

# 2025 BUDGET

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# INTRODUCTORY SECTION





## Village Manager's Executive Budget Letter

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

We are pleased to present the 2025 budget for the Village of Ashwaubenon. This document serves to meet statutory requirements, provide transparency, and facilitate decision-making and prioritization of the Village Board. The budget strives to continue the Village's commitment to prudent fiscal management, effective service delivery, and providing the highest quality of services to the citizens of the community. Ashwaubenon continues to be a strong, financially sound local municipal unit of government.

The 2025 fiscal year budget is a financial plan that continues moving the Village toward achieving our shared vision. The budget document is a means for allocating the resources of the Village to a variety of services necessary to achieve our strategic directives of – enhancing the quality of life, securing public health & safety, improving, and maintaining our public infrastructure & facilities, supporting community and economic development, striving for organizational & financial excellence, and providing for effective communication & engagement.

### 2025 Budget Major Figures

- ❖ \$20,579,735 in general fund operating expenditures, 5.41% increase from 2024.
- ❖ \$14,080,809 Village tax levy, 0% increase from 2023 (payable in 2024).
- ❖ Municipal tax rate of \$4.93/\$1,000 of assessed value.
- ❖ Total tax rate (Ashwaubenon Schools) of \$14.83/\$1,000 of assessed value.
- ❖ Total tax rate (West DePere Schools) of \$15.35/\$1,000 of assessed value.

### Strategic Planning Framework

#### Mission

*The stated purpose for our existence.*

#### Vision

*What we want to be.*

#### Values

*The beliefs or principles that guide the organization.*

#### Strategic Directives

*Looking forward, what we must do to create our vision.*

#### OUR MISSION:

*Deliver superior services for all, making Ashwaubenon a community of choice to live, work, and play.*

#### OUR VISION:

*Ashwaubenon will be an inclusive, attractive, and award-winning community featuring safe neighborhoods, thriving businesses, and exciting cultural opportunities.*

#### CORE VALUES:

- Professionalism
- Teamwork
- Driven
- Service
- Innovation
- Fun

#### STRATEGIC DIRECTIVES:

*Enhance our quality of life.*

*Secure public health & safety.*

*Improve & maintain our public infrastructure & facilities.*

*Support community & economic development.*

*Strive for organizational & financial excellence.*

*Provide effective communication & engagement.*

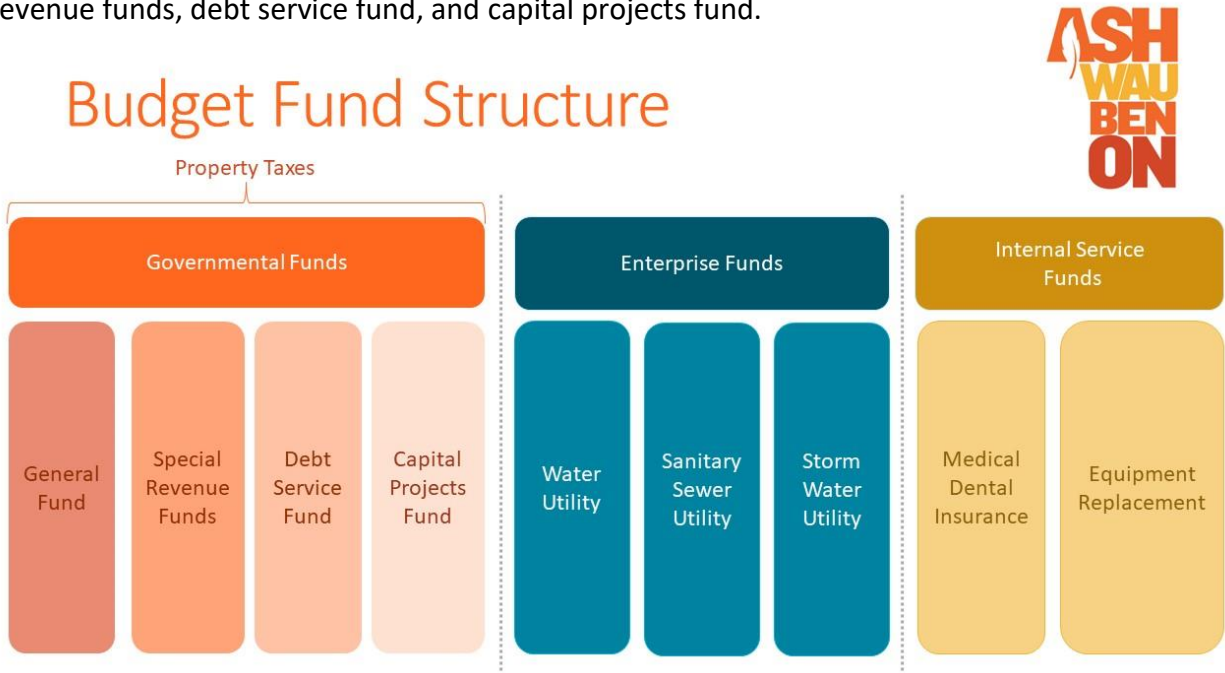


## General Budget Summary

### Tax Rate & Levy

The 2024 Budget reflects an increase of \$0.30 in the tax rate from 2023 to \$4.93. The primary reason for the increase was a Village's change in assessment ratio from 2023 to 2024. The Village's assessment ratio decreased by 11.3%.

Property taxes support the four components of governmental funds, the general fund, special revenue funds, debt service fund, and capital projects fund.



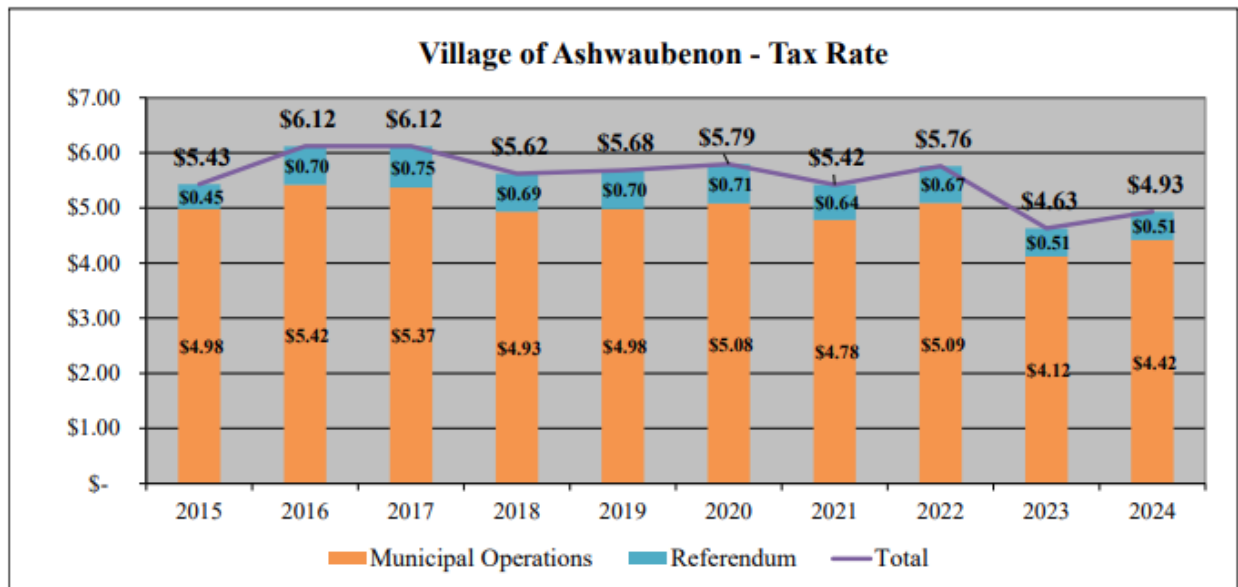
These four components combined with the 2016 referendum bonding for the community center, indoor aquatics facility, and the performing arts center equate to the total Village property tax levy.

### Fiscal Year Tax Levy Changes

The property tax levy for FY2025, required for all governmental funds, which includes the general fund, special revenue funds, debt service fund and capital projects fund, is remaining flat.

	2025 BUDGET	2024 BUDGET		
	2024 Levy	2023 Levy	Increase/(Decrease)	Percent Change
General Fund	\$ 11,341,284	\$ 11,247,780	\$ 93,504	0.83%
Capital Projects Funds	750,000	750,000	-	0.00%
Debt Service Fund	548,125	538,629	9,496	1.76%
Referendum Bonding	1,441,400	1,544,400	(103,000)	-6.67%
<b>Total Municipality Levy</b>	<b>\$ 14,080,809</b>	<b>\$ 14,080,809</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Municipal Operations Tax Rate</b>	<b>\$ 4.42</b>	<b>\$ 4.12</b>	<b>\$ 0.30</b>	<b>7.31%</b>
<b>Referendum Related Tax Rate</b>	<b>\$ 0.51</b>	<b>\$ 0.51</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Total Municipal Tax Rate</b>	<b>\$ 4.93</b>	<b>\$ 4.63</b>	<b>\$ 0.30</b>	<b>6.50%</b>





#### Equalized Value & Budget Effect on Residents

The base equalized value of the Village (excluding tax incremental finance districts) is \$3,172,368,900. The total tax increment value for the Village's three Tax Increment Districts is \$887,899,900. This equates to a total equalized value of \$4,060,268,800, a 12.40% increase from the previous year.

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#### Top 5 Assessed Properties

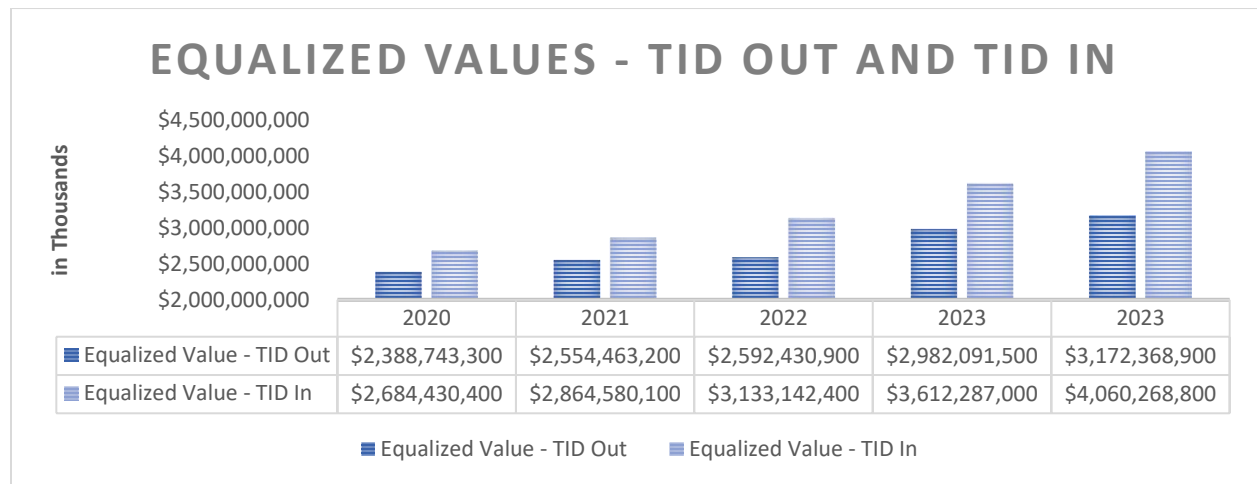
- \$99,089,200 – Titledown Development LLC
- \$84,109,800 – Bellin Memorial Hospital Inc.
- \$46,703,600 – Green Bay Packaging Inc
- \$44,460,700 – Titledown Office Building Partners LLC
- \$42,524,500 – Simon Capital LTD Partnership

★★★★★★★★

The total assessed value of the village is \$3,652,838,700, resulting in an assessment ratio of 90.45%. Our assessment ratio is marginally within state compliance. The village last completed a full market adjustment in 2023. The Village will likely need to complete a market adjustment within the next few years to maintain statutory compliance.

The 2025 budget results in a tax rate of \$4.93 per \$1,000 of assessed value. For the average assessed home of \$247,300, this results in a total Village tax of \$1,220.09 (not including any changes to special charges).

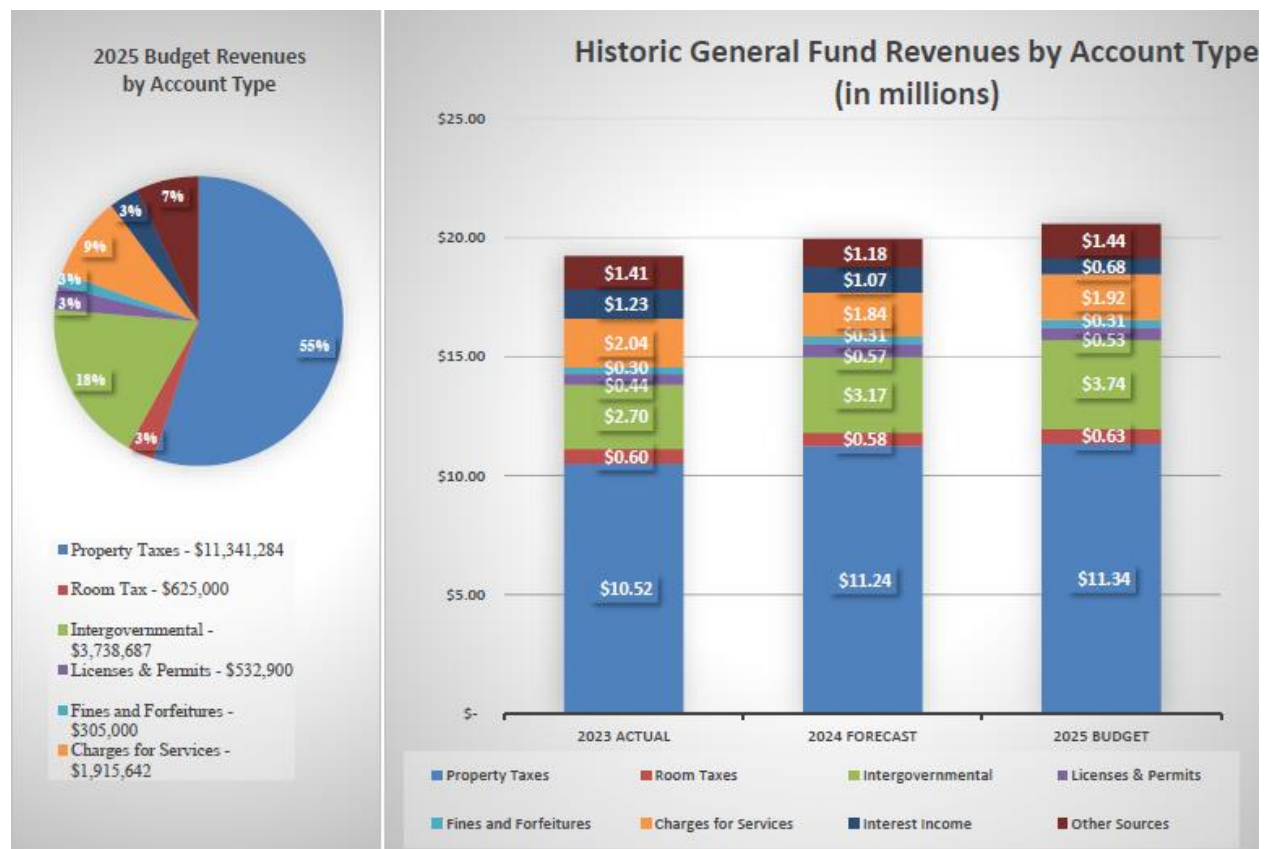
The following charts display the Village's total equalized values from 2020 through 2024 (2025 budget):



### General Fund Revenues Summary

The Village's \$11,341,284 general fund property tax levy is only a portion of the Village's total revenue source. As shown in the following table, total revenues are \$20,579,735.

The following pie chart details the Village's total general fund revenue by source. General Fund taxes are currently 55% of the total budget revenues for the Village.



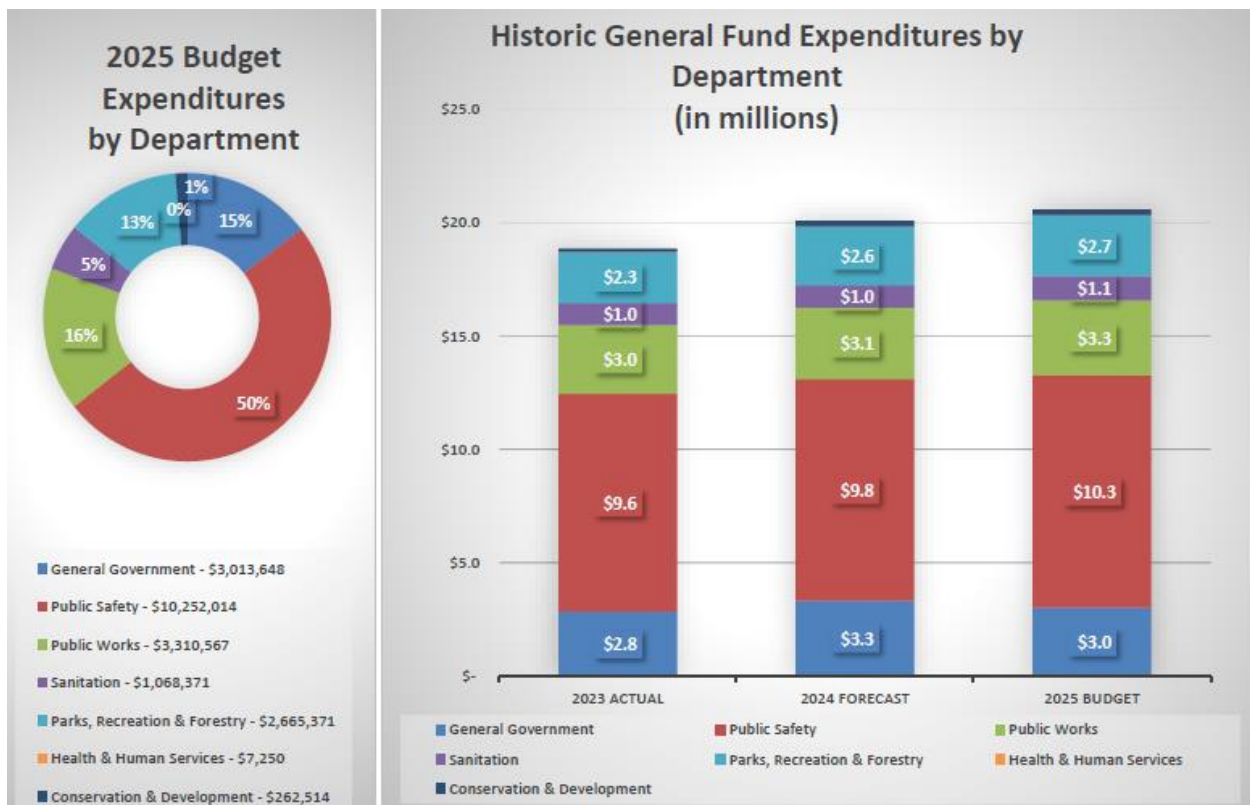


## General Fund Fiscal Year Revenue Changes

	2024 FY	2025 FY	#Change 2024-2025	% Change 2024-2025
<b>Taxes</b>	\$ 11,822,780	\$ 11,966,284	\$ 93,504	0.83%
<b>Special Assessments</b>	0	0	0	0.00%
<b>Intergovernmental Revenues</b>	3,107,467	3,738,687	631,220	20.31%
<b>Licenses &amp; Permits</b>	530,850	532,900	2,050	0.39%
<b>Fines, Forfeitures &amp; Penalties</b>	299,000	305,000	6,000	2.01%
<b>Public Charges for Services</b>	1,773,757	1,915,642	141,885	8.00%
<b>Interest Income</b>	689,900	677,400	0	0.00%
<b>Miscellaneous Revenues</b>	428,966	446,280	17,314	4.04%
<b>Transfers In</b>	745,000	745,000	0	0.00%
<b>Fund Balance Applied</b>	126,000	252,542	126,542	100.43%
<b>Total Revenues</b>	\$ 19,523,720	\$ 19,397,720	\$ 1,056,015	5.41%

## General Fund Expenditures Summary

The following chart details the Village's total General Fund expenditures by area. Public Safety is the largest single expenditure category at 50% spending followed by Public Works.



## General Fund Fiscal Year Expenditure Changes

	2024 FY	2025 FY	#Change 2024-2025	% Change 2024-2025
<b>General Government</b>	\$ 2,913,811	\$ 3,013,648	\$ 99,837	3.43%
<b>Public Safety</b>	9,814,067	10,252,014	437,947	4.46%
<b>Public Works</b>	3,063,741	3,310,567	246,826	8.06%
<b>Sanitation</b>	956,286	1,068,371	112,085	11.72%
<b>Parks, Recreation &amp; Forestry</b>	2,525,760	2,665,371	139,211	5.53%
<b>Health &amp; Human Services</b>	7,250	7,250	0	0.00%
<b>Conservation &amp; Development</b>	242,805	262,514	19,709	8.12%
<b>Other Financial Uses</b>	0	0	0	0.00%
<b>General Fund Operating Expenditures</b>	\$ 19,523,720	\$ 20,579,735	\$ 1,056,015	5.41%

## State Levy Limits & Major Aids

### 2011 Wisconsin Act 32

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

From 2023 to 2024 the Village experienced a 3.80% growth in net new construction; therefore, the Village is allowed to increase its levy by this amount for 2025.

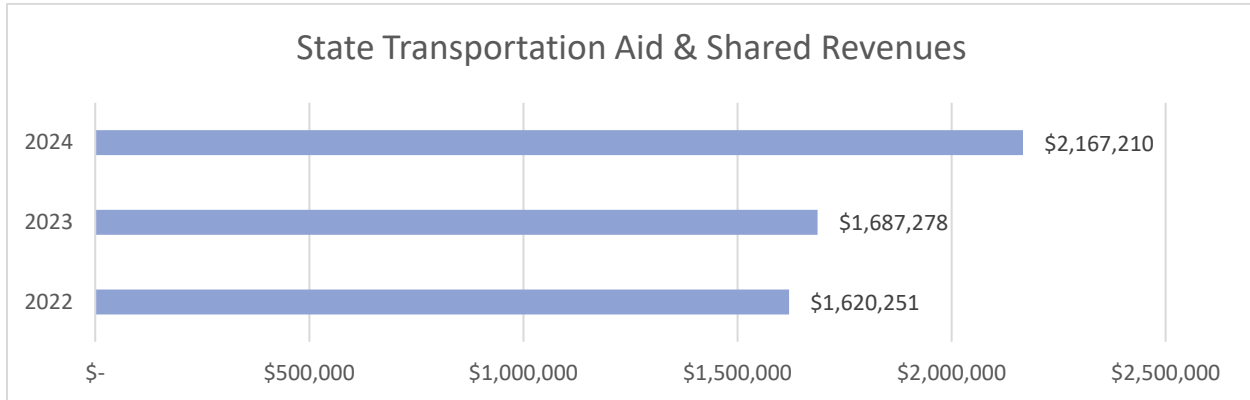
### 2023 Wisconsin Act 12 & State of Wisconsin Major Aids

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

The State of Wisconsin passed 2023 Wisconsin Act 12 which provides additional municipal aid throughout the state. Ashwaubenon is expected to receive an additional \$29,030 in state shared revenue, \$381,827 in personal property aid, and an additional \$180,685 in general transportation aid in 2025 as a result.



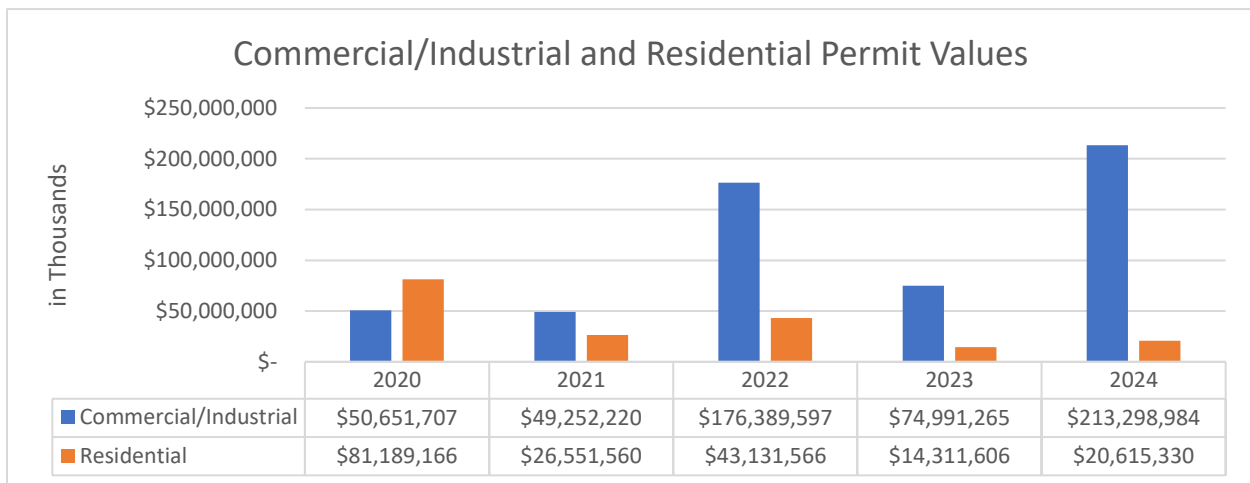
The following table illustrates these aids for the last three years.



### Growth & Development

Population estimates provided by the Wisconsin Department of Administration indicate the Village has experienced moderate population growth since the 2020 Census at 5.17%. In comparison, Brown County has had a 2.29 % population growth since 2020. The Village's estimated population for 2024 is 17,870. This population growth in the Village is due in part to two factors: the continued redevelopment of multi-family residential dwelling units in the stadium and sports & entertainment districts and the favorable tax and utility rates in Ashwaubenon.

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



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

## Overview of Personnel & Salaries

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

Details on total staffing for 2025 by department are provided later in this report and within the respective Department sections of the document.

For 2024, there are no substantive changes to the Village staffing beyond planned wage and salary adjustments.

Employee benefits, particularly health insurance options, are reviewed in depth annually by the Village in October of each calendar year. No plan design changes was made for 2025. However, the Village is fully self-insured and premium equivalent rates needed to be increased by 11.9% to account for increased costs from plan participants.

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



## Fund Balance Health

A significant focus of Ashwaubenon's financial health continues to be maintaining a contingency fund. Through well-managed spending, the Village has been able to build a reserved contingency fund. The Village established a fund balance policy to maintain the General Fund's unassigned fund balance to be not less than 20% but not more than 30% of subsequent year's budgeted expenditures. The projected 2024 unassigned fund balance of \$5,235,564 divided by the proposed budgeted 2025 General Fund expenditures of \$20,579,735 yields a ratio of 25.4% which is within the Village's policy.

The Unassigned fund balance is intended to serve as a measure of the financial resources available to mitigate risk. It is prudent to maintain unrestricted fund balance to respond to financial emergencies, such as revenue shortfalls, natural disasters, and unanticipated service level cost increases. Rating agencies like Moody's also monitor the Village's financial reserves for our credit rating which impacts the cost of borrowed money. The Village has a projected General Fund Unassigned fund balance of \$5,235,564 as of December 31, 2024. The proposed 2025 budget results in no change to the unassigned fund balance.

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

## Other Fiscal Considerations & Challenges

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

The priorities and funding recommendations for the 2025 fiscal year reflect the conditions of the current economy, demands for general services, and Village goals. The budget is a continuation of previous Village strategic discussions from 2021, the comprehensive plan, the comprehensive outdoor recreation plan, and other short and long-range plans and reports.

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

- Despite increases in state aid payments, unfunded mandates continue to be a significant financial constraint.
- Balancing demands on employees for additional service and hours with the need to maintain a small but high-quality workforce.
- Significantly increasing demand for public safety services, in particular emergency medical services.

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### 2024 Key Development Statistics

- 40 Single family homes
- 258 Two-family/Multi-family dwelling units
- 15 Commercial-industrial permits (new buildings/major renovations)

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- Staffing shortages for key and highly technical positions and the continuation of staff turnover from retirements and other voluntary resignations; particularly in public safety.
- Previous deferred vehicle and fleet replacement activities have placed a significant constraint on the Village's ability to find affordable replacement vehicles & apparatus, given ongoing supply chain and inflationary cost increases.

### Closing Statement

The Village's financial administration and overall financial position stands poised to meet our organizational challenges and strategic priorities for 2025. The Village will continue implementation of the Village's strategic plan, serving as our formal blueprint for the allocation of taxpayer resources for key strategic directives.

