)	120,000.00	6,200.00	126,200.00
2014-03-18 GO Prom Notes - \$100K (Pilgrim Way Reconstruction)	10,000.00	1,050.00	11,050.00
2014-03-18 GO Prom Notes - \$410K (Gordmans Cash Incentive)	45,000.00	3,721.75	48,721.75
2015-12-15 GO Prom Notes - \$3.05M (Lochman Property Purchase and \$100k demolition)	305,000.00	41,142.50	346,142.50
2016-06-01 GO Prom Notes - \$9.035M (Titledown-\$1.5M, Pilgrim/Cormier-\$250K)	175,000.00	19,950.00	194,950.00
2016-06-01 GO Prom Notes - \$9.035M (Refunding 12/15/15 Pilgrim Way Reconstruction - \$705k))	70,000.00	8,100.00	78,100.00
2016-06-01 Tax GO Prom Notes - \$2.225M (Mariott Cash Incentive \$750k)	75,000.00	9,950.00	84,950.00
2016-06-01 Tax GO Prom Notes - \$2.225M (Neibler&Nault Land Acquisition/Prop Demo - \$1.46M)	145,000.00	18,922.50	163,922.50
2017-06-01 Tax GO Prom Notes - \$2.630M (Trails/Road Reconstruction - \$1.225M)	115,000.00	22,900.00	137,900.00
2018-11-15 Taxable GO Refunding Bonds Series 2018B- \$12.08M (Manseau Flat Incentive - \$520K)	50,000.00	14,315.00	64,315.00
2018-11-15 Taxable GO Refunding Bonds Series 2018A- \$1.1M (Ridge Sidewalks - \$85K)	-	2,850.00	2,850.00
2018-11-15 Taxable NAN Series 2018D - \$1.780M (Schneider National Site)	-	62,300.00	62,300.00
2019-09-27 Go Prom Note - \$6.24M (Aldon Station, Cormier Rd, Waube Ln Sidewalk - \$4.19M)	-	125,700.00	125,700.00
2019-09-27 Taxable Go Prom Note - \$2.225M (Adlon Station Taxable - \$1.08M)	-	22,657.50	22,657.50
2020-06-17 GO Notes 2020A - \$4.81M (Aldon St\$352k,VanderParen\$1.55m,HSIP\$20k, Ash Brid\$500k)	-	91,772.78	91,772.78
2020-06-17 Tax GO Notes 2020B - \$2.095M (Aldon Station road \$360k)	-	9,031.72	9,031.72
FISCAL CHARGES	-	4,166.68	4,166.68
	1,380,000.00	468,780.43	1,848,780.43

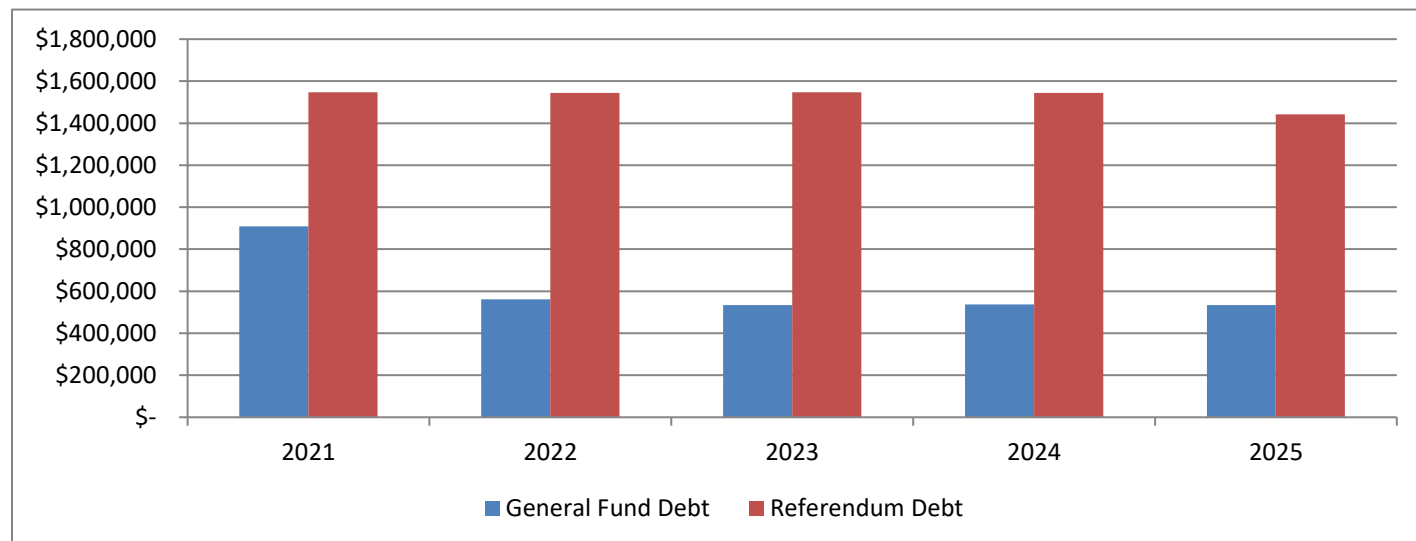
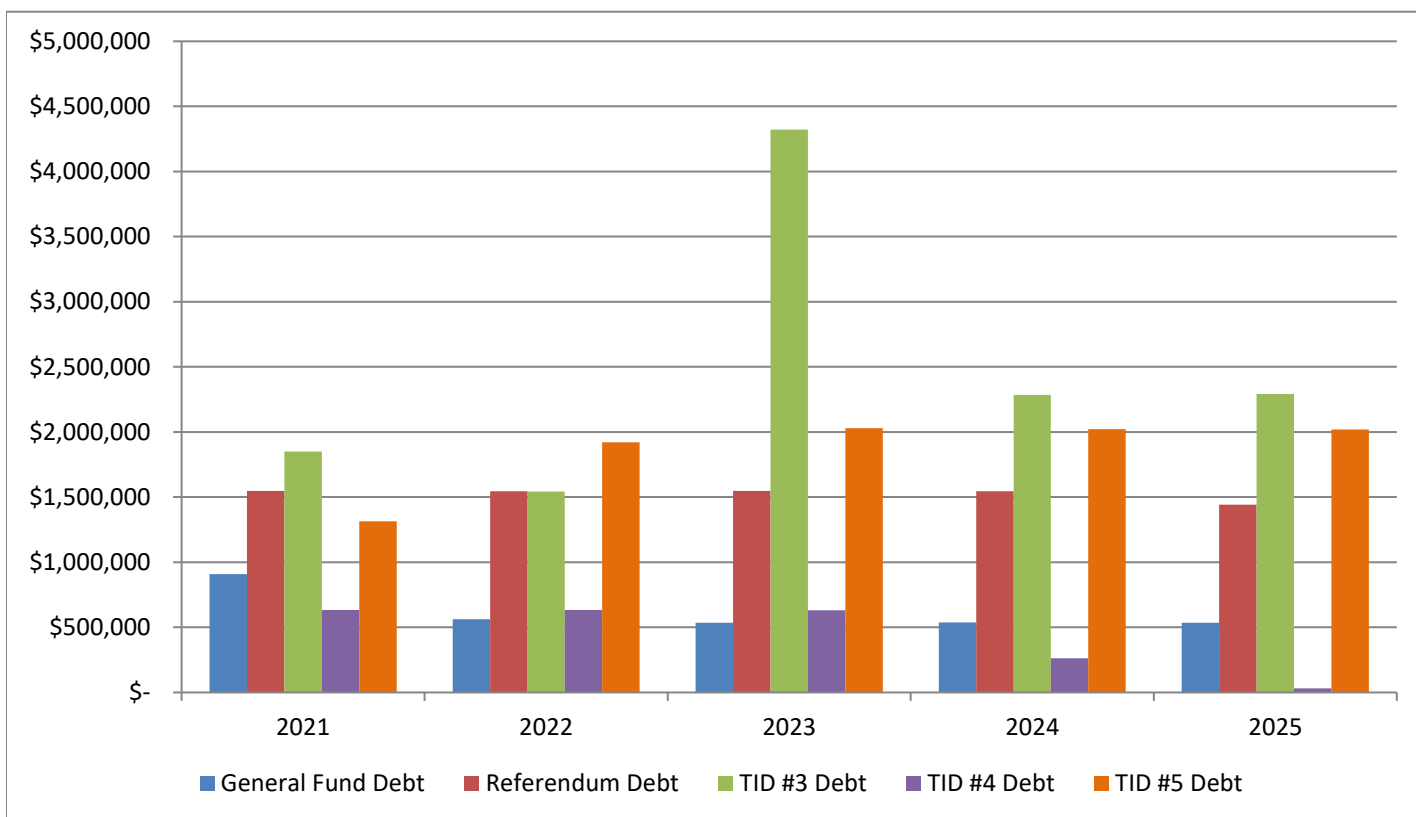
		2021		
Debt Service Obligation				
Issue	Principal	Interest	Total	
Tax Incremental District #4				
2013-06-18 G.O. Prom Notes - \$600K (Green Bay Packaging Road Construction)	70,000.00	3,500.00	73,500.00	
2014-03-18 GO Prom Notes - \$2.5M (Sand Acres Drive Reconstruction)	280,000.00	21,750.00	301,750.00	
2014-12-17 GO Prom Notes - \$1.835M (GB Packaging Incentive & Truck Equipment)	205,000.00	21,208.75	226,208.75	
2017-06-01 Tax GO Prom Notes - \$2.630M (Main Ave Trail - \$275K)	25,000.00	5,100.00	30,100.00	
FISCAL CHARGES		1,633.32	1,633.32	
	580,000.00	53,192.07	633,192.07	
Tax Incremental District #5				
2014-03-18 GO Prom Notes - \$2.24M (Truck Equipment Purchase)	255,000.00	20,270.25	275,270.25	
2017-06-01 Tax GO Prom Notes - \$2.630M (William Chrls Ct Redevel/Road, Prop Demo-\$1.130M)	105,000.00	21,100.00	126,100.00	
2018-11-15 GO Refund Bonds - \$16.050M (Mike McCarthyWay - \$1.055M)	-	32,900.00	32,900.00	
2018-11-15 Taxable GO Refund Bonds Series 2018B- \$12.08M (Stadium, Land Acq, Demo - \$11.560M)	85,000.00	466,940.00	551,940.00	
2018-11-15 Taxable GO Refund Bonds Series 2018A- \$1.1M (William Chls Crt - \$1.015M)	-	40,150.00	40,150.00	
2018-11-15 Taxable GO Prom Notes Series 2018C - \$2.84M (Additioanl Baseball Stadium - \$2.84M)	-	100,582.50	100,582.50	
2019-09-27 Taxable NAN - \$2.77M (Element Way, Slinde Cash Incentive)	-	-	-	
2019-09-27 GO Prom Note - \$6.24M (McCarty Way Overhead Power - \$525K)	-	15,750.00	15,750.00	
2019-09-27 Taxable GO Prom Note - \$2.225M (Baseball Stadium - \$1.145M)	-	23,757.50	23,757.50	
2020-06-17 GO Notes 2020A - \$4.81M (Element Way construction - \$930k)	-	27,073.33	27,073.33	
2020-06-17 Tax GO Notes 2020B - \$2.095M (Slinde TIF Incentive #2 - \$1.735M)	-	41,577.94	41,577.94	
2020-06-17 Tax GO Ref Bond 2020C - \$1.895M (Slinde TIF Incentive #1)	-	75,866.47	75,866.47	
FISCAL CHARGES	-	2,216.64	2,216.64	
	445,000.00	868,184.63	1,313,184.63	
Total Debt Service Obligation		\$ 4,350,000.00	\$ 1,901,164.66	\$ 6,251,164.66
Debt Service Funding Sources				
Operating Transfers:				
Tax Incremental District #3	1,380,000.00	468,780.43	1,848,780.43	
Tax Incremental District #4	580,000.00	53,192.07	633,192.07	
Tax Incremental District #5	445,000.00	868,184.63	1,313,184.63	
Revenues:				
Taxes			601,410.65	
Referendum Taxes	1,160,000.00	387,850.00	1,547,850.00	
Water & Sewer Share of 12/13/11 \$485k Prom Note	6,630.84	116.04	6,746.88	
Subsidized Interest from Federal Government on BABs) - TID #3				
Subsidized Interest from Federal Government on BABs) - TID #3 (moved to TID #3 in 2011)				
Excess Fund Balance			300,000.00	
Total Funding Sources			\$ 6,251,164.66	

2021 Budget

Fund 300 - Debt Service

Debt Service Graph by Fund - Next 5 Years

	2021	2022	2023	2024	2025
General Fund Debt	\$ 908,157.53	\$ 561,675.00	\$ 534,375.00	\$ 537,125.00	\$ 534,525.00
Referendum Debt	1,547,850.00	1,544,450.00	1,546,700.00	1,544,400.00	1,441,400.00
TID #3 Debt	1,848,780.43	1,543,614.18	4,322,239.18	2,284,771.25	2,293,253.75
TID #4 Debt	633,192.07	632,448.32	630,730.82	261,581.25	32,250.00
TID #5 Debt	1,313,184.63	1,920,794.64	2,030,018.64	2,020,950.75	2,020,015.75
Total Debt	\$ 6,251,164.66	\$ 6,202,982.14	\$ 9,064,063.64	\$ 6,648,828.25	\$ 6,321,444.50