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

Sincerely,

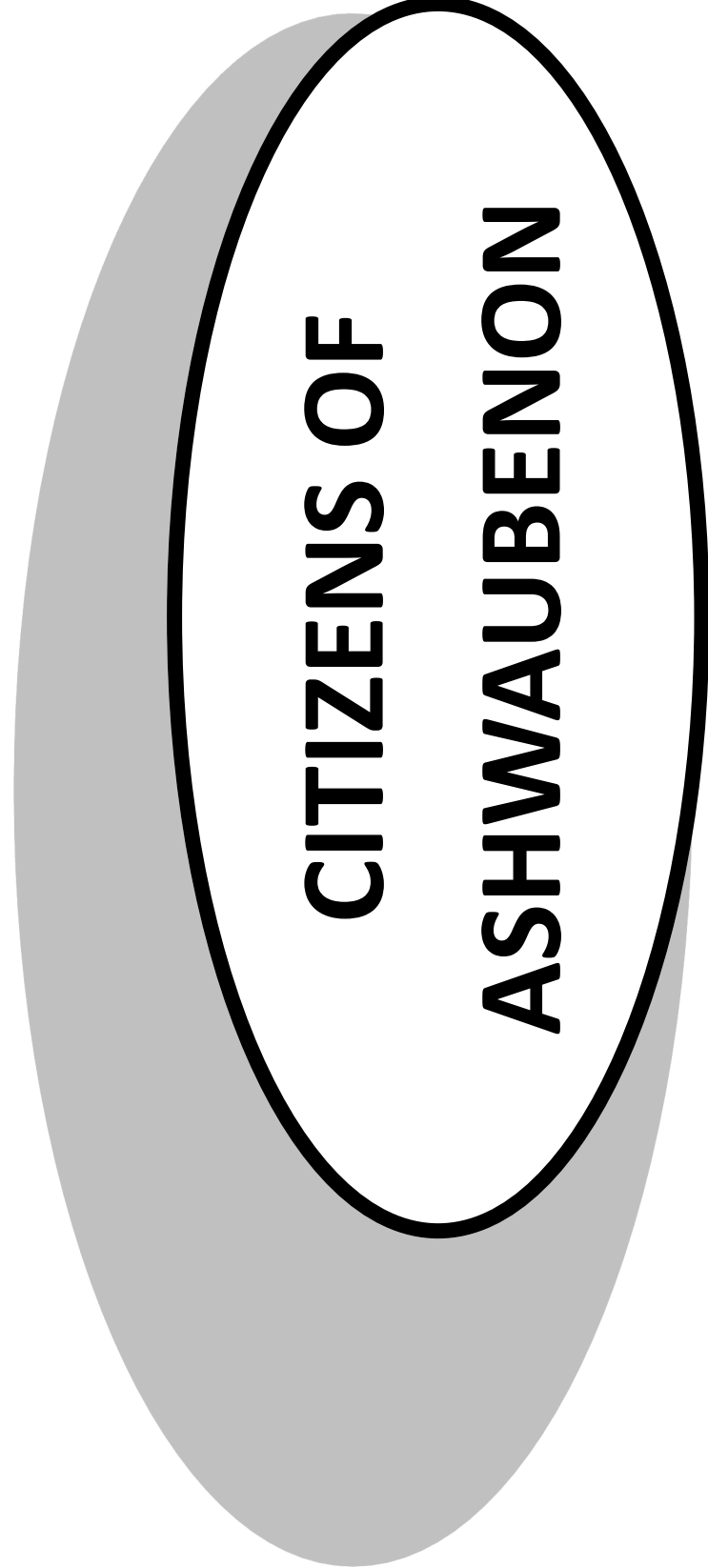
Joel Gregozeski, Village Manager

Village of Ashwaubenon Organizational & Functional Structure

Proposed by Village Administration—November 12, 2024 (FY Budget 2025)

CITIZEN BOARDS, COMMITTEES, & COMMISSIONS

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



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

VILLAGE BOARD

President (1) & Trustees (6)

Appointments Made by Village President, Confirmed by Board

MUNICIPAL JUDGE

Election:  
4-yr Term

TEAM  
Municipal Judge  
Clerk of Courts (1.5)

FUNCTIONS

- Operation of Municipal Court

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

Village Manager

TEAM  
Village Manager (1)  
Multimedia Com. Specialist (1)  
Management Analyst (0.7)

- FUNCTIONS
- Village Meeting Coordination
  - Village Board/Committee Relations / Policy Execution / Recording Secretary
  - Strategic Planning / Performance Management
  - Departmental Supervision
  - External and Internal Communications Management (Newsletter, Website, Blog, Social Media, Intranet)

Full Time: 3 (2.7 FTE) Part Time: 0 Seasonal/Temp: 0

Village Attorney / Deputy Village Manager

TEAM  
Village Attorney / Deputy VM (1)  
HR Generalist (1)  
Management Analyst (0.3)

- FUNCTIONS
- Legal Services
  - Village Prosecution
  - Special Legal Counsel
  - Collective Bargaining
  - Personnel, HR, and Benefits Administration
  - Insurance / Risk / Safety / Liability Program Management

Full Time: 3 (2.7 FTE) Part Time: 0 Seasonal/Temp: 0

Village Clerk

TEAM  
Village Clerk (1)  
Deputy Clerk II / Legal Asst. (1)  
Deputy Clerk I / Adm Asst (0.75)

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

Full Time: 2 (2.75 FTE) Part Time: 0 Seasonal/Temp: 0

Village Assessor

TEAM  
Village Assessor (Contracted)  
Deputy Clerk I / Adm Asst (0.25)

- FUNCTIONS
- Assessment Administration

Full Time: 1 (0.25 FTE) Part Time: 0 Seasonal/Temp: 0

PUBLIC WORKS / UTILITIES

- TEAM
- Director of Public Works (1)
  - Customer Services Rep (0.5)
  - Engineer / Asst Director (1)
  - Engineering Technician (1)
  - GIS Coordinator (1)
  - Seasonal Office Assistant (1)
  - Operations Supervisor (1)
  - Street Foreman (2)
  - Street Worker (13)
  - Inventory Control Specialist (1)
  - Seasonal Laborer (4)
  - Mechanic (3)
  - Utility Foreman (1)
  - Utility Worker (4)
- FUNCTIONS
- Construction and Development Oversight
  - Infrastructure Maintenance
  - Village Facility Management
  - Street Repair and Maintenance
  - Winter Road & Sidewalk Maintenance
  - Fleet Maintenance
  - Water & Sanitary Sewer Utilities
  - Stormwater Management
  - Sign Maintenance
  - Refuse & Recycling Collection
  - Geographic Information Systems
  - Street & ROW Excavation Permits
  - Receipting

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

Shared Customer Services Rep

COMMUNITY DEVELOPMENT

- TEAM
- Director of Community Dev. (1)
  - Customer Services Rep (0.5)
  - Chief Building Inspector (1)
  - Building Inspector (1)
  - Assistant Zoning Administrator / Code Enforcement Officer (1)
- FUNCTIONS
- Planning and Zoning
  - Development & Zoning Permitting
  - Building Inspection
  - Zoning Code Enforcement
  - Comprehensive Planning
  - Plan Commission Administration
  - Site Plan Review Administration
  - Short Term Rental Administration
  - Farm Animal Permitting (Chickens, pigeons, etc.)
  - Receipting

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

PARKS, RECREATION & FORESTRY

- TEAM
- Dir. of Parks, Rec. & Forestry (1)
  - Administrative Assistant (1)
  - Program Supervisor (1)
  - Senior Prog. Coordinator (0.5)
  - Program Staff (100 PT Seas.)
  - Aquatics Supervisor (1)
  - Aquatics Personnel (75 PT Seas.)
  - Park Maintenance Foreman (1)
  - Park Workers (3)
  - Seasonal Laborer (15)
  - Forester (1)
  - Forestry Workers (5 PT Seas.)
- FUNCTIONS
- Park & Green Space Planning
  - Parks & Grounds Maintenance
  - Forestry and Turf Management
  - Recreation & Enrichment Programs (All Ages)
  - Community Center Management & Operations
  - Facility Rental Administration
  - Community Wide Special Events
  - Aquatics Beach & Pool Management & Operations
  - Receipting

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

FINANCE / INFORMATION TECHNOLOGY

- TEAM
- Finance Director (Treasurer) (1)
  - Assistant Finance Director/Accountant (1)
  - Financial/Payroll Analyst (1)
  - Accounts Receivable / Utility Clerk (1)
  - Cash Receiving Clerk (1)
  - Tax Collections (4 PT Seas.)
  - IT Network Administrator (1)
  - IT Network Specialist (1)
- FUNCTIONS
- Accounting
  - Budget Administration
  - Accounts Receivable and Payable
  - Investment Administration
  - Treasury Management
  - Financial Reporting
  - Purchasing Oversight
  - Payroll Accounting
  - Information Technology Administration
  - Property Tax Collection
  - Utility Account Support
  - Utility Billing
  - Audit Oversight
  - Weights & Measures

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

PUBLIC SAFETY

- TEAM
- Chief of Public Safety (1)
  - Confidential Assistant (1)
  - Information Manager (1)
  - Records Clerk (2.5)
  - Deputy Chief (1)
  - Commander—Operations (1)
  - Captain—Shift A/B/C (8)
  - Lieutenant (6)
  - PSO (27)
  - Night Shift PSO (4)
  - K-9 (1)
  - Commander—Support Svcs (1)
  - Captain—Investigations (1)
  - Investigators (4)
  - DTF (1)
  - PT CSO (2)
  - Evidence Tech (1)
  - SRO (2)
  - Crossing Guard (15 PT Seas.)
  - Traffic Enforcement PSO (1)
  - PT Fire Inspectors (2)
  - POC Captain (2)
  - POC Lieutenant (4)
  - POC FF/EMTs (16)
- FUNCTIONS
- Public Safety
  - Traffic Control
  - Community Policing
  - Parking Enforcement
  - Animal Control
  - Emergency Management
  - Records Management
  - Crime Investigation
  - School Liaison
  - Citizen Education / Engagement
  - K9 Program
  - Fire Inspection
  - Fire Prevention
  - Fire Suppression
  - Advanced/Basic EMS
  - Rescue
  - Alarm Permitting
  - Escort/Message Licensing

Full Time: 58 Part Time: 7 (3.5 FTE) Seasonal/Temp: +/- 37

CITIZENS OF ASHWAUBENON

Total Village Staffing (w/o Utility)

Full Time: 118 Part Time: 9 (3.5 FTE) Seasonal/Temp: +/- 237

COLOR LEGEND

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

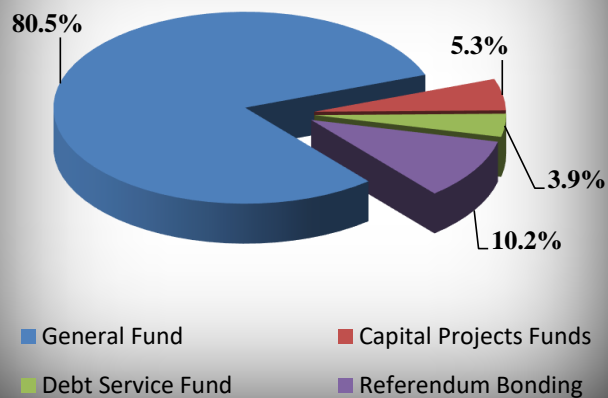
## 2025 Budget

## Village of Ashwaubenon

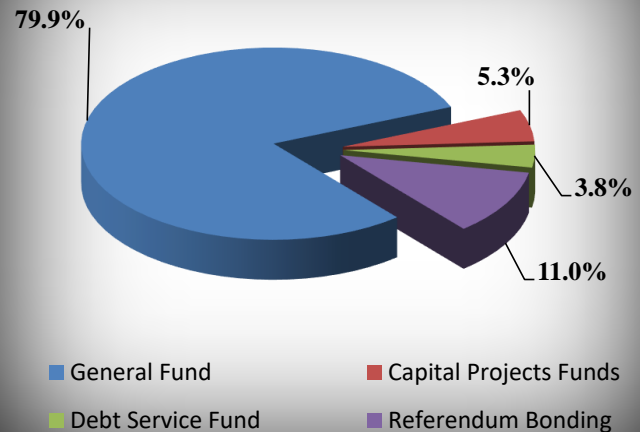
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Referendum Bonding	1,441,400	1,544,400	(103,000)	-6.67%
<b>Total Municipality Levy</b>	<b>\$ 14,080,809</b>	<b>\$ 14,080,809</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Municipal Operations Tax Rate</b>	<b>\$ 4.42</b>	<b>\$ 4.12</b>	<b>\$ 0.30</b>	<b>7.31%</b>
<b>Referendum Related Tax Rate</b>	<b>\$ 0.51</b>	<b>\$ 0.51</b>	<b>\$ -</b>	<b>0.00%</b>
<b>Total Municipal Tax Rate</b>	<b>\$ 4.93</b>	<b>\$ 4.63</b>	<b>\$ 0.30</b>	<b>6.50%</b>

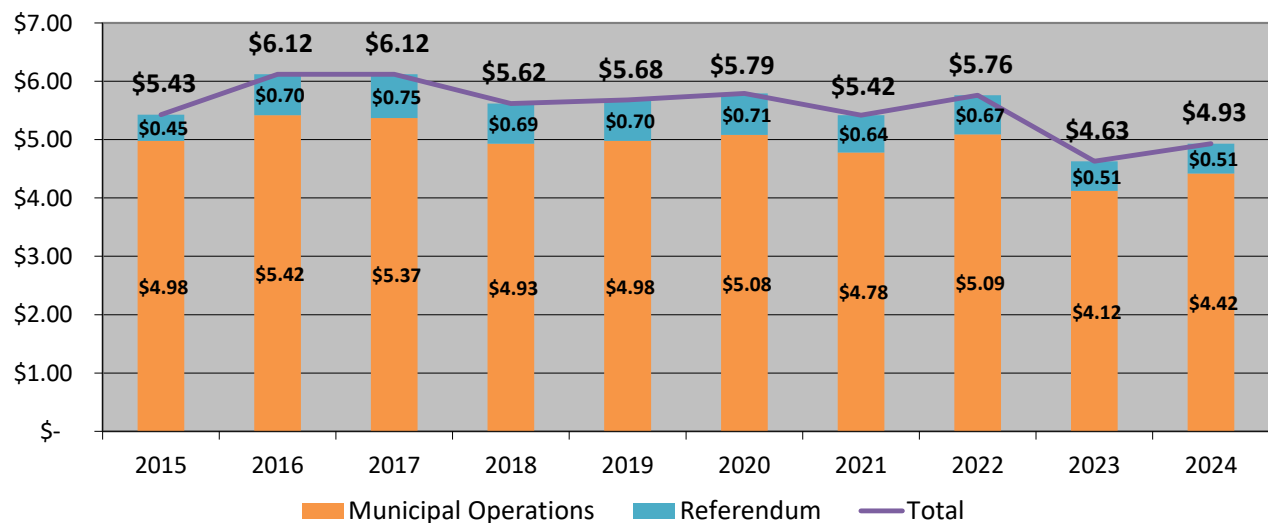
#### 2024 Municipal Levy Distribution



#### 2023 Municipal Levy Distribution



#### Village of Ashwaubenon - Tax Rate





## Village Services' Costs for Average Tax Payer

***Village of Ashwaubenon Only Tax Payment:***

Median Village of Ashwaubenon Home Assessed Value	\$	247,300
2024 Village of Ashwaubenon Budgeted Tax Rate	\$	4.93365
<b>Tax Payment - Village of Ashwaubenon Only <sup>(1)</sup></b>	<b>\$</b>	<b>1,220.09</b>

***Total Tax Payment***

Median Village of Ashwaubenon Home Assessed Value	\$	247,300
2024 Total Tax Rate (Ashwaubenon School District)	\$	14.83463
<b>Total Tax Payment</b>	<b>\$</b>	<b>3,668.60</b>

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

Public Safety	\$	492.10
Public Works		
Engineering, Streets Maintenance, Curb & Gutter, Garage, Admin	\$	140.19
Snow Removal	\$	14.83
Street Lighting	\$	28.07
Annual Mill/Pave Road Reconstruction	\$	64.99
Sanitation (garbage, recycling, wood chipping, yard waste collection)	\$	60.41
Parks, Recreation, Forestry		
Pool, Lake, Youth / Adult / Co-Sponsored Programming, Administration	\$	54.54
Park Maintenance and Forestry	\$	61.51
General Government		
Administration, Court, Clerk, Assessor, Finance, Building Inspection, Attorney	\$	56.29
Other Government (insurance, village hall maintenance, building fund, IT)	\$	59.93
Economic Development	\$	14.84
Debt Service - Municipal (Klipstine Park, Cormier Rd, McCarthy Way, EAB)	\$	47.49
Debt Service - Referendum	\$	124.90
<b>Total Village of Ashwaubenon Municipal Government Tax Payment</b>	<b>\$</b>	<b>1,220.09</b>
Other Taxing Jurisdiction Share of Total Tax Payment:		
Ashwaubenon School District	\$	1,499.95
Brown County	\$	793.77
NWTC	\$	154.79

Average Homeowner

2024

Village of Ashwaubenon, WI

DATE January 1, 2025PAY TO Village of Ashwaubenon\$ 3,668.60Three thousand, six hundred, sixty-eight and 60/100

DOLLARS

FOR Annual Property TaxAverage Homeowner**Footnotes:**

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

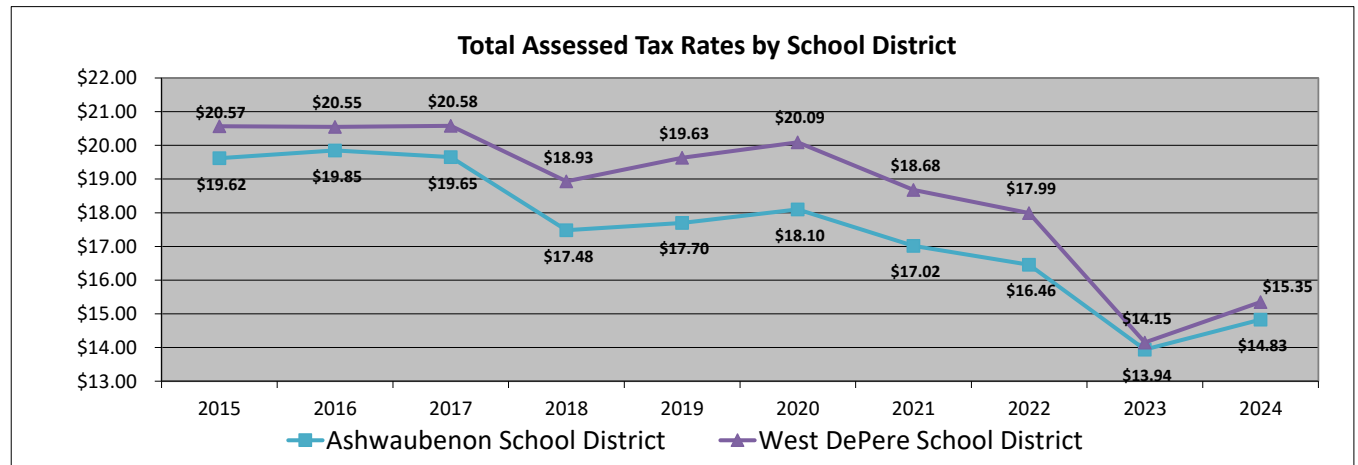
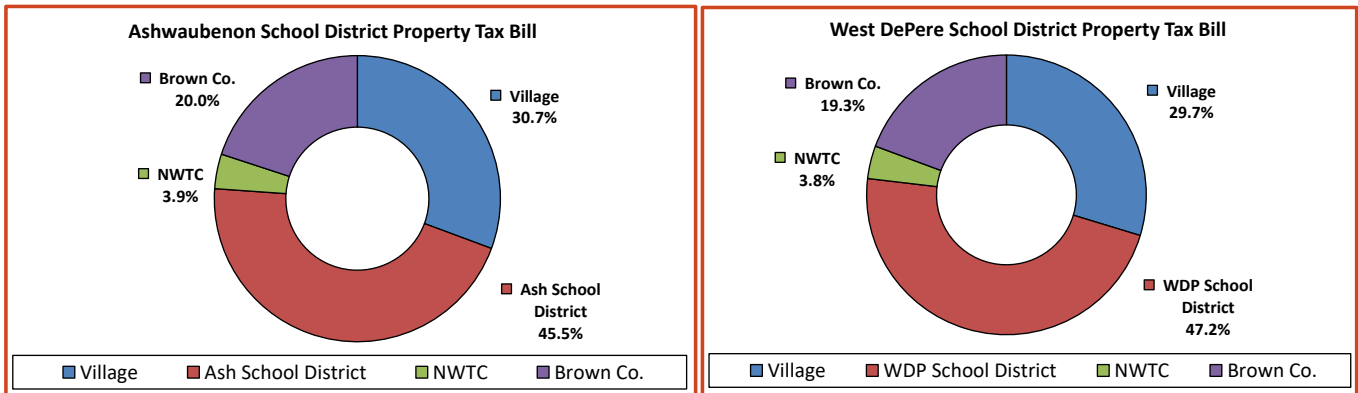
Village of Ashwaubenon - Ashwaubenon School District

Fiscal Year/ Tax Roll Year	Village of Ashwaubenon						Overlapping Rates							
	General Fund	Debt Service		Capital Projects/ Spec Rev	Total Rate	Percent of Total Tax Bill	Ashwaubenon School District		NWTC		Brown County		State	
		Municipal	Referendum				Rate	Percent	Rate	Percent	Rate	Percent	Rate	Percent
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%
2022/2021	\$ 4.24	\$ 0.20	\$ 0.64	\$ 0.34	\$ 5.42	29.6%	\$ 8.07	44.1%	\$ 0.78	4.3%	\$ 4.04	22.1%	\$ -	0.0%
2023/2022	\$ 4.54	\$ 0.23	\$ 0.67	\$ 0.32	\$ 5.76	32.5%	\$ 7.38	41.7%	\$ 0.74	4.2%	\$ 3.82	21.6%	\$ -	0.0%
2024/2023	\$ 3.70	\$ 0.17	\$ 0.51	\$ 0.25	\$ 4.63	30.7%	\$ 6.81	45.1%	\$ 0.59	3.9%	\$ 3.07	20.3%	\$ -	0.0%
2025/2024	\$ 3.97	\$ 0.19	\$ 0.51	\$ 0.26	\$ 4.93	30.7%	\$ 7.31	45.5%	\$ 0.63	3.9%	\$ 3.21	20.0%	\$ -	0.0%

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		NWTC		Brown County		State	
		Municipal	Referendum				Rate	Percent	Rate	Percent	Rate	Percent	Rate	Percent
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%
2022/2021	\$ 4.24	\$ 0.20	\$ 0.64	\$ 0.34	\$ 5.42	27.1%	\$ 9.74	48.7%	\$ 0.78	3.9%	\$ 4.04	20.2%	\$ -	0.0%
2023/2022	\$ 4.54	\$ 0.23	\$ 0.67	\$ 0.32	\$ 5.76	30.0%	\$ 8.91	46.3%	\$ 0.74	3.8%	\$ 3.82	19.9%	\$ -	0.0%
2024/2023	\$ 3.70	\$ 0.17	\$ 0.51	\$ 0.25	\$ 4.63	30.2%	\$ 7.02	45.9%	\$ 0.59	3.9%	\$ 3.07	20.1%	\$ -	0.0%
2025/2024	\$ 3.97	\$ 0.19	\$ 0.51	\$ 0.26	\$ 4.93	29.7%	\$ 7.83	47.2%	\$ 0.63	3.8%	\$ 3.21	19.3%	\$ -	0.0%

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



2025 Budget	Village of Ashwaubenon Tax Increment Calculation
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Taxing Jurisdiction	Apportioned Levy	Equalized Value (w/o TIF)	Interim Rate	Equalized Value (with TIF)	Amount to be Levied	Tax Increment
BROWN COUNTY	9,160,730.33	3,172,368,900	0.002887662	4,060,268,800	11,724,683.92	2,563,953.59
ASHWAUBENON SCHOOLS	18,404,422.00	2,797,916,128	0.006577903	3,628,776,128	23,869,737.38	5,465,315.38
WEST DEPERE SCHOOLS	2,636,705.50	374,452,772	0.00704149	431,492,672	3,038,351.33	401,645.83
VTAE	1,786,338.74	3,172,368,900	0.000563093	4,060,268,800	2,286,308.94	499,970.20
VILLAGE OF ASHWAUBENON	14,080,809.00	3,172,368,900	0.004438579	4,060,268,800	18,021,823.83	3,941,014.83
TOTAL FOR TAX INCREMENT	\$ 46,069,005.57				\$ 58,940,905.40	\$ 12,871,899.83

ALLOCATION OF TAX INCREMENT	TID #3	\$ 7,156,959.77	\$ 493,685,000	56%
	TID #4	1,296,659.58	89,443,200	10%
	TID #5	4,418,280.48	304,771,700	34%
		\$ 12,871,899.83	\$ 887,899,900	100%

**2024 Budget****Village of Ashwaubenon  
Assessed Tax Rates - Comparative Summary of Jurisdictional Levies**

Ashwaubenon School District								
Jurisdiction	2024 Levy	2024 Tax Rate	2023 Levy	2023 Tax Rate	Increase/ (Decrease) in Levy	% Change	Increase/ (Decrease) in Tax Rate	% Change
Village of Ashwaubenon	\$ 14,080,809	\$ 4.93365	\$ 14,080,809	\$ 4.63250	\$ -	0.00%	\$ 0.30115	6.50%
Ashwaubenon School District	18,404,422	7.31156	18,390,248	6.80839	14,174	0.08%	0.50317	7.39%
N.W.T.C. Vocational School	1,786,339	0.62590	1,791,027	0.58924	(4,688)	-0.26%	0.03666	6.22%
Brown County	9,160,730	3.20975	9,322,035	3.06689	(161,305)	-1.73%	0.14285	4.66%
Tax Incremental Districts	12,470,254	-	9,298,131	-	3,172,123	34.12%	-	-
Subtotal	55,902,554	16.08086	52,882,250	15.09702	3,020,304	5.71%	0.98383	6.52%
State School Credit	(4,068,500)	(1.24623)	(3,792,392)	(1.15453)	(276,109)	-7.28%	(0.09170)	-7.94%
Net Levy and Tax Rate	\$ 51,834,054	\$ 14.83463	\$ 49,089,859	\$ 13.94250	\$ 2,744,195	5.59%	\$ 0.89213	6.40%

West DePere School District								
Jurisdiction	2024 Levy	2024 Tax Rate	2023 Levy	2023 Tax Rate	Increase/ (Decrease) in Levy	% Change	Increase/ (Decrease) in Tax Rate	% Change
Village of Ashwaubenon	\$ 14,080,809	\$ 4.93365	\$ 14,080,809	\$ 4.63250	\$ -	-	\$ 0.30115	6.50%
West DePere School District	2,636,706	7.82712	2,373,297	7.01592	263,408	11.10%	0.81120	11.56%
N.W.T.C. Vocational School	1,786,339	0.62590	1,791,027	0.58924	(4,688)	-0.26%	0.03666	6.22%
Brown County	9,160,730	3.20975	9,322,035	3.06689	(161,305)	-1.73%	0.14285	4.66%
Tax Incremental Districts	7,406,584	-	5,736,897	-	1,669,688	29.10%	-	-
Subtotal	35,071,168	16.59641	33,304,065	15.30456	1,767,103	5.31%	1.29186	8.44%
State School Credit	(483,763)	(1.24623)	(458,467)	(1.15453)	(25,296)	-5.52%	(0.09170)	-7.94%
Net Levy and Tax Rate	\$ 34,587,405	\$ 15.35019	\$ 32,845,598	\$ 14.15003	\$ 1,741,807	5.30%	\$ 1.20016	8.48%



# 2025 Budget

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

Ashwaubenon School District							
Jurisdiction	2024 Levy	2024 Tax Rate	2023 Levy	2023 Tax Rate	Increase/ (Decrease) in Levy	Increase/ (Decrease) in Tax Rate	% Change
Village of Ashwaubenon	\$ 14,080,809	\$ 4.43858	\$ 14,080,809	\$ 4.72179	\$ -	\$ (0.28321)	-6.00%
Ashwaubenon School District	18,404,422	6.57790	18,390,248	6.95253	14,174	(0.37463)	-5.39%
N.W.T.C. Vocational School	1,786,339	0.56309	1,791,027	0.60059	(4,688)	(0.03750)	-6.24%
Brown County	9,160,730	2.88766	9,322,035	3.12601	(161,305)	(0.23834)	-7.62%
Tax Incremental Districts	12,470,254	-	9,298,131	-	3,172,123	-	-
Subtotal	55,902,554	14.46724	52,882,250	15.40092	3,020,304	(0.93369)	-6.06%
State School Credit	(4,014,934)	(1.43497)	(3,770,511)	(1.42546)	(244,423)	(0.00951)	-0.67%
Net Levy and Tax Rate	\$ 51,887,620	\$ 13.03226	\$ 49,111,740	\$ 13.97546	\$ 2,775,880	\$ (0.94320)	-6.75%

West DePere School District							
Jurisdiction	2024 Levy	2024 Tax Rate	2023 Levy	2023 Tax Rate	Increase/ (Decrease) in Levy	Increase/ (Decrease) in Tax Rate	% Change
Village of Ashwaubenon	\$ 14,080,809	\$ 4.43858	\$ 14,080,809	\$ 4.72179	\$ -	\$ (0.28321)	-6.00%
West DePere School District	2,636,706	7.04149	2,373,297	7.04290	263,408	(0.00141)	-0.02%
N.W.T.C. Vocational School	1,786,339	0.56309	1,791,027	0.60059	(4,688)	(0.03750)	-6.24%
Brown County	9,160,730	2.88766	9,322,035	3.12601	(161,305)	(0.23834)	-7.62%
Tax Incremental Districts	7,406,584	-	5,736,897	-	1,669,688	-	-
Subtotal	35,071,168	14.93082	33,304,065	15.49129	1,767,103	(0.56047)	-3.62%
State School Credit	(537,330)	(1.43497)	(480,348)	(1.42546)	(56,981)	(0.00951)	-0.67%
Net Levy and Tax Rate	\$ 34,533,838	\$ 13.49585	\$ 32,823,717	\$ 14.06583	\$ 1,710,122	\$ (0.56998)	-4.05%

# Village of Ashwaubenon

## 2025 Budget



### Elected and Appointed Officials and Consultants

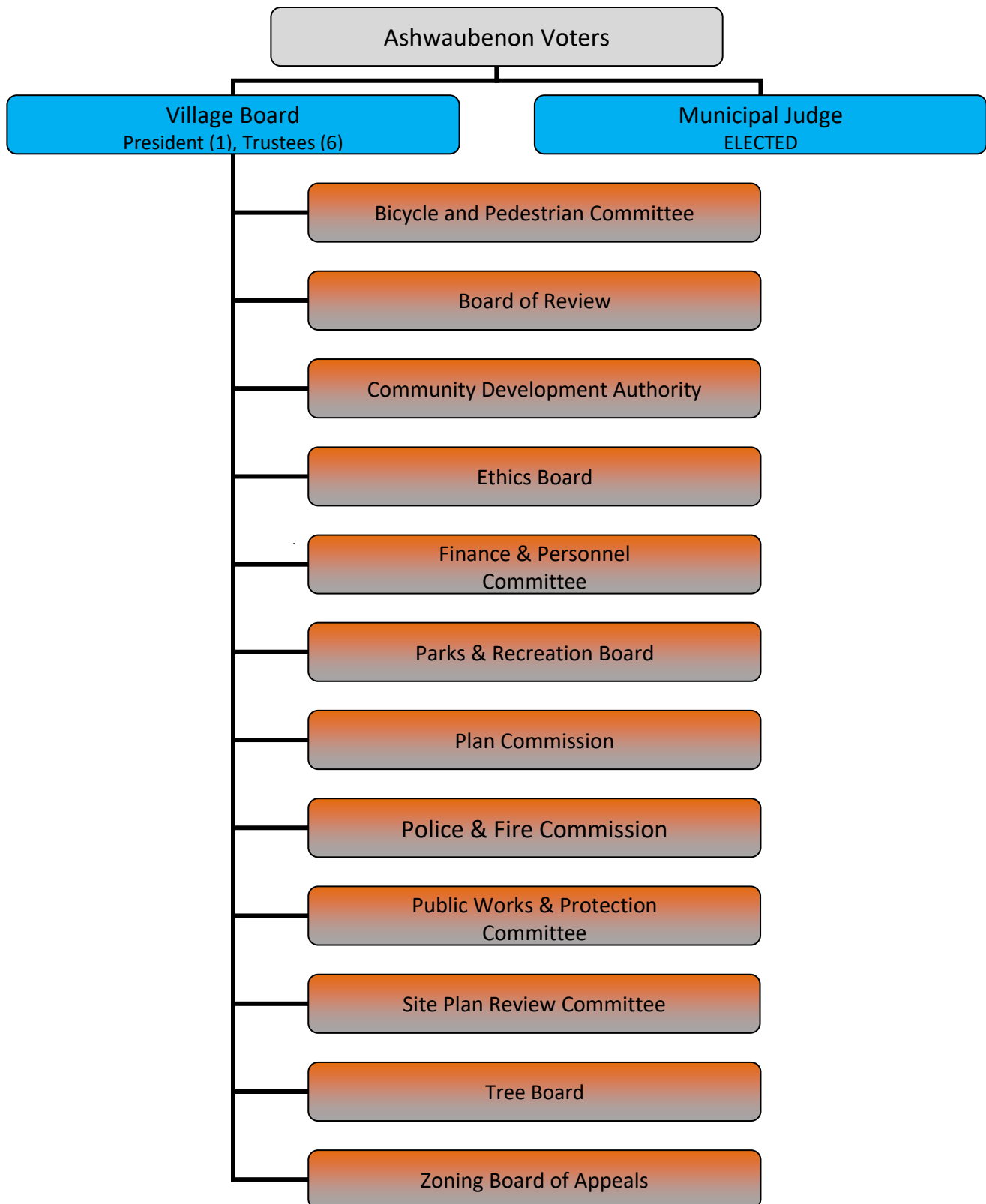
Elected Position	Village Official	Years of Service	Expiration Date of Current Term
Village President	Mary Kardoskee	20	April 2025
Village Trustee - Wards 1 & 2	Kelly Servais	5	April 2026
Village Trustee - Wards 3 & 4	Gary Paul	14	April 2026
Village Trustee - Wards 5 & 6	Chris Zirbel	8	April 2026
Village Trustee - Wards 7 & 8	Chris Atkinson	2	April 2027
Village Trustee - Wards 9 & 10	Jay Krueger	4	April 2027
Village Trustee - Wards 11 & 12	Tracy Flucke	4	April 2027
Village Judge	Gary Wickert	37	April 2027

Appointed Position	Village Employee	Years in Position	Years with Village
Village Manager	Joel Gregozeski	4	4
Village Attorney	Patrick Leigl	3	3
Village Clerk	Kris Teske	4	4
Public Safety Director	Brian Uhl	5	5
Public Works Director	Brian Rickert	2	2
Finance Director	Greg Wenholz	18	18
Director of Community Development	Aaron Schuette	8	8
Parks, Recreation & Forestry Director	Rex Mehlberg	20	20

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	Brown & Brown, Milwaukee, WI

**Village of Ashwaubenon**  
**2025 Budget**  
**Citizen Boards, Committees, and Commissions**

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<b>2025 Budget</b>	<b>Village of Ashwaubenon</b>
	<b>General Fund Summary</b>

Account	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Amount Increase / (Decrease)	Percentage Increase / (Decrease)
<b>REVENUES</b>						
Property Taxes	\$ 10,517,736	\$ 11,238,781	\$ 11,247,780	\$ 11,341,284	\$ 93,504	0.83%
Other Taxes	602,318	575,000	575,000	625,000	50,000	8.70%
Special Assessments	30,918	-	-	-	-	N/A
Intergovernmental	2,702,974	3,167,425	3,107,467	3,738,687	631,220	20.31%
Licenses & Permits	437,544	565,636	530,850	532,900	2,050	0.39%
Fines and Forfeitures	298,200	309,522	299,000	305,000	6,000	2.01%
Public Charges for Services	2,037,211	1,839,099	1,773,757	1,915,642	141,885	8.00%
Interest Income	1,234,369	1,069,282	689,900	677,400	(12,500)	(1.81%)
Miscellaneous	635,077	442,522	428,966	446,280	17,314	4.04%
Transfers In	741,921	740,963	745,000	745,000	-	0.00%
Fund Balance Applied	-	-	126,000	252,542	126,542	100.43%
<b>Total Revenues</b>	<b>19,238,267</b>	<b>19,948,230</b>	<b>19,523,720</b>	<b>20,579,735</b>	<b>1,056,015</b>	<b>5.41%</b>
<b>EXPENDITURES</b>						
General Government	2,462,397	3,195,946	2,913,811	3,013,648	99,837	3.43%
Public Safety	9,630,770	9,780,258	9,814,067	10,252,014	437,947	4.46%
Public Works	3,021,552	3,143,079	3,063,741	3,310,567	246,826	8.06%
Sanitation	961,728	979,235	956,286	1,068,371	112,085	11.72%
Parks, Recreation & Forestry	2,255,022	2,601,428	2,525,760	2,665,371	139,611	5.53%
Health & Human Services	6,848	7,000	7,250	7,250	-	0.00%
Conservation & Development	127,242	239,284	242,805	262,514	19,709	8.12%
Transfers to Other Funds	372,709	128,000	-	-	-	N/A
<b>Total Expenditures</b>	<b>18,838,267</b>	<b>20,074,230</b>	<b>19,523,720</b>	<b>20,579,735</b>	<b>1,056,015</b>	<b>5.41%</b>
<b>Excess (deficit) of Revenues over (under) Expenditures</b>	<b>400,000</b>	<b>(126,000)</b>	<b>(126,000)</b>	<b>(252,542)</b>	<b>-</b>	<b>0.00%</b>
<b>Fund Balance - January 1</b>	<b>\$ 5,618,930</b>	<b>\$ 6,018,930</b>	<b>\$ 6,018,930</b>	<b>\$ 5,892,930</b>		
<b>Fund Balance - December 31</b>	<b>\$ 6,018,930</b>	<b>\$ 5,892,930</b>	<b>\$ 5,892,930</b>	<b>\$ 5,640,388</b>		

**2025 Budget**
**Village of Ashwaubenon  
General Fund Balance Detail**

Account	2023 Actual	2024 Forecast	2024 Budget	2025 Budget
Revenue	\$ 19,238,267	\$ 19,948,230	\$ 19,397,720	\$ 20,327,193
Expenditures	18,838,267	20,074,230	19,523,720	20,579,735
Net Change in Fund Balance	400,000	(126,000)	(126,000)	(252,542)
Fund Balance - Beginning of Year	5,618,930	6,018,930	6,018,930	5,892,930
Fund Balance - End of Year	\$ 6,018,930	\$ 5,892,930	\$ 5,892,930	\$ 5,640,388

GENERAL FUND BALANCES	12/31/2023 Actual	12/31/2024 Actual	12/31/2024 Budget	12/31/2025 Budget
Nonspendable Fund Balance	\$ 23,636	\$ 23,636	\$ 23,636	\$ 23,636
Restricted Fund Balance	159,681	159,681	159,681	159,681
Committed Fund Balance				
Reserve for Retirements	600,049	474,049	474,049	221,507
Unassigned Fund Balance	5,235,564	5,235,564	5,235,564	5,235,564
Total General Fund Balance	\$ 6,018,930	\$ 5,892,930	\$ 5,892,930	\$ 5,640,388

**Village Fund Balance Policy Requirement:**

Maintain an unassigned fund balance of not less than 20% but not more than 30% of subsequent year's budgeted expenditures.  
Actual Fund Balance Percentage: 26.8% 25.4%

**GFOA Fund Balance Recommendation:**

Maintain an unassigned fund balance of not less than 2 months of subsequent year's budgeted expenditures.  
Two Months Operating Expenditures: \$ 3,253,953 \$ 3,429,956

**UNASSIGNED GENERAL FUND BALANCE**

The General Fund's fund balance is generally defined as the excess of assets over liabilities, which have resulted from general Village operations. In concept, the village could apply this balance in financing the budget for its subsequent year. However, some of the General Fund assets are in non-spendable form, such as inventory and prepaid items, so these funds are unavailable. The non-spendable fund balance is estimated at \$23,626 on December 31, 2024.