Village of ASHWAUBENON
2021 Operating Budget

CAPITAL PROJECTS
FUNDS

2021 Budget
Capital Projects Funds
Summary Report

Account	Street Construction	Village Buildings	Parks and Recreation	Public Safety	Land Sales & Acquisitions	TID #3	TID #4	TID #5	TOTAL
REVENUES									
General Property Taxes	\$ 650,000	\$ 25,000	\$ 25,000	\$ 56,140	\$ -	\$ 3,683,526	\$ 1,233,600	\$ 493,870	\$ 6,167,136
Intergovernmental	-	-	-	-	-	1,069,000	95,000	4,303	1,168,303
Miscellaneous	-	-	18,085	-	-	-	-	5,000	23,085
Total Revenues	650,000	25,000	43,085	56,140	-	4,752,526	1,328,600	503,173	7,358,524
EXPENDITURES									
Current									
General Government	-	-	-	-	-	-	5,000	-	5,000
Parks & Recreation	-	-	1,455,000	-	-	-	-	-	1,455,000
Conservation & Developmen	-	-	-	-	55,569	-	-	-	55,569
Debt Service									
Interest and Fiscal Charges	-	-	-	-	-	30,000	-	-	30,000
Capital Outlay	650,000	155,000	100,000	56,140	-	1,000,000	1,200,000	-	3,161,140
Total Expenditures	650,000	155,000	1,555,000	56,140	55,569	1,030,000	1,205,000	-	4,706,709
Excess of Revenues over (under) Expenditures	-	(130,000)	(1,511,915)	-	(55,569)	3,722,526	123,600	503,173	2,651,815
OTHER FINANCING SOURCES (USES)									
Long Term Debt Issued	-	-	-	-	-	1,000,000	-	-	1,000,000
Debt Premium	-	-	-	-	-	25,000	-	-	25,000
Transfer Out	-	-	-	-	-	(1,998,781)	(683,192)	(1,463,185)	(4,145,158)
TIF Grant Incentive	-	-	-	-	-	(707,000)	-	(90,800)	(797,800)
Total Other Financing Sources (Uses)	-	-	-	-	-	(1,680,781)	(683,192)	(1,553,985)	(3,917,958)
Net Change in Fund Balance	-	(130,000)	(1,511,915)	-	(55,569)	2,041,745	(559,592)	(1,050,812)	(1,266,143)
Fund Balance - January 1	8,154	261,137	1,511,915	-	55,569	(1,026,627)	1,134,250	(6,196,911)	(4,252,513)
Fund Balance - December 31	\$ 8,154	\$ 131,137	\$ -	\$ -	\$ -	\$ 1,015,118	\$ 574,658	\$ (7,247,723)	\$ (5,518,656)

DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

- * Annual mill-pave of predetermined village roadways.
- * Shared cost with Tax Incremental District #3 for the completion of Cormier Road reconstruction, Vanderperren Way reconstruction (Ashland Avenue to Holmgren Way) and Aldon Station development.
- * Shared cost with Tax Incremental District #5 for the completion of the Mike McCarthy Way underground power conversion project and Element Way reconstruction.

CAPITAL REQUESTS:

Project Name: Village Streets Mill/Pave Program

Cost: \$650,000

Type: Infrastructure - Replacement

Useful Life: 20 Years

Description: Annual milling and resurfacing of Village asphalt roadways (Village has approximately 100 centerline miles of asphalt roadway). Annual program is based of PASER Roadway Rating Program in order to determine the streets that are in the worst condition and in need of resurfacing.

Justification: The annual Mill/Pave Program is a vital cog in keeping the existing Village street network in drivable condition. The Village will look to add \$25,000/year to this program to get it to an annual operating budget of at least \$800,000 (amount needed in current-day dollars to repave 4-5 miles of roadway per year and, in turn, repave every Village roadway within a 20-25 year period).

2021 Budget

Capital Projects Funds Street Construction - Fund 400

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
REVENUES							
400-5400-4000-0000 General Property Taxes	\$ 600,000	\$ 625,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ -	0.00%
EXPENDITURES							
400-5400-9150-0000 Infrastructure Streets	597,958	1,724,919	1,175,000	650,000	650,000	-	0.00%
400-5400-9310-0000 Interest and fiscal charges	-	15,976	-	-	-	-	N/A
Total Capital Outlay	597,958	1,740,895	1,175,000	650,000	650,000	-	0.00%
Excess of Revenues over (under) Expenditures	2,042	(1,115,895)	(525,000)	-	-	-	N/A
OTHER FINANCING SOURCES (USES)							
400-5400-4830-0000 Long Term Debt Issued	-	1,525,000	-	-	-	-	N/A
400-5400-4831-0000 Premium on Debt Issued	-	15,976	-	-	-	-	N/A
400-5400-4810-0000 Transfers In	96,149	-	-	-	-	-	N/A
Total Other Financing Sources (Uses)	96,149	1,540,976	-	-	-	-	N/A
Net Change in Fund Balance	98,191	425,081	(525,000)	-	-		
Fund Balance - January 1	9,882	108,073	533,154	67,024	8,154		
Fund Balance - December 31				\$ 108,073	\$ 533,154	\$ 8,154	\$ 67,024

DEPARTMENT 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.

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

- * Completed rehabilitation of the South Village Parking Lot. This project involved the parking lot reconstruction and slight expansion along with a connection to the baseball stadium to the south of Village Hall.
- * Completed the needs assessment for the Village Garage and Cold Storage Facilities. This assessment took into account the needs of the Public Works, Utilities, Park and Recreation and Public Safety Departments that currently house material and equipment at these facilities. Future budgetary cost estimating will be completed in order to for future budgets.

2021 OBJECTIVES:

- * With the initial Spatial Needs Assessment and Expansion Pre-Design Study completed for Village Garage and Cold Storage Facilities in 2020, budgetary and cost estimating will be completed in 2020 and 2021 so that future construction budgets can be developed for Village review and implementation.
- * Rehabilitation of the West Village Hall Parking Lot. As part of a three-year program, the Village Hall parking lots will be resurfaced /restriped starting with the south lot (completed in 2020), the west lot in 2021 and the north lot in 2022.

CAPITAL REQUESTS:

Project Name: Village Garage Expansion Project

Cost: \$80,000

Type: Infrastructure - Replacement

Useful Life: 25 Years

Description: Expansion of the Village Garage. Maintaining the current structure and adding onto it in order to store the equipment currently used by the Public Works, Utilities and Park and Recreation Departments as well as provide secure storage for Public Safety for investigations.

Justification: The Village Garage is 26 years old. With the growth in the Village requiring additional equipment and staff over those years, the facility underwent a spatial analysis in 2020 to determine conceptual expansion. The next step in the conceptual analysis is to enter into a detailed design layout of the building expansion that would ultimately lead to the construction update to the facility.

Project Name: West Village Hall Parking Lot Resurfacing

Cost: \$75,000

Type: Infrastructure - Replacement

Useful Life: 25 Years

Description: Resurfacing of the parking lot would consist of an 1 1/2"milling of the entire parking lot, spot repair of poor subbase locations, repaving of the parking lot and restriping.

Justification: The Village Hall West Parking Lot was originally constructed in 1994 as part of the Village Hall construction. Typical life expectancy of an asphalt parking lot is 20-25 years. By completing a resurfacing project at 20-25 years of life, we are attempting to avoid a complete reconstruction where the parking lot would be completely pulverized, regraded and repaved.

2021 Budget
**Capital Projects Funds
Village Buildings - Fund 410**

Account		2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
REVENUES								
410-5100-4000-0000	General Property Taxes	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	0.00%
EXPENDITURES								
410-5100-6211-0000	Repairs-Building/Equipment	-	4,100	3,636	7,500	-	(7,500)	-100.00%
410-5100-8100-0000	Contracted Services	-	-	24,000	37,500	-	(37,500)	-100.00%
410-5100-9130-0000	Capital Outlay	226,248	86,569	145,000	145,000	155,000	10,000	6.90%
Total Expenditures		226,248	90,669	172,636	190,000	155,000	(35,000)	-18.42%
Excess of Revenues (under) Expenditures		(201,248)	(65,669)	(147,636)	(165,000)	(130,000)	35,000	-21.21%
OTHER FINANCING SOURCES (USES)								
410-5100-4810-0000	Transfers In	250,000	154,721	52,134	75,134	-	(75,134)	-100.00%
Net Change in Fund Balance		48,752	89,052	(95,502)	(89,866)	(130,000)		
Fund Balance - January 1		218,835	267,587	356,639	376,911	261,137		
Fund Balance - December 31		\$ 267,587	\$ 356,639	\$ 261,137	\$ 287,045	\$ 131,137		

DEPARTMENT 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.

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

- * Completed major plaza upgrade and road pass-through at the Ashwaubenon Sports Complex (TIF #4).
- * Completed large water line and commercial toilet upgrades at Pioneer Park restrooms.
- * Replaced merry-go-round at Fort Howard Park.
- * Purchased Ashwaubomay Lake accessibility mat through Lions Club donation.
- * Continued sports field bleacher replacement program with purchase of one new set of ADA approved bleachers.

2021 OBJECTIVES:

- * Continue upgrading bleachers meeting state bleacher code. One set per year.
- * Safety upgrade to Ashwaubomay Lake by replacing diving boards on platform.
- * Begin work on Sherwood Forest Park pathway improvements; including a footbridge over the creek leading to the pond. Total estimated cost of \$150,000 is split between the Park Development and Park and Recreation Capital Projects (from \$75,000 of cell tower revenue) funds.

CAPITAL REQUESTS:

Project Name: Sherwood Forest Pond Bridge and Pathway

Cost: \$75,000
Type: Infrastructure - New
Useful Life: 25 Years

Description: Sherwood Forest pond bridge and pathway (west of Shady)

Justification: Expand heavily used walking system in Sherwood. Enhance area around pond due to increased usage. Total cost of \$150,000 is split 50/50 with Park Development Fund. The half cost covered in this fund is from cell tower revenue, designated specifically for improvements to Sherwood Forest Park.

Project Name: Smith Park Court basketball and tennis - crackseal and repaint.

Cost: \$15,500
Type: Infrastructure - Maintenance
Useful Life: 10 Years

Description: Crackseal and repaint Smith Park courts

Justification: Needed on-going maintenance.

2021 Budget**Capital Projects Funds
Parks and Recreation - Fund 430**

Project Name: ASC Softball Complex Amenities

Cost: \$7,500

Type: Asset - Replacement

Useful Life: 20 Years

Description: ASC softball complex amenities, including fencing - repair/replace

Justification: Replacement as aging.

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

Cost: \$2,000

Type: Infrastructure - Replacement

Useful Life: 10 Years

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

Justification: Final Replacement of old mannequins - old ones not working (electronics). Used to train staff.

2021 Budget

Capital Projects Funds Parks and Recreation - Fund 430

Account		2018	2019	2020	2020	2021	2021 vs 2020 Budget		
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change	
REVENUES									
430-5500-4000-0000	General Property Taxes	19,608	-	-	-	25,000	25,000	N/A	
430-5500-4100-0000	Intergovernmental	72,734	200,361	-	-	-	-	N/A	
430-5500-4702-0000	Donations	3,671	1,500	7,698	8,500	-	(8,500)	-100.00%	
430-5500-4910-0000	Tower Rentals	16,903	19,556	17,932	17,558	18,085	527	3.00%	
Total Revenues		112,916	221,417	25,630	26,058	43,085	17,027	65.34%	
EXPENDITURES									
430-5500-8100-0000	Contracted Services	-	-	-	-	1,455,000	1,455,000	N/A	
430-5500-9120-0000	Capital Outlay	126,181	357,162	42,954	43,200	100,000	56,800	131.48%	
Excess of Revenues over (under) Expenditures		(13,265)	(135,745)	(17,324)	(17,142)	(1,511,915)	(1,494,773)	8719.95%	
OTHER FINANCING SOURCES									
430-5500-4830-0000	Long Term Debt Issued	-	-	1,455,000	-	-	-	N/A	
430-5500-4810-0000	Transfers In	47,000	68,292	29,379	17,142	-	(17,142)	-100.00%	
Net Change in Fund Balance		33,735	(67,453)	1,467,055	-	(1,511,915)			
Fund Balance - January 1		78,578	112,313	44,860	60,000	1,511,915			
Fund Balance - December 31					\$ 112,313	\$ 44,860	\$ 1,511,915	\$ 60,000	\$ -

DEPARTMENT DESCRIPTION:

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

STAFFING (FTE Positions):

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

2020 ACCOMPLISHMENTS:

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

BUDGET SUMMARY:

- * Account 9121-Capital Equipment: Due to budget constraints, capital equipment was limited to following the standard replacement schedule of existing equipment. Items not included in the 2021 budget from the long-term capital plan include \$15,200 of fire equipment capital purchases and \$14,170 of police equipment capital purchases. Items included a thermo imaging camera, SCBA facepiece replacement, a chainsaw, and the Cellebrite UFED Pro Series LX.
- * Total project costs have been split between the general fund and the Oneida Service Agreement fund in recent prior years. Here is the breakout of the total Public Safety capital projects' costs:
- * Actual Costs:

2015: Total - \$42,988	General Fund - \$	Oneida Agreement Fund - \$42,988
2016: Total - \$29,538	General Fund - \$29,538	Oneida Agreement Fund - \$
2017: Total - \$66,133	General Fund - \$48,878	Oneida Agreement Fund - \$17,255
2018: Total - \$66,133	General Fund - \$36,993	Oneida Agreement Fund - \$71,238
* 2019: Total - \$349,794	Capital Projects Fund - \$158,877	Oneida Agreement Funds -
* 2020: Total - \$79,345	Capital Projects Fund - \$	Oneida Agreement Funds - \$79,345
- * All 2021 budgeted capital items are funded with tax levy dollars through the Capital Projects Fund.

CAPITAL REQUESTS:

Project Name: Turnout Gear

Cost: \$16,000

Type: Asset - Replacement

Useful Life: 10 Years

Description: Annual replacement of fire turnout gear.

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

Project Name: Bullet Proof Vest Replacements

Cost: \$9,000
Type: Asset - Replacement
Useful Life: 5 Years

Description: Annual replacement of existing officer bullet-proof vests. There are currently a total of 51 vests, one for each member of Public Safety. Vests have a 5-year life. Here is the five year replacement schedule: 2021) 16 vests, 2022) 12 vests, 2023) 3 vests, 2024) 10 vests

Justification: The ballistic vest National Institute of Justice or (NIJ) certifications expire every five years. The cost of each bullet proof vest is estimated at \$900.00 a vest. There are 10 officers due to have their ballistic vest replaced by the end of 2021. Public Safety will submit to the Ballistic Vest Partnership program for a grant in 2021 for a possible 50% reimbursement on these ballistic vests.

Project Name: Fire Helmets/Gloves/Boots

Cost: \$5,420
Type: Asset - Replacement
Useful Life: 10 Years

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

Justification: The ten year life span of the firefighter helmet is based on 10 years from the date of manufacturing, baring damage to the helmet due to use. There are 70 total helmets with a 10-year life. Inventory includes PSO and POC employees. Goal is to replace 8-10 helmet/glove/boot sets each year. 2021 request is for 8 helmets with shields, 8 sets of fire gloves and hoods and 8 pair of boots.

Project Name: In-Car Video Cameras

Cost: \$4,800
Type: Asset - Replacement
Useful Life: 5 Years

Description: Annual replacement of existing patrol car in-car video cameras. There are currently a total of 12 units, one in each police vehicle and in one supervisor vehicle. Video cameras have an asset use life of 5 years. Here is the five year replacement schedule: 2021) 2 units, 2022) 3 units, and 2023) 3, 2024) 3

Justification: We currently have cameras in all our frontline patrol vehicles. Funds are requested to continue the cycle of replacing (3) cameras each year. The older cameras are breaking down and are too costly to repair for the age of technology. The current model (DVM 500+) is no longer available. The new style camera is cheaper and now wireless uploading all video from the car to the network (automatically in the Police Garage), which eliminates any interference from officers, supervisors, CSOs. The new camera comes with a 5-year warranty, helping to reduce down-time and maintenance costs until replaced. The replacement cycle is five years versus the current four year cycle. The video from these cameras are extremely valuable. It aids in the prosecution of traffic offenses and criminal activities, and also mitigates complaints against officers. The cost includes the installation and trade-in of the older units (\$200.00 per unit). No additional cameras would need to be replaced until 2023 when we continue to cycle of replacing 3 units per year.

Project Name: APX6500 Mobil Radio (In Vehicle)

Cost: \$4,800
Type: Asset - Replacement
Useful Life: 15 Years

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

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

Project Name: AED Replacements

Cost: \$3,600
Type: Asset - Replacement
Useful Life: 10 Years

Description: Annual replacement of existing AED devices. There are currently a total of 10 units, one in each police vehicle. AED's have an asset use life of 10 years. Here is the five year replacement schedule:
2021) 2 units (cars 1 and 2)
2022) 2 units (cars 3 and 5)
2023) 2 units (cars 6 and 8)
2024) 2 units (cars 9 and 10).

Justification: The manufactures recommendation is for the AED units to be replaced every 10 yrs.

Project Name: Fire Hose Replacement

Cost: \$3,000
Type: Asset - Replacement
Useful Life: 10 Years

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

Justification: Life span for fire hose is 10-15 years depending on what material the hose is made and number for times that it used on the fireground. The hose is pressure tested annually to check for leaks and hose

Project Name: Taser Replacements

Cost: \$2,250
Type: Asset - Replacement
Useful Life: 10 Years

Description: No new Taser units needed in 2021. Only cartridges and batteries. The department is due for recertification in 2021.

Justification: Only cartridges and batteries for 2021.

Project Name: Hi-Rise Fire Hose Pack

Cost: \$2,250
Type: Asset - Replacement
Useful Life: 15 Years

Description: Plan calls for Hi-Rise Fire Hose Pack to be budgeted one (1) pack a year for the next five (5) years to outfit every fire truck in the fire truck fleet.

Justification: Hi-Rise fire hose packs are an essential tool in fighting fires on multilevel buildings such as hotels, apartment buildings, and office buildings. The Hi-Rise fire packs are connected to the buildings standpipes in order to fight fires from the inside of the multi storied building.

Project Name: Radar Detector Replacements

Cost: \$1,500
Type: Asset - Replacement
Useful Life: 10 Years

Description: Annual replacement of existing radar detectors. There are currently a total of 10 units, one in each police vehicle. Radar detectors have an asset life of 10 years. The five-year replacement schedule is as follows:

Justification: A new radar or laser units are not anticipated for 2021. The requested budget amount for 2021 is for maintenance and parts to keep the existing units in service. Examples would be for re-certification, re-calibration and any damages or missing parts from the units over the course of the year.

Project Name: Fitness Equipment

Cost: \$1,500
Type: Asset - Replacement
Useful Life: 1-5 Years

Description: Replacement and maintenance of Public Safety fitness room equipment. Replacement schedule includes the following equipment for the next five years: 2020) Stationary Bike, 2021) Stationary bike, 2022) 1 treadmill 2023) weight training equipment 2024) 1 treadmill.

Justification: On a rotational basis or based on the condition of a piece of fitness equipment a piece of fitness equipment is replaced every year. The fitness equipment in the fitness room is open to be used by all Village employees.

Project Name: Hydro Testing of Air Bottles

Cost: \$1,200
Type: Asset - Maintenance
Useful Life: 15 Years

Description: NFPA hydro testing of all SCBA bottles

Justification: Funds are needed for hydrotesting our SCBA/Cascade air systems. This is a required test to maintain the integrity of our Cascade Systems and to ensure all bottles meet NFPA standards. E313 air system, L311 air system, SQ321 air system, SCBA Fill Station (Station #1).

Project Name: PBT Replacements

Cost: \$820
Type: Asset - Replacement
Useful Life: 5 Years

Description: Annual replacement of existing PBT devices. There are currently a total of 26 units. PBT's have an asset life of 10 years. Here is the five year replacement schedule:
2021) 0 units; 2022) 6 units; 2023) 5 units; 2024) 6 units; 2025) 2 units

Justification: Manufacturers recommendation is to replace the PBT unit every 7 years as the fuel cell for the unit goes bad and it cost prohibitive to have the fuel cell replaces. In 2021 we are requesting PBT supplies including mouth pieces, a calibration device and dry gas for calibration.

2021 Budget

Capital Projects Funds Public Safety - Fund 440

Account	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
REVENUES							
440-5200-4000-0000 General Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 56,140	\$ 56,140	N/A
EXPENDITURES							
440-5200-9121-0000 Capital Outlay	-	328,011	79,345	79,345	56,140	(23,205)	-29.25%
Excess of Revenues (under) Expenditures	-	(328,011)	(79,345)	(79,345)	-	79,345	-100.00%
OTHER FINANCING SOURCES							
440-5200-4810-0000 Transfers In	158,877	190,917	57,562	79,345	-	(79,345)	-100.00%
Net Change in Fund Balance	158,877	(137,094)	(21,783)	-	-		
Fund Balance - January 1	-	158,877	21,783	-	-		
Fund Balance - December 31	\$ 158,877	\$ 21,783	\$ -	\$ -	\$ -		

2021 Budget**Capital Projects Fund
Fund 465 - Land Sales & Acquisitions****DEPARTMENT DESCRIPTION:**

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

2021 OBJECTIVES:

- * Utilize existing funds towards Village market reevaluation.

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
EXPENDITURES							
465-5100-9154-0000 Capital Outlay	-	-	-	-	55,569	55,569	N/A
Net Change in Fund Balance	-	-	-	-	(55,569)		
Fund Balance - January 1	55,569	55,569	55,569	55,569	55,569		
Fund Balance - December 31	\$ 55,569	\$ 55,569	\$ 55,569	\$ 55,569	\$ -		

2021 Budget**Capital Projects Funds
Tax Incremental District #3 - Fund 231****DEPARTMENT DESCRIPTION:**

This fund is used to account for the cost of projects within Tax Incremental District #3. Financing is provided by general property tax levies, general obligation debt proceeds, and/or transfers from other funds.

2020 ACCOMPLISHMENTS:

- * Completed PUD approvals of Titledown Phase II.
- * Titledown Phase II under construction.
- * Construction of Aldon Station redevelopment began.
- * Finalize redevelopment of Cormier Road.
- * Design and construction planning for VanderPerren Way reconstruction.
- * Installation of new Ashwaubomay Park entrance sign.
- * Other design and engineering services for various sidewalk and trail construction.

2021 OBJECTIVES:

- * Continued Titledown Phase II construction
- * Continued Aldon Station redevelopment construction.
- * VanderPerren Way road reconstruction.
- * Continue to evaluate potential growth opportunities and closure of the district.

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
REVENUES							
General Property Taxes	\$ 2,038,738	\$ 2,563,469	\$ 3,290,051	\$ 3,296,159	\$ 3,683,526	\$ 387,367	11.75%
Intergovernmental	924,019	976,022	1,069,134	946,380	1,069,000	122,620	12.96%
Public Charges for Services	-	10,800	-	-	-	-	N/A
Miscellaneous	-	1,822,684	-	-	-	-	N/A
Total Revenues	2,962,757	5,372,975	4,359,185	4,242,539	4,752,526	509,987	12.02%
EXPENDITURES							
Current							
General Government	499,435	-	-	-	-	-	N/A
Culture and Recreation	3,500	-	-	-	-	-	N/A
Conservation and Development	149,152	2,452,564	-	-	-	-	N/A
Debt Service							
Interest and Fiscal Charges	39,517	87,105	45,796	30,000	30,000	-	0.00%
Capital Outlay	2,145,036	1,239,205	5,500,000	5,431,528	1,000,000	(4,431,528)	-81.59%
Total Capital Outlay	2,836,640	3,778,874	5,545,796	5,461,528	1,030,000	(4,431,528)	-81.14%
Total Expenditures	2,836,640	3,778,874	5,545,796	5,461,528	1,030,000	(4,431,528)	-81.14%
Excess of Revenues over (under) Expenditures	126,117	1,594,101	(1,186,611)	(1,218,989)	3,722,526	4,941,515	-405.38%
OTHER FINANCING SOURCES (USES)							
General Obligation Debt Issued	605,000	5,270,000	2,785,001	1,030,000	1,000,000	(30,000)	-2.91%
Note Anticipation Note Issued	1,780,000	-	-	-	-	-	N/A
Debt Premium	2,350	257,527	187,132	25,000	25,000	-	0.00%
Transfer Out	(2,231,796)	(2,536,167)	(2,330,094)	(2,768,690)	(1,998,781)	769,909	-27.81%
TID Grant Incentive	-	-	(510,953)	(625,218)	(707,000)	(81,782)	13.08%
Total Other Financing Sources (Uses)	155,554	2,991,360	131,086	(2,338,908)	(1,680,781)	658,127	-28.14%
Net Change in Fund Balance	281,671	4,585,461	(1,055,525)	(3,557,897)	2,041,745		
Fund Balance - January 1	(4,838,234)	(4,556,563)	28,898	520,564	(1,026,627)		
Fund Balance - December 31	\$(4,556,563)	\$ 28,898	\$(1,026,627)	\$(3,037,333)	\$ 1,015,118		

2021 Budget**Capital Projects Funds
Tax Incremental District #4 - Fund 232****DEPARTMENT DESCRIPTION:**

This fund is used to account for the cost of projects within Tax Incremental District #4. Financing is provided by general property tax levies, general obligation debt proceeds, and/or transfers from other funds.

2020 ACCOMPLISHMENTS:

- * Southwest Village offsite utility extension review and consultation.
- * Ashwaubenon Sports Complex entry way remodel and pass-through road creation.
- * Design and analysis of Main Street Pathway.

2021 OBJECTIVES:

- * Main Street Pathway from Sand Acres Drive to Highway 41 roundabout.
- * Finalize other small sidewalk and trail projects.
- * Prepare district for closure in 2021 or 2022.