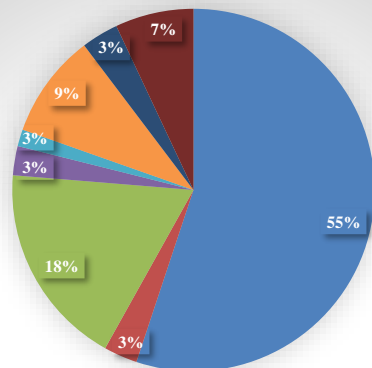
Other fund balance amounts are deemed restricted. Restricted funds are those funds received to be used for a specific purpose such as grant and escrow items. The restricted fund balance is estimated at \$159,681 on December 31, 2024.

Committed fund balances are amounts where the Village Board took action to reserve funds for a specific purpose and those funds can only be used for the preassigned purpose. The Village Board would have to take similar action to reassign the funds in another purpose is preferred. The Village's committed fund balance is for the purpose of paying future employee retirement payouts. \$126,000 of the existing balance will be used in 2024, resulting in an estimated balance of \$474,049 on December 31, 2024. The 2025 budget includes an additional use of \$252,542 to address potential employee 2025 retirements.

The Unassigned fund balance is intended to serve as a measure of the financial resources available to mitigate risk. It is prudent to maintain unrestricted fund balance to respond to financial emergencies, such as revenue shortfalls, natural disasters, and unanticipated service level cost increases. Rating agencies like Moody's also monitor the Village's financial reserves for our credit rating which impacts the cost of borrowed money. The Village has a projected General Fund Unassigned fund balance of \$5,235,564 as of December 31, 2024. The proposed 2025 budget results in no change to the unassigned fund balance.

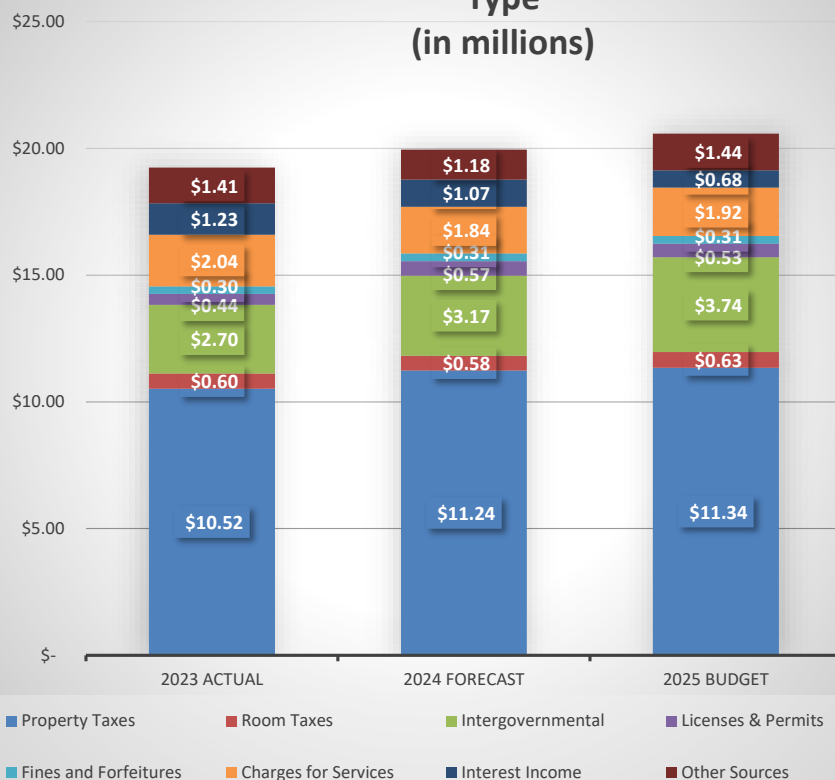
The Village established a fund balance policy to maintain the General Fund's unassigned fund balance to be not less than 20% but not more than 30% of subsequent year's budgeted expenditures. The projected 2024 unassigned fund balance of \$5,235,564 divided by the proposed budgeted 2025 General Fund expenditures of \$20,579,735 yields a ratio of 25.4% which is within the Village's policy.

2025 Budget Revenues  
by Account Type

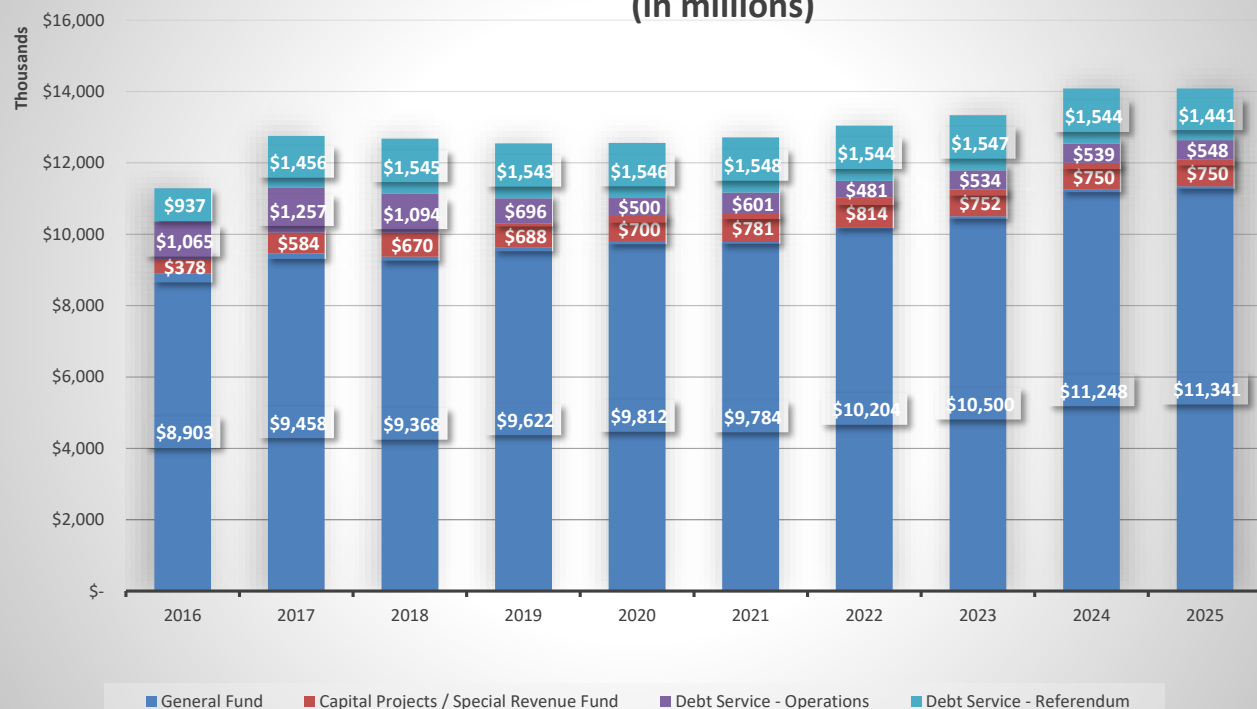


Property Taxes - \$11,341,284
Room Tax - \$625,000
Intergovernmental - \$3,738,687
Licenses & Permits - \$532,900
Fines and Forfeitures - \$305,000
Charges for Services - \$1,915,642
Interest Income - \$677,400
Other Sources - \$1,443,822

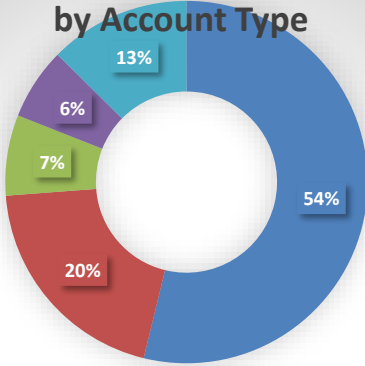
Historic General Fund Revenues by Account  
Type  
(in millions)



Historic Tax Levy Allocation  
(in millions)

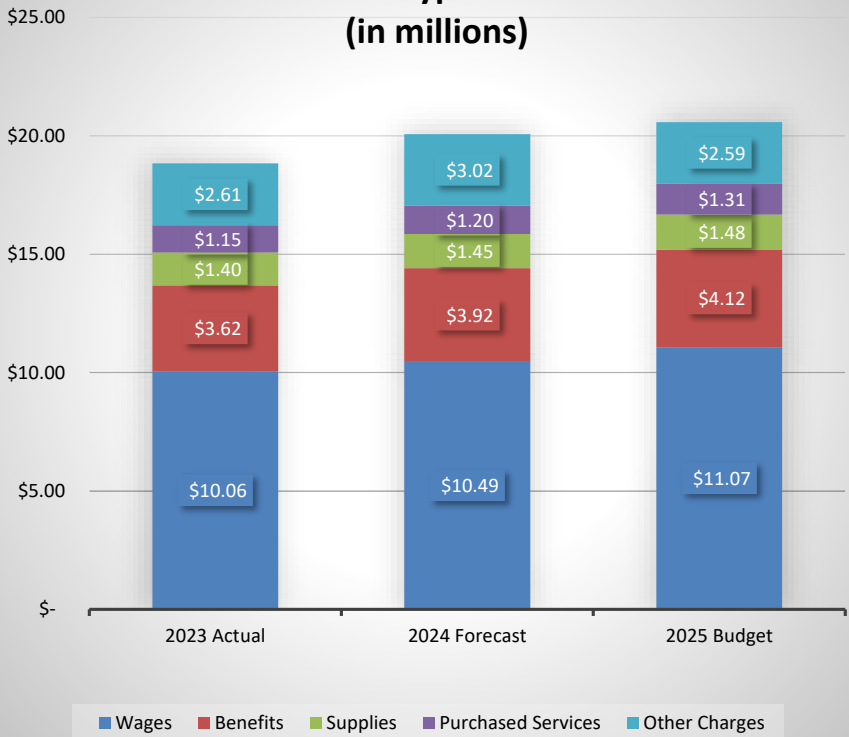


2025 Budget  
Expenditures  
by Account Type

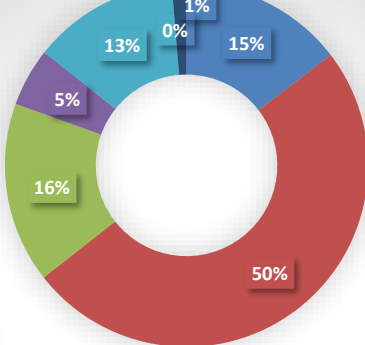


■ Wages - \$11,072,622  
■ Benefits - \$4,122,376  
■ Supplies - \$1,481,630  
■ Purchased Services - \$1,308,651  
■ Other Charges - \$2,594,456

Historic General Fund Expenditures by Account  
Type  
(in millions)

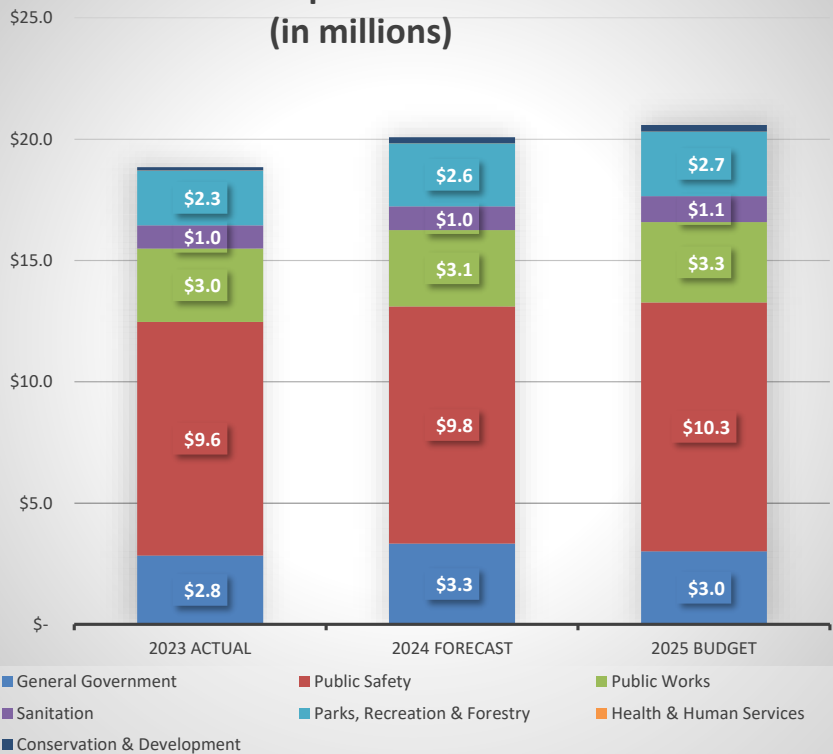


2025 Budget  
Expenditures  
by Department



■ General Government - \$3,013,648  
■ Public Safety - \$10,252,014  
■ Public Works - \$3,310,567  
■ Sanitation - \$1,068,371  
■ Parks, Recreation & Forestry - \$2,665,371  
■ Health & Human Services - \$7,250  
■ Conservation & Development - \$262,514

Historic General Fund Expenditures by  
Department  
(in millions)





## 2025 Budget

## Village of Ashwaubenon

## General Fund Revenues

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget	
						Dollar Change	Percent Change
Taxes							
General Property Tax	100-5100-4000-0000	\$ 10,517,736	\$ 11,238,781	\$ 11,247,780	\$ 11,341,284	93,504	0.83%
Room Tax	100-5100-4005-0000	602,318	575,000	575,000	625,000	50,000	8.70%
Total Taxes		11,120,054	11,813,781	11,822,780	11,966,284	143,504	1.21%
Special Assessments	100-5100-4204-0000	30,918	-	-	-	-	N/A
Intergovernmental							
Federal Aids							
Federal Aids - Miscellaneous	100-5100-4100-0000	47,761	-	-	-	-	N/A
State Aids							
State Shared Taxes	100-5100-4120-0000	523,736	963,828	936,819	965,849	29,030	3.10%
Exempt Computer Aids	100-5100-4121-0000	243,697	243,697	243,697	243,697	-	0.00%
Expenditure Restraint	100-5100-4122-0000	21,098	32,462	32,462	32,462	-	0.00%
Personal Property Aid	100-5100-4123-0000	141,818	141,818	141,818	523,645	381,827	269.24%
General Transportation Aid	100-5400-4124-0000	1,163,542	1,203,382	1,203,204	1,383,889	180,685	15.02%
Fire Dues	100-5200-4125-0000	117,989	137,617	118,000	137,500	19,500	16.53%
Recycling Grant	100-5700-4126-0000	76,287	76,398	76,250	76,398	148	0.19%
Municipal Services Aid	100-5100-4127-0000	11,892	13,092	11,892	12,422	530	4.46%
State Aids - BOTS Grant - Alcohol	100-5200-4128-5500	23,077	13,127	-	15,000	15,000	N/A
State Aids - BOTS Grant - Speed	100-5200-4128-5501	2,952	10,060	-	10,000	10,000	N/A
State Aids - DOJ Seat Belt Grant	100-5200-4128-5507	20,164	19,252	-	15,000	15,000	N/A
State Aids - Police Training	100-5200-4129-0000	7,040	-	40,000	-	(40,000)	-100.00%
State Aids - Rescue	100-5200-4130-0000	12,195	7,596	-	7,500	7,500	N/A
State Aids - Miscellaneous	100-5100-4132-0000	-	1,771	-	-	-	N/A
State Aids - Video Service	100-5100-4133-0000	43,325	43,325	43,325	43,325	-	0.00%
Local Aids							
School District Mutual Services	100-5200-4175-0000	246,401	260,000	260,000	272,000	12,000	4.62%
Total Intergovernmental		2,702,974	3,167,425	3,107,467	3,738,687	631,220	20.31%
Licenses & Permits							
Licenses							
Licenses - Liquor & Beverage	100-5100-4300-7700	40,770	50,000	60,000	60,000	-	0.00%
Licenses - Operators	100-5100-4300-7701	14,850	30,885	26,000	26,000	-	0.00%
Licenses - Cigarette	100-5100-4300-7702	2,100	2,100	2,100	2,100	-	0.00%
Licenses - Dog	100-5100-4300-7704	3,163	-	-	-	-	N/A
Licenses - Other	100-5100-4300-7706	1,550	3,000	3,000	3,000	-	0.00%
Licenses - Peddlers	100-5100-4300-7707	6,350	9,200	9,200	9,200	-	0.00%
Licenses - Weights & Measures	100-5100-4300-7708	47,222	46,000	46,000	46,000	-	0.00%
Licenses - Secondhand	100-5100-4300-7709	610	500	500	500	-	0.00%
Licenses - Mobile Food Establishment	100-5100-4300-7711	4,750	11,600	4,500	4,500	-	0.00%
Licenses - Short-Term Rental	100-5100-4300-7712	42,200	40,150	40,000	40,000	-	0.00%
Total Licenses		163,565	193,435	191,300	191,300	-	0.00%
Permits							
Permits - Rezoning Hearing	100-5100-4350-7720	650	800	2,500	2,500	-	0.00%
Permits - Building	100-5100-4350-7721	126,834	172,923	160,000	160,000	-	0.00%
Permits - Electrical	100-5100-4350-7722	38,364	53,735	50,000	50,000	-	0.00%
Permits - Plumbing	100-5100-4350-7723	48,241	65,784	55,000	55,000	-	0.00%
Permits - Heating	100-5100-4350-7724	35,345	48,617	50,000	50,000	-	0.00%
Permits - Sewer	100-5100-4350-7725	3,420	4,440	3,500	3,500	-	0.00%
Permits - Right-of-Way	100-5100-4350-7726	7,150	6,675	7,000	7,000	-	0.00%
Permits - Alarm	100-5100-4350-7728	3,905	4,800	4,000	4,000	-	0.00%
Permits - Landscape Contractor	100-5100-4350-7729	200	221	150	150	-	0.00%
Permits - Shoreland	100-5100-4350-7730	-	1,250	-	-	-	N/A
Permits - Erosion Control	100-5100-4350-7731	3,750	5,000	3,600	3,600	-	0.00%
Permits - Tent	100-5100-4350-7732	1,850	2,000	1,300	1,850	550	42.31%
Permits - Delegated Plan Review	100-5100-4350-7733	4,270	5,956	2,500	4,000	1,500	60.00%
Total Permits		273,979	372,201	339,550	341,600	2,050	0.60%
Total Licenses & Permits		437,544	565,636	530,850	532,900	2,050	0.39%

**2025 Budget**
**Village of Ashwaubenon**
**General Fund Revenues**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget	
						Dollar Change	Percent Change
<b>Fines and Forfeitures</b>							
Court Penalties & Costs	100-5100-4400-0000	265,765	275,000	275,000	275,000	-	0.00%
Parking Violations	100-5200-4410-0000	32,435	34,522	24,000	30,000	6,000	25.00%
<b>Total Fines and Forfeitures</b>		<b>298,200</b>	<b>309,522</b>	<b>299,000</b>	<b>305,000</b>	<b>6,000</b>	<b>2.01%</b>
<b>Public Charges for Services</b>							
Materials Sold to Others	100-5100-4500-0000	10,635	10,039	9,000	9,000	-	0.00%
Site Plan Review Fees	100-5100-4502-0000	7,000	3,000	5,000	5,000	-	0.00%
CSM/Subdivision Fees	100-5100-4503-0000	2,150	3,450	5,000	5,000	-	0.00%
Zoning Code Requests/Maps	100-5100-4504-0000	300	375	750	750	-	0.00%
<b>Public Safety</b>							
Police Charges for Services	100-5200-4510-0000	299,421	225,000	225,000	225,000	-	0.00%
Fire Charges for Services	100-5200-4511-0000	10,332	10,000	10,000	10,000	-	0.00%
Rescue Charges for Services	100-5200-4512-0000	35,998	35,000	35,000	35,000	-	0.00%
Fire Protection Agreements	100-5100-4176-0000	100,000	25,000	25,000	25,725	725	2.90%
Rescue Squad Services	100-5200-4513-0000	677,983	625,000	625,000	650,000	25,000	4.00%
Fire Inspections	100-5200-4514-0000	116,739	96,000	96,000	96,000	-	0.00%
False Alarms	100-5200-4515-0000	13,325	20,000	20,000	20,000	-	0.00%
Misc & Warrant Fees	100-5200-4518-0000	1,432	2,458	1,500	1,500	-	0.00%
<b>Total Public Safety</b>		<b>1,255,229</b>	<b>1,038,464</b>	<b>1,037,500</b>	<b>1,063,225</b>	<b>25,725</b>	<b>2.48%</b>
<b>Parks, Recreation &amp; Forestry</b>							
Community Pool		99,484	85,414	79,100	80,450	1,350	1.71%
Ashwaubomay Lake		153,196	155,860	154,075	155,335	1,260	0.82%
Adult Recreation Programs		70,849	77,416	66,588	91,537	24,949	37.47%
Co-Sponsored Programs		75,081	67,037	62,978	68,896	5,918	9.40%
Youth Recreation Programs		107,762	118,584	113,849	121,247	7,398	6.50%
Facility Rentals		90,398	89,063	87,067	88,392	1,325	1.52%
Advertising	100-5521-4551-0000	-	-	-	3,700	3,700	N/A
Tree Planting Program	100-5600-4556-0000	10,857	3,000	3,000	3,000	-	0.00%
<b>Total Parks, Recreation &amp; Forestry</b>		<b>607,627</b>	<b>596,374</b>	<b>566,657</b>	<b>612,557</b>	<b>45,900</b>	<b>8.10%</b>
<b>Public Works</b>							
Rubbish Collection	100-5700-4560-0000	200	-	2,500	2,500	-	0.00%
Garbage/Recycling Bins	100-5700-4561-0000	-	-	-	30,700	30,700	N/A
Recycling	100-5700-4562-0000	1,426	21,586	-	-	-	N/A
Snow Removal	100-5700-4563-0000	212	250	1,500	1,500	-	0.00%
Weed Control	100-5700-4564-0000	2,110	3,870	1,850	1,850	-	0.00%
Miscellaneous Street Charges	100-5400-4567-0000	16,472	18,914	7,500	16,000	8,500	113.33%
<b>Total Public Works</b>		<b>20,420</b>	<b>44,620</b>	<b>13,350</b>	<b>52,550</b>	<b>39,200</b>	<b>293.63%</b>
Labor & Service Reimbursements	100-5100-4568-0000	53,850	53,500	53,500	53,500	-	0.00%
Charges to Water Utility	100-5100-4569-0000	74,418	78,000	78,000	103,000	25,000	32.05%
Reimbursements	100-5100-4703-0000	5,582	11,277	5,000	11,060	6,060	121.20%
<b>Labor and Service Reimbursements</b>		<b>133,850</b>	<b>142,777</b>	<b>136,500</b>	<b>167,560</b>	<b>31,060</b>	<b>22.75%</b>
<b>Total Public Charges for Services</b>		<b>2,037,211</b>	<b>1,839,099</b>	<b>1,773,757</b>	<b>1,915,642</b>	<b>141,885</b>	<b>8.00%</b>
<b>Interest Income</b>							
Checking Account Interest	100-5100-4600-0000	984,911	814,761	550,000	550,000	-	0.00%
Investment Interest	100-5100-4601-0000	252,680	251,021	125,000	125,000	-	0.00%
Delinquent Taxes Interest	100-5100-4602-0000	(5,496)	1,900	12,500	-	(12,500)	-100.00%
Special Assessment Interest	100-5100-4603-0000	2,274	1,600	2,400	2,400	-	0.00%
<b>Total Interest Income</b>		<b>1,234,369</b>	<b>1,069,282</b>	<b>689,900</b>	<b>677,400</b>	<b>(12,500)</b>	<b>-1.81%</b>
<b>Miscellaneous</b>							
Cable TV Franchise Fee	100-5100-4700-0000	170,223	158,065	180,000	180,000	-	0.00%
Rent	100-5100-4701-0000	133,669	137,917	137,766	141,680	3,914	2.84%
Donations	100-5100-4702-0000	723	1,000	1,000	1,000	-	0.00%
Summer Tickets	100-5521-4704-0000	253	200	200	200	-	0.00%
Asset Forfeiture Revenue	100-5200-4709-0000	673	-	-	-	-	N/A
Insurance Refunds	100-5100-4751-0000	58,249	78,161	50,000	56,700	6,700	13.40%

**2025 Budget**
**Village of Ashwaubenon**
**General Fund Revenues**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget	
						Dollar Change	Percent Change
Rebates	100-5100-4753-0000	682	2,014	-	-	-	N/A
Refunds	100-5400-4757-0000	152,406	53,933	50,000	56,700	6,700	13.40%
Miscellaneous Operating Income	100-5100-4908-0000	257	116	-	-	-	N/A
Miscellaneous Non-Operating Income	100-5100-4911-0000	4,556	5,000	5,000	5,000	-	0.00%
Micellaneous	100-5500-4790-0000	-	1,050	-	-	-	N/A
Miscellaneous	100-5100-4790-0000	111,426	3,252	5,000	5,000	-	0.00%
<b>Total Miscellaneous</b>		<b>633,118</b>	<b>440,708</b>	<b>428,966</b>	<b>446,280</b>	<b>17,314</b>	<b>4.04%</b>
<b>Total Revenues</b>		<b>18,494,387</b>	<b>19,205,453</b>	<b>18,652,720</b>	<b>19,582,193</b>	<b>929,473</b>	<b>4.98%</b>
<b>Other Finances Sources</b>							
Sale of Equipment	100-5100-4800-0000	1,959	1,814	-	-	-	N/A
Pay in Lieu of Tax - Utility	100-5100-4011-0000	416,921	415,000	420,000	420,000	-	0.00%
Operating Transfer In	100-5100-4810-0000	325,000	325,963	325,000	325,000	-	0.00%
Fund Balance Applied	100-5100-3000-0000	-	-	126,000	252,542	126,542	100.43%
<b>Total Other Finances Sources</b>		<b>743,880</b>	<b>742,777</b>	<b>871,000</b>	<b>997,542</b>	<b>126,542</b>	<b>14.53%</b>
<b>Total Revenues &amp; Other Financing Sources</b>		<b>\$ 19,238,267</b>	<b>\$ 19,948,230</b>	<b>\$ 19,523,720</b>	<b>\$ 20,579,735</b>	<b>\$ 1,056,015</b>	<b>5.41%</b>

<b>2025 Budget</b>	<b>Village of Ashwaubenon</b>
<b>General Fund Expenditures by Department</b>	

Department		2023	2024	2024	2025	Budget	
						Dollar	Percent
Name	No.	Actual	Forecast	Budget	Budget	Change	Change
<b>General Government</b>							
Village Board Administration	5111	\$ 344,808	\$ 331,341	\$ 308,240	\$ 330,131	\$ 21,891	7.10%
Municipal Court	5121	168,361	162,420	176,143	186,956	10,813	6.14%
Communications	5131	-	53,607	62,911	83,480	20,569	32.70%
Village Clerk	5141	200,421	347,259	349,957	303,540	(46,417)	-13.26%
Assessment Services	5152	147,162	100,246	100,723	113,983	13,260	13.16%
Finance	5155	433,417	459,736	478,848	496,608	17,760	3.71%
Information Technology	5157	249,190	293,374	266,537	296,595	30,058	11.28%
Legal Services	5161	145,909	276,476	288,195	315,670	27,475	9.53%
Village Hall Maintenance	5171	230,982	214,384	203,467	219,243	15,776	7.75%
General Government	5100	542,146	957,103	678,790	667,442	(11,348)	-1.67%
Total General Government		2,462,397	3,195,946	2,913,811	3,013,648	99,837	3.43%
<b>Public Safety</b>							
Police / Fire / Rescue	5210	9,307,957	9,497,204	9,530,783	9,950,171	419,388	4.40%
Fire Inspection	5230	150,702	108,580	103,175	114,444	11,269	10.92%
Building Inspection	5241	172,111	174,474	180,109	187,399	7,290	4.05%
Total Public Safety		9,630,770	9,780,258	9,814,067	10,252,014	437,947	4.46%
<b>Public Works</b>							
Engineering	5405	168,844	212,669	209,420	223,358	13,938	6.66%
Street Administration	5421	202,583	198,639	198,322	211,235	12,913	6.51%
Garage	5410	621,622	626,602	641,030	656,201	15,171	2.37%
Street Maintenance	5431	922,931	1,039,818	926,265	1,067,786	141,521	15.28%
Curb & Gutter	5433	26,252	30,071	30,071	30,712	641	2.13%
Snow & Ice Control	5435	217,530	249,590	228,590	262,228	33,638	14.72%
Traffic Control	5441	156,909	138,723	139,251	167,310	28,059	20.15%
Street Lighting	5442	511,184	476,940	496,940	496,467	(473)	-0.10%
Sidewalk Maintenance	5444	27,790	18,148	20,148	25,425	5,277	26.19%
School District Maintenance	5447	-	-	-	1,429	1,429	N/A
Labor for Others	5449	-	-	-	712	712	N/A
Transit System	5455	165,907	151,879	173,704	167,704	(6,000)	-3.45%
Total Public Works		3,021,552	3,143,079	3,063,741	3,310,567	246,826	8.06%
<b>Sanitation</b>							
Garbage & Refuse Collection	5710	451,225	433,539	419,169	487,231	68,062	16.24%
Recycling	5720	183,691	190,893	194,614	203,336	8,722	4.48%
Landfill	5730	258,956	247,609	245,000	250,000	5,000	2.04%
Weed Control	5740	4,396	17,828	13,265	17,282	4,017	30.28%
Wood Chipping	5760	63,459	89,366	84,238	110,522	26,284	31.20%
Total Sanitation		961,728	979,235	956,286	1,068,371	112,085	11.72%
<b>Parks, Recreation &amp; Forestry</b>							
Parks & Recreation Administration	5521	522,375	542,218	540,180	571,398	31,218	5.78%
Community Pool	5523	122,783	136,546	136,546	135,727	(819)	-0.60%
Ashwaubomay Lake	5524	211,263	196,387	193,694	211,086	17,392	8.98%
Adult Recreation	5525	48,437	50,406	51,920	67,670	15,750	30.34%
Co-Sponsored Recreation	5527	101,723	102,112	106,464	108,945	2,481	2.33%
Youth Recreation	5530	152,922	183,589	183,589	185,610	2,021	1.10%
Park Maintenance	5541	573,124	731,987	681,457	725,493	44,036	6.46%
Community Center	5551	149,433	150,678	160,129	156,350	(3,779)	-2.36%
Performing Arts Center	5561	92,415	128,055	121,413	137,644	16,231	13.37%
Forestry	5610	280,548	379,450	350,368	365,448	15,080	4.30%
Total Parks, Recreation & Forestry		2,255,022	2,601,428	2,525,760	2,665,371	139,611	5.53%
<b>Health &amp; Human Services</b>							
Animal Control	5810	6,848	7,000	7,250	7,250	-	0.00%
<b>Conservation &amp; Development</b>							
Economic Development	5651	127,242	239,284	242,805	262,514	19,709	8.12%
<b>Total Expenditures</b>		<b>18,465,559</b>	<b>19,946,230</b>	<b>19,523,720</b>	<b>20,579,735</b>	<b>1,056,015</b>	<b>5.41%</b>
<b>Other Financing Uses</b>							
Transfers Out	9200	372,709	128,000	-	-	-	N/A
<b>Total Expenditures &amp; Other Financing Uses</b>							
		<b>\$ 18,838,267</b>	<b>\$ 20,074,230</b>	<b>\$ 19,523,720</b>	<b>\$ 20,579,735</b>	<b>\$ 1,056,015</b>	<b>5.41%</b>

**2025 Budget**
**Village of Ashwaubenon**
**General Fund Expenditures by Account**

Account		2023	2024	2024	2025	Budget	
						Dollar	Percent
Name	No.	Actual	Forecast	Budget	Budget	Change	Change
Salary	5100	5,665,072	6,173,589	6,462,009	6,612,017	150,008	2.32%
Fitness	5101	1,878	2,606	-	-	-	N/A
FLSA	5102	44,795	60,391	65,000	65,000	-	0.00%
Fire/Rescue Meeting Pay	5103	56,649	48,000	45,000	45,000	-	0.00%
Paid on Premise Pay	5104	7,440	710	-	-	-	N/A
Hourly	5110	2,598,891	2,917,711	3,057,289	3,232,668	175,379	5.74%
Overtime	5111	532,066	772,066	547,979	777,451	229,472	41.88%
Double Time	5112	37,667	-	-	-	-	N/A
Longevity	5120	4,450	3,588	3,360	3,000	(360)	-10.71%
Comp Time	5130	438,327	118,243	-	-	-	N/A
Pay Comp	5131	-	410	-	-	-	N/A
Poll Workers	5140	12,814	40,640	40,640	22,266	(18,374)	-45.21%
Holiday Pay	5150	360,270	265,078	319,579	305,620	(13,959)	-4.37%
Sick	5170	66,734	22,950	-	-	-	N/A
Vacation	5180	217,949	46,665	-	-	-	N/A
Health Insurance Opt Out	5195	14,770	16,800	16,800	9,600	(7,200)	-42.86%
Total Wages		10,059,770	10,489,447	10,557,656	11,072,622	514,966	4.88%
Medicare/FICA	5210	696,789	806,783	807,662	842,088	34,426	4.26%
Health Insurance	5220	1,686,561	1,737,664	1,737,664	1,819,951	82,287	4.74%
Employer HSA Contribution	5222	62,650	66,500	67,200	68,600	1,400	2.08%
Dental Insurance	5225	94,475	119,180	129,110	130,229	1,119	0.87%
Life Insurance	5230	25,168	21,876	23,721	24,227	506	2.13%
Retirement	5250	999,508	1,109,698	1,101,609	1,181,281	79,672	7.23%
Public Safety Trust Fund	5300	54,000	55,000	54,000	56,000	2,000	3.70%
Total Benefits		3,619,150	3,916,701	3,920,966	4,122,376	201,410	5.14%
Total Personnel Services		13,678,920	14,406,148	14,478,622	15,194,998	716,376	4.95%
Office Supplies	6100	31,774	33,789	36,120	34,460	(1,660)	-4.60%
Operating Supplies	6101	456,535	483,646	477,241	497,291	20,050	4.20%
Evidence Supplies	6102	2,610	3,000	3,000	3,000	-	0.00%
Lifeguard Training Supplies	6103	764	2,045	2,045	2,045	-	0.00%
Range Supplies	6104	25,260	23,600	23,600	23,600	-	0.00%
Forms	6105	3,253	3,500	4,750	4,750	-	0.00%
State Stamps	6106	304	997	1,000	2,660	1,660	166.00%
Concession Supplies	6108	26,170	24,947	24,947	24,947	-	0.00%
Janitorial Supplies	6109	36,418	35,965	36,965	36,965	-	0.00%
Athletic Field Supplies	6110	28,167	41,754	41,754	41,754	-	0.00%
Code Books	6112	-	-	2,200	2,500	300	13.64%
Gas & Oil	6200	270,069	265,934	275,475	271,550	(3,925)	-1.42%
Landscaping Supplies	6201	10,219	10,200	10,200	11,200	1,000	9.80%
Program/Trip Expense	6202	1,867	3,200	3,200	12,200	9,000	281.25%
Building & Equipment Repairs	6211	149,659	132,000	119,500	119,500	-	0.00%
Voting Machine Maintenance	6212	-	-	500	500	-	0.00%
Software Maintenance	6213	138,277	155,625	155,775	175,385	19,610	12.59%
Fire Alarm/Security Maint	6214	2,368	9,569	1,592	9,747	8,155	512.25%
Equipment Maintenance	6215	16,414	16,500	16,500	16,500	-	0.00%
Record Checks	6301	5,180	6,000	6,000	6,000	-	0.00%
Newspaper Publishing	6302	7,212	7,750	9,750	9,750	-	0.00%
Licenses	6303	611	1,440	1,366	1,001	(365)	-26.72%
Postage	6304	30,141	25,156	24,600	25,750	1,150	4.67%
Copy Machine	6305	18,708	24,190	23,180	22,500	(680)	-2.93%
Building Furnishings	6306	4,103	4,500	4,500	4,500	-	0.00%
Credit Card Fees	6307	16,824	26,169	20,000	-	(20,000)	-100.00%
Uniforms	6401	96,042	91,150	91,150	97,500	6,350	6.97%
Shoe Allowance	6402	5,175	5,450	5,700	5,975	275	4.82%
Tool Allowance	6403	1,000	1,800	1,800	1,500	(300)	-16.67%
Grant Expenses	6500	11,895	9,561	6,850	6,850	-	0.00%



**2025 Budget**
**Village of Ashwaubenon**
**General Fund Expenditures by Account**

Account		2023	2024	2024	2025	Budget	
						Dollar	Percent
Name	No.	Actual	Forecast	Budget	Budget	Change	Change
Public Education	6502	2,320	2,500	2,500	2,500	-	0.00%
DARE/Liaison Program	6503	-	-	-	4,000	4,000	N/A
Training/Conference	7100	56,138	88,097	102,355	99,985	(2,370)	-2.32%
Dues & Subscriptions	7120	35,224	42,312	43,083	45,219	2,136	4.96%
Mileage Reimbursement	7130	16,348	18,155	15,150	18,477	3,327	21.96%
Fitness Test & Equipment Maint	7140	722	1,500	1,500	1,500	-	0.00%
Tuition Reimbursement	7150	1,000	500	1,000	1,000	-	0.00%
Contracted Services	8100	525,457	566,409	586,400	616,915	30,515	5.20%
Computer Consulting	8101	26,651	22,000	22,000	22,000	-	0.00%
Accounting & Auditing	8102	30,532	15,123	33,500	21,000	(12,500)	-37.31%
Rodent Control	8103	1,543	1,500	1,500	1,500	-	0.00%
Mutual Aid	8104	24,329	25,327	25,000	30,000	5,000	20.00%
Humane Society	8105	5,305	5,500	5,500	5,500	-	0.00%
Cleaning Contract	8106	33,858	33,478	38,800	40,480	1,680	4.33%
Weights & Measures	8107	24,380	27,600	27,600	40,000	12,400	44.93%
Brown County Landfill	8109	258,956	247,609	245,000	250,000	5,000	2.04%
Jail Fees	8112	17,495	15,000	17,500	17,500	-	0.00%
Printing	8113	11,697	16,150	12,600	16,300	3,700	29.37%
Tree Planting - Village	8114	10,692	9,000	9,000	9,000	-	0.00%
Engineering Services	8115	640	2,000	2,000	9,000	7,000	350.00%
Economic Development	8116	5,995	6,345	6,775	6,775	-	0.00%
Tree Planting - Residents	8117	3,050	3,000	3,000	3,000	-	0.00%
Bank Fees	8118	40,451	36,000	36,000	36,000	-	0.00%
Investment Fees	8119	16,691	17,500	17,500	17,500	-	0.00%
Vehicle Repairs	8201	242,759	239,460	216,992	234,292	17,300	7.97%
Equipment Use Charge	8202	600,946	926,407	664,071	879,994	215,923	32.52%
Radio Maintenance	8203	1,757	1,500	1,500	1,500	-	0.00%
Street Maintenance	8204	2,137	-	-	-	-	N/A
Equipment Rental	8205	9,452	8,075	8,075	9,000	925	11.46%
Physical/Psych Exams	8300	20,541	18,710	20,985	23,915	2,930	13.96%
Property & Liability Insurance	8330	161,370	183,158	164,300	193,889	29,589	18.01%
Employee Assistance Program	8331	4,381	4,602	4,500	4,500	-	0.00%
Unemployment	8332	-	500	5,000	2,500	(2,500)	-50.00%
Workers Comp Insurance	8334	239,481	257,856	240,000	281,063	41,063	17.11%
Electric	8400	759,469	710,116	752,522	716,760	(35,762)	-4.75%
Water/Sewer/Storm Water	8401	84,843	79,063	77,300	90,300	13,000	16.82%
Telephone/Pagers	8402	21,604	22,000	22,000	15,500	(6,500)	-29.55%
Cell Phone	8403	47,952	51,513	48,480	53,334	4,854	10.01%
Teletype	8404	4,758	4,900	4,900	4,900	-	0.00%
Television	8405	2,036	2,114	1,950	1,950	-	0.00%
Wage Reserve	8500	-	368,093	126,000	75,000	(51,000)	-40.48%
Furniture & Fixtures < \$5,000	9111	-	-	-	1,900	1,900	N/A
Equipment > \$5,000	9120	29,421	9,973	-	-	-	N/A
Equipment < \$5,000	9121	7,216	-	-	4,159	4,159	N/A
Operating Transfer Out	9200	372,709	128,000	-	-	-	N/A
<b>Total Expenditures &amp; Other Financing Uses</b>		<b>\$ 18,838,267</b>	<b>\$ 20,074,230</b>	<b>\$ 19,523,720</b>	<b>\$ 20,579,735</b>	<b>\$ 1,056,015</b>	<b>5.41%</b>



# GENERAL FUND DEPARTMENT BUDGETS



# VILLAGE BOARD / ADMINISTRATION

## Department Manager

Village Manager

## 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 Provided

- 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:

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Village President	1.00	1.00	1.00	1.00
Village Trustee	6.00	6.00	6.00	6.00
Village Manager	1.00	1.00	1.00	1.00
Confidential Executive Assistant	1.00	1.00	1.00	1.00
<b>Total</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

## Staffing Notes:

1. Of the 9.00 FTE in the Village Board/Administration Department, the cost of 1.35 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of administrative support of those operations.
2. 21.25% of the Management Analyst position is allocated to the Legal Services department.

## 2024 Accomplishments

- Developed and implemented a social media use policy.
- Renewed the intergovernmental services agreements with the Oneida Nation.
- Developed a staffing succession plan for supervisory and management positions.
- Established an intra-departmental team to develop an effective employee recognition program.
- Improve access and content on employee intranet platform.

- Developed and implemented a formal 5-year Capital Improvement Plan.
- Reviewed and evaluated opportunities for additional community wayfinding signs.
- Successfully transitioned Human Resources functions to the newly created Human Resources Generalist position.
- Successfully transitioned from the retirement of the Confidential Executive Secretary to the newly created Management Analyst position.
- Began coordinating local planning efforts surrounding the 2025 NFL Draft.

## **2025 Objectives**

- Successfully plan, coordinate, and host the 2025 NFL Draft.
- Improve website from a technology/utility standpoint for more online information and transactions.
- Develop and implement an integrated marketing strategy for the Village.
- Develop and implement an emergency response plan for Village Hall and Community Center operations.
- Complete a facility condition assessment and space utilization study. Present findings to Village Board for implementation.
- Establish an intra-departmental team to further develop effective employee recognition programs, employee safety programs, and employee health and wellness.
- Improve website from a technology/utility standpoint for more online information and transactions.
- Improve access and content on employee intranet platform.
- Assist with the development of an improvement budget document recognized by Government Finance Officers Association (GFOA).
- Review and evaluate opportunities for additional community wayfinding signs.

## **2025 Budget Changes**

- Dues & Subscriptions: Increase in League of Wisconsin Municipalities annual fees.

**2025 Budget****Fund 100 - General Government****Department: Village Board/Administration - 5111**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 228,236	\$ 238,326	\$ 217,803	\$ 239,513	\$ 21,710
Benefits		74,279	66,942	67,337	66,396	(941)
Total Salaries & Benefits		302,515	305,268	285,140	305,909	20,769
Operating Expenditures						
Office Supplies	100-5111-6100-0000	1,881	2,500	3,000	3,000	-
Newspaper Publishing	100-5111-6302-0000	525	-	-	-	-
Training/Conference	100-5111-7100-0000	3,274	6,837	4,400	4,400	-
Dues & Subscriptions	100-5111-7120-0000	9,623	9,174	8,500	9,550	1,050
Mileage Reimbursement	100-5111-7130-0000	4,837	4,800	5,000	5,000	-
Contracted Services	100-5111-8100-0000	20,869	1,501	1,000	1,000	-
Physical/Psych Exams	100-5111-8300-0000	182	-	-	-	-
Cell Phone	100-5111-8403-0000	1,102	1,261	1,200	1,272	72
Total Expenditures		\$ 344,808	\$ 331,341	\$ 308,240	\$ 330,131	\$ 21,891



# MUNICIPAL COURT

## Department Manager

Village Manager

## Department Description

The Ashwaubenon Municipal Court initial appearances are held every Wednesday evening at 6:00 p.m. We typically hold trials/hearings the first Wednesday evening of every month; initial appearances for adults/juveniles the 2nd Wednesday evening of every month; and initial appearances for adults only on the 3rd Wednesday evening of every month along with Non-Compliance Hearings at 7:00 pm. This court adjudicates both traffic and non-traffic citations (ordinance violations) issued by the Ashwaubenon Public Safety Department along with compliance citations issued by Ashwaubenon Public Works. Our primary duty is to administer justice in a fair and unbiased manner.

## Services Provided

- 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

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Municipal Court Judge	1.00	1.00	1.00	1.00
Clerk of Courts	1.00	1.00	1.00	1.00
Deputy Court Clerk (part time)	0.60	0.60	0.60	0.60
<b>Total</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>

## 2024 Accomplishments

- Wisconsin Department of Revenue-State Debt Collection (SDC; used to collect old debt) intercepted \$6,392 outstanding debt as of October 28, 2024.
- Wisconsin Department of Revenue-Tax Intercept Program (TRIP) intercepted \$9,922 outstanding debt, as of October 28, 2024.
- Point and Pay Credit Card Service is an automated interface between our website and TiPSSCourts software program used by our defendants to pay fines and forfeitures. Defendants have used this service to pay fines in the amount of \$66,846 through October 28, 2024.
- Allpaid is an online credit card service used by our defendants to pay fines and forfeitures. Defendants have used this service to pay fines in the amount of \$133,692 through October 28, 2024.

## **2025 Objectives**

- Continue to improve court office procedures using updated technology, resources, and software.
- Efficiently and responsibly manage all office procedures, court records, court proceedings, and funds.
- Resolve citizen concerns and questions about municipal court policies and procedures in a professional and timely matter.

## **2025 Budget Changes**

- Software Maintenance: TIPSS software annual system support fee increased three percent.
- Training/Conference: The Municipal Court Clerks are required by the Supreme Court to attend the Municipal Court Clerk Seminar every other year. The clerks did not attend the seminar in 2024. The Clerk of Courts and the Deputy Court Clerk will be attending the Municipal Court Clerk Seminar in 2025 which will be held in Wisconsin Dells at the Wilderness Lodge, therefore there is an increase on the Training/Conference and Mileage accounts. In 2025, the budget will decrease in these accounts.
- Dues & Subscriptions: In February of 2024, the Supreme Court of Wisconsin increased the Municipal Court Judge Continuing Education annual fee \$100 to \$800.
- Jail Fees: Reduced to reflect decreased monthly jail fees. The writs and warrants are still being issued, but more defendants are posting bond rather than sitting the time in jail.
- Equipment < \$5,000: Added a budget line for two equipment items; a printer/copier/fax/scanner, and stand-up desks for the Clerk of Courts and the Deputy Court Clerk positions. The printer/copier/fax/scanner was last purchased around 2010. The feeder is starting to fail. The estimate for a new printer/copier/fax/scanner is \$2,595 and will be funded through the Oneida Service Agreement Fund. The two existing desks were purchased around 2009. They are L-shaped 72 x 24 and do not offer sufficient workspace. The municipal court is a paper-oriented department. The estimate for two standing desks is \$4,159. The court would like to replace the current desks with two ergonomic standing desks.

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: Municipal Court - 5121</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 112,627	\$ 119,454	\$ 123,737	\$ 128,540	\$ 4,803
Benefits		19,763	21,716	21,716	22,899	1,183
Total Salaries & Benefits		132,389	141,170	145,453	151,439	5,986
Operating Expenditures						
Office Supplies	100-5121-6100-0000	838	900	1,200	1,200	-
Forms	100-5121-6105-0000	1,557	1,500	1,500	1,500	-
Software Maintenance	100-5121-6213-0000	13,994	1,500	7,840	8,028	188
Training/Conference	100-5121-7100-0000	175	260	260	440	180
Dues & Subscriptions	100-5121-7120-0000	890	990	890	990	100
Mileage Reimbursement	100-5121-7130-0000	97	200	300	500	200
Contracted Services	100-5121-8100-0000	926	900	1,200	1,200	-
Jail Fees	100-5121-8112-0000	17,495	15,000	17,500	17,500	-
Equipment < \$5,000	100-5121-9121-0000	-	-	-	4,159	4,159
<b>Total Expenditures</b>		<b>\$ 168,361</b>	<b>\$ 162,420</b>	<b>\$ 176,143</b>	<b>\$ 186,956</b>	<b>\$ 10,813</b>

# COMMUNICATIONS

## Department Manager

Village Manager

## Department Description

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

## Services Provided

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Multimedia Communications Specialist	1.00	1.00	1.00	1.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>

Staffing Note: The cost of 0.15 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of administrative support of those operations.

## 2024 Accomplishments

- Developed and implemented a social media use policy.
- Improve access and content on the employee intranet platform.
- Coordinated a revised Village of Ashwaubenon Video Tour on the village's website.

- Increased methods and frequency of communication and engagement among staff, elected officials, and the public through a broader use of social media platforms like LinkedIn and Instagram.
- Expanded content for the Village's e-newsletter and the internal staff newsletter.

### **2025 Objectives**

- Develop and implement an integrated marketing strategy for the Village.
- Improve the website from a technology and utility standpoint for more online information and transactions.
- Review and evaluate opportunities for additional community wayfinding signs

### **2025 Budget Changes**

- Benefits: Additional benefit expenses due to changes with employee benefit selections.
- Software Maintenance: Additional social media software added to help in overall communication of Village updates and activities.



<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: Communications - 5131</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ -	\$ 39,792	\$ 47,727	\$ 46,222	\$ (1,505)
Benefits		-	5,790	6,984	27,833	20,849
Total Salaries & Benefits		-	45,582	54,711	74,055	19,344
Operating Expenditures						
Office Supplies	100-5131-6100-0000	-	200	250	250	-
Software Maintenance	100-5131-6213-0000	-	1,025	1,000	2,225	1,225
Contracted Services	100-5131-8100-0000	-	6,350	6,350	6,350	-
Cell Phone	100-5131-8403-0000	-	450	600	600	-
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ 53,607</b>	<b>\$ 62,911</b>	<b>\$ 83,480</b>	<b>\$ 20,569</b>

# CLERK

## Department Manager

Village Clerk

## Department Description

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

## Services Provided

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Village Clerk	1.00	1.00	1.00	1.00
Deputy Clerk II / Legal Assistant	0.70	0.70	0.70	0.70
Deputy Clerk I / Administrative Assistant	0.00	0.00	0.75	0.75
Poll Workers	Part-Time	Part-Time	Part-Time	Part-Time
<b>Total</b>	<b>1.70</b>	<b>1.70</b>	<b>2.45</b>	<b>2.45</b>

### Staffing Notes:

1. Of the 2.45 FTE in the Clerk Department, the cost of 0.20 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of administrative support for those operations.
2. The Deputy Clerk II / Legal Assistant position is allocated between the Village Clerk (70%) and Legal Services (30%) department budgets.
3. The Deputy Clerk I / Administrative Assistant position is allocated between the Village Clerk (75%) and Assessor (25%) department budgets.
4. Poll Worker count is approximately fifty workers per election day.

## **2024 Accomplishments**

- Successfully prepared and performed all election-related activities, including Chief Election Inspector and Election Inspector training for the three elections conducted in 2024. In the four-year cycle of elections, 2024 was the biggest election year with the Presidential Election.
- Made added security changes to the Clerk's Office, including the Clerk's storage room.
- Started the process of scanning in all Village Ordinances and Resolutions.

## **2025 Objectives**

- Continue to provide an elevated level of courteous, transparent, and efficient service to Ashwaubenon citizens and business community.
- Continue to keep staff and election workers up to date on any law changes.
- Seek appropriate training opportunities for both the Clerk and the Deputy Clerks, enhancing their job skills and performance.

## **2025 Budget Changes**

- Operational Supplies: Decreased because 2025 has two less elections than 2024.
- Software Maintenance: Increased to match actual need, and cost increases.

**2025 Budget****Fund 100 - General Government****Department: Clerk - 5141**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 129,175	\$ 238,617	\$ 238,617	\$ 210,558	\$ (28,059)
Benefits		33,173	66,173	66,173	50,657	(15,516)
Total Salaries & Benefits		162,348	304,790	304,790	261,215	(43,575)
Operating Expenditures						
Office Supplies	100-5141-6100-0000	2,538	2,000	2,000	2,000	-
Operating Supplies	100-5141-6101-0000	6,578	13,000	13,000	9,000	(4,000)
Operating Supplies - Covid	100-5141-6101-1004	1,024	-	-	-	-
Voting Machine Maintenance	100-5141-6212-0000	-	-	500	500	-
Software Maintenance	100-5141-6213-0000	4,207	6,650	7,150	8,200	1,050
Record Checks	100-5141-6301-0000	5,180	6,000	6,000	6,000	-
Newspaper Publishing	100-5141-6302-0000	6,687	7,750	9,000	9,000	-
Training/Conference	100-5141-7100-0000	395	400	705	705	-
Dues & Subscriptions	100-5141-7120-0000	249	350	500	500	-
Mileage Reimbursement	100-5141-7130-0000	19	50	150	150	-
Contracted Services	100-5141-8100-0000	10,596	5,669	5,562	5,670	108
Cell Phone	100-5141-8403-0000	600	600	600	600	-
<b>Total Expenditures</b>		<b>\$ 200,421</b>	<b>\$ 347,259</b>	<b>\$ 349,957</b>	<b>\$ 303,540</b>	<b>\$ (46,417)</b>

# ASSESSMENT SERVICES

## Department Manager

Village Manager

## Department Description

The Village Assessor's office is responsible for maintaining uniformity within various classifications of property within the Village. The Assessor is governed by Wisconsin State Statute Chapter 70. The Village Assessor is a contracted position with a part-time assistant.

## Services Provided

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Assessor Technician	1.00	1.00	0.00	0.00
Deputy Clerk I / Administrative Assistant	0.00	0.00	0.25	0.25
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>0.25</b>	<b>0.25</b>

### Staffing Notes:

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

## 2024 Accomplishments

- Established land values and ongoing construction throughout the Village.
- Continue to analyze the value of three Tax Incremental Districts and components within.
- On-site inspections to confirm personal property values.
- Defended values at the Board of Review on June 5, 2024.
- Filed all reports required by the WI DOR.

## 2025 Objectives

- Tentative date of 2024 Board of Review, June 2025.
- Comply with the mandated WI DOR filings and procedures.
- Collaborate with Developers, Village staff, and Village Board regarding both ongoing and proposed construction projects.
- Input, review, and valuation of all pertinent building permits.
- Validate all sales within the Village.

## 2025 Budget Changes

- Personnel Services: Overall decrease due to changes in staffing from 2024.
- Contracted Services: Increase in assessment services contract.



<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: Assessment Services - 5152</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 57,403	\$ 11,291	\$ 12,037	\$ 13,445	\$ 1,408
Benefits		9,858	8,096	7,973	2,425	(5,548)
Total Salaries & Benefits		67,261	19,387	20,010	15,870	(4,140)
Operating Expenditures						
Office Supplies	100-5152-6100-0000	133	250	500	500	-
Software Maintenance	100-5152-6213-0000	3,032	3,664	3,300	3,300	-
Training/Conference	100-5152-7100-0000	200	250	500	500	-
Dues & Subscriptions	100-5152-7120-0000	14,592	13,313	13,313	13,313	-
Mileage Reimbursement	100-5152-7130-0000	16	-	-	-	-
Contracted Services	100-5152-8100-0000	61,928	63,382	63,100	80,500	17,400
<b>Total Expenditures</b>		<b>\$ 147,162</b>	<b>\$ 100,246</b>	<b>\$ 100,723</b>	<b>\$ 113,983</b>	<b>\$ 13,260</b>

# FINANCE

## Department Manager

Finance Director

## 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, property tax collection for the Village and other governments, 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 Provided

- Cash management and investment of Village funds following adopted investment policies, prioritizing safety and liquidity over yield.
- Coordination of the Village's annual audit.
- Preparation of monthly and annual financial statements.
- 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 the collection of the first installment of real estate taxes.
- Receipting of all incoming payments to the Village and all cash disbursements to vendors.
- Responsible for daily and monthly village cash account reconciliations.
- Monitor Village's purchasing policies.
- Payroll processing, reconciliation, reporting, and proper filing with state and federal agencies. Includes completion of employee annual W-2 for tax reporting.
- Coordinates with the City of Appleton for Weights & Measures inspections, billing, and collection services.
- Oversight of all Village vehicle asset inventory.

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Finance Director / Treasurer	1.00	1.00	1.00	1.00
Assistant Finance Director / Accountant I	1.00	1.00	1.00	1.00
Financial Analyst	1.00	1.00	1.00	1.00
Cash Collection Clerk	0.00	1.00	1.00	1.00
Accounts Receivable / Utility Clerk	0.30	0.30	0.30	0.30
<b>Total</b>	<b>3.30</b>	<b>3.30</b>	<b>4.30</b>	<b>4.30</b>

#### Staffing Notes:

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

#### **2024 Accomplishments**

- Received Government Finance Officer Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" award for 38<sup>th</sup> consecutive year.
- Received GFOA Popular Annual Financial Reporting Award for the first submission of the Village's PAFR (Public Annual Financial Report).
- Finalized annual audit with no material weaknesses or errors.
- Trained and transitioned Accountant position to newly created Assistant Finance Director.
- Implemented new CIP (capital improvement plan) software to department heads and presented the annual 5-year capital plan to Village Board.
- Redesigned internal vehicle replacement process, including, removing old, unused inventory, depreciating existing assets quicker to allow for higher resale value, and creating a new fixed asset number system to create easier, more consistent tracking.
- Assisted with administration and financial analysis on various tax incremental district projects.

#### **2025 Objectives**

- Redesign existing budgeting process and document to achieve the Government Finance Officer Association's "Distinguished Budget Presentation Award." The redesigned budget will better incorporate the Village's strategic plan and objectives while tracking key metrics critical to the Village's operations.
- Perform an RFP (request for proposal) of Village banking services.
- Continue to train and mentor the new Assistant Finance Director position.
- Research of an improved financial ERP system and payroll/HR system.

#### **2025 Budget Changes**

- Office Supplies: Reduced to match actual departmental needs.
- Software Maintenance: Increased slightly due to financial software cost increases.
- Postage: Increased to match current postal rates. Used for mailing annual property tax bills.
- Training/Conference: As recommended by auditors, decreased due to reallocation of charges to the utility and TIF district budgets based on training and/or conference sessions.
- Dues & Subscriptions: As recommended by auditors, decreased due to reallocation of charges to the utility and TIF district budgets based on finance department function allocations.
- Mileage Reimbursement: Assistant Finance Director to attend more conference events.
- Contracted Services: Budget adjusted slightly for actual payroll software services costs.
- Accounting & Auditing: As recommended by auditors, costs decreased due to reallocation of service charges to the utility and TIF districts budgets based on auditor time allocations to those respective components of audit.
- Weights & Measures: The City of Appleton increased their contract fees to match their actual increased costs. The City of Appleton is not allowed to make a profit for this service.

**2025 Budget****Fund 100 - General Government****Department: Finance - 5155**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 204,435	\$ 227,669	\$ 227,669	\$ 239,623	\$ 11,954
Benefits		86,797	96,166	95,179	100,985	5,806
<b>Total Salaries &amp; Benefits</b>		<b>291,231</b>	<b>323,835</b>	<b>322,848</b>	<b>340,608</b>	<b>17,760</b>
<b>Operating Expenditures</b>						
Office Supplies	100-5155-6100-0000	2,948	2,500	3,000	2,750	(250)
Software Maintenance	100-5155-6213-0000	16,596	16,572	17,000	17,619	619
Postage	100-5155-6304-0000	3,565	4,156	3,600	4,750	1,150
Training/Conference	100-5155-7100-0000	2,431	3,750	3,750	2,622	(1,128)
Dues & Subscriptions	100-5155-7120-0000	790	555	950	656	(294)
Mileage Reimbursement	100-5155-7130-0000	963	2,045	1,000	1,677	677
Contracted Services	100-5155-8100-0000	59,354	63,000	65,000	64,326	(674)
Accounting & Auditing	100-5155-8102-0000	30,532	15,123	33,500	21,000	(12,500)
Weights & Measures	100-5155-8107-0000	24,380	27,600	27,600	40,000	12,400
Cell Phone	100-5155-8403-0000	626	600	600	600	-
<b>Total Expenditures</b>		<b>\$ 433,417</b>	<b>\$ 459,736</b>	<b>\$ 478,848</b>	<b>\$ 496,608</b>	<b>\$ 17,760</b>

# INFORMATION TECHNOLOGY

## Department Manager

Finance Director

## Department Description

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Network Administrator	1.00	1.00	1.00	1.00
IT Specialist	0.00	0.00	1.00	1.00
Multimedia Communications Specialist	1.00	1.00	0.00	0.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

### Staffing Notes:

1. Of the 2.00 FTE in the IT Department, the cost of 0.40 FTE is allocated to the Water, Sewer, and Storm Water Utility funds to reflect the cost of IT support for those operations.