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
REVENUES							
General Property Taxes	\$ 1,330,851	\$ 1,213,235	\$ 1,156,627	\$ 1,158,775	\$ 1,233,600	\$ 74,825	6.46%
Intergovernmental	17,330	37,099	94,600	17,750	95,000	77,250	435.21%
Total Revenues	1,348,181	1,250,334	1,251,227	1,176,525	1,328,600	152,075	12.93%
EXPENDITURES							
Current							
General Government	50,150	4,236	5,000	52,500	5,000	(47,500)	-90.48%
Public Works	55,094	-	-	-	-	-	N/A
Debt Service							
Interest and Fiscal Charges	-	1,633	-	-	-	-	N/A
Capital Outlay	-	124,542	390,000	350,000	1,200,000	850,000	242.86%
Total Capital Outlay	105,244	130,411	395,000	402,500	1,205,000	802,500	199.38%
Total Expenditures	105,244	130,411	395,000	402,500	1,205,000	802,500	199.38%
Excess of Revenues over (under) Expenditures	1,242,937	1,119,923	856,227	774,025	123,600	(650,425)	-84.03%
OTHER FINANCING SOURCES (USES)							
Transfer Out	(640,371)	(685,503)	(683,003)	(633,003)	(683,192)	(50,189)	7.93%
Net Change in Fund Balance	602,566	434,420	173,224	141,022	(559,592)		
Fund Balance - January 1	(75,960)	526,606	961,026	962,932	1,134,250		
Fund Balance - December 31	\$ 526,606	\$ 961,026	\$ 1,134,250	\$ 1,103,954	\$ 574,658		

DEPARTMENT DESCRIPTION:

This fund is used to account for the cost of projects within Tax Incremental District #5. Financing is provided by general property tax levies, general obligation debt proceeds, and/or transfers from other funds.

2020 ACCOMPLISHMENTS:

- * Completed Element Way road construction
- * Began Mike McCarthy Way underground power conversion.
- * Worked with various inquiring development opportunities.

2021 OBJECTIVES:

- * Finalize Mike McCarthy Way underground power conversion.
- * Encourage development on Mike McCarthy Way.
- * Complete construction of Brown County Expo Center.
- * Other projects are approved and implemented as they arise.

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
REVENUES							
General Property Taxes	\$ -	\$ 6,629	\$ 285,743	\$ 286,274	\$ 493,870	\$ 207,596	72.52%
Intergovernmental	4,201	238,303	4,303	4,303	4,303	-	0.00%
Public Charges for Services	-	284,994	2,726	260,000	-	-	-
Miscellaneous	15,457	1,408	-	10,000	5,000	(5,000)	-50.00%
Total Revenues	19,658	531,334	292,772	560,577	503,173	(57,404)	-10.24%
EXPENDITURES							
Current							
General Government	278,493	-	-	-	-	-	N/A
Conservation and Development	-	1,801,822	1,700,000	-	-	-	N/A
Debt Service							
Interest and Fiscal Charges	242,143	52,888	43,513	-	-	-	N/A
Capital Outlay	7,497,862	11,540,284	1,248,226	-	-	-	N/A
Total Capital Outlay	8,018,498	13,394,994	2,991,739	-	-	-	N/A
Total Expenditures	8,018,498	13,394,994	2,991,739	-	-	-	N/A
Excess of Revenues over (under) Expenditures	(7,998,840)	(12,863,660)	(2,698,967)	560,577	503,173	(57,404)	-10.24%
OTHER FINANCING SOURCES (USES)							
Sale of Capital Assets	6,138	-	-	-	-	-	N/A
General Obligation Debt Issued	15,415,000	4,440,000	4,560,000	-	-	-	N/A
Debt Premium	28,057	31,770	35,612	-	-	-	N/A
Debt Discount	(7,306)	-	(47,495)	-	-	-	N/A
Transfer In	1,000,000	-	-	-	-	-	N/A
Transfer Out	(590,297)	(1,246,413)	(4,144,373)	(4,136,577)	(1,463,185)	2,673,392	-64.63%
TID Grant Incentive	-	-	(1,768,805)	(46,151)	(90,800)	(44,649)	96.75%
Total Other Financing Sources (Uses)	15,851,592	3,225,357	(1,365,061)	(4,182,728)	(1,553,985)	2,628,743	-62.85%
Net Change in Fund Balance	7,852,752	(9,638,303)	(4,064,028)	(3,622,151)	(1,050,812)		
Fund Balance - January 1	(347,332)	7,505,420	(2,132,883)	(1,338,695)	(6,196,911)		
Fund Balance - December 31	\$ 7,505,420	\$ (2,132,883)	\$ (6,196,911)	\$ (4,960,846)	\$ (7,247,723)		

Village of ASHWAUBENON
2021 Operating Budget

**ENTERPRISE
FUNDS**

2021 Budget

Enterprise Funds

Summary Report

Account Name	Water Utility	Sewer Utility	Storm Water Utility	Total
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SOURCES AND USES OF FUNDS

OPERATING REVENUES

Residential Sales	\$ 1,500,000	\$ 1,650,000	\$ 280,000	\$ 3,430,000
Commercial Sales	1,165,000	1,450,000	825,000	3,440,000
Restaurant Sales	300,000	480,000	57,000	837,000
Industrial Sales	900,000	1,750,000	85,000	2,735,000
Public Authority Sales	70,000	45,000	140,000	255,000
Public Fire Protection	460,000	-	-	460,000
Private Fire Protection	52,000	-	600	52,600
Forfeited Discounts	17,500	18,000	2,500	38,000
Tower Rentals	300,000	-	-	300,000
Other	100,000	1,500	7,500	109,000
Total Operating Revenues	4,864,500	5,394,500	1,397,600	11,656,600

OPERATING EXPENSES

Source of Supply	3,344,920	-	-	3,344,920
Operation	-	106,520	594,122	700,642
Maintenance	-	433,017	-	433,017
Pumping	107,941	-	-	107,941
Treatment	11,146	4,698,000	-	4,709,146
Transmission & Distribution	578,555	-	-	578,555
Regulatory Compliance	-	-	72,600	72,600
Accounting & Collecting	93,878	47,249	25,050	166,177
Administration & General	374,496	230,509	239,862	844,867
Depreciation	790,000	635,000	125,000	1,550,000
Total Operating Expenses	5,300,936	6,150,295	1,056,634	12,507,865

Operating Income (Loss)	(436,436)	(755,795)	340,966	(851,265)
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NONOPERATING REVENUES (EXPENSES)

Interest Revenue	50,000	70,000	12,500	132,500
Interest Expense	(111,140)	(4,284)	-	(115,424)
Total Nonoperating Revenues (Expenses)	(61,140)	65,716	12,500	17,076

Income (loss) before Contributions & Transfers	(497,576)	(690,079)	353,466	(834,189)
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Transfers Out	(465,000)	(12,000)	-	(477,000)
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Change in Net Position	(962,576)	(702,079)	353,466	(1,311,189)
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Net Position - January 1	5,433,274	1,457,465	9,318,517	16,209,256
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Net Position - December 31	\$ 4,470,698	\$ 755,386	\$ 9,671,983	\$ 14,898,067
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DEPARTMENT DESCRIPTION:

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

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
PW Director ⁽¹⁾	0.20	0.20	0.20	0.20	0.20
Ops Supervisor ⁽²⁾	0.45	0.45	0.45	0.45	0.45
Utility Foreman ⁽³⁾	0.70	0.70	0.70	0.70	0.70
Utility Lead ⁽³⁾	0.70	0.70	0.70	0.70	0.70
Utility Lead ⁽³⁾	0.70	0.70	0.70	0.70	0.70
Utility Worker ⁽³⁾	0.70	0.70	0.70	0.70	0.70
Utility Worker ⁽³⁾	0.70	0.70	0.70	0.70	0.70
Utility Clerk ⁽⁴⁾	0.40	0.40	0.20	0.20	0.20
GIS Coordinator ⁽⁵⁾	0.10	0.10	0.10	0.10	0.10
CSR/Secretary ⁽⁶⁾	0.05	0.05	0.05	0.05	0.05
Summer Help ⁽⁷⁾	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Total FTE	4.70	4.70	4.50	4.50	4.50

Notes:

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

2020 ACCOMPLISHMENTS:

- * Completed 14th year of water supply via the Green Bay Water Utility. The water agreement is reviewed annually as the Village maintains a seat on the Green Bay Water Commission.
- * Completed fourth full year of water transmission and sales to the Village of Wrightstown via a joint agreement between the GBWU, Village of Wrightstown and Village of Ashwaubenon.
- * Completed the rehabilitation of the Shady Lane #3 Emergency Well Pump Station.
- * Completed water main reconstruction projects in conjunction with the Element Way Roadway Reconstruction Project and the Titledown Phase II Development along Brookwood Drive (Marlee Lane to Ron Wolf Way).
- * Completed initial scoping of Village Water Utility CIP Plan for use in preparing future budgets.
- * Attended GBWU Commission meetings and GBWU Technical Committee meetings to provide input on future projects in order to maintain equitable rates for ratepayers.
- * Completed 11th year of WDNR-mandated cross connection inspections. Village personnel is certified in completing inspections saving the Utility from hiring outside consultants.
- * Maintained all WDNR-mandated meter changes, hydrant flushing programs, valve exercising programs and system maintenance activities.
- * Completed implementation of contracting all utility billing services to GBWU. The Village now collects all meter reads for transferal to GBWU for billing/collection.

2021 OBJECTIVES:

- * Complete the rehabilitation of Ridge Road #4 Emergency Well Pump Station. The Village operates a system of four emergency back-up wells for an emergency water supply. The WDNR requires these wells to be pulled and inspected every 10 years to maintain emergency status.
- * Complete the upgrade of the SCADA control system at the four emergency back-up well sites to maintain a reliable system in the event of an large-scale emergency event.
- * Initiate the planning stages of the Village CIP Plan (Village Utility Infrastructure Master Facility Plan) in order to start developing project budgets for use in future Utility budget seasons.
- * Complete system updates listed in 3-Year WDNR Audit and System Review. This review was completed by the WDNR in December of 2018. The Village has completed approximately 90% of the
- * Continue WDNR required testing and repair protocols on meters, hydrants, valves and other water infrastructure.
- * Continue certified operator course training to keep all Water Utility personnel certified as Wisconsin Waterworks Operators.

BUDGET SUMMARY:

- * The 2021 Water Utility Budget is relatively constant in all accounts except for an increase in the wholesale purchased water account. There is a rate increase anticipated from the GBWU for the wholesale water rate. The Village will be reviewing the Water Utility financial foundation and implementing a rate increase as well to keep the Utility reserves in check for upcoming CIP

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

Cost: \$100,000
Type: Infrastructure - Maintenance
Useful Life: 20 Years

Description: WDNR-mandated program whereby the Village tests or replaces its water meters based on PSC standards ranging from typical residential water meters of 1" are replaced every 20 years whereas a facility with an 8" water meter is tested yearly (approximately 7,915 meters as of 2017).

Justification: The annual meter testing program is mandated by the WDNR and PSC to ensure that customers are being accurately billed and so that the Utility can monitor unaccounted-for-water in order to plan future CIP upgrades. Water meters for the Village of Ashwaubenon have a PSC-granted highest rating of a 20-year life expectancy.

Project Name: Ridge Station #4 Pump Rehabilitation

Cost: \$100,000
Type: Infrastructure - Maintenance
Useful Life: 10 Years

Description: As part of maintaining the Village wells as emergency back-up water supply sites should the transmission main connection to Green Bay Water fail, the WDNR requires the emergency well pumps to be pulled/inspected/repared every 10 years and reported to the WDNR.

Justification: Last pulled and inspected in 2007, the Ridge Station Well Pump is scheduled for work in 2020. This timeframe is slightly longer than the 10-year requirement as all four Village wells were brought online as emergency wells in 2007 and the WDNR is allowing the spreading out of inspections over the course of three years for budgetary reasons. This project would also include a review of the chlorine injection system at the attached standpipe as well as SCADA system upgrades to include the well stations on the master control screen.

Project Name: Annual Hydrant Testing And Rehabilitation

Cost: \$50,000
Type: Infrastructure - Maintenance
Useful Life: 75 Years

Description: WDNR-mandated program whereby the Village flushes, tests and then completes necessary repairs on all Village-owned hydrants (approximately 1,309 hydrants as of 2017).

Justification: The annual hydrant flushing program is mandated by the WDNR to ensure that communities are providing the necessary operation and maintenance on its emergency fire flow infrastructure. Hydrants typically have a 70-75 year life expectancy and beyond but proper flushing, testing and periodic repair

Project Name: Annual Valve Testing And Rehabilitation

Cost: \$50,000
Type: Infrastructure - Maintenance
Useful Life: 75 Years

Description: WDNR-mandated program whereby the Village operates approximately 25% of the system valves in a year and then completes necessary repairs on any valves to be found in substandard condition (approximately 2,533 total system valves as of 2017).

Justification: The annual valve testing and rehabilitation program is mandated by the WDNR to ensure that communities are maintaining system infrastructure so that sections of pipeline can be closed during water main breaks and not cause large scale boil water advisories. Water system valves have a 70-75 year life expectancy and beyond with a proper operation and maintenance schedule.

Project Name: Village Utility Infrastructure Master Facility Plan

Cost: \$37,500
Type: Administrative
Useful Life: 20 Years

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

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

Project Name: Pick Up Truck

Cost: \$17,500
Type: Replacement
Useful Life: 10

Description: On-Call Personnel Truck - Utility Lead

Justification: This truck serves as the operational truck for a Utility employee. This truck is in operation every workday and every fifth weekend.

2021 Budget
Enterprise Funds
Department: Water Utility - Fund 510

Account Name	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
SOURCES AND USES OF FUNDS							
OPERATING REVENUES							
510-5910-4900-0000 Residential Sales	1,416,808	1,483,911	1,475,000	1,500,000	1,500,000	-	0.00%
510-5910-4901-0000 Commercial Sales	1,161,778	1,229,088	1,165,000	1,165,000	1,165,000	-	0.00%
510-5910-4903-0000 Restaurant Sales	258,370	269,274	270,000	300,000	300,000	-	0.00%
510-5910-4902-0000 Industrial Sales	778,002	773,227	800,000	900,000	900,000	-	0.00%
510-5910-4904-0000 Public Authority Sales	69,341	70,975	70,000	70,000	70,000	-	0.00%
510-5910-4906-0000 Public Fire Protection	439,279	481,293	460,000	460,000	460,000	-	0.00%
510-5910-4905-0000 Private Fire Protection	52,913	58,838	52,000	52,000	52,000	-	0.00%
510-5910-4909-0000 Forfeited Discounts	16,059	19,806	17,500	17,500	17,500	-	0.00%
510-5910-4910-0000 Tower Rentals	294,239	296,911	300,000	300,000	300,000	-	0.00%
510-5910-4908-0000 Other	140,654	134,122	10,000	100,000	100,000	-	0.00%
Total Operating Revenues	4,627,443	4,817,445	4,619,500	4,864,500	4,864,500	-	0.00%
OPERATING EXPENSES							
Source of Supply	2,804,905	2,941,192	3,065,102	3,329,602	3,344,920	15,318	0.46%
Pumping	104,143	113,372	61,360	73,580	107,941	34,361	46.70%
Treatment	6,627	867	3,000	23,329	11,146	(12,183)	-52.22%
Transmission & Distribution	526,069	475,805	538,370	599,759	578,555	(21,204)	-3.54%
Accounting & Collecting	83,699	78,042	70,792	29,798	93,878	64,080	215.05%
Administration & General	342,013	392,981	375,870	435,829	374,496	(61,333)	-14.07%
Depreciation	858,992	787,458	790,000	875,000	790,000	(85,000)	-9.71%
Total Operating Expenses	4,726,448	4,789,717	4,904,494	5,366,897	5,300,936	(65,961)	-1.23%
Operating Income (Loss)	(99,005)	27,728	(284,994)	(502,397)	(436,436)	(115,640)	23.02%
NONOPERATING REVENUES (EXPENSES)							
510-5910-4600-0000 Interest Revenue	101,134	58,305	30,000	100,000	50,000	(50,000)	-50.00%
510-5910-9310-0000 Interest Expense	(158,351)	(142,756)	(127,700)	(110,688)	(111,140)	(452)	0.41%
510-5910-4911-0000 Other Nonoperating Revenues	5,008	3,155	-	-	-	-	N/A
Total Nonoperating Revenues (Expenses)	(52,209)	(81,296)	(97,700)	(10,688)	(61,140)	(50,452)	472.04%
Income (loss) before Contributions & Transfers	(151,214)	(53,568)	(382,694)	(513,085)	(497,576)	(50,452)	9.83%
Capital Contributions	3,006	53,212	-	-	-	-	N/A
Transfers Out	(464,205)	(452,459)	(465,000)	(500,000)	(465,000)	35,000	-7.00%
Change in Net Position	(612,413)	(452,815)	(847,694)	(1,013,085)	(962,576)	50,509	-4.99%
Net Position - January 1, as Originally Stated	7,395,594	6,758,482	6,280,968	6,137,415	5,433,274	(704,141)	-11.47%
Cumulative Effect of Change in Accounting Principle	(24,699)	(24,699)	-	-	-	-	N/A
Net Position - January 1, as restated	7,370,895	6,733,783	6,280,968	6,137,415	5,433,274	(704,141)	-11.47%
Net Position - December 31	\$6,758,482	\$6,280,968	\$5,433,274	\$5,124,330	\$4,470,698	\$(653,632)	-12.76%
SOURCES AND USES OF FUNDS							
Cash - Beginning of Year			\$7,396,673	\$7,204,790	\$6,470,451		
Plus: Net Income			(847,694)	(1,013,085)	(962,576)		
Plus: Depreciation/Amortization			790,000	875,000	790,000		
Less: Debt Repayment			(531,028)	(531,028)	(541,029)		
Less: Fixed Assets			(337,500)	(337,500)	(355,000)		
Cash - End of Year			\$6,470,451	\$6,198,177	\$5,401,846		

2021 Budget

Enterprise Funds

Department: Water Utility - Fund 510

Account & Project Code	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
SOURCE OF SUPPLY EXPENSES								
	Labor & Benefits	44,353	48,721	62,102	62,102	77,420	15,318	24.67%
510-5910-6101-0603	Operational Supplies	552	-	1,000	1,000	1,000	-	0.00%
510-5910-6101-0602	Purchased Water	2,757,202	2,892,346	3,000,000	3,258,000	3,258,000	-	0.00%
510-5910-6101-0614	Maintenance Supplies	2,673	-	1,500	7,500	7,500	-	0.00%
510-5910-6303-0903	Licenses	125	125	500	1,000	1,000	-	0.00%
Total Source of Supply		2,804,905	2,941,192	3,065,102	3,329,602	3,344,920	15,318	0.46%
PUMPING EXPENSES								
	Labor & Benefits	76,472	84,444	23,860	23,860	64,441	40,581	170.08%
510-5910-6101-0626	Operational Supplies	-	-	500	4,000	4,000	-	0.00%
510-5910-6101-0633	Maintenance Supplies	2,446	4,938	13,000	15,000	15,000	-	0.00%
510-5910-8400-0623	Purchased Pumping Power	25,225	23,990	24,000	30,720	24,500	(6,220)	-20.25%
Total Pumping		104,143	113,372	61,360	73,580	107,941	34,361	46.70%
TREATMENT EXPENSES								
	Labor & Benefits	-	-	-	12,329	146	(12,183)	-98.82%
510-5910-6101-0641	Chemicals	410	120	500	4,000	4,000	-	0.00%
510-5910-6101-0643	Operational Supplies	1,204	562	1,500	3,000	3,000	-	0.00%
510-5910-6101-0652	Maintenance Supplies	5,013	185	1,000	4,000	4,000	-	0.00%
Total Treatment		6,627	867	3,000	23,329	11,146	(12,183)	-52.22%
TRANSMISSION & DISTRIBUTION EXPENSES								
	Labor & Benefits							
	Trans & Distribution	242	-	1,000	13,177	-	(13,177)	-100.00%
	Standpipe Maintenance	4,015	5,262	6,000	8,889	5,714	(3,175)	-35.72%
	Mains Maintenance	149,104	124,832	130,000	98,991	110,657	11,666	11.78%
	Service Maintenance	84,656	123,573	92,080	47,174	102,636	55,462	117.57%
	Meters Maintenance	34,542	23,292	69,540	90,070	31,730	(58,340)	-64.77%
	Hydrants Maintenance	12,268	2,950	5,000	17,458	3,818	(13,640)	-78.13%
510-5910-6101-0665	Operational Supplies	336	-	750	5,000	5,000	-	0.00%
	Maintenance Supplies							
510-5910-6101-0672	Reservoirs & Standpipes	4,523	921	2,500	10,000	10,000	-	0.00%
510-5910-6101-0673	Mains	106,442	106,125	106,000	114,000	114,000	-	0.00%
510-5910-6101-0675	Services	63,078	70,185	75,000	102,000	102,000	-	0.00%
510-5910-6101-0676	Meters	8,074	5,768	13,000	15,000	15,000	-	0.00%
510-5910-6101-0677	Hydrants	48,314	6,174	25,000	48,000	48,000	-	0.00%
510-5910-6101-0678	Miscellaneous Plant	10,475	6,723	12,500	30,000	30,000	-	0.00%
Total Transmission & Distribution		526,069	475,805	538,370	599,759	578,555	(21,204)	-3.54%
ACCOUNTING & COLLECTING EXPENSES								
	Labor & Benefits							
	Meter Reading	6,962	15,939	15,000	5,307	15,100	9,793	184.53%
	Accounting & Collections	67,580	51,808	45,825	14,891	69,178	54,287	364.56%
510-5910-6111-0905	Operational Supplies	9,157	10,295	9,967	9,600	9,600	-	0.00%
Total Accounting & Collecting		83,699	78,042	70,792	29,798	93,878	64,080	215.05%

2021 Budget
Enterprise Funds
Department: Water Utility - Fund 510

Account & Project Code	Description	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
		Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
ADMINISTRATIVE & GENERAL EXPENSES								
	Labor & Benefits	128,493	146,425	149,402	161,533	98,100	(63,433)	-39.27%
510-5910-6100-0921	Operational Supplies	720	1,078	1,000	1,000	1,000	-	0.00%
510-5910-6200-0930	Gas & Oil	14,694	8,841	8,068	10,068	10,068	-	0.00%
510-5910-6213-0923	Software Maintenance	5,390	6,221	5,311	5,000	5,000	-	0.00%
510-5910-6302-0930	Newspaper Publishing	-	-	-	2,000	2,000	-	0.00%
510-5910-6304-0921	Postage	1,782	595	750	1,800	1,800	-	0.00%
510-5910-6401-0930	Uniforms	-	-	1,000	2,000	2,000	-	0.00%
510-5910-6402-0930	Shoe Allowance	629	355	600	1,000	1,000	-	0.00%
510-5910-6580-0930	NEWPA Meetings	2,783	3,895	-	-	-	-	N/A
510-5910-7100-0930	Training & Conferences	80	2,497	1,575	3,000	3,000	-	0.00%
510-5910-7120-0930	Dues & Subscriptions	975	958	1,015	1,000	1,000	-	0.00%
510-5910-8100-0923	Contracted Services	47,178	85,473	68,000	88,000	88,000	-	0.00%
510-5910-8100-0928	Regulatory Commission	4,659	4,451	5,400	5,400	5,400	-	0.00%
510-5910-8101-0923	Computer Consulting	5,483	3,469	3,500	7,800	7,800	-	0.00%
510-5910-8102-0923	Accounting & Auditing	5,410	3,000	3,000	3,000	3,000	-	0.00%
510-5910-8115-0923	Engineering Services	17,087	28,744	30,000	48,000	48,000	-	0.00%
510-5910-8201-0930	Vehicle Repairs	12,815	9,259	5,711	6,600	6,600	-	0.00%
510-5910-8206-0931	Building Rental	44,892	46,262	47,640	47,640	49,092	1,452	3.05%
510-5910-8300-0930	Physical Exams	151	-	35	-	-	-	N/A
510-5910-8330-0924	Property Insurance	31,608	27,012	29,760	28,248	28,248	-	0.00%
510-5910-8334-0924	Workers' Compensation	10,968	9,528	6,341	8,340	8,340	-	0.00%
510-5910-8401-0930	Storm Water Charges	805	1,955	4,114	1,400	1,400	-	0.00%
510-5910-8402-0930	Telephone	833	1,065	1,200	1,200	1,200	-	0.00%
510-5910-8403-0921	Cell Phone	4,578	1,898	2,448	1,800	2,448	648	36.00%
Total Administrative & General		342,013	392,981	375,870	435,829	374,496	(61,333)	-14.07%
OTHER OPERATING EXPENSES								
510-5910-9200-0000	Transfers Out	464,205	452,459	465,000	500,000	465,000	(35,000)	-7.00%
510-5910-9190-0000	Depreciation	858,992	787,458	790,000	875,000	790,000	(85,000)	-9.71%
510-5910-9310-0000	Interest and Fiscal Charges	158,351	142,756	127,700	110,688	111,140	452	0.41%
Total Other Operating		1,481,548	1,382,673	1,382,700	1,485,688	1,366,140	(119,548)	-8.05%
TOTAL OPERATING EXPENSES		\$5,349,004	\$5,384,932	\$5,497,194	\$5,977,585	\$ 5,877,076	\$ (100,509)	-1.68%
Fixed Assets - Capital Outlay		\$ 56,322	\$ 56,322	\$ 337,500	\$ 337,500	\$ 355,000	\$ 17,500	5.19%

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 degreasing operations biannually.
- * Lift station maintenance via quarterly preventive measures on all lift station pumps and control
- * Conduct master planning and inflow/infiltration programs in conjunction with NEW Water to ensure clear water flow is kept to a minimum and sewer system retains sufficient capacity for future growth.

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
PW Director ⁽¹⁾	0.20	0.20	0.20	0.20	0.20
Ops Supervisor ⁽²⁾	0.45	0.45	0.45	0.45	0.45
Utility Foreman ⁽³⁾	0.30	0.30	0.30	0.30	0.30
Utility Lead ⁽³⁾	0.30	0.30	0.30	0.30	0.30
Utility Lead ⁽³⁾	0.30	0.30	0.30	0.30	0.30
Utility Worker ⁽³⁾	0.30	0.30	0.30	0.30	0.30
Utility Worker ⁽³⁾	0.30	0.30	0.30	0.30	0.30
Utility Clerk ⁽⁴⁾	0.40	0.40	0.20	0.20	0.20
GIS Coordinator ⁽⁵⁾	0.10	0.10	0.10	0.10	0.10
CSR/Secretary ⁽⁶⁾	0.05	0.05	0.05	0.05	0.05
Summer Help ⁽⁷⁾	Part-Time	Part-Time	Part-Time	Part-Time	Part-Time
Total FTE	2.70	2.70	2.50	2.50	2.50

Notes:

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

2020 ACCOMPLISHMENTS:

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

2021 OBJECTIVES:

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

BUDGET SUMMARY:

- * Village is working with auditor to complete a rate review for 2021 implementation.