## 2024 Accomplishments

- Onboarded and trained new IT Network Specialist.
- Upgraded and replaced all A/V equipment in Village Board and Public Safety Muster rooms.
- Upgraded and replaced wireless presentation devices in both Village Hall Conferenc Rooms.
- Upgraded and replaced the existing firewalls.
- Upgraded and installed new Security Panel and new Fire Alarm Panel at Community Center.
- Upgraded and installed one new physical host server.
- Annual replacement of older pc/laptop hardware.
- Upgraded aging server virtual machines.
- Remote penetration testing done by Cybersecurity & Infrastructure Security Agency (CISA)
- Rolled out new endpoint protection software with vulnerability scanning.
- Rolled out new third party software patch management software.
- Decommissioned all Village analog phone lines. Moved Village phone service off T1 line to internet/fiber base system.
- Refresh and redesign Village Website.

## **2025 Objectives**

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

## **2025 Budget Changes**

- Salaries & Wages: IT Network Specialist budgeted for entire year. Position was a budgeted hire in second quarter 2024.
- Software Maintenance: Increase due to various price increases by vendors for yearly software maintenance; including Genetec, Microsoft, Absolute Secure Access, and Adobe.
- Training/Conference: Added a budget so staff can attend Artificial Intelligence and Cybersecurity symposiums. Important for IT staff to be up to date on critical IT-related trends and issues.
- Contracted Services: Decrease due to change in offsite backup vendors as well as removing SiteImprove service for the Village.
- Cell Phone: Increase due to addition of IT Network Specialist allowance.



<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: Information Technology - 5157</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 111,960	\$ 134,814	\$ 114,143	\$ 141,309	\$ 27,166
Benefits		33,830	57,829	55,979	48,083	(7,896)
Total Salaries & Benefits		145,790	192,643	170,122	189,392	19,270
Operating Expenditures						
Office Supplies	100-5157-6100-0000	3,714	3,000	3,000	3,000	-
Software Maintenance	100-5157-6213-0000	41,668	55,241	51,325	65,213	13,888
Training/Conference	100-5157-7100-0000	-	-	-	350	350
Contracted Services	100-5157-8100-0000	25,730	19,490	19,490	15,440	(4,050)
Computer Consulting	100-5157-8101-0000	26,651	22,000	22,000	22,000	-
Cell Phone	100-5157-8403-0000	1,200	1,000	600	1,200	600
Equipment < \$5,000	100-5157-9121-0000	4,436	-	-	-	-
<b>Total Expenditures</b>		<b>\$ 249,190</b>	<b>\$ 293,374</b>	<b>\$ 266,537</b>	<b>\$ 296,595</b>	<b>\$ 30,058</b>

# LEGAL SERVICES

## Department Manager

Village Attorney

## Department Description

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

## Services Provided

- Advise Village Board, committees, and staff on routine and specific legal matters.
- Draft ordinances, resolutions, and other board and committee documents.
- Draft various legal documents for development, purchase, use, and sale of real estate.
- Review and draft contracts as needed for all Village Departments, Village construction projects, and other services.
- Prosecute municipal court citations.
- Oversight of Village related claims and litigation.
- Manage collective bargaining issues with Ashwaubenon Public Safety Officers Association Unit.
- Responsible for all matters involving Human Resources, including hiring, onboarding, assisting with payroll inquiries, and employee relations.

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Village Attorney	1.00	1.00	1.00	1.00
Deputy Clerk II / Legal Assistant	0.30	0.30	0.30	0.30
HR Generalist	0.00	0.00	1.00	1.00
<b>Total</b>	<b>1.30</b>	<b>1.30</b>	<b>2.30</b>	<b>2.30</b>

### Staffing Notes:

1. Of the 2.30 FTE in the Legal Services Department, the cost of 0.30 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of legal services provided to those operations.
2. The Deputy Clerk II / Legal Assistant position is allocated between Village Clerk (70%) and Legal Services (30%) department budgets.

## **2024 Accomplishments**

- Drafted agreements related to property development and other real estate, including Spark Development TIF agreement, Highland Ridge development agreement, cornerstone ice center lease amendment, purchase agreements for Bill Diamond Field and Shopko Lot for storm water development.
- Drafted ordinances, resolutions, and amendments to the municipal code.
- Managed public records requests for various departments.
- Prosecuted municipal court citations during pretrial conferences and court trials.
- Advised Public Safety Department and other Village staff for all inquiries needing legal services.

## **2025 Objectives**

- Assist staff with updating the Ashwaubenon Municipal Code when needed.
- Continue human resources engagement for employment related issues.
- Develop policy and procedure manual for Police/Fire Commission.
- Continue to assist Village Manager, Finance Department, and Community Development for TIF/Non-TIF related development projects.

## **2025 Budget Changes**

- Dues & Subscriptions: Increased for adding Register of Deeds recordings.
- Mileage Reimbursement: Increased slightly to adjust to actual need.
- Contracted Services: Budget unchanged; however, reduced costs for outside legal services and increased for services related to new hires.
- Cell Phone: Budget doubled with the addition of the new HR Generalist position.

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: Legal Services - 5161</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 115,508	\$ 195,525	\$ 206,657	\$ 220,655	\$ 13,998
Benefits		26,856	65,256	66,238	77,790	11,552
Total Salaries & Benefits		142,364	260,781	272,895	298,445	25,550
Operating Expenditures						
Office Supplies	100-5161-6100-0000	84	450	500	500	-
Training/Conference	100-5161-7100-0000	415	900	1,000	700	(300)
Dues & Subscriptions	100-5161-7120-0000	1,714	3,000	3,000	4,575	1,575
Mileage Reimbursement	100-5161-7130-0000	67	245	200	250	50
Contracted Services	100-5161-8100-0000	665	10,000	10,000	10,000	-
Cell Phone	100-5161-8403-0000	600	1,100	600	1,200	600
<b>Total Expenditures</b>		<b>\$ 145,909</b>	<b>\$ 276,476</b>	<b>\$ 288,195</b>	<b>\$ 315,670</b>	<b>\$ 27,475</b>

# VILLAGE HALL MAINTENANCE

## Department Manager

Director of Public Works

## Department Description

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

## Services Provided

- Operation and maintenance of all Village heating, cooling, plumbing, and mechanical systems.
- Lighting system operation and maintenance for Village Hall and parking lots.
- Utility (electric, natural gas, water, sewer) services for Village Hall.
- Parking lot maintenance for Village Hall.
- Janitorial services for Village Hall.

## Staffing

- Village Hall Maintenance tasks are staffed by the Public Works Field Operators as needs arise. Each employee codes their timecards accordingly. For budgeting purposes, a portion of the total Public Works Maintenance employee budgeted wages are allocated to this budget based on prior year trends and projected 2025 projects.

## 2024 Accomplishments

- General maintenance including chiller cleaning, and HVAC filter and belt replacements.
- Project management for the replacement of the Village Hall sign and other building graphics.
- Project management for the replacement of the exterior service doors on Village Hall.
- Project management and work activity for the Village Hall water heater replacement.
- Project management for the cleaning of Village Hall HVAC components.
- Performed a Village Hall space-study needs and operations flow analysis. Results and findings were presented to Village Board.

## 2025 Objectives

- Continue planning for expansion of the Village Garage and cold storage buildings.
- Implement the Village Hall and Village Garage space-study analysis final, approved solution. The outcome of study will be complete in early 2025; thus, many related improvement projects have been delayed.

## 2025 Budget Changes

- Operational Supplies: Increased due to cost increases for preventative maintenance materials.
- Fire Alarm/Security Maintenance: Increased for inspections not previously being performed.
- Cleaning Contract: Increased due to contracted service cleaning cost increases.
- Electric: Lower due to operating HVAC system in economy mode and a switch to LED lighting.
- Water/Sewer/Storm Water: Increased slightly to match trend and rate increases.

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: Village Hall Maintenance - 5171</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 36,630	\$ 35,000	\$ 35,000	\$ 35,000	\$ -
Benefits		2,549	2,678	2,678	14,991	12,313
Total Salaries & Benefits		39,179	37,678	37,678	49,991	12,313
Operating Expenditures						
Operating Supplies	100-5171-6101-0000	7,738	7,500	6,500	7,800	1,300
Building & Equipment Repairs	100-5171-6211-0000	61,653	43,500	27,500	27,500	-
Fire Alarm/Security Maintenance	100-5171-6214-0000	594	7,978	372	8,472	8,100
Cleaning Contract	100-5171-8106-0000	31,945	30,728	35,800	37,480	1,680
Electric	100-5171-8400-0000	76,898	74,000	82,617	74,000	(8,617)
Water/Sewer/Storm Water	100-5171-8401-0000	12,975	13,000	13,000	14,000	1,000
<b>Total Expenditures</b>		<b>\$ 230,982</b>	<b>\$ 214,384</b>	<b>\$ 203,467</b>	<b>\$ 219,243</b>	<b>\$ 15,776</b>



# GENERAL GOVERNMENT

## Department Manager

Finance Director

## Department Description

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

## Services Provided

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

## 2025 Objectives

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

## 2025 Budget Changes

- Most accounts are adjusted according to actual trend, pricing changes, or service modifications.
- Copy Machine: Reduced in a continued effort to eliminate non-essential printing.
- Credit Card Fees: Village will no longer pay credit card fees on individual credit card transactions. Starting in 2025, customers who choose to use a credit card for village-related transactions will be responsible for the corresponding credit card fee.
- Property & Liability Insurance: Rates are projected to increase by six percent.
- Unemployment: Reduced to match actual trend.
- Workers Compensation Insurance: Rates are projected to increase nine percent.
- Telephone/Pagers: Reduced due to change to a lower-cost office phone/internet provider.
- Wage Reserve: Budget established to cover projected employee retirement accrual payouts. These payouts were previously paid out in a separate Employee Retirement Fund. The fund was consolidated within the General Fund in 2023 as recommended by the Village auditors. The existing restricted retirement reserve fund balance will be used to pay a portion of 2024 and 2025 retirement expenditures.

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: General Government - 5100</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Operating Expenditures						
Office Supplies	100-5100-6100-0000	1,169	4,184	4,000	4,000	-
Postage	100-5100-6304-0000	26,577	21,000	21,000	21,000	-
Copy Machine	100-5100-6305-0000	15,321	19,500	21,500	19,500	(2,000)
Credit Card Fees	100-5100-6307-0000	16,824	26,169	20,000	-	(20,000)
Miscellaneous Expenditures	100-5100-6580-0000	23	-	-	-	-
Tuition Reimbursement	100-5100-7150-0000	1,000	500	1,000	1,000	-
Contracted Services	100-5100-8100-0000	404	-	-	-	-
Bank Fees	100-5100-8118-0000	40,451	36,000	36,000	36,000	-
Investment Fees	100-5100-8119-0000	16,691	17,500	17,500	17,500	-
Property & Liability Insurance	100-5100-8330-0000	157,935	178,858	160,000	189,589	29,589
Employee Assistance Program	100-5100-8331-0000	4,381	4,602	4,500	4,500	-
Unemployment	100-5100-8332-0000	-	500	5,000	2,500	(2,500)
Workers Comp Insurance	100-5100-8334-0000	239,481	257,856	240,000	281,063	41,063
Telephone/Pagers	100-5100-8402-0000	21,604	22,000	22,000	15,500	(6,500)
Television	100-5100-8405-0000	287	341	290	290	-
Wage Reserve/Retirements	100-5100-8500-0000	-	368,093	126,000	75,000	(51,000)
Operating Transfer Out	100-5100-9200-0000	372,709	128,000	-	-	-
<b>Total Expenditures</b>		<b>\$ 914,855</b>	<b>\$ 1,085,103</b>	<b>\$ 678,790</b>	<b>\$ 667,442</b>	<b>\$ (11,348)</b>

# PUBLIC SAFETY

## Department Manager

Chief of Public Safety

## Department Description

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

## Services Provided

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Chief	1.00	1.00	1.00	1.00
Deputy Chief	1.00	1.00	1.00	1.00
Commander	1.00	1.00	2.00	2.00
Captain	4.00	4.00	4.00	4.00
Lieutenant	6.00	6.00	6.00	6.00
Officer	38.00	41.00	42.00	42.00
Community Service Officer	1.50	1.50	1.50	1.50
Support Services	3.80	3.80	3.80	3.80
Secretary	1.00	1.00	1.00	1.00
Fire/Rescue-Paid on Call	Part-Time	Part-Time	Part-Time	Part-Time
Crossing Guard	Part-Time	Part-Time	Part-Time	Part-Time
<b>Total</b>	<b>57.30</b>	<b>60.30</b>	<b>62.30</b>	<b>62.30</b>

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

## 2024 Accomplishments

- Continued to work towards Core Accreditation.
- Transitioned to new firearm red dot sighting system (RDS).
- Retired canine Ole and added canine Vice to the department.
- Completed Citizens Academy.
- Added six new officers and four new Paid-on-Call staff.

- Promoted a new lieutenant, captain, and commander.
- Added Peer Support and Chaplain programs.
- Purchased a new ambulance and ordered a new fire engine.
- Replaced two patrol cars and one supervisor squad car.
- Firehouse Subs grant recipient of \$8,731 for new ice rescue equipment.
- LWMMI grant recipient of \$9,973 for new motorized stair chair for EMS.

## **2025 Objectives**

- Add new officers to realize full staffing of fifty-six sworn officers.
- Continue updating policies to align with state statutes and best practices.
- Upgrade body-worn cameras.
- Upgrade field training officer program.
- Fill new investigator position.
- Fill traffic officer position.
- Add a new SWAT position.
- Replace School Resource Officer position.
- Train additional paramedics.
- Intergrate Fire Inspections into department.
- Replace three patrol cars.
- Replace the Community Service Officer truck.
- Replace the Crime Scene Technician van.
- Coordinate planning and staffing for 2025 NFL Draft.
- Integrate new fire engine into the department and transition out old apparatus.

## **2025 Budget Changes**

- Wages: Budget reduced to reflect attrition savings due to being understaffed. The total number of positions remained the same in Public Safety.
- Overtime Accounts: All budgeted to reflect actual trend of all overtime. The prior year budget did not properly account for overtime taken as compensatory time off.
- Uniforms: Increased to match the actual amount of uniform allowance allotted for all officers.
- DARE/Liaison Program: DARE/Liaison Special Revenue Fund will be closed and replaced with this new line item within the Public Safety operating budget.
- Citizens Academy: Citizens Academy Special Revenue Fund will be closed due to lack of parking and donation revenue and replaced with this new line item within the Public Safety operating budget.
- Cadets Program: Cadets Program Special Revenue Fund will be closed due to lack of parking and donation revenue and replaced with this new line item within the Public Safety operating budget.
- Mutual Aid: Increase \$5,000 due to service increases with De Pere.
- Equipment Use Charge: Increased due to purchase of new, higher priced vehicles.
- Physical/Psych Exams - New Hire: Increased \$3,000 for six new hires, supervisor evaluations, and fit-for-duty evaluations.

**2025 Budget**
**Fund 100 - General Government**
**Department: Public Safety - Police/Fire/Rescue - 5210**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 6,101,725	\$ 6,112,880	\$ 6,186,288	\$ 6,333,706	\$ 147,418
Benefits		2,378,026	2,457,579	2,461,026	2,621,655	160,629
Total Salaries & Benefits		8,479,751	8,570,459	8,647,314	8,955,361	308,047
Operating Expenditures						
Office Supplies	100-5210-6100-0000	7,857	8,000	8,000	8,000	-
Operating Supplies	100-5210-6101-0000	5,320	6,459	5,000	5,000	-
Operating Supplies - Police	100-5210-6101-3301	5,862	6,000	8,000	8,000	-
Operating Supplies - Fire	100-5210-6101-3302	8,391	8,500	10,000	10,000	-
Operating Supplies - Rescue	100-5210-6101-3303	36,884	37,000	38,000	38,000	-
Operating Supplies - Investigations	100-5210-6101-3305	1,776	1,750	2,000	2,000	-
Operating Supplies - Police Blood Draws	100-5210-6101-3307	2,431	1,500	1,500	1,500	-
Operating Supplies - Electronics	100-5210-6101-3309	540	1,000	1,500	1,500	-
Operating Supplies - Crossing Guards	100-5210-6101-3360	767	800	800	800	-
Operating Supplies - EMS Grant	100-5210-6101-5308	-	222	-	-	-
Evidence Supplies	100-5210-6102-0000	2,610	3,000	3,000	3,000	-
Range Supplies	100-5210-6104-0000	25,260	23,600	23,600	23,600	-
Forms	100-5210-6105-0000	1,696	2,000	3,250	3,250	-
Janitorial Supplies	100-5210-6109-0000	6,335	7,000	7,000	7,000	-
Gas & Oil	100-5210-6200-0000	102,293	100,000	100,000	100,000	-
Building & Equipment Repairs	100-5210-6211-0000	9,307	11,000	13,000	13,000	-
Software Maintenance	100-5210-6213-0000	33,741	38,460	38,460	38,460	-
Equipment Maintenance	100-5210-6215-0000	16,414	16,500	16,500	16,500	-
Building Furnishings	100-5210-6306-0000	4,103	4,500	4,500	4,500	-
Uniforms	100-5210-6401-0000	50,388	50,000	50,000	58,000	8,000
Uniforms - Honor Guard	100-5210-6401-3370	1,759	3,800	3,800	2,500	(1,300)
Uniforms - Initial Issue	100-5210-6401-3376	39,233	34,000	34,000	34,000	-
Grant Expenses	100-5210-6500-0000	2,646	-	-	-	-
Grant Expenses - EMS Grant	100-5210-6500-5308	4,131	5,840	4,400	4,400	-
Grant Expenses - EMT-Basic Training/Refresher	100-5210-6500-5309	5,118	3,721	2,450	2,450	-
Public Education	100-5210-6502-0000	2,320	2,500	2,500	2,500	-
DARE/Liaison Program	100-5210-6503-0000	-	-	-	4,000	4,000
Citizens Academy	100-5210-6506-0000	-	-	-	750	750
Cadets Program	100-5210-6507-0000	-	-	-	2,500	2,500
Training/Conference	100-5210-7100-0000	27,675	34,000	34,000	34,000	-
Training/Conference - Paramedic	100-5210-7100-3303	10,775	17,250	22,250	22,250	-
Training/Conference - Supervisors	100-5210-7100-3306	-	10,000	15,000	15,000	-
Dues & Subscriptions	100-5210-7120-0000	3,150	9,500	10,500	10,500	-
Mileage Reimbursement	100-5210-7130-0000	859	1,500	1,500	1,500	-
Fitness Test & Equipment Maint	100-5210-7140-0000	722	1,500	1,500	1,500	-
Contracted Services	100-5210-8100-0000	30	-	-	-	-
Mutual Aid	100-5210-8104-0000	24,329	25,327	25,000	30,000	5,000
Vehicle Repairs	100-5210-8201-0000	67,681	50,699	60,000	60,000	-
Vehicle Repairs - Accident	100-5210-8201-1006	-	9,301	-	-	-
Equipment Use Charge	100-5210-8202-0000	250,965	317,730	268,517	357,837	89,320
Radio Maintenance	100-5210-8203-0000	1,757	1,500	1,500	1,500	-
Physical/Psych Exams - NFPA Physicals	100-5210-8300-3373	1,313	4,400	4,400	4,400	-
Physical/Psych Exams - New Hire	100-5210-8300-3374	15,222	9,000	9,000	12,000	3,000
Electric	100-5210-8400-0000	10,126	10,000	10,642	9,913	(729)
Water/Sewer/Storm Water	100-5210-8401-0000	1,828	1,813	2,300	2,300	-
Cell Phone	100-5210-8403-0000	27,054	31,200	31,200	32,000	800
Teletype	100-5210-8404-0000	4,758	4,900	4,900	4,900	-
Equipment > \$5,000	100-5210-9120-0000	-	9,973	-	-	-
Equipment < \$5,000	100-5210-9121-0000	2,780	-	-	-	-
<b>Total Expenditures</b>		<b>\$ 9,307,957</b>	<b>\$ 9,497,204</b>	<b>\$ 9,530,783</b>	<b>\$ 9,950,171</b>	<b>\$ 419,388</b>

# FIRE INSPECTION

## Department Manager

Chief of Public Safety

## 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 except for 1 or 2 family dwellings. The State of Wisconsin mandated the number of inspections that must be completed in a calendar year.

## Services Provided

- State of Wisconsin 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

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Fire Inspector	1.00	1.00	0.00	0.00
Part-time Inspector (2)	1.00	1.00	1.00	1.00
<b>Total</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>	<b>1.00</b>

## 2024 Accomplishments

- Passed "2% Dues" audit from the Wisconsin Department of Safety and Professional Services.
- On pace to continue substantial compliance with DSPS requirements.
- Collaborated with Community Development and Building Inspection staff on site plan review.
- Collaborated with special events for pyrotechnic reviews, tent permit reviews, and inspection services.

## 2025 Objectives

- Transition to a more streamlined billing system for fire inspection fees.
- Continue to remain in substantial compliance with DSPS requirements.
- Increase focus on prioritizing and performing re-inspections for open violations.
- Continue the use of contracted services unless staff is increased to a level allowing the workload to be performed in-house.
- Return current staff and explore options for bolstering the department's workforce.

## 2025 Budget Changes

- Gas & Oil: Increased to match actual trend.



<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: Fire Inspection - 5230</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 90,080	\$ 59,622	\$ 46,447	\$ 56,846	\$ 10,399
Benefits		34,279	3,553	3,553	4,348	795
Total Salaries & Benefits		124,359	63,175	50,000	61,194	11,194
Operating Expenditures						
Office Supplies	100-5230-6100-0000	308	400	600	600	-
Gas & Oil	100-5230-6200-0000	1,393	784	725	800	75
Software Maintenance	100-5230-6213-0000	1,298	1,850	1,850	1,850	-
Fire Alarm/Security Maint	100-5230-6214-0000	123	371	-	-	-
Uniforms	100-5230-6401-0000	273	-	-	-	-
Training/Conference	100-5230-7100-0000	804	1,500	2,000	2,000	-
Dues & Subscriptions	100-5230-7120-0000	135	500	500	500	-
Contracted Services	100-5230-8100-0000	22,011	40,000	46,000	46,000	-
Vehicle Repairs	100-5230-8201-0000	-	-	1,500	1,500	-
<b>Total Expenditures</b>		<b>\$ 150,702</b>	<b>\$ 108,580</b>	<b>\$ 103,175</b>	<b>\$ 114,444</b>	<b>\$ 11,269</b>

# BUILDING INSPECTION

## Department Manager

Director of Community Development

## Department Description

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

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Chief Building Inspector	0.00	0.00	1.00	1.00
Building Inspector	2.00	2.00	1.00	1.00
Customer Service Representative / Secretary	0.30	0.30	0.30	0.30
Accounts Receivable / Utility Clerk	0.10	0.10	0.10	0.10
Code Enforcement Official	0.40	0.40	0.00	0.00
<b>Total</b>	<b>2.80</b>	<b>2.80</b>	<b>2.40</b>	<b>2.40</b>

### Staffing Notes:

1. Of the 2.40 FTE in the Building Inspection Department, the cost of 0.80 FTE is allocated to the Water, Sewer, and Storm Water Utility enterprise funds to reflect the cost of administrative support for those operations.
2. The CSR/Secretary position is allocated to Building Inspection (30%), Engineering (25%), Street Administration (30%), and Utility (15%) departments.
3. The Accounts Receivable/Utility Clerk position is allocated to Finance (30%), Building Inspection (10%), and Utility (60%) departments.
4. The Code Enforcement Official replaced with Assistant Zoning Administrator and moved to Community Development budget.

## **2024 Accomplishments**

- Completed over 1,160 inspections from 01/01/2024 to 10/30/2024.
- Issued 538 permits totaling over \$229 million in estimated construction costs from 01/01/2024 to 10/30/2024.

## **2025 Objectives**

- Evaluate and update the Village Ordinances relating to building, electrical, hvac, and plumbing permits.
- Participate in professional development activities to stay up to date on changes in building codes and regulations.
- Promote a culture of ongoing improvement within the department to enhance performance and efficiency.
- Ensure that all inspections are performed efficiently without compromising accuracy and thoroughness.

## **2025 Budget Changes**

- State Stamps: Increased to purchase more state stamps for single/two-family home reviews from the Highland Ridge Estates First and Second Addition Subdivisions and additional potential residential development. Cost is recovered through building permit fee.
- Code Books: Cost increase for books should the state adopt new building codes.
- Training/Conference: Fees for required annual state code update classes increased.
- Vehicle Repairs: Budget established for annual vehicle maintenance.
- Cell Phone: Increased due to cover costs of two inspectors.
- Furniture & Fixtures <\$5,000: Purchase of a new stand-up office desk for the Chief Building Inspector. Desk will be funded through a safety grant.

**2025 Budget****Fund 100 - General Government****Department: Building Inspection - 5241**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 121,626	\$ 116,667	\$ 121,622	\$ 132,368	\$ 10,746
Benefits		32,797	35,787	37,263	29,247	(8,016)
<b>Total Salaries &amp; Benefits</b>		<b>154,423</b>	<b>152,454</b>	<b>158,885</b>	<b>161,615</b>	<b>2,730</b>
<b>Operating Expenditures</b>						
Office Supplies	100-5241-6100-0000	1,755	1,500	1,770	360	(1,410)
State Stamps	100-5241-6106-0000	304	997	1,000	2,660	1,660
Code Books	100-5241-6112-0000	-	-	2,200	2,500	300
Gas & Oil	100-5241-6200-0000	1,779	2,750	1,750	2,750	1,000
Software Maintenance	100-5241-6213-0000	1,800	1,500	2,200	400	(1,800)
Licenses	100-5241-6303-0000	55	845	845	480	(365)
Uniforms	100-5241-6401-0000	457	350	350	-	(350)
Shoe Allowance	100-5241-6402-0000	200	300	600	400	(200)
Training/Conference	100-5241-7100-0000	1,661	2,000	2,290	2,700	410
Dues & Subscriptions	100-5241-7120-0000	336	295	295	335	40
Vehicle Repairs	100-5241-8201-0000	22	1,076	-	1,000	1,000
Equipment Use Charge	100-5241-8202-0000	6,724	8,607	6,724	8,607	1,883
Cell Phone	100-5241-8403-0000	2,594	1,800	1,200	1,692	492
Furniture & Fixtures < \$5,000	100-5241-9111-0000	-	-	-	1,900	1,900
<b>Total Expenditures</b>		<b>\$ 172,111</b>	<b>\$ 174,474</b>	<b>\$ 180,109</b>	<b>\$ 187,399</b>	<b>\$ 7,290</b>

# **PUBLIC WORKS / SANITATION**

## **Department Manager**

Public Works Director

## **Department Description**

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

## **Services Provided**

### **Public Works:**

#### **Engineering**

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

#### **Street Administration**

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

#### **Garage**

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

**Street Maintenance**

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

**Curb & Gutter**

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

**Snow & Ice Control**

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

**Traffic Control**

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

**Street Lighting**

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

**Sidewalk Maintenance**

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

**School District Maintenance**

- Limited work is performed unless there is an emergency.

**Labor for Others**

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

**Transit System**

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

**Sanitation:****Garbage and Refuse Collection**

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



**Recycling**

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

**Landfill**

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

**Weed Control**

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

**Wood Chipping**

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

**Staffing**

<b>Positions (FTE)</b>	<b>2022 Actual</b>	<b>2023 Actual</b>	<b>2024 Actual</b>	<b>2025 Budget</b>
<b>ENGINEERING:</b>				
Village Engineer	1.00	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00
Engineering Technician	0.00	0.00	1.00	1.00
Customer Service Secretary	0.25	0.25	0.25	0.25
Summer Assistant	0.30	0.30	0.30	0.30
<b>PUBLIC WORKS:</b>				
Director of Public Works	1.00	1.00	1.00	1.00
Street Supervisor	1.00	1.00	1.00	1.00
Customer Service Secretary	0.30	0.30	0.30	0.30
Lead Mechanic	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00
Inventory Control Specialist	1.00	1.00	1.00	1.00
Street Foreman	2.00	2.00	2.00	2.00
PW Field Operator I	2.00	2.00	2.00	2.00
PW Field Operator II	7.00	7.00	7.00	7.00
Seasonal Workers – PT	0.50	0.50	0.50	0.50
<b>SANITATION:</b>				
PW Field Operator I	3.00	3.00	3.00	3.00
PW Field Operator II	2.00	2.00	2.00	2.00
<b>Total</b>	<b>25.35</b>	<b>25.35</b>	<b>26.35</b>	<b>26.35</b>

**Staffing Notes:**

1. All Engineering positions' staffing costs are recorded within the Engineering department budget.

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

## **2024 Accomplishments**

- Bid and construction of the Brookwood Sidewalk installation.
- Bid and construction of the Lombardi Access Road reconstruction.
- Coordinated all needed repairs on Village Hall including service door replacements, signage upgrades, and HVAC repairs.
- Replaced traffic control cabinets and controllers at the following intersections: Cormier/Ridge, Cormier/San Luis, and Hansen/Holmgren.
- Removed traffic signals at the fire station entrance.
- Continued website and social media blasts of construction updates.
- Completed all scheduled roadway asphalt resurfacing, concrete street repair, sidewalk repair, and roadway maintenance projects scheduled for 2024.
- Continued inter-department project assistance with Forestry (winter tree removal), Park and Recreation (park concrete projects), Utilities (main break concrete, asphalt repair/restoration and traffic control), and Village-wide vehicle maintenance within the mechanic shop.
- Updated the Public Works Capital Improvement Plan which included: fleet, facilities, roads, utilities, and general needs.

## **2025 Objectives**

- Design, bidding, and construction administration of Cormier Road sidewalk replacement.
- Final paving and construction administration of Aldon Station development, Element Way, and Highland Ridge.
- Coordinate and manage all Public Works aspects of the 2025 NFL DRAFT.
- Complete biennial Pavement Surface Evaluation and Rating (PASER) procedure of all Village streets to develop a 5-year paving program with which to base the Village's paving efforts to the lowest rated streets.
- Liaison engineering assistance for all Village departments.
- Continue partnership with other community public works departments through Brown County Public Works Association, Society of Northeast Wisconsin Public Works Superintendents (SNEWPS), Amercia Public Works Association (APWA) - Wisconsin Chapter, and other meetings to explore innovative ideas, joint purchases, and operations reviews to update our own operation procedures.
- Review interdepartmental project scheduling to improve communications and timely completion of Village projects.
- Study and design for the expansion of the Public Works Garage and Village Hall.
- Traffic signal repairs including traffic controllers and various other items that are non-operational within the intersections.
- Work to create efficiencies within the department with the use of mobile technology and GIS.

## 2025 Budget Changes

- Engineering - Gas & Oil: Increased \$1,750 to account for gas for Engineering Technician truck.
- Engineering - Software Maintenance: Added \$4,240 to purchase Civil3D and ArcPro software for Engineering Technician position.
- Engineering - Training/Conference: Reduced \$1,100 to offset other budget increases.
- Engineering - Contracted Services: Reduced \$300 to offset other budget increases.
- Engineering - Engineering Services: Increased \$7,000 to develop Standard Specifications for Roadway and Utility Construction process.
- Engineering - Vehicle Repairs: Reduced \$100 due to newer fleet.
- Engineering - Cell Phone: Increased \$180 for the Engineering Technician cell phone.
- Street Administration - Mileage Reimbursement: Add budget for Director's reimbursement.
- Street Administration - Cell Phone: Increased to match trend.
- Garage - Gas & Oil: Reduced \$4,000 due to a more equitable oil charging method.
- Garage - Building & Equipment Repairs: Increased \$1,000 to match trend.
- Garage - Tool Allowance: Reduced by \$300 to reflect the employee handbook.
- Garage - Training/Conference: Reduced \$600 to offset other budget increases.
- Garage - Vehicle Repairs: Increased \$500 for aging mechanic's truck maintenance.
- Street Maintenance - Vehicle Repairs: Reduced \$10,000 due to newer fleet.
- Street Maintenance - Equipment Use Charge: Increase due to purchase of newer, high-cost vehicles. Also modified vehicle depreciation schedules to allow for quicker replacement cycle.
- Snow & Ice Control - Operational Supplies: Reduced \$5,000 due to higher existing salt stock.
- Snow & Ice Control - Vehicle Repairs: Increased \$26,000 due to new accounting and tracking methods that more accurately align repairs costs to proper departments.
- Transit - Contracted Services: Reduced \$6,000 to match actual trend.
- Garbage & Refuse Collection - Operational Supplies: Increased 16,200 to purchase garbage carts for Highland Ridge and Aldon Station neighborhoods.
- Garbage & Refuse Collection - Equipment Use Charge: Increase due to newer, higher-cost garbage trucks.
- Recycling - Operational Supplies: Increased \$14,500 to purchase garbage carts for Highland Ridge and Aldon Station neighborhoods.
- Recycling - Gas & Oil: Reduced \$3,000 related to fuel efficiencies and match actual trend.
- Landfill - Brown County Landfill: Increased \$5,000 due to a 3% fee increase.
- Weed Control - Contracted Services: Increased \$500 to match actual trend.
- Wood Chipping - Vehicle Repairs: Reduced \$100 due to self-performance of maintenance.