CAPITAL REQUESTS:

Project Name: **Pick Up Truck**

Cost: \$17,500

Type: Replacement

Useful Life: 10

Description: On-Call Personnel Truck - Utility Lead

Justification: This truck serves as the operational truck for a Utility employee. This truck is in operation every workday and every fifth weekend.

2021 Budget
Enterprise Funds
Department: Sewer Utility - Fund 530

Account Name	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
SOURCES AND USES OF FUNDS							
OPERATING REVENUES							
530-5930-4900-0000 Residential Sales	1,580,955	1,666,645	1,650,000	1,650,000	1,650,000	-	0.00%
530-5930-4901-0000 Commercial Sales	1,473,054	1,618,553	1,400,000	1,450,000	1,450,000	-	0.00%
530-5930-4903-0000 Restaurant Sales	489,855	509,000	465,000	480,000	480,000	-	0.00%
530-5930-4902-0000 Industrial Sales	1,648,738	1,743,992	1,750,000	1,750,000	1,750,000	-	0.00%
530-5930-4904-0000 Public Authority Sales	47,074	51,810	45,000	45,000	45,000	-	0.00%
530-5930-4909-0000 Forfeited Discounts	19,676	24,319	18,000	18,000	18,000	-	0.00%
530-5930-4911-0000 Other	2,406	2,392	1,500	1,500	1,500	-	0.00%
Total Operating Revenues	5,261,758	5,616,711	5,329,500	5,394,500	5,394,500	-	0.00%
OPERATING EXPENSES							
Operation	60,091	68,315	80,702	91,342	106,520	15,178	16.62%
Maintenance	355,960	331,222	376,754	429,254	433,017	3,763	0.88%
Treatment	4,264,035	4,248,715	4,526,016	4,526,016	4,698,000	171,984	3.80%
Accounting & Collecting	49,140	38,669	18,213	20,463	47,249	26,786	130.90%
Administration & General	245,207	243,892	231,286	255,202	230,509	(24,693)	-9.68%
Depreciation	706,352	631,884	635,000	695,000	635,000	(60,000)	-8.63%
Total Operating Expenses	5,680,785	5,562,697	5,867,971	6,017,277	6,150,295	133,018	2.21%
Operating Income (Loss)	(419,027)	54,014	(538,471)	(622,777)	(755,795)	114,077	-18.32%
NONOPERATING REVENUES (EXPENSES)							
530-5930-4600-0000 Interest Revenue	66,188	108,153	75,000	70,000	70,000	-	0.00%
530-5930-9310-0000 Interest Expense	(4,514)	(2,812)	(4,284)	(4,284)	(4,284)	-	0.00%
Total Nonoperating Revenues (Expenses)	61,674	105,341	70,716	65,716	65,716	-	0.00%
Income (loss) before Contributions & Transfers	(357,353)	159,355	(467,755)	(557,061)	(690,079)	-	0.00%
Capital Contributions	25,921	9,905	-	-	-	-	N/A
Transfers Out	(14,579)	(13,102)	(12,000)	(12,000)	(12,000)	-	0.00%
Change in Net Position	(346,011)	156,158	(479,755)	(569,061)	(702,079)	(133,018)	23.37%
Net Position - January 1, as Originally Stated	2,137,137	1,781,062	1,937,220	1,494,070	1,457,465	(36,605)	-2.45%
Cumulative Effect of Change in Accounting Principle	(10,064)	-	-	-	-	-	N/A
Net Position - January 1, as restated	2,127,073	1,781,062	1,937,220	1,494,070	1,457,465	(36,605)	-2.45%
Net Position - December 31	\$ 1,781,062	\$ 1,937,220	\$ 1,457,465	\$ 925,009	\$ 755,386	\$(169,623)	-18.34%
SOURCES AND USES OF FUNDS							
Cash - Beginning of Year			\$ 4,709,395	\$ 4,418,505	\$ 4,768,071		
Plus: Net Income			(479,755)	(569,061)	(702,079)		
Plus: Depreciation/Amortization			635,000	695,000	635,000		
Less: Debt Repayment			(59,069)	(59,069)	-		
Less: Fixed Assets			(37,500)	(37,500)	(17,500)		
Cash - End of Year			\$ 4,768,071	\$ 4,447,875	\$ 4,683,492		

2021 Budget

Enterprise Funds

Department: Sewer Utility - Fund 530

Account & Project Code	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
OPERATION EXPENSES								
	Labor & Benefits	44,138	50,657	62,102	62,102	77,420	15,318	24.67%
530-5930-6101-0692	Operational Supplies	64	106	500	1,000	1,000	-	0.00%
530-5930-6101-0691	Maintenance Supplies	201	270	500	5,500	5,500	-	0.00%
530-5930-6200-0693	Gas & Oil	1,332	1,029	2,000	5,844	6,000	156	2.67%
530-5930-8201-0693	Vehicle Repairs	2,227	5,063	3,600	3,600	3,600	-	0.00%
530-5930-8400-0694	Electric	12,129	11,190	12,000	13,296	13,000	(296)	-2.23%
	Total Operation	60,091	68,315	80,702	91,342	106,520	15,178	16.62%
MAINTENANCE EXPENSES								
	Labor & Benefits							
	Collecting System	83,390	98,450	113,635	113,635	116,413	2,778	2.44%
	Lift Station	14,183	11,463	28,119	28,119	29,104	985	3.50%
	Maintenance Supplies							
530-5930-6101-0696	Collecting System	239,910	205,562	210,000	240,000	240,000	-	0.00%
530-5930-6101-0697	Lift Station	18,477	13,667	25,000	47,500	47,500	-	0.00%
530-5930-6101-0698	Meters	-	2,080	-	-	-	-	N/A
	Total Maintenance	355,960	331,222	376,754	429,254	433,017	3,763	0.88%
TREATMENT EXPENSES								
530-5930-8100-0695	Sewerage Treatment Services	4,264,035	4,248,715	4,526,016	4,526,016	4,698,000	171,984	3.80%
ACCOUNTING & COLLECTING EXPENSES								
	Labor & Benefits							
	Meter Reading	6,934	16,442	3,072	3,072	15,100	12,028	391.54%
	Accounting & Collections	42,206	22,227	14,891	14,891	29,649	14,758	99.11%
530-5930-6111-0905	Operational Supplies	-	-	250	2,500	2,500	-	0.00%
	Total Accounting & Collecting	49,140	38,669	18,213	20,463	47,249	26,786	130.90%
ADMINISTRATIVE & GENERAL EXPENSES								
	Labor & Benefits	91,043	104,410	95,674	95,674	69,081	(26,593)	-27.80%
530-5930-6100-0921	Operational Supplies	107	443	500	800	800	-	0.00%
530-5930-6200-0930	Gas & Oil	-	5,966	-	-	-	-	N/A
530-5930-6213-0923	Software Maintenance	4,196	5,390	4,623	4,000	4,000	-	0.00%
530-5930-6304-0930	Postage	573	595	750	1,500	1,500	-	0.00%
530-5930-6401-0930	Uniforms	51	177	500	1,000	1,000	-	0.00%
530-5930-6402-0930	Shoe Allowance	348	456	500	1,000	1,000	-	0.00%
530-5930-7100-0930	Training & Conferences	-	-	500	1,000	1,000	-	0.00%
530-5930-7120-0930	Dues & Subscriptions	-	-	-	500	500	-	0.00%
530-5930-8100-0923	Contracted Services	26,620	26,312	21,000	21,000	21,000	-	0.00%
530-5930-8101-0923	Computer Consulting	2,423	1,487	1,000	4,000	4,000	-	0.00%
530-5930-8102-0923	Accounting & Auditing	7,310	4,500	8,000	8,000	8,000	-	0.00%
530-5930-8115-0923	Engineering Services	11,482	-	2,500	20,000	20,000	-	0.00%
530-5930-8119-0930	Investment Fees	8,155	8,371	8,500	8,500	8,500	-	0.00%
530-5930-8206-0931	Building Rental	44,892	46,262	47,640	47,640	49,092	1,452	3.05%
530-5930-8330-0924	Property Insurance	31,608	27,012	29,760	28,248	28,248	-	0.00%
530-5930-8334-0924	Workers' Compensation	10,968	9,528	6,341	8,340	8,340	-	0.00%
530-5930-8401-0930	Storm Water Charges	20	20	50	1,000	1,000	-	0.00%
530-5930-8402-0930	Telephone	833	1,065	1,200	1,200	1,200	-	0.00%
530-5930-8403-0921	Cell Phone	4,578	1,898	2,248	1,800	2,248	448	24.89%
	Total Administrative & General	245,207	243,892	231,286	255,202	230,509	(24,693)	-9.68%
OTHER OPERATING EXPENSES								
530-5930-9200-0000	Transfers Out	14,579	13,102	12,000	12,000	12,000	-	0.00%
530-5930-9880-0000	Depreciation	706,352	631,884	635,000	695,000	635,000	(60,000)	-8.63%
530-5930-9310-0000	Interest and Fiscal Charges	4,514	2,812	4,284	4,284	4,284	-	0.00%
	Total Other Operating	725,445	647,798	651,284	711,284	651,284	(60,000)	-8.44%
TOTAL OPERATING EXPENSES		\$5,699,878	\$5,578,611	\$5,884,255	\$6,033,561	\$ 6,166,579	\$133,018	2.20%
Fixed Assets - Capital Outlay		\$ 56,322	\$ 56,322	\$ 37,500	\$ 37,500	\$ 17,500	\$ (20,000)	-53.33%

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 utilized 2017 Brown County Aerial Mapping and will be updated in 2021 with 2020 mapping.

SERVICES:

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

STAFFING (FTE Positions):

Position	2017	2018	2019	2020	2021
Engineer ⁽¹⁾	0.60	0.60	0.60	0.60	0.60
PW Director ⁽²⁾	0.20	0.20	0.20	0.20	0.20
Ops Supervisor ⁽³⁾	0.10	0.10	0.10	0.10	0.10
PW Operator ⁽⁴⁾	1.20	1.20	1.20	1.20	1.20
Utility Clerk ⁽⁵⁾	0.15	0.15	0.10	0.10	0.10
GIS Coordinator ⁽⁶⁾	0.10	0.10	0.10	0.10	0.10
CSR/Secretary ⁽⁷⁾	0.05	0.05	0.05	0.05	0.05
Total FTE	2.40	2.40	2.35	2.35	2.35

Notes:

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

2020 ACCOMPLISHMENTS:

- * Construction of the Marhill Pond. This pond will help the Village meet WDNR MS4 permitting requirements for water quality. A WDNR Urban Non-Point Source Storm Water Management grant was obtained to help offset land, design and construction costs.
- * Added additional storm sewer to the Allied Street storm sewer system to help with capacity and flooding issues.
- * Completed maintenance on existing storm water ponds and various storm sewer systems throughout the Village.
- * Replaced aging storm sewer system on Anderson Drive prior to road re-surfacing.
- * Repaired the Pioneer Drive culvert after large storm event and flooding in the area.
- * Extended the storm sewer on S. Ridge Road to service new development.
- * Completed streambank stabilization at various locations in the Village.
- * In cooperation with the Town of Lawrence, re-constructed the Spring Meadows Pond.

2021 OBJECTIVES:

- * Identify potential future storm water pond sites and streambank stabilization areas.
- * Purchase parcels that have been identified as potential future storm water ponds.
- * Complete maintenance on the Glory Pond; including dredging, clearing and grubbing, and prairie grass establishment.
- * Design, permit and construct the Plymrock Pond in order to meet WDNR MS4 permitting
- * Maintain storm sewer system and storm water ponds in the Village.

BUDGET SUMMARY:

- * The 2021 Storm Water Utility budget remains consistent with past budget trends.

CAPITAL REQUESTS:

Project Name: Plymrock Terrace Pond Construction

Cost: \$250,000

Type: Asset - New

Useful Life: 50 Years

Description: Land acquisition and pond construction in an area identified in the Villages' Storm Water Mgt. Plan - ranking high in achieving WDNR Fox River TMDL Goals

Justification: Water quality components of the storm water ponds help ensure the Village stays in compliance with man-dated WDNR water quality requirements.

Project Name: Storm Water Pond Maintenance Projects

Cost: \$200,000
Type: Asset - Maintenance
Useful Life: 15 Years

Description: On-going maintenance of existing stormwater ponds - includes spraying for noxious weeds, invasive species plants, dredging of sediment and sediment disposal, erosion control repair and structure repair.

Justification: Water quality components of the storm water ponds help ensure the Village stays in compliance with man-dated WDNR water quality requirements.

Project Name: Hoida Pond Land Purchase and Pond Construction

Cost: \$150,000
Type: Asset - New
Useful Life: 50 Years

Description: Land acquisition and pond construction in an area identified in the Villages' Storm Water Mgt. Plan - ranking high in achieving WDNR Fox River TMDL Goals

Justification: Water quality components of the storm water ponds help ensure the Village stays in compliance with man-dated WDNR water quality requirements.

Project Name: Streambank Stabilization Projects

Cost: \$50,000
Type: Infrastructure - Replacement
Useful Life: 15 Years

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

Justification: Prevention of potential loss of valuable property.