2025 Budget

Fund 100 - General Government

Department: Public Works and Sanitation

Public Works

Engineering - 5405

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 93,255	\$ 128,818	\$ 129,520	\$ 134,794	\$ 5,274
Benefits		36,491	49,904	49,650	46,714	(2,936)
Total Salaries & Benefits		129,746	178,722	179,170	181,508	2,338
Operating Expenditures						
Office Supplies	100-5405-6100-0000	1,562	2,805	2,400	2,400	-
Gas & Oil	100-5405-6200-0000	717	2,400	750	2,500	1,750
Software Maintenance	100-5405-6213-0000	9,088	17,262	14,000	18,240	4,240
Shoe Allowance	100-5405-6402-0000	-	50	-	-	-
Training/Conference	100-5405-7100-0000	421	500	1,700	600	(1,100)
Dues & Subscriptions	100-5405-7120-0000	519	500	500	500	-
Contracted Services	100-5405-8100-0000	6,800	6,800	7,400	7,100	(300)
Engineering Services	100-5405-8115-0000	640	2,000	2,000	9,000	7,000
Vehicle Repairs	100-5405-8201-0000	400	750	750	650	(100)
Physical/Psych Exams	100-5405-8300-0000	40	80	150	80	(70)
Cell Phone	100-5405-8403-0000	600	800	600	780	180
Equipment > \$5,000	100-5405-9120-0000	18,311	-	-	-	-
Total Expenditures		\$ 168,844	\$ 212,669	\$ 209,420	\$ 223,358	\$ 13,938

Street Administration - 5421

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 141,072	\$ 139,966	\$ 139,966	\$ 146,902	\$ 6,936
Benefits		44,145	45,934	45,976	48,933	2,957
Total Salaries & Benefits		185,216	185,900	185,942	195,835	9,893
Operating Expenditures						
Office Supplies	100-5421-6100-0000	1,842	500	500	500	-
Software Maintenance	100-5421-6213-0000	3,859	2,500	2,500	2,500	-
Training/Conference	100-5421-7100-0000	4,289	2,500	5,000	5,000	-
Mileage Reimbursement	100-5421-7130-0000	2,400	2,400	-	2,400	2,400
Cell Phone	100-5421-8403-0000	4,976	4,839	4,380	5,000	620
Total Expenditures		\$ 202,583	\$ 198,639	\$ 198,322	\$ 211,235	\$ 12,913

**2025 Budget****Fund 100 - General Government****Department: Public Works and Sanitation****Garage - 5410**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 305,670	\$ 301,434	\$ 300,644	\$ 312,888	\$ 12,244
Benefits		82,308	118,928	118,494	138,063	19,569
<b>Total Salaries &amp; Benefits</b>		<b>387,977</b>	<b>420,362</b>	<b>419,138</b>	<b>450,951</b>	<b>31,813</b>
Operating Expenditures						
Office Supplies	100-5410-6100-0000	3,413	2,400	2,400	2,400	-
Operating Supplies	100-5410-6101-0000	30,187	24,000	24,000	24,000	-
Janitorial Supplies	100-5410-6109-0000	18,068	16,890	16,890	16,890	-
Gas & Oil	100-5410-6200-0000	87,089	81,000	91,000	85,000	(6,000)
Building & Equipment Repairs	100-5410-6211-0000	21,676	24,000	24,000	24,000	-
Uniforms	100-5410-6401-0000	1,977	1,000	1,000	1,000	-
Shoe Allowance	100-5410-6402-0000	3,949	4,400	4,400	4,400	-
Tool Allowance	100-5410-6403-0000	1,000	1,800	1,800	1,500	(300)
Training/Conference	100-5410-7100-0000	-	1,200	2,500	1,900	(600)
Dues & Subscriptions	100-5410-7120-0000	1,428	1,600	1,600	1,600	-
Vehicle Repairs	100-5410-8201-0000	783	500	500	1,000	500
Physical/Psych Exams	100-5410-8300-0000	165	200	200	200	-
Electric	100-5410-8400-0000	45,824	40,000	44,102	33,860	(10,242)
Water/Sewer/Storm Water	100-5410-8401-0000	6,977	7,250	7,500	7,500	-
Equipment > \$5,000	100-5410-9120-0000	11,110	-	-	-	-
<b>Total Expenditures</b>		<b>\$ 621,622</b>	<b>\$ 626,602</b>	<b>\$ 641,030</b>	<b>\$ 656,201</b>	<b>\$ 15,171</b>

**Street Maintenance - 5431**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 319,421	\$ 277,565	\$ 277,565	\$ 458,927	\$ 181,362
Benefits		268,093	268,172	276,154	184,449	(91,705)
<b>Total Salaries &amp; Benefits</b>		<b>587,514</b>	<b>545,737</b>	<b>553,719</b>	<b>643,376</b>	<b>89,657</b>
Operating Expenditures						
Operating Supplies	100-5431-6101-0000	43,035	45,000	45,000	45,000	-
Gas & Oil	100-5431-6200-0000	1,855	-	-	-	-
Shoe Allowance	100-5431-6402-0000	200	-	-	-	-
Vehicle Repairs	100-5431-8201-0000	105,206	90,000	90,000	80,000	(10,000)
Equipment Use Charge	100-5431-8202-0000	182,689	358,531	236,996	298,860	61,864
Street Maintenance	100-5431-8204-0000	2,137	-	-	-	-
Physical/Psych Exams	100-5431-8300-0000	296	550	550	550	-
<b>Total Expenditures</b>		<b>\$ 922,931</b>	<b>\$ 1,039,818</b>	<b>\$ 926,265</b>	<b>\$ 1,067,786</b>	<b>\$ 141,521</b>

**2025 Budget****Fund 100 - General Government****Department: Public Works and Sanitation****Curb & Gutter - 5433**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 9,221	\$ 14,000	\$ 14,000	\$ 11,000	\$ (3,000)
Benefits		621	1,071	1,071	4,712	3,641
Total Salaries & Benefits		9,842	15,071	15,071	15,712	641
Operating Expenditures						
Operating Supplies	100-5433-6101-0000	16,410	15,000	15,000	15,000	-
<b>Total Expenditures</b>		<b>\$ 26,252</b>	<b>\$ 30,071</b>	<b>\$ 30,071</b>	<b>\$ 30,712</b>	<b>\$ 641</b>

**Snow & Ice Control - 5435**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 53,561	\$ 60,000	\$ 60,000	\$ 60,000	\$ -
Benefits		3,773	4,590	4,590	17,228	12,638
Total Salaries & Benefits		57,334	64,590	64,590	77,228	12,638
Operating Expenditures						
Operating Supplies	100-5435-6101-0000	152,170	160,000	160,000	155,000	(5,000)
Vehicle Repairs	100-5435-8201-0000	8,026	25,000	4,000	30,000	26,000
<b>Total Expenditures</b>		<b>\$ 217,530</b>	<b>\$ 249,590</b>	<b>\$ 228,590</b>	<b>\$ 262,228</b>	<b>\$ 33,638</b>

**Traffic Control - 5441**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 73,879	\$ 65,000	\$ 65,000	\$ 75,000	\$ 10,000
Benefits		5,198	4,973	4,973	23,653	18,680
Total Salaries & Benefits		79,076	69,973	69,973	98,653	28,680
Operating Expenditures						
Operating Supplies	100-5441-6101-0000	49,187	40,000	40,000	40,000	-
Electric	100-5441-8400-0000	28,646	28,750	29,278	28,657	(621)
<b>Total Expenditures</b>		<b>\$ 156,909</b>	<b>\$ 138,723</b>	<b>\$ 139,251</b>	<b>\$ 167,310</b>	<b>\$ 28,059</b>

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
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<b>Department: Public Works and Sanitation</b>
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<b>Street Lighting - 5442</b>
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Operating Expenditures						
Electric	100-5442-8400-0000	511,184	476,940	496,940	496,467	(473)
<b>Total Expenditures</b>		<b>\$ 511,184</b>	<b>\$ 476,940</b>	<b>\$ 496,940</b>	<b>\$ 496,467</b>	<b>\$ (473)</b>

<b>Sidewalk Maintenance - 5444</b>
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 24,565	\$ 15,000	\$ 15,000	\$ 15,000	\$ -
Benefits		1,667	1,148	1,148	6,425	5,277
Total Salaries & Benefits		26,232	16,148	16,148	21,425	5,277
Operating Expenditures						
Operating Supplies	100-5444-6101-0000	1,558	2,000	4,000	4,000	-
<b>Total Expenditures</b>		<b>\$ 27,790</b>	<b>\$ 18,148</b>	<b>\$ 20,148</b>	<b>\$ 25,425</b>	<b>\$ 5,277</b>

<b>School District Maintenance - 5447</b>
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Total Salaries & Benefits		\$ -	\$ -	\$ -	\$ 1,429	\$ 1,429
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,429</b>	<b>\$ 1,429</b>

<b>Labor for Others - 5449</b>
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Total Salaries & Benefits		\$ -	\$ -	\$ -	\$ 712	\$ 712
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 712</b>	<b>\$ 712</b>



2025 Budget

Fund 100 - General Government

Department: Public Works and Sanitation

Transit System - 5455

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Operating Expenditures						
Contracted Services	100-5455-8100-0000	165,907	151,879	173,704	167,704	(6,000)
<b>Total Expenditures</b>		<b>\$ 165,907</b>	<b>\$ 151,879</b>	<b>\$ 173,704</b>	<b>\$ 167,704</b>	<b>\$ (6,000)</b>

Sanitation

Garbage & Refuse Collection - 5710

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 215,196	\$ 206,366	\$ 212,066	\$ 228,274	\$ 16,208
Benefits		90,516	89,208	86,176	97,764	11,588
<b>Total Salaries &amp; Benefits</b>		<b>305,712</b>	<b>295,574</b>	<b>298,242</b>	<b>326,038</b>	<b>27,796</b>
Operating Expenditures						
Operating Supplies	100-5710-6101-0000	2,967	1,800	1,800	18,000	16,200
Gas & Oil	100-5710-6200-0000	39,833	38,000	39,000	39,000	-
Contracted Services	100-5710-8100-0000	1,523	2,677	-	-	-
Vehicle Repairs	100-5710-8201-0000	32,128	32,000	32,000	32,000	-
Equipment Use Charge	100-5710-8202-0000	69,063	63,488	48,127	72,193	24,066
<b>Total Expenditures</b>		<b>\$ 451,225</b>	<b>\$ 433,539</b>	<b>\$ 419,169</b>	<b>\$ 487,231</b>	<b>\$ 68,062</b>

Recycling - 5720

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 92,818	\$ 91,908	\$ 94,358	\$ 95,114	\$ 756
Benefits		44,678	43,938	44,269	40,735	(3,534)
<b>Total Salaries &amp; Benefits</b>		<b>137,496</b>	<b>135,846</b>	<b>138,627</b>	<b>135,849</b>	<b>(2,778)</b>
Operating Expenditures						
Operating Supplies	100-5720-6101-0000	2,154	5,560	3,500	18,000	14,500
Gas & Oil	100-5720-6200-0000	5,081	5,500	8,500	5,500	(3,000)
Vehicle Repairs	100-5720-8201-0000	3,942	9,000	9,000	9,000	-
Equipment Use Charge	100-5720-8202-0000	34,987	34,987	34,987	34,987	-
Physical/Psych Exams	100-5720-8300-0000	30	-	-	-	-
<b>Total Expenditures</b>		<b>\$ 183,691</b>	<b>\$ 190,893</b>	<b>\$ 194,614</b>	<b>\$ 203,336</b>	<b>\$ 8,722</b>

2025 Budget	Fund 100 - General Government
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Department: Public Works and Sanitation
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Landfill - 5730
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Operating Expenditures						
Brown County Landfill	100-5730-8109-0000	258,956	247,609	245,000	250,000	5,000
<b>Total Expenditures</b>		<b>\$ 258,956</b>	<b>\$ 247,609</b>	<b>\$ 245,000</b>	<b>\$ 250,000</b>	<b>\$ 5,000</b>

Weed Control - 5740
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 3,940	\$ 13,214	\$ 10,000	\$ 10,000	\$ -
Benefits		269	2,114	765	4,282	3,517
Total Salaries & Benefits		4,209	15,328	10,765	14,282	3,517
Operating Expenditures						
Contracted Services	100-5740-8100-0000	188	2,500	2,500	3,000	500
<b>Total Expenditures</b>		<b>\$ 4,396</b>	<b>\$ 17,828</b>	<b>\$ 13,265</b>	<b>\$ 17,282</b>	<b>\$ 4,017</b>

Wood Chipping - 5760
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 56,804	\$ 75,000	\$ 75,000	\$ 75,000	\$ -
Benefits		3,960	10,866	5,738	32,122	26,384
Total Salaries & Benefits		60,764	85,866	80,738	107,122	26,384
Operating Expenditures						
Operating Supplies	100-5760-6101-0000	2,616	2,500	2,500	2,500	-
Vehicle Repairs	100-5760-8201-0000	79	1,000	1,000	900	(100)
<b>Total Expenditures</b>		<b>\$ 63,459</b>	<b>\$ 89,366</b>	<b>\$ 84,238</b>	<b>\$ 110,522</b>	<b>\$ 26,284</b>

# PARKS and RECREATION ADMINISTRATION

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

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

## Services Provided

- Administration of all 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 offerings.
- Dissemination of community information for all Parks, Recreation, and Forestry programming, including general Village information.
- Administration of community donation and volunteer programs with local organizations and individuals.

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Director of Parks, Recreation & Forestry	1.00	1.00	1.00	1.00
Program Supervisor	1.00	1.00	1.00	1.00
Aquatic Supervisor	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
<b>Total</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## 2024 Accomplishments

- Management and oversight of multiple capital improvement projects including, but not limited to, the Ashwaubomay River Trail Bridge, initial planning and design of the Element Way mini-park, and potential creation of a bandshell area at Klipstine Park.
- Collaborated with the Cornerstone Community Center (CCC) to work out an updated lease/facility agreement, enabling the CCC to start construction on a fourth sheet of ice.
- Continued to grow program opportunities and special events for all ages.
- Complete planning and design with Graef on the Ashwaubomay River Trail extension around Ashwaubomay Park.
- Updated the Village's Comprehensive Outdoor Recreation Plan by holding community feedback meetings and collecting survey results.
- Collaboration with Stantec Consultants on starting the phragmites removal plan around the Cabelas site, and an exterior walking trail around Argonee Park.

- Secured additional Natural Resource Damage Assessment (NRDA) / Great Lakes Restoration Initiative (GLRI) funding through US Fish & Wildlife/DNR for additional habitat enhancement at Ashwaubomay Park, Ashwaubenon Creek, and the Dutchman's Creek tributaries. Began the planning and design process with Stantec. Enhancements include shoreline stabilization, fish spawning areas, invasive species removal, and a kayak launch.

## **2025 Objectives**

- Continue working with Graef and Stantec on major capital improvement projects within the Village (Argonne trail/phragmites and Ashwaubomay trail Phase Two).
- Finalize planning and administration (bidding) of the grant associated with the Natural Resource Damage Assessment (NRDA) and the Great Lakes Restoration Initiative (GLRI) program. This will improve areas at Ashwaubomay Park and the mouth of Dutchman's Creek as it enters the Fox River.
- Continue working with McMahon on a West Main Avenue trail extension.
- Begin construction of a new mini park on Element Way serving the increased housing within the Entertainment District.
- Continued evaluation of pricing tiers for programs and rentals, matching inflation rates and increasing costs.

## **2025 Budget Changes**

- Software Maintenance: Increased \$300 to cover projected annual fee increases for RecTrac.
- Copy Machine: Increased \$1,320 to match actual trend.
- Training/Conference: Decrease \$1,082 from reducing Park Maintenance Worker CDL and pesticide training, offset by additional AOAP Conference Aquatic Coordinator.
- Dues & Subscriptions: Slight reduction to match actual need.
- Printing: Increase \$3,700 due to increased printing volume and outsourced costs. An advertising revenue account budget of \$3,700 was established to offset these increased printing costs.
- Cell Phone: Increased \$600 to match departmental needs.

**2025 Budget****Fund 100 - General Government****Department: Parks and Recreation Administration - 5521**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 346,011	\$ 349,501	\$ 349,501	\$ 366,843	\$ 17,342
Benefits		130,858	140,284	140,284	149,567	9,283
<b>Total Salaries &amp; Benefits</b>		<b>476,870</b>	<b>489,785</b>	<b>489,785</b>	<b>516,410</b>	<b>26,625</b>
<b>Operating Expenditures</b>						
Office Supplies	100-5521-6100-0000	1,482	2,000	2,800	2,800	-
Software Maintenance	100-5521-6213-0000	6,993	7,111	7,000	7,300	300
Newspaper Publishing	100-5521-6302-0000	-	-	750	750	-
Copy Machine	100-5521-6305-0000	3,387	4,690	1,680	3,000	1,320
Uniforms	100-5521-6401-0000	1,956	2,000	2,000	2,000	-
Training/Conference	100-5521-7100-0000	3,311	5,400	5,400	4,318	(1,082)
Dues & Subscriptions	100-5521-7120-0000	924	1,365	1,365	1,120	(245)
Mileage Reimbursement	100-5521-7130-0000	7,088	6,815	6,900	6,900	-
Printing	100-5521-8113-0000	11,697	16,150	12,600	16,300	3,700
Physical/Psych Exams	100-5521-8300-0000	68	2	3,000	3,000	-
Cell Phone	100-5521-8403-0000	8,599	6,900	6,900	7,500	600
<b>Total Expenditures</b>		<b>\$ 522,375</b>	<b>\$ 542,218</b>	<b>\$ 540,180</b>	<b>\$ 571,398</b>	<b>\$ 31,218</b>

# COMMUNITY POOL

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

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

## Services Provided

- Provide lifeguarding services for both Community and Ashwaubenon School District programming.
- Provide aquatic programming (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 conference swim and diving competitions.
- Provide a venue for public use and rental for open swim, birthday parties, and special events.
- Provide a top-notch venue and operation of WIAA Conference Championship and Sectional competitions as assigned.

## Staffing

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

## 2024 Accomplishments

- Secured, trained, and maintained a full lifeguard and instructor schedule through entire year despite lifeguard shortage.
- Recruited and taught three lifeguard classes, securing adequate staff to safely run the facility.
- Continued partnership with Woodside Senior Communities to offer access to the warm water pool for their residents.
- Continued to increase aquatic fitness program enrollment, providing a clean and safe environment for the community and school district.
- Partnered with Ashwaubenon Swim Club to host the 2024 10-U state championships. The meet brought in over 1,500 people and \$1,800 in additional revenue.

## 2025 Objectives

- Continue to provide the public and school district with a safe and supervised place to swim.
- Continue to secure and train staff in CPR, First Aid, AED, and lifeguarding to operate a safe aquatic environment for all guests.

- Update and recertify all staff to the new r.24 Red Cross Lifeguard program.
- Continue to provide quality aquatic programs based on community needs.
- Continue to be a premier facility to run and host swim meets.
- Successfully host the 2024 10-U regional club swim meet, which was awarded to our facility for February 2025.
- Promote special events and programs including Jaguar Miles, the Pumpkin Palooza, and Holiday Swim.
- Collaborate with the school district to provide necessary updates to the facility including all new lighting fixtures to the Competition Pool.

### **2025 Budget Changes**

- Adjustments made to program budget are based on current registration averages. All swim instructor class wages are covered by lesson registration fees.



**2025 Budget****Fund 100 - General Government****Department: Community Pool - 5523**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 102,067	\$ 114,283	\$ 114,283	\$ 112,593	\$ (1,690)
Benefits		7,823	8,743	8,743	8,614	(129)
Total Salaries & Benefits		109,891	123,026	123,026	121,207	(1,819)
Operating Expenditures						
Operating Supplies - Covid	100-5523-6101-1004	10	-	-	-	-
Operating Supplies	100-5523-6101-4980	4,656	4,400	4,400	4,400	-
Lifeguard Training Supplies	100-5523-6103-4980	764	1,305	1,305	1,305	-
Contracted Services - Master Swim	100-5523-8100-4487	2,352	3,500	3,500	3,500	-
Contracted Services - Aqua Zumba	100-5523-8100-4488	3,790	3,500	3,500	4,500	1,000
Physical/Psych Exams	100-5523-8300-4980	1,320	815	815	815	-
<b>Total Expenditures</b>		<b>\$ 122,783</b>	<b>\$ 136,546</b>	<b>\$ 136,546</b>	<b>\$ 135,727</b>	<b>\$ (819)</b>

**Expenditures by Program/Function**

Pool	4980	6,927	6,520	6,520	6,520	-
Lifeguard	4981	39,019	46,059	46,059	43,955	(2,104)
Pool Director	4982	-	4,895	4,895	5,033	138
Pool Supervisor	4983	20,702	11,189	11,189	16,125	4,936
Swim Instructor	4984	36,751	54,885	54,885	41,627	(13,258)
Water Exercise Instructor	4985	7,981	1,841	1,841	6,836	4,995
Lifeguard - School District	4987	3,869	3,837	3,837	6,317	2,480
Supervisor - School District	4988	1,346	320	320	1,314	994
Swim Instructor - School District	4989	36	-	-	-	-
Master Swim	4487	2,352	3,500	3,500	3,500	-
Aqua Zumba	4488	3,790	3,500	3,500	4,500	1,000
Covid	1004	10	-	-	-	-
<b>Total Expenditures</b>		<b>\$ 122,783</b>	<b>\$ 136,546</b>	<b>\$ 136,546</b>	<b>\$ 135,727</b>	<b>\$ (819)</b>

**Revenues by Program/Function**

Master Swim	100-5523-4525-4487	2,115	4,095	4,095	4,095	-
Deep Water	100-5523-4525-4489	-	4,905	4,905	6,255	1,350
Gental Movement	100-5523-4525-4490	-	1,900	1,900	1,900	-
Program Revenues	100-5523-4525-4980	5,452	-	-	-	-
Swimming Lessons	100-5523-4530-4980	43,177	39,136	39,136	39,136	-
Open Swim	100-5523-4531-4980	12,727	9,488	9,000	9,000	-
Water Exercise - Gental Movement	100-5523-4532-4490	-	-	4,825	4,825	-
Warm Water Therapeutic Core	100-5523-4532-4493	-	-	3,075	3,075	-
Water Exercise	100-5523-4532-4980	19,240	11,909	-	-	-
Lifeguard Training	100-5523-4533-4980	840	379	164	164	-
Pool Rental	100-5523-4534-4980	15,933	12,000	12,000	12,000	-
Pool Maintenance - Clean Up	100-5523-4570-0000	-	1,602	-	-	-
<b>Total Revenues</b>		<b>\$ 99,484</b>	<b>\$ 85,414</b>	<b>\$ 79,100</b>	<b>\$ 80,450</b>	<b>\$ 1,350</b>
<b>Revenues over (under) Expenditures</b>		<b>\$ (23,299)</b>	<b>\$ (51,132)</b>	<b>\$ (57,446)</b>	<b>\$ (55,277)</b>	

# ASHWAUBOMAY LAKE

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

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

## Services Provided

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

## Staffing

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

## 2024 Accomplishments

- Secured, trained, and maintained a full lifeguard and café staff through entire summer despite both local and national lifeguard shortage.
- Partnered in two successful food truck rally events offering reduced price swimming, theme games, and prizes to guests.
- Planned and competed in Wisconsin Park & Recreation Association NEWPRO Lifeguard Competition with other area pool staffs.
- Ran fifteen training sessions (pre-summer and then weekly during season) to practice emergency procedures, rescues, scenarios, and customer service challenges with staff.
- Installed final sunshade for beach patrons.
- Created and ran the Ashwaubomay Lake Instagram page.
- Updated and made repairs to staff bathroom.
- Updated lighting in Café and First aid room to LED lighting.

## 2025 Objectives

- Continue to provide the public with a safe and supervised waterfront swimming area.
- Continue to secure and train quality staff in CPR, First Aid, AED, and Lifeguarding to operate a safe aquatic environment for all guests.

- Increase marketing and internet coverage to keep people notified of upcoming events and happenings. Continue expanding to relevant media platforms.
- Continue to make any modifications necessary to keep the facility safe, open, and available to the public.
- Update and replace aging playground equipment with new playground structure.
- Purchase replacement boat for staff to use to rotate to the platform as well as to safely transport patrons from platform in an emergency.
- Replace four platform ladders that are no longer able to be used safely due to aging.
- Update lifeguard staff to new r.24 Red Cross lifeguarding material.

### **2025 Budget Changes**

- Program Revenues: Reviewed and revised pricing structure for lake rental. Lake Rental increases offset by permit revenue.
- Salaries & Benefits: Lifeguard wages increased to match regional trends and ensure staffing remains at required levels.
- Water/Sewer/Storm Water: Increased \$6,500 to match current volume and projected rate increases.

**2025 Budget****Fund 100 - General Government****Department: Ashwaubomay Lake - 5524**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 126,378	\$ 112,470	\$ 112,470	\$ 123,297	\$ 10,827
Benefits		9,653	8,604	8,604	9,433	829
Total Salaries & Benefits		136,031	121,074	121,074	132,730	11,656
Operating Expenditures						
Operating Supplies	100-5524-6101-4990	6,459	7,230	7,230	7,230	-
Lifeguard Training Supplies	100-5524-6103-4990	-	740	740	740	-
Concession Supplies	100-5524-6108-4990	25,137	23,947	23,947	23,947	-
Janitorial Supplies	100-5524-6109-4990	730	775	775	775	-
Fire Alarm/Security Maintenance	100-5524-6214-4990	161	170	170	225	55
Licenses	100-5524-6303-4990	556	521	521	521	-
Physical/Psych Exams	100-5524-8300-4990	276	930	930	930	-
Electric	100-5524-8400-4990	4,443	4,000	4,807	3,988	(819)
Water/Sewer/Storm Water	100-5524-8401-4990	37,469	37,000	33,500	40,000	6,500
<b>Total Expenditures</b>		<b>\$ 211,263</b>	<b>\$ 196,387</b>	<b>\$ 193,694</b>	<b>\$ 211,086</b>	<b>\$ 17,392</b>

**Expenditures by Program/Function**

## Lake

Lifeguard Wages	4991	96,199	90,232	90,232	99,047	8,815
Supervisor Wages	4995	12,780	7,872	7,872	10,168	2,296
Lifeguard Training Supplies	4990	-	740	740	740	-
Lake Supplies	4990	6,459	7,230	7,230	7,230	-
Janitorial Supplies	4990	730	775	775	775	-
Fire Extinguisher Testing	4990	161	170	170	225	55
Licenses	4990	556	521	521	521	-
Physical Exams	4990	276	930	930	930	-
Electric	4990	4,443	4,000	4,807	3,988	(819)
Water	4990	37,469	37,000	33,500	40,000	6,500
Total Lake		159,073	149,470	146,777	163,624	16,847
Concessions						
Café Supervisor Wages	4992	8,982	8,369	8,369	9,494	1,125
Concessionaire Wages	4993	18,071	14,601	14,601	14,021	(580)
Concession Supplies	4990	25,137	23,947	23,947	23,947	-
Total Concessions		52,190	46,917	46,917	47,462	545
<b>Total Expenditures</b>		<b>\$ 211,263</b>	<b>\$ 196,387</b>	<b>\$ 193,694</b>	<b>\$ 211,086</b>	<b>\$ 17,392</b>

**Revenues by Program/Function**

Lake Admissions	100-5524-4540-4990	110,859	113,363	111,075	111,075	-
Program Revenues - Lake	100-5524-4525-4990	3,400	5,140	4,000	5,260	1,260
Concessions - Lake	100-5524-4526-4990	38,937	37,357	39,000	39,000	-
<b>Total Revenues</b>		<b>\$ 153,196</b>	<b>\$ 155,860</b>	<b>\$ 154,075</b>	<b>\$ 155,335</b>	<b>\$ 1,260</b>
<b>Revenues over (under) Expenditures</b>		<b>\$ (58,067)</b>	<b>\$ (40,527)</b>	<b>\$ (39,619)</b>	<b>\$ (55,751)</b>	

# ADULT RECREATION

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

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

## Services Provided

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

## Staffing

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

## 2024 Accomplishments

- Hosted a successful season of seven Summer Concerts at Klipstine Park. Solicited sponsors to fully cover band costs of all seven concerts.
- Offered four food truck rallies in the sixth year of the event-series at Ashwaubomay Park. Expenses were covered by donations and revenue.
- Continued to expand senior recreation programming to the community. Partnered with local business and professionals to sponsor, instruct, and staff programming.
- Successfully ran a 15-team adult slow-pitch league on Monday evenings despite the declining softball participation nationally.
- Ran a 16-team modified summer softball league and a 5-team modified fall ball league after years of not being able to offer modified softball. Our summer league was the only sanctioned league in Wisconsin.
- Partnership and collaboration with Mosaic Arts Inc. to offer "Artstreet" at Ashwaubomay Park, which attracted over 20,000 attendees.
- Successful new programming included express fitness classes, dementia educational classes, brain health classes, and dancing.

## **2025 Objectives**

- Increase partnerships with area businesses during summer concert series.
- Continue to evolve our food truck rallies to keep the events fresh and exciting.
- Seek out new partnerships and instructors to offer exciting new programming opportunities.
- Continue evaluation of sports permits and facility usage. Status is trending from Village sponsored leagues to private rentals.

## **2025 Budget Changes**

- Pickleball: \$750 decrease in operational supplies based on 2024 actuals.
- Adult Golf: Program no longer offered resulting in a \$700 decrease in contracted services and \$1,120 reduction revenue.
- Adult Summer Softball: Cost increases due to added modified leagues include \$2,000 increase in operational supplies and \$9,414 increase in umpire costs. Added expenses covered by additional \$11,369 in registration revenue.
- Fitness: \$3,040 increase in contracted services due to newly added fitness express class. Cost is offset by \$3,000 in additional revenue from new classes.
- Card Making: \$1,000 increase in operational supplies. Added expenses offset by \$1,000 revenue from additional class registrations and class offerings.
- Monthly Fee Programming: Added \$8,700 in additional revenue from weekly programming that implemented a minimal monthly fee in 2024.

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
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<b>Department: Adult Recreation - 5525</b>
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 7,238	\$ 5,611	\$ 7,125	\$ 17,529	\$ 10,404
Benefits		554	545	545	1,341	796
Total Salaries & Benefits		7,792	6,156	7,670	18,870	11,200
Operating Expenditures						
Operating Supplies - Pickleball	100-5525-6101-4431	356	1,250	1,250	500	(750)
Operating Supplies - Senior Citizens	100-5525-6101-4501	7,496	6,000	6,000	6,000	-
Operating Supplies - Adult Softball	100-5525-6101-4652	2,133	1,000	1,000	3,000	2,000
Operating Supplies - Fitness	100-5525-6101-4656	239	500	500	500	-
Operating Supplies - Adult New Program	100-5525-6101-4660	180	1,000	1,000	1,000	-
Operating Supplies - Bean Bag League	100-5525-6101-4661	150	200	200	200	-
Operating Supplies - Card Making	100-5525-6101-4662	1,176	1,000	1,000	2,000	1,000
Operating Supplies - Food Truck Rally	100-5525-6101-4704	7,464	10,000	10,000	10,000	-
Program/Trip Expense - Senior Citizens	100-5525-6202-4501	1,867	3,200	3,200	3,200	-
Contracted Services - Senior Citizens	100-5525-8100-4501	1,184	1,000	1,000	1,000	-
Contracted Services - Adult Golf	100-5525-8100-4650	-	700	700	-	(700)
Contracted Services - Fitness	100-5525-8100-4656	4,019	3,500	3,500	6,500	3,000
Contracted Services - Adult New Program	100-5525-8100-4660	50	-	-	-	-
Contracted Services - Summer Concerts	100-5525-8100-4700	5,850	6,400	6,400	6,400	-
Contracted Services - Rummage Sale	100-5525-8100-4703	131	-	-	-	-
Contracted Services - Food Truck Rally	100-5525-8100-4704	8,350	8,500	8,500	8,500	-
<b>Total Expenditures</b>		<b>\$ 48,437</b>	<b>\$ 50,406</b>	<b>\$ 51,920</b>	<b>\$ 67,670</b>	<b>\$ 15,750</b>
<b>Expenditures by Program/Function</b>						
Pickleball	4431	356	1,250	1,250	500	(750)
Senior Citizens	4501	10,547	10,200	10,200	10,200	-
Adult Golf	4650	-	700	700	-	(700)
Site Supervisors	4651	1,368	1,563	1,563	3,213	1,650
Adult Summer Softball	4652	2,133	1,000	1,000	3,000	2,000
Fitness	4656	4,258	4,116	5,630	8,670	3,040
Adult New Programs	4660	1,926	1,904	1,904	1,904	-
Bean Bag League	4661	150	484	484	492	8
Card Making	4662	1,176	1,000	1,000	2,000	1,000
Umpire-Slowpitch	4671	3,585	3,289	3,289	3,377	88
Umpire-Modified	4673	1,143	-	-	9,414	9,414
Summer Concerts	4700	5,850	6,400	6,400	6,400	-
Rummage Sale	4703	131	-	-	-	-
Food Truck Rally	4704	15,814	18,500	18,500	18,500	-
<b>Total Expenditures</b>		<b>\$ 48,437</b>	<b>\$ 50,406</b>	<b>\$ 51,920</b>	<b>\$ 67,670</b>	<b>\$ 15,750</b>
<b>Revenues by Program/Function</b>						
Program Revenues - Bus/Other Trip	100-5525-4525-4421	3,092	2,604	3,000	3,000	-
Program Revenues - Pickleball	100-5525-4525-4431	-	-	960	960	-
Program Revenues - Senior Citizens	100-5525-4525-4501	6,441	7,257	7,865	7,865	-
Program Revenues - Monthly Fee Programs	100-5525-4525-4503	-	-	-	8,700	8,700
Program Revenues - Adult Golf	100-5525-4525-4650	-	-	1,120	-	(1,120)
Program Revenues - Adult Summer Softball	100-5525-4525-4652	7,040	18,359	6,990	18,359	11,369
Program Revenues - Adult Fitness	100-5525-4525-4656	6,588	11,344	12,797	15,797	3,000
Program Revenues - Adult New Program	100-5525-4525-4660	6,214	9,907	2,400	2,400	-
Program Revenues - Bean Bag League	100-5525-4525-4661	-	-	400	400	-
Program Revenues - Card Making	100-5525-4525-4662	-	-	1,500	2,500	1,000
Program Revenues - Food Truck Rally	100-5525-4525-4704	22,757	17,563	21,000	21,000	-
Concerts in the Park	100-5525-4545-4700	11,700	5,940	6,400	6,400	-
Community Gardens	100-5525-4546-4701	1,235	1,254	1,250	1,250	-
Rummage Sale	100-5525-4547-4703	735	864	906	906	-
Soda Sales	100-5551-4527-0000	1,283	1,461	-	1,250	1,250
Commuity Center Maintenance	100-5551-4548-0000	3,764	815	-	750	750
<b>Total Revenues</b>		<b>\$ 70,849</b>	<b>\$ 77,416</b>	<b>\$ 66,588</b>	<b>\$ 91,537</b>	<b>\$ 24,949</b>
<b>Revenues over (under) Expenditures</b>		<b>\$ 22,412</b>	<b>\$ 27,010</b>	<b>\$ 14,668</b>	<b>\$ 23,867</b>	



# CO-SPONSORED RECREATION

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

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

## Services Provided

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

## Staffing

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

## 2024 Accomplishments

- Continued organizational support providing a positive experience and fairness for involved participants.
- Worked directly with Ashwaubenon Youth Baseball, Ashwaubenon Girls Softball Association, and Ashwaubenon Youth Soccer to prepare fields and facilities for usage during seasons.
- Worked with Ashwaubenon Girls Softball Association to replace infield material on Pioneer Park diamond four, and split costing on softball fence improvements at Pioneer Park.
- Participation in Ashwaubenon Youth Soccer grew in 2024 with a record 418 registrations.

## 2025 Objectives

- Work with co-sponsored organizations to discuss needs regarding participation numbers and explore the option of opening organizations to non-residents.
- Partner with organizations when applicable to maintain and improve athletic facilities.

## 2025 Budget Changes

- All wage increases are charged back to the respective organizations.

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
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<b>Department: Co-Sponsored Recreation - 5527</b>
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Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 78,109	\$ 73,625	\$ 77,977	\$ 80,282	\$ 2,305
Benefits		5,974	5,966	5,966	6,142	176
Total Salaries & Benefits		84,083	79,591	83,943	86,424	2,481
Operating Expenditures						
Operating Supplies - AYB	100-5527-6101-4481	3,526	3,000	3,000	3,000	-
Operating Supplies - AGSA	100-5527-6101-4482	5,911	5,750	5,750	5,750	-
Operating Supplies - Ash Youth Football	100-5527-6101-4483	-	2,346	2,346	2,346	-
Operating Supplies - AYSA	100-5527-6101-4484	4,688	4,000	4,000	4,000	-
Operating Supplies - Wrestling Club	100-5527-6101-4485	-	427	427	427	-
Operating Supplies - Swim Club	100-5527-6101-4486	-	2,338	2,338	2,338	-
Physical/Psych Exams - Site Supervisors	100-5527-8300-4651	80	360	360	360	-
Property & Liability Insurance	100-5527-8330-4651	3,435	4,300	4,300	4,300	-
<b>Total Expenditures</b>		<b>\$ 101,723</b>	<b>\$ 102,112</b>	<b>\$ 106,464</b>	<b>\$ 108,945</b>	<b>\$ 2,481</b>

#### Expenditures by Program/Function

Special Childrens Program	4480	12,868	13,946	20,965	17,528	(3,437)
Ashwaubenon Youth Baseball	4481	15,021	17,509	14,842	18,071	3,229
Ashwaubenon Girls Softball Association	4482	5,911	5,750	5,750	5,750	-
Ashwaubenon Youth Football	4483	-	2,346	2,346	2,346	-
Ashwaubenon Soccer Club	4484	4,688	4,000	4,000	4,000	-
Ashwaubenon Wrestling Club	4485	-	427	427	427	-
Ashwaubenon Swim Club	4486	59,720	53,474	53,474	56,163	2,689
Insurance	8300	3,435	4,300	4,300	4,300	-
Physicals	8330	80	360	360	360	-
<b>Total Expenditures</b>		<b>\$ 101,723</b>	<b>\$ 102,112</b>	<b>\$ 106,464</b>	<b>\$ 108,945</b>	<b>\$ 2,481</b>

#### Revenues by Program/Function

Ashwaubenon Youth Baseball	100-5527-4568-4481	12,870	15,901	11,842	15,071	3,229
Ashwaubenon Swim Club	100-5527-4568-4486	62,211	51,136	51,136	53,825	2,689
<b>Total Revenues</b>		<b>\$ 75,081</b>	<b>\$ 67,037</b>	<b>\$ 62,978</b>	<b>\$ 68,896</b>	<b>\$ 5,918</b>
<b>Revenues over (under) Expenditures</b>		<b>\$ (26,642)</b>	<b>\$ (35,075)</b>	<b>\$ (43,486)</b>	<b>\$ (40,049)</b>	

# YOUTH RECREATION

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

Youth Recreation offers a wide variety of classes, trips, athletics, special events and services to the Village. We offer a wide range of classes such as dance, tumbling, basketball, soccer and tae kwon do. We offer flag football leagues during the fall. Our Park Program offers children a free and safe place to play at our park system throughout the summer at multiple locations. We also offer a 10 week Summer Day Camp program which includes weekly field trips, swimming time, and trips to our local parks.

## Services Provided

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

## Staffing

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

## 2024 Accomplishments

- Offered five neighborhood special events at Fort Howard, Smith, Waterford, Ashwaubomay, and Sand Acres Parks. Approximately 1,400 total residents attended the events.
- The 2024 Summer Day Camp had record attendance with an average of over 58 campers per week. Camp sold out within two hours on the first day of registration.
- Offered park program at all seven usual locations, including a split-alternating-day schedule for Argonne and Canterbury Parks. Realized a total of 3,364 park visits for the program.
- Was able to offer a second day of classes for our youth dance program.
- Offered and filled additional Rookie Basketball classes.

## **2025 Objectives**

- Look for new Day Camp activities and trips to keep program exciting and fresh. Collaborate with staff to continue successful and positive upward program trending.
- Hire and train a new Day Camp Staff in 2025 to continue the program's reputation.
- Seek community partnerships to offer expanded programming opportunities to residents.
- Find new innovative ways to hire staff for programs in a difficult job market.
- Develop an innovative marketing strategy to grow youth dance and football programs.
- Transition to a new Tae Kwon Do instructor while maintaining our well-established program.

## **2025 Budget Changes**

- Special Events: \$5,500 decrease for operational supplies from a one-time 2024 gas grill trailer purchase.
- Dance: Program costs increased \$3,851 due to added Tuesday evening classes. Revenues were increased \$3,655 to offset the added costs.
- Day Camp: Overall costs up \$1,601 for wage adjustments. Shifted \$9,000 for day trips from account 8100 to 6202. Revenues increased to \$3,743 to offset rising costs.
- Neighborhood Events: \$1,000 of operational supplies and \$3,200 in contracted services costs moved from playground program budget to neighborhood event budget to reflect the program use more accurately.

**2025 Budget**
**Fund 100 - General Government**
**Department: Youth Recreation - 5530**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 107,463	\$ 125,256	\$ 125,256	\$ 132,429	\$ 7,173
Benefits		8,222	9,583	9,583	10,131	548
Total Salaries & Benefits		115,686	134,839	134,839	142,560	7,721
Operating Expenditures						
Operating Supplies - Playground Equipment	100-5530-6101-4400	761	7,700	7,700	3,500	(4,200)
Operating Supplies - Dance	100-5530-6101-4401	1,123	2,850	2,850	2,850	-
Operating Supplies - Pom Pons	100-5530-6101-4404	(421)	500	500	500	-
Operating Supplies - Youth Flag Football	100-5530-6101-4405	363	1,200	1,200	1,200	-
Operating Supplies - Youth Tennis	100-5530-6101-4408	18	300	300	300	-
Operating Supplies - Youth New Programs	100-5530-6101-4410	2,281	2,000	2,000	2,000	-
Operating Supplies - Special Events	100-5530-6101-4411	3,813	11,100	11,100	5,600	(5,500)
Operating Supplies - Toddler & Pre-School	100-5530-6101-4422	-	300	300	300	-
Operating Supplies - Neighborhood Events	100-5530-6101-4424	3,204	-	-	1,000	1,000
Operating Supplies - Rookie Basketball	100-5530-6101-4425	114	100	100	100	-
Operating Supplies - Rookie Football	100-5530-6101-4426	1,187	100	100	100	-
Operating Supplies - Rookie T-Ball	100-5530-6101-4428	179	100	100	100	-
Operating Supplies - Rookie Soccer	100-5530-6101-4429	-	100	100	100	-
Operating Supplies - Day Camp	100-5530-6101-4430	10,066	5,000	5,000	5,000	-
Program/Trip Expense -Day Camp	100-5530-6202-4430	-	-	-	9,000	9,000
Mileage Reimbursement - Day Camp	100-5530-7130-4430	-	100	100	100	-
Contracted Services - Dance	100-5530-8100-4401	-	200	200	-	(200)
Contracted Services - Youth New Programs	100-5530-8100-4410	469	-	-	-	-
Contracted Services - Special Events	100-5530-8100-4411	2,425	5,000	5,000	5,000	-
Contracted Services - Bus Trip-Playground	100-5530-8100-4420	250	1,000	1,000	1,000	-
Contracted Services - Bus Trip-Other	100-5530-8100-4421	-	1,500	1,500	1,500	-
Contracted Services - Neighborhood Events	100-5530-8100-4424	6,640	-	-	3,200	3,200
Contracted Services - Day Camp	100-5530-8100-4430	4,110	9,000	9,000	-	(9,000)
Physical/Psych Exams	100-5530-8300-4400	654	600	600	600	-
<b>Total Expenditures</b>		<b>\$ 152,922</b>	<b>\$ 183,589</b>	<b>\$ 183,589</b>	<b>\$ 185,610</b>	<b>\$ 2,021</b>

**Expenditures by Program/Function**

Park Program	4400	1,415	8,300	8,300	4,100	(4,200)
Dance	4401	5,006	6,887	6,887	10,738	3,851
Gymnastics/Tumbling	4402	-	-	-	-	-
Tae Kwon Do	4403	2,636	-	-	-	-
Pom Pons	4404	(421)	1,459	1,459	1,486	27
Youth Flag Football	4405	1,602	2,337	2,337	2,368	31
Youth Tennis	4408	637	1,366	1,366	1,396	30
Youth New Programs	4410	5,680	3,776	3,776	3,826	50
Special Events	4411	6,407	18,418	18,418	12,982	(5,436)
Teen Programs	4416	-	-	-	-	-
Park Leader	4418	39,330	39,905	39,905	41,025	1,120
Program Assistant	4419	8,647	20,779	20,779	21,361	582
Playground Bus Trips	4420	250	1,000	1,000	1,000	-
Other Bus Trips	4421	-	1,500	1,500	1,500	-
Toddler & Pre-School Programs	4422	-	300	300	300	-
Neighborhood Events	4424	9,844	-	-	4,200	4,200
Rookie Basketball	4425	114	1,059	1,059	1,086	27
Rookie Football	4426	1,681	1,699	1,699	1,743	44
Youth Football	4427	203	267	267	273	6
Rookie T-Ball	4428	179	1,258	1,258	1,292	34
Rookie Soccer	4429	-	2,031	2,031	2,085	54
Day Camp	4430	69,712	71,248	71,248	72,849	1,601
<b>Total Expenditures</b>		<b>\$ 152,922</b>	<b>\$ 183,589</b>	<b>\$ 183,589</b>	<b>\$ 185,610</b>	<b>\$ 2,021</b>

**2025 Budget**
**Fund 100 - General Government**
**Department: Youth Recreation - 5530**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues by Program/Function</b>						
Program Revenues - Dance	100-5530-4525-4401	4,430	7,010	7,010	10,665	3,655
Program Revenues - Pom Pons	100-5530-4525-4404	-	1,360	1,360	1,360	-
Program Revenues - Youth Flag Football	100-5530-4525-4405	4,480	3,225	3,225	3,225	-
Program Revenues - Youth Tennis	100-5530-4525-4408	1,505	1,500	1,500	1,500	-
Program Revenues - Youth New Programs	100-5530-4525-4410	6,335	3,840	3,840	3,840	-
Program Revenues - Special Events	100-5530-4525-4411	2,035	3,482	3,482	3,482	-
Program Revenues - Bus Trip - Playground	100-5530-4525-4420	-	1,824	1,824	1,824	-
Program Revenues - Bus Trips-Other	100-5530-4525-4421	565	1,875	1,875	1,875	-
Program Revenues - Toddler/PreSchool	100-5530-4525-4422	6,775	1,200	1,200	1,200	-
Program Revenues - Neighborhood Events	100-5530-4525-4424	1,500	-	-	-	-
Program Revenues - Rookie Basketball	100-5530-4525-4425	-	1,580	1,580	1,580	-
Program Revenues - Rookie Football	100-5530-4525-4426	-	2,675	2,675	2,675	-
Program Revenues - Rookie T-Ball	100-5530-4525-4428	-	1,800	1,800	1,800	-
Program Revenues - Rookie Soccer	100-5530-4525-4429	-	1,900	1,900	1,900	-
Program Revenues - Day Camp	100-5530-4525-4430	80,137	84,313	80,578	84,321	3,743
Donations	100-5530-4702-0000	-	1,000	-	-	-
<b>Total Revenues</b>		<b>\$ 107,762</b>	<b>\$ 118,584</b>	<b>\$ 113,849</b>	<b>\$ 121,247</b>	<b>\$ 7,398</b>
<b>Revenues over (under) Expenditures</b>		<b>\$ (45,160)</b>	<b>\$ (65,005)</b>	<b>\$ (69,740)</b>	<b>\$ (64,363)</b>	

# PARK MAINTENANCE

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

The Parks Maintenance department is responsible for the upkeep and maintenance of 22 parks (300 acres) and all related facilities/buildings, over 12 miles of trails, athletic fields used by both the public and the Ashwaubenon School District (ASD), and multiple associated facilities.

## Services Provided

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Park Foreman	1.00	1.00	1.00	1.00
Park Maintenance Worker 1	1.25	1.25	1.75	1.75
<b>Total</b>	<b>2.25</b>	<b>2.25</b>	<b>2.75</b>	<b>2.75</b>
<i>Park Maintenance Seasonal Part-Time</i>	<i>As Needed</i>	<i>As Needed</i>	<i>As Needed</i>	<i>As Needed</i>
<i>Park Maintenance Summer Part-Time</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>	<i>8.00</i>

### Staffing Note:

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



## **2024 Accomplishments**

- Completed ancillary work around our major capital improvement projects, which allows a reduction in overall project costs. This included landscaping associated with the Ashwaubomay River Trail bridge project.
- Successfully staged and broke down twenty-five large summer events, including "The Blast, ArtStreet, four food truck rallies, seven Wednesday concert series, four "Neighborhood Nights", and seven large baseball and softball tournaments.
- Prepped and installed a new playground at Waterford Park. Also completed landscaping restoration and installed gathering area adjacent to the playground.
- Hired and began training a new Park Maintenance Worker position that splits time between the Park Maintenance and Forestry departments.
- Continued snow clearing on selected Ashwaubenon Trails, which will continue a trial basis for the 2024/2025 winter season.
- Replaced both dugout roofs on Diamond 1 at Ashwaubomay Park baseball diamond complex.
- Refurbished and painted 100-plus picnic tables during the winter season.
- Began preparation work for the NFL Draft (parks, medians, spraying).
- Completed diamond repair on multiple baseball and softball diamonds at Ashwaubomay Park and Pioneer Park.
- Prepped site and installed multiple pieces of new playground equipment at Valley View School.

## **2025 Objectives**

- Continue dugout upgrades at selected park facilities.
- Phragmites removal and maintenance at various parks, including ancillary work at Argonne Park.
- Continue to successfully manage the increase of special event programming at Village Park facilities.
- Playground installation and continued park landscaping at new mini park on Element Way.
- Installation of new Ashwaubomay Lake playground equipment.
- Additional landscaping features in Ashwaubomay Park and select neighborhood parks.

## **2025 Budget Changes**

- Gas & Oil: Increased to match actual trend.
- Equipment Use Charge: Higher vehicle depreciation charges due to newer, higher-priced vehicles. Also modified vehicle depreciation schedules to allow for quicker replacement cycle.
- Equipment Rental: Increased \$975 due to additional porta-potties and longer placement time at various events throughout the year.
- Electric: Overall budget reduction due to actual trend.
- Water/Sewer/Storm Water: Increased budget to reflect higher rates.

**2025 Budget****Fund 100 - General Government****Department: Park Maintenance - 5541**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 254,037	\$ 313,563	\$ 334,948	\$ 327,808	\$ (7,140)
Benefits		65,764	82,047	81,683	94,341	12,658
<b>Total Salaries &amp; Benefits</b>		<b>319,801</b>	<b>395,610</b>	<b>416,631</b>	<b>422,149</b>	<b>5,518</b>
<b>Operating Expenditures</b>						
Operating Supplies	100-5541-6101-0000	2,552	12,000	2,700	3,000	300
Janitorial Supplies	100-5541-6109-0000	4,274	4,300	4,300	4,300	-
Turf & Athletic Field Supplies	100-5541-6110-0000	28,167	41,754	41,754	41,754	-
Gas & Oil	100-5541-6200-0000	25,480	30,000	27,750	30,000	2,250
Building & Equipment Repairs	100-5541-6211-0000	50,235	48,000	48,000	48,000	-
Shoe Allowance	100-5541-6402-0000	557	525	525	800	275
Contracted Services	100-5541-8100-0000	10,966	9,881	9,881	9,881	-
Vehicle Repairs	100-5541-8201-0000	21,118	15,742	15,742	15,742	-
Equipment Use Charge	100-5541-8202-0000	29,280	103,772	41,523	77,972	36,449
Equipment Rental	100-5541-8205-0000	9,452	8,075	8,075	9,000	925
Physical/Psych Exams	100-5541-8300-0000	536	1,402	650	650	-
Electric	100-5541-8400-0000	49,702	46,426	49,426	42,245	(7,181)
Water/Sewer/Storm Water	100-5541-8401-0000	21,005	14,500	14,500	20,000	5,500
<b>Total Expenditures</b>		<b>\$ 573,124</b>	<b>\$ 731,987</b>	<b>\$ 681,457</b>	<b>\$ 725,493</b>	<b>\$ 44,036</b>

# COMMUNITY CENTER

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

The Ashwaubenon Community Center is a public facility where recreational programming is provided to Village residents. This facility hosts many senior classes and events. When not being used for programming, the facility is available for residents and business to rent for private functions. The center is host to meetings for our co-sponsored groups and community organizations. It is also the home of the Parks, Recreation & Forestry Department staff and offices.

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Park Maintenance Worker 1	0.50	0.50	0.50	0.50
Supervisor	0.60	0.60	0.60	0.60
Weekend Event Staffing	Part-Time	Part-Time	Part-Time	Part-Time
<b>Total</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>	<b>1.10</b>

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

## 2024 Accomplishments

- Continues as a preferred meeting destination for residents to socialize in the lobby and outside patio for lunches, coffee, and card games.
- Expanded class sizes for many existing programs and activities held at the Community Center due to growing demand of popular programming.
- Purchased new tables as part of an ongoing table replacement schedule.
- Completed process of implementing new fire and security components to resolve false alarm issues. The original system was updated through a change in monitoring companies.
- Implemented new rental hours-of-operation schedule and security deposits adjustments to help curtail late hour rental issues.

## 2025 Objectives

- Revise rental policy and procedures to safeguard the facility and minimize cleaning issues.
- Continue to increase revenue through increased rental utilization.
- Maximize and balance facility utilization through existing programming, new programming opportunities, rentals, and community-based organization usage.
- Review facility usage by walk-in patrons to ensure proper needs are met with existing staff.

## 2025 Budget Changes

- Salaries & Benefits: Increased due to cost-of-living adjustments.
- Electric: Overall budget reduction due to actual trend.

**2025 Budget****Fund 100 - General Government****Department: Community Center - 5551**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 68,610	\$ 71,370	\$ 71,370	\$ 73,508	\$ 2,138
Benefits		18,939	20,135	20,139	21,302	1,163
Total Salaries & Benefits		87,549	91,505	91,509	94,810	3,301
Operating Expenditures						
Operating Supplies	100-5551-6101-0000	4,545	4,600	5,700	5,700	-
Concession Supplies	100-5551-6108-0000	1,033	1,000	1,000	1,000	-
Janitorial Supplies	100-5551-6109-0000	7,012	7,000	8,000	8,000	-
Building & Equipment Repairs	100-5551-6211-0000	6,788	5,500	7,000	7,000	-
Fire Alarm/Security Maint	100-5551-6214-0000	1,490	1,050	1,050	1,050	-
Cleaning Contract	100-5551-8106-0000	1,912	2,750	3,000	3,000	-
Physical/Psych Exams	100-5551-8300-0000	120	-	-	-	-
Electric	100-5551-8400-0000	32,646	30,000	34,710	27,630	(7,080)
Water/Sewer/Storm Water	100-5551-8401-0000	4,589	5,500	6,500	6,500	-
Television	100-5551-8405-0000	1,749	1,773	1,660	1,660	-
<b>Total Expenditures</b>		<b>\$ 149,433</b>	<b>\$ 150,678</b>	<b>\$ 160,129</b>	<b>\$ 156,350</b>	<b>\$ (3,779)</b>

# PERFORMING ARTS CENTER

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

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

## Services Provided

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

## Staffing

- Both the PAC manager and technical assistant positions are paid through the Ashwaubenon School District payroll. The Village is billed monthly for fifty percent of the overall personnel costs.

## 2025 Objectives

- Continue planning and management of all PAC events.

## 2025 Budget Changes

- Addition of a third full-time equivalent to the budget.
- Assume three percent wage increase for all PAC staff, effective fourth quarter 2024.

## 2025 Budget

## Fund 100 - General Government

## Department: Performing Arts Center - 5561

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Operating Expenditures						
Contracted Services	100-5561-8100-0000	92,415	128,055	121,413	137,644	16,231
<b>Total Expenditures</b>		<b>\$ 92,415</b>	<b>\$ 128,055</b>	<b>\$ 121,413</b>	<b>\$ 137,644</b>	<b>\$ 16,231</b>

# FORESTRY

## Department Manager

Director of Parks, Recreation, & Forestry

## Department Description

Ashwaubenon's Urban Forestry program provides a safe urban forest while striving to preserve the natural beauty and benefits that trees and 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 Provided

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Forester	1.00	1.00	1.00	1.00
Park Maintenance Worker 1	0.25	0.25	0.75	0.75
<b>Total</b>	<b>1.25</b>	<b>1.25</b>	<b>1.75</b>	<b>1.75</b>
<i>Forestry Seasonal Part-Time</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>	<i>2.00</i>
<i>Forestry Summer Part-Time</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>	<i>4.00</i>

### Staffing Note:

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

## 2024 Accomplishments

- Completed 184 ash tree removals in Management Areas 12 & 13 (area from Waterford neighborhood south to the Village limits) to remove all untreated ash street trees. Stump grinding and restoration to continue into fall for all disturbed sites.
- Completed the removal of all remaining ash trees at Valley View and Waterford Parks. Stump grinding and restoration complete for all disturbed sites.
- Planted thirty-two trees in the Village from participating in the Packer's "First Down for Trees" tree planting program. Most of the newly planted trees were replacements of trees removed due to EAB.

- Coordinated a workday at Mike Vann group with a group of volunteers from Fed-Ex.
- Partnered with a group of Stantec volunteers to mulch several large landscape beds at Ashwaubomay Park.

### **2025 Objectives**

- Implement year five of the Village's ash street tree removal project.
- Implement a plan to remove ash trees at Sherwood Forest and other miscellaneous public spaces.
- Perform Sectional Street tree pruning in Management Area 11 as resources allow. This area was last pruned in 2010 and is the neighborhood located between Pioneer Park and Waterford Park.
- Remove ash trees in a difficult-to-access portion of the Dutchman's Creek Conservancy area (from Kimberly Street to Shady Lane). This project is under contract from 2023 and is to be completed when frozen ground allows equipment access.
- Offer replacement tree planting to residents who had ash street trees removed in 2022 and 2023.

### **2025 Budget Changes**

- Operational Supplies: Increased \$3,200 to reflect recent price increases and to update existing chainsaws.
- Landscaping Supplies: Increased \$1,000 to reflect recent price increases.
- Equipment Use Charge: Higher vehicle depreciation charges due to newer, higher-priced vehicles. Also modified vehicle depreciation schedules to allow for quicker replacement cycle.

**2025 Budget****Fund 100 - General Government****Department: Forestry - 5610**

<b>Account Description</b>	<b>Account Number</b>	<b>2023 Actual</b>	<b>2024 Forecast</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>Budget Increase / (Decrease)</b>
Salaries & Wages		\$ 167,984	\$ 227,797	\$ 213,059	\$ 223,274	\$ 10,215
Benefits		41,056	60,830	61,427	59,751	(1,676)
Total Salaries & Benefits		209,040	288,627	274,486	283,025	8,539
Operating Expenditures						
Operating Supplies	100-5610-6101-0000	4,711	5,664	4,700	7,900	3,200
Gas & Oil	100-5610-6200-0000	4,548	5,500	6,000	6,000	-
Landscaping Supplies	100-5610-6201-0000	10,219	10,200	10,200	11,200	1,000
Software Maintenance	100-5610-6213-0000	1,200	1,350	1,350	1,350	-
Licenses	100-5610-6303-0000	-	74	-	-	-
Shoe Allowance	100-5610-6402-0000	269	175	175	175	-
Training/Conference	100-5610-7100-0000	165	950	1,100	1,100	-
Dues & Subscriptions	100-5610-7120-0000	275	330	330	330	-
Contracted Services	100-5610-8100-0000	5,526	10,525	10,000	10,000	-
Tree Planting - Village	100-5610-8114-0000	10,692	9,000	9,000	9,000	-
Tree Planting - Residents	100-5610-8117-0000	3,050	3,000	3,000	3,000	-
Vehicle Repairs	100-5610-8201-0000	3,374	4,392	2,500	2,500	-
Equipment Use Charge	100-5610-8202-0000	27,239	39,292	27,197	29,538	2,341
Physical/Psych Exams	100-5610-8300-0000	240	371	330	330	-
<b>Total Expenditures</b>		<b>\$ 280,548</b>	<b>\$ 379,450</b>	<b>\$ 350,368</b>	<b>\$ 365,448</b>	<b>\$ 15,080</b>



# ANIMAL CONTROL

## Department Manager

Chief of Public Safety

## Department Description

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

## Services Provided

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

## Staffing

- Existing Community Service Officers handle department responsibilities. No other staffing is needed.

## 2024 Accomplishments

- Trained second part-time Community Service Officer.

## 2025 Objectives

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

## 2025 Budget Changes

- No budget changes.

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
	<b>Department: Animal Control - 5810</b>

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Operating Expenditures						
Operating Supplies	100-5810-6101-0000	-	-	250	250	-
Rodent Control	100-5810-8103-0000	1,543	1,500	1,500	1,500	-
Humane Society	100-5810-8105-0000	5,305	5,500	5,500	5,500	-
<b>Total Expenditures</b>		<b>\$ 6,848</b>	<b>\$ 7,000</b>	<b>\$ 7,250</b>	<b>\$ 7,250</b>	<b>\$ -</b>

# ECONOMIC DEVELOPMENT

## Department Manager

Director of Community Development

## Department Description

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

## Services Provided

- Assist with the Village's tax incremental financing programs.
- Actively pursue business retention, expansion, and recruitment.
- Function as liaison between Village and Ashwaubenon business community.
- Administer the Village of Ashwaubenon code enforcement program.
- Manage the Village of Ashwaubenon Inspection Department.

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Director of Community Development	1.00	1.00	1.00	1.00
Assistant Zoning Administrator	0.00	0.00	1.00	1.00
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>2.00</b>	<b>2.00</b>

## 2024 Accomplishments

- Began an in-house update to the Village's Comprehensive Plan as statutorily required every ten years.
- Received formal environmental closure and Voluntary Party Liability Exemption (VPLE) from the Wisconsin Department of Natural Resources for the Southern Riverfront.
- Facilitated the sale of the Ashwaubenon CDA-owned Packerland Drive property and vacation of Business Centre Court for a new business relocating to Ashwaubenon.
- Used targeted Tax Increment Financing investments to support redevelopment efforts for the Spark Development at the corner of Holmgren Way and Cormier Road.
- Assistant Zoning Administrator/ Code Enforcement Officer responded to 172 complaints and issued 228 code violation notices from 01/01/2024 - 09/10/2024.

## 2025 Objectives

- Complete an in-house update to the Village Comprehensive Plan.
- Begin an in-house comprehensive update to Ashwaubenon Municipal Code Chapter 17 Planning and Zoning.

- Review Planning and Zoning fees to ensure they accurately reflect the costs of performing service.
- Ensure enforcement of Village codes specifically regarding signage, erosion control, lawn care, snow care, and other codes to maintain the Village's high-standard quality of life.

### **2025 Budget Changes**

- Software Maintenance: Reduced budget \$100 for not renewing TIME for code enforcement.
- Shoe Allowance: \$200 budget added for safety boots for Assistant Zoning Administrator/Code Enforcement Officer.
- Training/Conference: \$900 increase for job-specific classes for Assistant Zoning Administrator/Code Enforcement Officer.
- Contracted Services: \$10,000 budget added to provide funding for a one-time project related to the abatement of a nuisance home.
- Cell Phone: Budget added for Assistant Zoning Administrator/Code Enforcement Officer.