Project Name: Storm Sewer Outfall Repair Projects

Cost: \$20,000
Type: Infrastructure - Replacement
Useful Life: 15 Years

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

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

Project Name: Leaf Vacuum

Cost: \$60,000
Type: Asset - Replacement
Useful Life: 15 Years

Description: Leaf Vacuum -- Mounts to front of Dump Truck

Justification: The leaf vacuum system the Village employs uses a leaf vacuum that mounts to the front of its dump trucks. The chute tracks to the dump body of the truck where a steel bin attachment encapsulates the dump bed for leaf storage and transport. The leaf vacuums are in use from late September through

Project Name: Engineering Work Vehicle

Cost: \$17,500
Type: Asset - Replacement
Useful Life: 10 Years

Description: Engineering Work Vehicle

Justification: Engineering department typically receives an older transferred unit from other departments. The existing vehicles and future potential transferred units are older and are running higher maintenance costs. Requesting to update with a low-cost new or nearly-new used vehicle.

2021 Budget
Enterprise Funds
Department: Storm Water Utility - Fund 550

Account Name	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
SOURCES AND USES OF FUNDS							
OPERATING REVENUES							
550-5950-4900-0000 Residential Sales	286,363	315,254	270,000	280,000	280,000	-	0.00%
550-5950-4901-0000 Commercial Sales	828,416	854,985	790,000	825,000	825,000	-	0.00%
550-5950-4903-0000 Restaurant Sales	55,905	61,885	57,000	57,000	57,000	-	0.00%
550-5950-4902-0000 Industrial Sales	89,700	98,362	85,000	85,000	85,000	-	0.00%
550-5950-4904-0000 Public Authority Sales	144,683	159,891	140,000	140,000	140,000	-	0.00%
550-5950-4905-0000 Private Fire Protection	540	540	600	600	600	-	0.00%
550-5950-4909-0000 Forfeited Discounts	3,160	4,506	2,500	2,500	2,500	-	0.00%
550-5950-4908-0000 Other	6,283	1,201	7,500	7,500	7,500	-	0.00%
Total Operating Revenues	1,415,050	1,496,624	1,352,600	1,397,600	1,397,600	-	0.00%
OPERATING EXPENSES							
Operation	204,976	240,579	424,774	426,054	594,122	168,068	39.45%
Regulatory Compliance	14,369	33,991	40,600	72,100	72,600	500	0.69%
Capital Improvement	167,350	21,111	-	-	-	-	N/A
Accounting & Collecting	20,487	18,588	24,311	24,311	25,050	739	3.04%
Administration & General	205,695	218,188	213,731	213,841	239,862	26,021	12.17%
Depreciation	129,502	133,243	125,000	125,000	125,000	-	0.00%
Total Operating Expenses	742,379	665,700	828,416	861,306	1,056,634	195,328	22.68%
Operating Income (Loss)	672,671	830,924	524,184	536,294	340,966	26,760	4.99%
NONOPERATING REVENUES (EXPENSES)							
550-5950-4600-0000 Interest Revenue	15,162	10,218	8,000	12,500	12,500	-	0.00%
550-5950-4911-0000 Other Nonoperating Revenues	92,377	133,646	-	-	-	-	N/A
Total Nonoperating Revenues (Expenses)	107,539	143,864	8,000	12,500	12,500	-	0.00%
Change in Net Position	780,210	974,788	532,184	548,794	353,466	(195,328)	-35.59%
Net Position - January 1, as Originally Stated	7,041,612	7,811,545	8,786,333	8,516,467	9,318,517	802,050	9.42%
Cumulative Effect of Change in Accounting Principle	(10,277)	-	-	-	-	-	N/A
Net Position - January 1, as restated	7,031,335	7,811,545	8,786,333	8,516,467	9,318,517	802,050	9.42%
Net Position - December 31	\$7,811,545	\$8,786,333	\$9,318,517	\$9,065,261	\$9,671,983	\$ 606,722	6.69%
SOURCES AND USES OF FUNDS							
Cash - Beginning of Year			\$2,314,879	\$2,660,827	\$ 2,302,063		
Plus: Net Income			532,184	548,794	353,466		
Plus: Depreciation/Amortization			125,000	125,000	125,000		
Less: Fixed Assets			(670,000)	(670,000)	(747,500)		
Cash - End of Year			\$2,302,063	\$2,664,621	\$ 2,033,029		

2021 Budget

Enterprise Funds

Department: Storm Water Utility - Fund 550

Account Code	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
OPERATION EXPENSES								
	Labor & Benefits							
	Storm Sewer Cleaning/Repair	45,930	29,430	126,031	126,031	153,540	27,509	21.83%
	Street Sweeping	24,664	20,693	24,035	24,035	32,761	8,726	36.31%
	Leaf Collection	60,298	60,907	62,208	62,208	75,821	13,613	21.88%
	Maintenance Supplies							
550-5950-6101-0802	Storm Sewer Cleaning/Repair	6,814	2,408	12,000	12,000	12,000	-	0.00%
550-5950-6101-0803	Street Sweeping	-	-	5,000	5,000	5,000	-	0.00%
550-5950-6101-0804	Leaf Collection	1,235	1,728	3,000	3,000	10,000	7,000	233.33%
550-5950-6101-0820	Facility Maintenance	204	-	2,500	2,500	2,500	-	0.00%
550-5950-6200-0801	Gas & Oil	14,114	12,346	13,000	14,280	14,000	(280)	-1.96%
	Contracted Services							
550-5950-8100-0802	Storm Sewer Cleaning/Repair	27,812	72,170	48,000	48,000	80,000	32,000	66.67%
550-5950-8100-0803	Street Sweeping	-	4,775	-	-	-	-	N/A
550-5950-8100-0804	Leaf Collection	-	-	3,000	3,000	3,000	-	0.00%
550-5950-8100-0810	Ashland Pond	-	-	2,500	2,500	10,000	7,500	300.00%
550-5950-8100-0811	Holmgren Pond	-	-	2,500	2,500	5,000	2,500	100.00%
550-5950-8100-0812	Main Avenue Pond	-	-	2,500	2,500	10,000	7,500	300.00%
550-5950-8100-0813	Spring Meadows Pond	-	-	2,500	2,500	15,000	12,500	500.00%
550-5950-8100-0814	Glory Pond	-	-	2,500	2,500	1,000	(1,500)	-60.00%
550-5950-8100-0815	Babcock Pond	-	-	2,500	2,500	15,000	12,500	500.00%
550-5950-8100-0816	Woods Edge North Pond	-	-	2,500	2,500	1,000	(1,500)	-60.00%
550-5950-8100-0817	Woods Edge South Pond	-	-	2,500	2,500	1,000	(1,500)	-60.00%
550-5950-8100-0818	Coronis Pond	-	5,676	2,500	2,500	5,000	2,500	100.00%
550-5950-8100-0819	Marhill Pond	-	-	2,500	2,500	15,000	12,500	500.00%
550-5950-8100-0821	Plymrock Pond	-	-	2,500	2,500	1,000	(1,500)	-60.00%
550-5950-8100-0820	Facility Maintenance	-	1,711	12,000	12,000	12,000	-	0.00%
550-5950-8110-0803	Grass & Leaf Disposal	9,475	7,068	36,000	36,000	36,000	-	0.00%
	Engineering Services							
550-5950-8115-0810	Ashland Pond	-	1,470	500	500	2,500	2,000	400.00%
550-5950-8115-0811	Holmgren Pond	-	937	500	500	1,000	500	100.00%
550-5950-8115-0812	Main Avenue Pond	-	2,642	500	500	2,500	2,000	400.00%
550-5950-8115-0813	Spring Meadows Pond	-	-	500	500	2,500	2,000	400.00%
550-5950-8115-0814	Glory Pond	-	-	500	500	1,000	500	100.00%
550-5950-8115-0815	Babcock Pond	-	-	500	500	2,500	2,000	400.00%
550-5950-8115-0816	Woods Edge North Pond	-	-	500	500	500	-	0.00%
550-5950-8115-0817	Woods Edge South Pond	-	-	500	500	500	-	0.00%
550-5950-8115-0818	Coronis Pond	-	1,171	500	500	1,000	500	100.00%
550-5950-8115-0819	Marhill Pond	-	-	500	500	2,500	2,000	400.00%
550-5950-8115-0821	Plymrock Pond	-	-	500	500	1,000	500	100.00%
	Vehicle Repairs							
550-5950-8201-0802	Storm Sewer Cleaning/Repair	4,267	6,514	15,000	15,000	15,000	-	0.00%
550-5950-8201-0803	Street Sweeping	6,823	1,817	15,000	15,000	15,000	-	0.00%
550-5950-8201-0804	Leaf Collection	3,340	7,116	15,000	15,000	31,000	16,000	106.67%
Total Operation		204,976	240,579	424,774	426,054	594,122	168,068	39.45%
REGULATORY COMPLIANCE								
550-5950-6101-0840	Operational Supplies	398	2,713	3,600	3,600	3,600	-	0.00%
550-5950-6303-0840	WPDES Annual Permit Fee	3,000	3,000	3,000	3,000	3,500	500	16.67%
550-5950-7120-0840	NEWSC Membership Fee	-	1,650	2,500	2,500	2,500	-	0.00%
550-5950-8100-0840	Contracted Services	-	3,990	7,500	15,000	15,000	-	0.00%
550-5950-8115-0841	Engineering Services	10,971	22,638	-	-	-	-	N/A
550-5950-8115-0841	UNPS Grant Engineering Svcs	-	-	-	-	-	-	N/A
550-5950-8115-0840	Engineering Services	10,971	22,638	24,000	48,000	48,000	-	0.00%
Total Regulatory Compliance		14,369	33,991	40,600	72,100	72,600	500	0.69%
CAPITAL IMPROVEMENT								
550-5950-8100-0870	Flood/Quality Control Contracted	153,721	7,350	-	-	-	-	N/A
550-5950-8115-0870	Flood/Quality Control Engineering	13,629	13,761	-	-	-	-	N/A
Total Capital Improvement		167,350	21,111	-	-	-	-	N/A

2021 Budget
Enterprise Funds
Department: Storm Water Utility - Fund 550

Account Code	Description	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
							\$ Change	% Change
ACCOUNTING & COLLECTNG EXPENSES								
	Labor & Benefits							
	Meter Reading	3,415	9,452	8,921	8,921	9,083	162	1.82%
	Accounting & Collections	17,072	9,136	15,390	15,390	15,967	577	3.75%
	Total Accounting & Collecting	20,487	18,588	24,311	24,311	25,050	739	3.04%
ADMINISTRATIVE & GENERAL EXPENSES								
	Labor & Benefits	170,160	183,705	182,277	182,277	186,662	4,385	2.41%
550-5950-6100-0921	Operational Supplies	-	324	1,000	1,000	1,000	-	0.00%
550-5950-6213-0923	Software Maintenance	1,281	1,146	1,750	1,750	1,750	-	0.00%
550-5950-6302-0930	Newspaper Publishing	-	-	1,000	1,000	1,000	-	0.00%
550-5950-6304-0930	Postage	-	-	1,000	1,000	1,000	-	0.00%
550-5950-7100-0930	Training & Conferences	137	290	750	750	750	-	0.00%
550-5950-8100-0923	Contracted Services	7,616	7,283	1,000	1,000	1,000	-	0.00%
550-5950-8101-0923	Computer Consulting	419	-	-	-	-	-	N/A
550-5950-8102-0923	Accounting & Auditing	3,190	2,000	2,000	2,000	2,000	-	0.00%
550-5950-8201-0930	Vehicle Repairs	2,027	-	-	-	-	-	N/A
550-5950-8206-0931	Building Rental	-	-	-	-	21,696	21,696	N/A
550-5950-8330-0924	Property & Liability Insurance	12,240	15,204	15,816	15,816	15,816	-	0.00%
550-5950-8334-0924	Workers' Compensation	7,704	6,840	5,928	5,928	5,928	-	0.00%
550-5950-8400-0930	Electric	343	600	360	384	360	(24)	-6.25%
550-5950-8403-0921	Cell Phone	578	796	850	936	900	(36)	-3.85%
	Total Administrative & General	205,695	218,188	213,731	213,841	239,862	26,021	12.17%
OTHER OPERATING EXPENSES								
550-5950-9880-0000	Depreciation	129,502	133,243	125,000	125,000	125,000	-	0.00%
TOTAL OPERATING EXPENSES		\$ 742,379	\$ 665,700	\$ 828,416	\$ 861,306	\$ 1,056,634	\$ 195,328	22.68%
Fixed Assets - Capital Outlay		\$ 423,627	\$ 423,627	\$ 670,000	\$ 670,000	\$ 747,500	\$ 77,500	11.57%

Village of ASHWAUBENON
2021 Operating Budget

**INTERNAL SERVICE
FUNDS**

2021 Budget**Internal Service Funds****Summary Report**

Account	Dental Insurance	Health Insurance	Equipment Replacement	TOTAL
REVENUES				
Premiums - Employer	\$ 106,902	\$ 1,559,603	\$ -	\$ 1,666,505
Premiums - Employee	11,878	-	-	11,878
Premiums - Retiree	3,872	76,581	-	80,453
Stop Loss Reimbursements	-	50,000	-	50,000
Insurance Refunds	-	50,000	-	50,000
Vision Premiums	-	8,500	-	8,500
Equipment Use Charge	-	-	477,871	477,871
Total Revenues	122,652	1,744,684	477,871	2,345,207
EXPENDITURES				
Insurance Expense	123,000	1,136,184	-	1,259,184
Prescription Expense	-	160,000	-	160,000
Insurance Administration	5,388	420,000	-	425,388
Wellness Program	-	20,000	-	20,000
Vision	-	8,500	-	8,500
Depreciation	-	-	527,871	527,871
Total Expenditures	128,388	1,744,684	527,871	2,400,943
Operating Income (Loss)	(5,736)	-	(50,000)	(55,736)
NON OPERATING REVENUES				
Gain on Sale of Assets	-	-	50,000	50,000
Change in Net Position	(5,736)	-	-	(5,736)
Net Position - January 1	363,119	921,478	3,877,067	5,161,664
Net Position - December 31	\$ 357,383	\$ 921,478	\$ 3,877,067	\$ 5,155,928

2021 Budget**Internal Service Funds
Dental Insurance - Fund 600****DEPARTMENT DESCRIPTION:**

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

PLAN PREMIUMS**PPO Plan**

	2021 Monthly Premium			2021 Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 31.46	\$ 3.51	\$ 34.97	\$ 377.52	\$ 42.12	\$ 419.64
Family / Employee+1	\$ 95.14	\$ 10.57	\$ 105.71	\$ 1,141.68	\$ 126.84	\$ 1,268.52

	2020 Monthly Premium			2020 Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 31.46	\$ 3.51	\$ 34.97	\$ 377.52	\$ 42.12	\$ 419.64
Family / Employee+1	\$ 95.14	\$ 10.57	\$ 105.71	\$ 1,141.68	\$ 126.84	\$ 1,268.52

FINANCIALS

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
OPERATING REVENUES							
600-5100-4573-0000 Premiums - Employer	106,017	105,906	102,579	106,905	106,902	(3)	0.00%
600-5100-4572-0000 Premiums - Employee	12,062	12,050	11,616	11,878	11,878	-	0.00%
600-5100-4572-0000 Premiums - Retirees	6,170	4,913	4,481	5,165	3,872	(1,293)	-25.04%
Total Operating Revenues	124,249	122,869	118,676	123,948	122,652	(1,296)	-1.05%
OPERATING EXPENSES							
600-5100-8307-0000 Dental Claims	111,228	125,663	105,000	123,000	123,000	-	0.00%
600-5100-8302-0000 Administrative	5,220	5,280	5,164	5,388	5,388	-	0.00%
Total Operating Expenses	116,448	130,943	110,164	128,388	128,388	-	0.00%
Operating Income (Loss)	7,801	(8,074)	8,512	(4,440)	(5,736)		
Net Position - January 1	354,880	362,681	354,607	360,258	363,119		
Net Position - December 31	\$ 362,681	\$ 354,607	\$ 363,119	\$ 355,818	\$ 357,383		

2021 Budget**Internal Service Funds
Health Insurance - Fund 610****DEPARTMENT DESCRIPTION:**

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

PLAN PREMIUMS**HSA Plan**

	2021 Monthly Premium			2021 Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 539.36	\$ -	\$ 539.36	\$ 6,472.32	\$ -	\$ 6,472.32
Employee + 1	\$ 1,294.47	\$ -	\$ 1,294.47	\$ 15,533.64	\$ -	\$ 15,533.64
Family	\$ 1,833.84	\$ -	\$ 1,833.84	\$ 22,006.08	\$ -	\$ 22,006.08

	2020 Monthly Premium			2020 Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 594.63	\$ -	\$ 594.63	\$ 7,135.56	\$ -	\$ 7,135.56
Employee + 1	\$ 1,189.25	\$ -	\$ 1,189.25	\$ 14,271.00	\$ -	\$ 14,271.00
Family	\$ 1,783.88	\$ -	\$ 1,783.88	\$ 21,406.56	\$ -	\$ 21,406.56

FINANCIALS

TOTAL HEALTH INSURANCE							
Account	2018	2019	2020	2020	2021	2021 vs 2020 Budget	
	Actual	Actual	Forecast	Budget	Budget	\$ Change	% Change
OPERATING REVENUES							
610-5100-4575-0000 Premiums - Employer	1,637,997	1,677,354	1,112,735	1,658,407	1,559,603	(98,804)	-5.96%
610-5100-4574-0000 Premiums - Employee	156,892	126,333	28,166	111,595	-	(111,595)	-100.00%
610-5100-4574-0000 Premiums - Retiree	112,545	91,976	94,831	75,779	76,581	802	1.06%
610-5100-4578-0000 Stop Loss Reimbursements	93,278	123,303	15,275	25,000	50,000	25,000	100.00%
610-5100-4753-0000 Insurance Rebates/Refunds	62,259	73,304	55,367	30,000	50,000	20,000	66.67%
610-5100-4581-0000 Vision Premiums	5,813	8,334	8,226	8,500	8,500	-	0.00%
Total Operating Revenues	2,068,784	2,100,604	1,314,600	1,909,281	1,744,684	(164,597)	-8.62%
OPERATING EXPENSES							
610-5100-8305-0000 Medical Claims	1,274,397	1,263,411	747,871	1,125,000	1,136,184	11,184	0.99%
610-5100-8310-0000 Prescription Claims	228,584	266,733	91,074	305,000	160,000	(145,000)	-47.54%
610-5100-8301-0000 Administrative	362,772	403,274	414,222	425,000	420,000	(5,000)	-1.18%
610-5100-8315-0000 Wellness	16,394	11,613	15,200	32,500	20,000	(12,500)	-38.46%
610-5100-8320-0000 Vision Claims	5,710	8,344	7,947	8,500	8,500	-	0.00%
Total Operating Expenses	1,887,857	1,953,375	1,276,314	1,896,000	1,744,684	(151,316)	-7.98%
Operating Income (Loss)	180,927	147,229	38,286	13,281	-		
Net Position - January 1	555,036	735,963	883,192	954,400	921,478		
Net Position - December 31	\$ 735,963	\$ 883,192	\$ 921,478	\$ 967,681	\$ 921,478		

DEPARTMENT 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.

2021 VEHICLE REQUESTS:

Department: Public Safety
Vehicle Name: Patrol Vehicle

Cost: \$ 48,820
Type: New
Existing Vehicle Age 4
Useful Life: 3

Description: Ford Explorer

Justification: Replacement of Car #8 (2016 Ford Explorer). The vehicle has extensive repairs and continues to be down due to repairs to engine. This vehicle will be sold at auction and replaced with Ford Explorer.

Department: Public Safety
Vehicle Name: Patrol Vehicle

Cost: \$ 48,820
Type: New
Existing Vehicle Age 4
Useful Life: 3

Description: Ford Explorer

Justification: Replacement of Car #3 (2016 Ford Explorer). The vehicle has extensive repairs and continues to be down due to repairs to engine. This vehicle will be sold at auction and replaced with Ford Explorer.

Department: Public Safety
Vehicle Name: Patrol Vehicle

Cost: \$ 48,820
Type: New
Existing Vehicle Age 4
Useful Life: 4

Description: Ford Explorer

Justification: Replacement of Car #1 (2016 Ford Explorer). The vehicle has extensive repairs and continues to be down due to repairs to engine. This vehicle will be sold at auction and replaced with Ford Explorer.

2021 Budget**Internal Service Funds
Equipment Replacement - Fund 620**

Department: Public Safety
Vehicle Name: Patrol/Traffic/Backup Supervisor

Cost: \$ 50,135
Type: New
Existing Vehicle Age 10
Useful Life: 4

Description: Ford Explorer

Justification: This vehicle is 10 years old and we recommend to be sold at auction and replace with a Ford Explorer

Department: Public Works - Recycling
Vehicle Name: Recycling Truck

Cost: \$ 285,000
Type: Replacement
Existing Vehicle Age 7
Useful Life: 8

Description: Automated Curb-side Recycling Truck

Justification: The Village conducts curb-side pick-up of recyclables for its residents on an alternating weekly schedule. This truck completes the operations of recycling pick-up and is in use every workday.

Department: Engineering
Vehicle Name: Engineering Work Vehicle

Cost: \$ 17,500
Type: Replacement
Existing Vehicle Age 11
Useful Life: 10

Description: Engineering Work Vehicle

Justification: Engineering department typically receives an older transferred unit from other departments. The existing vehicles and future potential transferred units are older and are running higher maintenance costs. Requesting to update with a low-cost new or nearly-new used vehicle.

2021 Budget**Internal Service Funds
Equipment Replacement - Fund 620**

Department: Public Works - Administration
Vehicle Name: Street Supervisor Work Vehicle

Cost: \$ 17,500
Type: Replacement
Existing Vehicle Age 9
Useful Life: 10

Description: Street Supervisor Work Vehicle

Justification: Street Supervisor typically receives an older transferred unit from other departments. The existing vehicle and future potential transferred units are older and are running higher maintenance costs. Requesting to update with a low-cost new or nearly-new used vehicle.

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

Cost: \$ 32,500
Type: Replacement
Existing Vehicle Age 16
Useful Life: 13

Description: General fleet pick-up truck.

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

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

Cost: \$ 32,500
Type: Replacement
Existing Vehicle Age 13
Useful Life: 13

Description: General fleet pick-up truck.

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

2021 Budget**Internal Service Funds
Equipment Replacement - Fund 620**

Department: Building Inspection
Vehicle Name: Building Inspection Work Vehicle

Cost: \$ 17,500
Type: Replacement
Existing Vehicle Age 16
Useful Life: 10

Description: Building Inspection Work Vehicle

Justification: Building inspection department typically receives older transferred units from other departments. The existing vehicles and future potential transferred units are older and are running higher maintenance costs. Requesting to update both inspection department vehicles with a low-cost new or nearly-new

Department: Building Inspection
Vehicle Name: Building Inspection Work Vehicle

Cost: \$ 17,500
Type: Internal Transfer
Existing Vehicle Age 14
Useful Life: 10

Description: Building Inspection Work Vehicle

Justification: Building inspection department typically receives older transferred units from other departments. The existing vehicles and future potential transferred units are older and are running higher maintenance costs. Requesting to update both inspection department vehicles with a low-cost new or nearly-new

Department: Public Works - Streets
Vehicle Name: Trackless Blower Attachment

Cost: \$ 11,000
Type: Replacement
Existing Vehicle Age 15
Useful Life: 15

Description: Snow blower attachment for existing trackless machine.

Justification: The Trackless Unit is used for clearing Village sidewalks. The snowblower attachment for the unit has a replacement auger that has been repair welded to the point where it cannot be counted on any

2021 Budget**Internal Service Funds
Equipment Replacement - Fund 620**

Department: Public Works - Streets
Vehicle Name: Crosswalk/Street Striping Painter

Cost: \$ 9,000
Type: Replacement
Existing Vehicle Age
Useful Life: 15

Description: Walk-Behind striping machine for completing all Village lot striping, yellow curb painting and crosswalk painting.

Justification: Painting heads on existing unit are old and failing and the spray gun for hand painting white arrows and turn arrows failed in fall 2020.

Department: Public Works - Streets
Vehicle Name: Equipment Trailer

Cost: \$ 7,500
Type: Replacement
Existing Vehicle Age 15
Useful Life: 15

Description: Maintenance equipment trailer.

Justification: This equipment trailer is used in moving maintenance equipment to and from its various job sites.

2021 Budget

Internal Service Funds Equipment Replacement - Fund 620

Account	2018 Actual	2019 Actual	2020 Forecast	2020 Budget	2021 Budget	2021 vs 2020 Budget	
						\$ Change	% Change
OPERATING REVENUES							
620-5100-4595-0000 Equipment Use Charge	\$ 363,895	\$ 485,253	\$ 522,408	\$ 522,408	\$ 473,693	\$ (48,715)	-9.33%
OPERATING EXPENSES							
620-5100-9190-0000 Depreciation	443,362	541,504	580,942	597,391	523,693	(73,698)	-12.34%
Operating (Loss)	(79,467)	(56,251)	(58,534)	(74,983)	(50,000)	24,983	-33.32%
Nonoperating Revenues							
620-5100-4600-0000 Interest Income	21,003	-	-	-	-	-	N/A
620-5100-4752-0000 Insurance Refunds	-	38,316	-	-	-	-	N/A
620-5100-4800-0000 Sale of Equipment	31,103	64,233	30,289	30,000	50,000	20,000	66.67%
Total Nonoperating Revenues	52,106	102,549	30,289	30,000	50,000	20,000	66.67%
Income (Loss) before Transfers & Contributions	(27,361)	46,298	(28,245)	(44,983)	-	44,983	-100.00%
620-5100-4810-0000 Transfers In	54,041	-	-	-	-	-	N/A
620-5100-4850-0000 Capital Contributions	-	4,000	-	-	-	-	N/A
Change in Net Position	26,680	50,298	(28,245)	(44,983)	-	44,983	-100.00%
Net Position - January 1	3,828,334	3,855,014	3,905,312	3,960,497	3,877,067		
Net Position - December 31	\$ 3,855,014	\$ 3,905,312	\$ 3,877,067	\$ 3,915,514	\$ 3,877,067		
NET POSITION							
Net Investment in Capital Assets	2,617,127	2,813,957	2,987,649	3,243,844	3,091,524	(152,320)	-4.70%
Unrestricted	1,237,887	1,091,355	889,418	671,670	785,543	113,873	16.95%
Total Net Position	\$ 3,855,014	\$ 3,905,312	\$ 3,877,067	\$ 3,915,514	\$ 3,877,067		