<b>2025 Budget</b>	<b>Fund 100 - General Government</b>
<b>Department: Economic Development - 5651</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Salaries & Wages		\$ 103,068	\$ 178,043	\$ 180,801	\$ 192,875	\$ 12,074
Benefits		16,383	51,553	52,889	48,724	(4,165)
Total Salaries & Benefits		119,451	229,596	233,690	241,599	7,909
Operating Expenditures						
Office Supplies	100-5651-6100-0000	251	200	200	200	-
Software Maintenance	100-5651-6213-0000	800	940	800	700	(100)
Shoe Allowance	100-5651-6402-0000	-	-	-	200	200
Training/Conference	100-5651-7100-0000	145	400	500	1,400	900
Dues & Subscriptions	100-5651-7120-0000	600	840	840	750	(90)
Contracted Services	100-5651-8100-0000	-	-	-	10,000	10,000
Economic Development	100-5651-8116-0000	5,995	6,345	6,775	6,775	-
Cell Phone	100-5651-8403-0000	-	963	-	890	890
<b>Total Expenditures</b>		<b>\$ 127,242</b>	<b>\$ 239,284</b>	<b>\$ 242,805</b>	<b>\$ 262,514</b>	<b>\$ 19,709</b>



# SPECIAL REVENUE FUNDS



<b>2025 Budget</b>	<b>Special Revenue Funds</b>
<b>Summary Report</b>	

Account	Park Development	Donation	Oneida Service Agreement	K-9 Program	Excess Sales Tax	Total
<b>Revenues</b>						
Intergovernmental	\$ -	\$ -	\$ 278,386	\$ -	\$ -	\$ 278,386
Public Charges for Services	100,000	-	-	-	-	100,000
Interest	10,000	-	-	750	-	10,750
Donations	300,000	20,000	-	-	-	320,000
Miscellaneous	-	-	-	-	1,500	1,500
Total Revenues	410,000	20,000	278,386	750	1,500	710,636
<b>Expenditures</b>						
Current						
Public Safety	-	20,364	-	3,000	-	23,364
Parks, Recreation & Forestry	-	12,985	-	-	-	12,985
Capital Outlay	412,000	-	265,749	-	9,167	686,916
Total Expenditures	412,000	33,349	265,749	3,000	9,167	723,265
Net Change in Fund Balance	(2,000)	(13,349)	12,637	(2,250)	(7,667)	(12,629)
Fund Balance - January 1	188,659	13,349	-	52,970	7,667	262,645
<b>Fund Balance - December 31</b>	<b>\$ 186,659</b>	<b>\$ -</b>	<b>\$ 12,637</b>	<b>\$ 50,720</b>	<b>\$ -</b>	<b>\$ 250,016</b>

**2025 Budget****Special Revenue Funds  
Park Development - Fund 200****Department Description**

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

**Staffing (FTE Positions)**

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

**2024 Accomplishments**

- Element Way pocket park created.
- Purchased land adjacent to Bill Diamond park

**2025 Objectives**

- Build bandshell in Klipstine Park.
- New park gathering area.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
Park Impact Fees	200-5500-4570-0000	93,457	153,250	100,000	100,000	-
Checking Account Interest	200-5500-4600-0000	15,365	16,545	7,500	10,000	2,500
Miscellaneous Operating Income	200-5500-4908-0000	-	-	100,000	300,000	200,000
Total Revenues		108,822	169,795	207,500	410,000	202,500
<b>Expenditures</b>						
Equipment > \$5,000	200-5500-9120-0000	-	5,830	-	-	-
Land	200-5500-9140-0000	-	179,626	-	-	-
Infrastructure - Other	200-5500-9154-0000	10,862	194,170	200,000	412,000	212,000
Infrastructure - Other - Ashwaubomay						
River Trail Bridge	200-5500-9154-2378	237	610	-	-	-
Total Expenditures		11,099	380,236	200,000	412,000	212,000
Net Change in Fund Balance		97,723	(210,441)	7,500	(2,000)	(9,500)
Fund Balance - January 1		301,377	399,100	416,377	188,659	
<b>Fund Balance - December 31</b>		<b>\$ 399,100</b>	<b>\$ 188,659</b>	<b>\$ 423,877</b>	<b>\$ 186,659</b>	

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

Project # PR-14  
Project Name Klipstine Park Bandshell

Contact Director of Parks, Recreation & Forestry  
Type New  
Useful Life 50 years  
Project Entry Year 2025  
Department Parks, Recreation & Forestry  
Category Equipment  
Account Code 200-5500-9154-0000  
Project Number 2501

Description

Klipstine Park band shell general site work.

Justification

Build band shell and shade area for enhanced summer /fall programming. Funding primarily through approximately \$300,000 in donations. Village to cover the remaining costs, including potential site work/contaminated soil remediation and possible shade structures.

Expenditures	2025	Total
Construction/Maintenance	400,000	400,000
Total	400,000	400,000

Funding Sources	2025	Total
Donation	300,000	300,000
Special Revenue Fund - Park Development	100,000	100,000
Total	400,000	400,000



2025 thru 2025

# Capital Improvement Plan Detail - Parks, Recreation & Forestry

Ashwaubenon, WI

Project #	PR-01		
Project Name	New Park Gathering Areas - Phase I		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	New	Category	Infrastructure - Other
Useful Life	30 years	Account Code	200-5500-9154-0000
Project Entry Year	2024	Project Number	2502

Description

Create park gathering areas with tables at multiple parks completed over four years.

Justification

Park upgrades. Gathering areas showing increased park usage by residents.

Expenditures	2025	Total
Construction/Maintenance	12,000	12,000
Total	12,000	12,000

Funding Sources	2025	Total
Special Revenue Fund - Park Development	12,000	12,000
Total	12,000	12,000

**2025 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 or through contracted services.

**2024 Accomplishments**

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

**2025 Objectives**

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

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
Donations - Public Safety	240-5200-4702-0000	2,050	17,590	6,000	10,000	4,000
Donations - Parks, Recreation & Forestry	240-5500-4702-0000	10,679	8,206	9,000	10,000	1,000
Total Revenues		12,729	25,796	15,000	20,000	5,000
<b>Expenditures</b>						
<b>General Government</b>						
Operational Supplies	240-5100-6101-0000	4,750	-	-	-	-
Capital Outlay - General Government		4,750	-	-	-	-
<b>Public Safety</b>						
Operational Supplies	240-5200-6101-0000	3,033	2,626	6,000	10,364	4,364
Uniforms - Honor Guard	240-5200-6401-3370	-	50	-	-	-
Contracted Services	240-5200-8100-0000	225	200	-	-	-
Equipment < \$5,000	240-5200-9121-0000	-	10,009	-	10,000	10,000
Capital Outlay - Public Safety		3,258	12,885	6,000	20,364	14,364
<b>Parks, Recreation &amp; Forestry</b>						
Operational Supplies	240-5500-6101-0000	1,182	395	-	2,985	2,985
Equipment < \$5,000	240-5500-9121-0000	3,900	4,672	9,000	10,000	1,000
Tree Planting - Residents	240-5600-8117-0000	1,325	1,230	-	-	-
Capital Outlay - Parks, Recreation & Forestry		6,407	6,297	9,000	12,985	3,985
Total Expenditures		14,415	19,182	15,000	33,349	18,349
Excess of Revenues over (under) Expenditures		(1,686)	6,614	-	(13,349)	(13,349)
<b>Other Financing (Uses)</b>						
Operating Transfer Out	240-5100-9200-0000	-	(963)	-	-	-
Net Change in Fund Balance		(1,686)	5,651	-	(13,349)	(13,349)
Fund Balance - January 1		9,384	7,698	-	13,349	
<b>Fund Balance - December 31</b>		<b>\$ 7,698</b>	<b>\$ 13,349</b>	<b>\$ -</b>	<b>\$ 0</b>	

**Department Description**

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

**Fund Objectives**

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

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
Intergovernmental Agreements	241-5100-4176-0000	254,718	278,386	254,718	278,386	23,668
Miscellaneous	241-5100-4908-0000	(549)	-	-	-	-
Total Revenues		254,169	278,386	254,718	278,386	23,668
<b>Expenditures</b>						
<b>Public Safety</b>						
Operational Supplies	241-5200-6101-0000	443	500	-	15,000	15,000
Equipment > \$5,000	241-5200-9120-0000	98,241	5,550	63,000	7,000	(56,000)
Equipment < \$5,000	241-5200-9121-0000	77,919	176,550	119,100	122,654	3,554
Total Capital Outlay - Public Safety		176,603	182,600	182,100	144,654	(37,446)
<b>Information Technology</b>						
Contracted Services	241-5100-8100-0000	-	8,629	-	-	-
Equipment > \$5,000	241-5100-9120-0000	27,827	35,355	33,000	59,000	26,000
Equipment < \$5,000	241-5100-9121-0000	36,535	65,007	47,086	62,095	15,009
Total Capital Outlay - IT		64,361	108,991	80,086	121,095	41,009
Total Expenditures		240,964	291,591	262,186	265,749	3,563
Net Change in Fund Balance		13,205	(13,205)	(7,468)	12,637	20,105
Fund Balance - January 1		-	13,205	7,468	-	
<b>Fund Balance - December 31</b>		<b>\$ 13,205</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,637</b>	

2025 thru 2025

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project # PS-41

Project Name Fire Turnout Gear Replacement

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2503

Description

Annual replacement of fire turnout gear.

Justification

Turnout gear cannot be used 10 years after the date of manufacturing. Cost per set is approximately \$4000. 8 sets each year with approximately 10% increase.

Expenditures	2025	Total	Future
Equipment/Furnishings	32,000	32,000	164,000
Total	32,000	32,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	32,000	32,000	164,000
Total	32,000	32,000	

Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-34
Project Name	APX6000 Portable Radio Replacement

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	15 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2504

Description

PSO radios will begin reaching end life January 2024. Request replaced obsolete radios and began a 10-year replacement cycle of 6/year (started in FY 2023). Recent staffing additions also necessitate additional portable radios. For 2025, the department will replace three APX6000 police portable radios, multiple batteries, six remote microphones, and any other items as needed that fall within the budget of \$17,000.

Justification

The Factory Mutual intrinsically safe certification (non-sparking electrical) has expired for existing APX6000XE radios, and they are approaching end of life. Each fire apparatus has 4-6 portable radios. The replacement plan is as follows: (2023) E321, 4x radios and multi-bank charger \$23,000; (2024) SQ321, 6x Radios, multi-bank charger and extra batteries, \$35,000; (2025) L311, 4x radios and multi-bank charger \$24,000; (2026) E322, 4x radios and multi-bank charger \$27,000; (2027) SU321, 4x \$28,000.

Expenditures	2025	Total	Future
Equipment/Furnishings	17,000	17,000	117,000
Total	17,000	17,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	17,000	17,000	117,000
Total	17,000	17,000	

Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project #	PS-51		
Project Name	POC & CSO Uniforms		
Contact	Chief of Public Safety	Department	Public Safety
Type	New	Category	Equipment
Useful Life	25 years	Account Code	241-5200-6101-0000
Project Entry Year	2025	Project Number	2505

Description

Upgraded initial issue of uniforms for Paid on Call staff and Community Service Officers.

Justification

POC staff have traditionally only been issued a t-shirt and turnout gear. They work public events and other occasions where a more professional look will benefit the department. There are 25 authorized POC positions. The initial purchase will cover the costs of: long sleeve class A/B shirt and matching pants, APS soft shell rescue jacket, pants belt, polo shirt. This also covers initial issue of more professional CSO uniform. Ongoing expenses in future years for new hire POC and CSO along with replacement will be out of uniform operational expenses.

Expenditures	2025	Total
Equipment/Furnishings	15,000	15,000
Total	15,000	15,000

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	15,000	15,000
Total	15,000	15,000

Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project #	PS-35
Project Name	Bullet Proof Vest Replacements

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2506

Description

Annual replacement of existing officer bullet-proof vests. There are currently a total of 54 vests, one for each member of Public Safety. Vests have a 5-year life. Here is the five year replacement schedule: 2025) 13 vests, 2026) 10 vests, 2027) 9 vests, 2028) 9 vests, 2029) 8 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 \$1000.00 a vest. There are 13 officers due to have their ballistic vest replaced by the end of 2025. Public Safety will submit to the Ballistic Vest Partnership program for a grant in 2025 for a possible 50% reimbursement on these ballistic vests.

Expenditures	2025	Total	Future
Equipment/Furnishings	12,350	12,350	34,200
Total	12,350	12,350	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	12,350	12,350	34,200
Total	12,350	12,350	

Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project # PS-38  
Project Name Fire Helmets/Gloves/Boots Replacements

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2507

Description  
Annual replacement of fire helmets, gloves and boots.

Justification  
Helmets/Gloves/Boots have a 10 year lifespan. Annual replacement is for 10 sets to account for normal replacement and likely damage of additional sets. Estimated 2025 costs of gear is \$600 for each helmet, \$200 for each boot set, \$100 for each glove set, and \$100 for each hood.

Expenditures	2025	Total	Future
Equipment/Furnishings	10,000	10,000	40,000
Total	10,000	10,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	10,000	10,000	40,000
Total	10,000	10,000	



2025 thru 2025

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-40		
Project Name	Fire Loose Equipment Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2508

Description

Replacement of fire suppression loose equipment such as gas meters, saws, hand tools, SEEK personal TICs, and flashlights.

Justification

Replace loose equipment from fire apparatus such as: Quad gas meters (\$1000 each); power saws (\$1500 each); hand tools (price varies); portable flashlights (\$250 each). Prior to 2024, these items were either separate capital line items or taken out of operational supplies. Lifespan varies based upon condition and meters passing testing/calibration. 2025 Request incorporates as-needed SEEK Thermal Imaging Camera replacements (\$700 each). Annual cost based upon estimate of normal failure rate and replacement rate of these items.

Expenditures	2025	Total	Future
Equipment/Furnishings	10,000	10,000	22,500
Total	10,000	10,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	10,000	10,000	22,500
Total	10,000	10,000	

Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project #	PS-59		
Project Name	Axon Body Cameras		
Contact	Chief of Public Safety	Department	Public Safety
Type	Maintenance	Category	Equipment
Useful Life	5 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2509

Description

Axon body-camera additional units.

Justification

The current Axon contract is signed and paid through 2025. This request is for three additional body cameras due to budgeted personnel changes from years past. Since purchasing Body Cameras, the department has added body worn cameras for all officers, new cameras for the squad cars, new Tasers to replace our aging X-26 tasers, signal sidearm triggers for the camera systems, and Evidence.com licenses.

Prior	Expenditures	2025	Total
205,277	Equipment/Furnishings	8,954	8,954
Total		8,954	8,954

Prior	Funding Sources	2025	Total
205,277	Special Revenue Fund - Oneida Service Agreement	8,954	8,954
Total		8,954	8,954

Budget Impact

None.

Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project #	PS-42
Project Name	Fire Ventilation Fan Replacement

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	15 years	Account Code	241-5200-9120-0000
Project Entry Year	2025	Project Number	2510

Description

Replace off-the-shelf battery powered ventilation fan.

Justification

Fire apparatus carries both electric powered smoke ejector fans that require a wired power source and gasoline powered positive pressure fans that produce hazardous exhaust. The department can replace both models with one battery powered fan that is compatible with the other off-the-shelf battery powered equipment on the fire apparatus. It is planned to outfit the current fleet with at least one battery powered fan.

Expenditures	2025	Total	Future
Equipment/Furnishings	7,000	7,000	14,000
Total	7,000	7,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	7,000	7,000	14,000
Total	7,000	7,000	

2025 thru 2025

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-45		
Project Name	Handgun and Rifle Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2511

Description

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

Justification

Annual replacement of patrol rifles and handguns. Rifles reach the end of service life and are rotated out of front line use to training use. Handguns also cycle through due to retirements, additional staff, mechanical issues, and new officers desiring varied sizes. Est. Cost of \$700 per handgun. Est. Cost of \$2000 per fully equipped patrol rifle. Prior to 2024, this was accounted as an operational expense but is now classified as a capital expense.

Expenditures	2025	Total	Future
Equipment/Furnishings	6,500	6,500	26,600
Total	6,500	6,500	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	6,500	6,500	26,600
Total	6,500	6,500	

2025 thru 2025

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-32		
Project Name	AED Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2512

Description

AEDs have a service life and manufacturer warranty of 10 years. Some AEDs are past their warranty period and are being put on a replacement cycle.

Justification

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

Expenditures	2025	Total	Future
Equipment/Furnishings	6,000	6,000	8,000
Total	6,000	6,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	6,000	6,000	8,000
Total	6,000	6,000	

Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project #	PS-39
Project Name	Fire Hose Replacement

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2513

Description

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

Justification

Life span for fire hose is 10-15 years depending on what material the hose is made and number for times that it used on the fire ground. The hose is pressure tested annually to check for leaks and hose failure. 2025 Request consolidates separate ongoing capital item for Hi-Rise Fire Hose Pack replacement.

Expenditures	2025	Total	Future
Equipment/Furnishings	3,000	3,000	26,500
Total	3,000	3,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	3,000	3,000	26,500
Total	3,000	3,000	

2025 thru 2025

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project #	PS-05		
Project Name	SWAT Equipment Replacement		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2024	Project Number	2514

Description

Ballistic Helmet, Heavy Vest, Hostage Rescue/Woodland Vest, Communication Headset, (2) 5.11 Uniform Sets to outfit 4 SWAT members.

Justification

Police ballistic protection has a life of 5 years. APS has four members on the Brown County SWAT team and is responsible for the ballistic protection along with additional equipment.

Expenditures	2025	Total	Future
Equipment/Furnishings	3,000	3,000	25,000
Total	3,000	3,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	3,000	3,000	25,000
Total	3,000	3,000	

2025 thru 2025

Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project #	PS-50		
Project Name	PBT Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2515

Description

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

Justification

The manufacturer's recommendation is to replace the PBT unit every 7 years as the fuel cell for the unit goes bad and it is cost prohibitive to have the fuel cell replaces. In 2025 we are requesting PBT supplies including mouth pieces, a calibration divide and dry gas for calibration.

Expenditures	2025	Total
Equipment/Furnishings	2,850	2,850
Total	2,850	2,850

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	2,850	2,850
Total	2,850	2,850



Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project # PS-43  
Project Name Fitness Equipment Replacement

Contact Chief of Public Safety      Department Public Safety  
Type Replacement      Category Equipment  
Useful Life 15 years      Account Code 241-5200-9121-0000  
Project Entry Year 2025      Project Number 2516

Description

Current dumbbells are more than 15 years old and their condition is deteriorating. Screws holding weights come loose on occasion. Looking to replace with rubber coated dumbbells that will not come loose. Current weights could possibly be sold to offset some cost.

Justification

On a rotational basis or based on the condition of a piece of fitness equipment a piece of fitness equipment is replaced every year. The fitness equipment is the fitness room is open to be used by all Village employees. 2026 - no anticipated purchases, 2027 - stationary bike replacement, 2028 - new treadmill, 2029 - no anticipated purchases

Expenditures	2025	Total	Future
Equipment/Furnishings	2,500	2,500	7,500
Total	2,500	2,500	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	2,500	2,500	7,500
Total	2,500	2,500	

2025 thru 2025

**Capital Improvement Plan Detail - Public Safety**

Ashwaubenon, WI

Project # PS-55

Project Name Taser Cartridge Replacement

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2517

**Description**

Tasers are now covered by the Axon Contract Capital Expense item. Only cartridges would need to be purchased going forward.

**Justification**

Only cartridges for 2025.

Expenditures	2025	Total	Future
Equipment/Furnishings	2,500	2,500	8,000
Total	2,500	2,500	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	2,500	2,500	8,000
Total	2,500	2,500	

2025 thru 2025

# Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-46		
Project Name	LIDAR/Radar Detector Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2518

Description

LIDAR purchase and existing LIDAR/Radar testing and maintenance.

Justification

To purchase one new ProLaser 4 to replace the final Pro Laser 3 that is still in service. The quote for the Pro Laser 4 purchase in 2024 was \$2,341, and the 2024 annual certification cost for all squad cars was \$634. The remaining budget is used for LIDAR/Radar repairs.

Expenditures	2025	Total
Equipment/Furnishings	2,000	2,000
Total	2,000	2,000
Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	2,000	2,000
Total	2,000	2,000

Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI

Project #	PS-52
Project Name	POC Pager Replacement

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2519

Description

Annual replacement for pagers for Paid on Call staff and supervisors serving as Duty Chief 390.

Justification

Replace pagers on service life rotation and based upon condition. Thirty pagers of two models for POC and supervisors. Planned replacement cycle of four every other year starting in 2024.

Expenditures	2025	Total	Future
Equipment/Furnishings	2,000	2,000	10,000
Total	2,000	2,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	2,000	2,000	10,000
Total	2,000	2,000	

2025 thru 2025

# Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	PS-53		
Project Name	SCBA Facepiece Replacements		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Equipment
Useful Life	15 years	Account Code	241-5200-9121-0000
Project Entry Year	2025	Project Number	2520

Description

SCBA Facepiece replacement based upon use, size, and staffing increases.

Justification

Replacement of SCBA face masks due to staff increases, size differences, and general wear. Plan is to replace three per year at estimated value of \$600 each.

Expenditures	2025	Total	Future
Equipment/Furnishings	2,000	2,000	8,000
Total	2,000	2,000	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	2,000	2,000	8,000
Total	2,000	2,000	

2025 thru 2025

**Capital Improvement Plan Detail - Information**

**Technology**

Ashwaubenon, WI



Project # IT-02

Project Name Village Computer Replacements

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5100-9121-0000
Project Entry Year	2024	Project Number	2521

Description

Annual replacement of existing computer hardware.

Justification

This replaces existing pc and laptop units based on an annual replacement schedule. Most pc's and/or laptops have a 5-8 year life. The replacement schedule is maintained and updated each year and all pc's are evaluated for replacement. Windows 10 End of Life (EOL) is October 14, 2025 so we'll need to make sure all PC are running Window 11 by that date.

Prior	Expenditures	2025	Total	Future
34,686	Equipment/Furnishings	40,000	40,000	330,000
Total		40,000	40,000	

Prior	Funding Sources	2025	Total	Future
34,686	Special Revenue Fund - Oneida Service Agreement	40,000	40,000	330,000
Total		40,000	40,000	

Capital Improvement Plan Detail -  
Information Technology  
Ashwaubenon, WI



Project #	IT-19
Project Name	Layer 3 Switch Replacements

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9120-0000
Project Entry Year	2024	Project Number	2522

Description

Replace our two Dell PowerSwitches S4128F-ON with S5224F-ON Layer 3 switches.

Justification

These switches were purchased and placed in service back in 2020. At that time, they came with a 5-year warranty. Instead of just extending the warranty out for only 2 years staff feels its better to just replace and upgrade these to the new model to future proof the network long term.

These are 25 Gb top-of-rack (ToR) networking switches. They provide connectivity and redundancy between all of the Village's Layer 2 switches. Having two switches for each provides high availability and network redundancy.

Expenditures	2025	Total
Equipment/Furnishings	30,000	30,000
Total	30,000	30,000

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	30,000	30,000
Total	30,000	30,000

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI

Project #	IT-34
Project Name	Community Center Projector Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9120-0000
Project Entry Year	2025	Project Number	2523

Description

Replace the two existing projectors in the Grand Park Room at the Community center with new Epson WUXGA 3LCD (or similar) projectors.

Justification

The existing projectors were installed when the Community Center was built back in 2016. They are used several hours almost every day of the week. At the time we went with projectors that only put out about 6,000 lumens of brightness. They also used an older style lamp that consistency has to be replaced every 1,500 – 2,000 hours of use. What we noticed is with the large amount of light in these rooms, at times the projectors are not bright enough to present clear images on the screens.

What we are proposing is replacing both projectors with a brighter 8500 lumens model. It also uses a virtually maintenance-free laser source that lasts up to 22,000 hours. By moving to a laser projector, they maintain their brightness over time compared to a legacy lamp that degradates after installation. The image quality offers better contrast, sharper images and more realistic pictures. They are quieter than legacy lamp style projectors as well as run a lot cooler than lamp projectors

Expenditures	2025	Total
Equipment/Furnishings	22,000	22,000
Total	22,000	22,000

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	22,000	22,000
Total	22,000	22,000



Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI

Project #	IT-30
Project Name	AV Upgrades Community Pool Multi-purpose Room

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5100-9120-0000
Project Entry Year	2025	Project Number	2524

Description

AV upgrade at the Community Pool multi-purpose room

Justification

Staff is currently not using the all the features of the touch board. Instead, we would like to replace the existing Sharp Aquos board with just a TV monitor of similar size. Also, as part of this project we would include a commercial grade sound bar and a Barco Click-Share device to all for wireless presentations on to the display. It is possible this board could be repurposed used elsewhere like a Station 2.

Expenditures	2025	Total
Equipment/Furnishings	7,000	7,000
Total	7,000	7,000

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	7,000	7,000
Total	7,000	7,000

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI

Project #	IT-36
Project Name	Village Drone Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	5 years	Account Code	241-5100-9121-0000
Project Entry Year	2025	Project Number	2525

Description

Replace our exiting DJI Phantom 3 Pro Drone with a newer lighter model

Justification

Back in 2022, a used DJI Phantom 3 drone was donated to the Village. This year our IT/Network Specialist became a certified drone pilot. He works hand in hand with our Multimedia Communications Specialist to get various aerial shots and video within the Village.

The existing drone does work but is very large and cumbersome. The last firmware DJI put out for this drone was back in 2017 and it technically no longer supported. This drone does not have an internal ID module that is needed to be compliant with FAA regulations. Staff is proposing purchasing a newer drone. Something is lighter weight, compact and longer flight time. This new drone would also have an upgraded camera for better video and still shots.

Expenditures	2025	Total
Equipment/Furnishings	4,000	4,000
Total	4,000	4,000

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	4,000	4,000
Total	4,000	4,000

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI



Project # IT-26  
Project Name Clerks/HR Office Printer Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9121-0000
Project Entry Year	2025	Project Number	2526

Description

Purchase a new Ricoh IMC400F for the Clerk's/HR office area.

Justification

The new combination printer/scanner/copier would replace 2 existing printers in the Clerks/HR office area. This gives staff the same functionality of the larger copier but on a smaller scale. It also provides coping and scan to email capabilities closer to the front counter which is being requested by the Clerk staff. Parts for the existing Ricoh Aficio SP C431DN are starting to become absolute and the unit is very loud for the office environment.

Expenditures	2025	Total
Equipment/Furnishings	3,800	3,800
Total	3,800	3,800

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	3,800	3,800
Total	3,800	3,800

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI



Project # IT-27  
Project Name Investigations Printer Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9121-0000
Project Entry Year	2025	Project Number	2527

Description

Purchase a new Rioch IMC400F for the Investigations area.

Justification

The new combination printer/scanner/copier would replace an existing printer in the investigation office. This gives staff the same functionality of the larger copier but on a smaller scale. It also provides coping and scan to email capabilities which they did not have with their previous printer. Parts for the existing Rioch Aficio SP C431DN are starting to become absolute and the unit is very loud for the office environment.

Expenditures	2025	Total
Equipment/Furnishings	3,800	3,800
Total	3,800	3,800

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	3,800	3,800
Total	3,800	3,800

2025 thru 2025

Capital Improvement Plan Detail -  
Information Technology  
Ashwaubenon, WI



Project #	IT-28
Project Name	Community Center Wireless Presentation Upgrade

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9121-0000
Project Entry Year	2025	Project Number	2528

Description

Replace the existing two Extron ShareLink 250 W devices with a Barco ClickShare C-10.

Justification

Currently the Community Center has 2 Extron ShareLink 250 W devices. These devices allow for wireless presentation capabilities in both the Activity and Grand Park Rooms. The ShareLink device is currently at end of life and no longer supported by Extron. We would like to upgrade this to a newer technology called Barco ClickShare C-10. These devices are simpler to use as you merely plug the dongle into your PC and press the button to share your device on the screen. The Barco ClickShare products are already in use in Conference Room A & B, Muster Room as well as the Village Board room here at Village Hall.

Expenditures	2025	Total
Equipment/Furnishings	3,500	3,500
Total	3,500	3,500

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	3,500	3,500
Total	3,500	3,500

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI



Project # IT-37  
Project Name Municipal Court Office Printer Replacement

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9121-0000
Project Entry Year	2025	Project Number	2529

Description

Replace existing Municipal Court office printer.

Justification

Existing printer is approximately 24 years old and experienced many maintenance issues in 2024. Looking to replace with a new printer/copier/fax/scanner unit.

Expenditures	2025	Total
Equipment/Furnishings	2,595	2,595
Total	2,595	2,595

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	2,595	2,595
Total	2,595	2,595

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI

Project #	IT-35
Project Name	Genetec Cloud Link Upgrade

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	7 years	Account Code	241-5100-9121-0000
Project Entry Year	2025	Project Number	2530

Description

Replace existing Genetec Synergis Cloud Link with a newer gen 2 model.

Justification

We recently made aware that our exiting Genetec Synergis Cloud Link gen 1 will be coming end of life soon. The Genetec Cloud Link is a device that communicates with our access control and security system. It's what connects our on-premises devices to the cloud. Starting this year, we will be limited to what updates and firmware can be sent to our legacy Cloud Link. The newer generation of Synergis Cloud Link provides more features, enhanced cybersecurity, and helps future-proof security installations.

Expenditures	2025	Total
Equipment/Furnishings	1,900	1,900
Total	1,900	1,900

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	1,900	1,900
Total	1,900	1,900

Capital Improvement Plan Detail - Information Technology  
Ashwaubenon, WI

Project # IT-16  
Project Name Village Hall Camera Replacements

Contact Network Administrator      Department Information Technology  
Type Replacement      Category Equipment  
Useful Life 5 years      Account Code 241-5100-9121-0000  
Project Entry Year 2024      Project Number 2531

Description

Replacement of existing Village Hall/Public Safety AXIS cameras.

Justification

This would create a long-term replacement schedule for the Village Hall/Public Safety cameras. Rather than replacing all 37 cameras at once, we would upgrade cameras in batches as certain cameras start reaching EOL as listed by AXIS. Once a camera reaches EOL we are no longer able to receive replacement support or obtain firmware upgrades. New cameras would have better picture quality, analytics, zoom capabilities, etc.

Expenditures	2025	Total	Future
Equipment/Furnishings	1,500	1,500	22,000
Total	1,500	1,500	

Funding Sources	2025	Total	Future
Special Revenue Fund - Oneida Service Agreement	1,500	1,500	22,000
Total	1,500	1,500	



2025 thru 2025

# Capital Improvement Plan Detail - Information Technology

Ashwaubenon, WI



Project # IT-25

Project Name Village Hall Security Keypad Upgrade

Contact	Network Administrator	Department	Information Technology
Type	Replacement	Category	Equipment
Useful Life	10 years	Account Code	241-5100-9121-0000
Project Entry Year	2025	Project Number	2532

Description

Replace existing security keypad in Village Hall (employee entrance) with touchscreen style (DMP 7800 series).

Justification

By replacing the existing keypad, it allows for uniformity across all Village buildings. A similar keypad was installed in the Public Safety records area as well as Community Center in 2024.

Expenditures	2025	Total
Equipment/Furnishings	1,000	1,000
Total	1,000	1,000

Funding Sources	2025	Total
Special Revenue Fund - Oneida Service Agreement	1,000	1,000
Total	1,000	1,000

**2025 Budget****Special Revenue Funds****K-9 Program - Fund 242****Department Description**

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

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

**Services Provided**

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

**Staffing (FTE Positions)**

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

**2024 Accomplishments**

- Had two narcotics arrests that went to federal court.
- Canine Vice continues to grow and show a tremendous amount of potential as he continues to train and learn new skills.

**2025 Objectives**

- Vice and Officer Teske will continue to assist patrol officers with drug interdiction and K9 patrol.
- Continue to advance K9 knowledge and career by attending training and conferences.
- Be a valuable resource to our agency and other agencies within Brown County for K9 needs.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
Checking Account Interest	242-5200-4600-0000	1,714	1,500	750	750	-
Donations	242-5200-4702-0000	27,348	1,468	-	-	-
Miscellaneous	242-5200-4790-0000	1,578	-	-	-	-
Total Revenues		30,640	2,968	750	750	-
<b>Expenditures</b>						
Operational Supplies	242-5200-6101-0000	1,708	150	2,000	2,000	-
Training/Conference	242-5200-7100-0000	769	2,290	1,000	1,000	-
Dues & Subscriptions	242-5200-7120-0000	-	271	-	-	-
Total Expenditures		2,477	2,711	3,000	3,000	-
Net Change in Fund Balance		28,163	257	(2,250)	(2,250)	-
Fund Balance - January 1		24,550	52,713	-	52,970	
<b>Fund Balance - December 31</b>		<b>\$ 52,713</b>	<b>\$ 52,970</b>	<b>\$ (2,250)</b>	<b>\$ 50,720</b>	

**2025 Budget****Special Revenue Funds****Excess Sales Tax Revenue - Fund 246****Department Description**

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

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

**2025 Objectives**

- Use funds for NFL Draft related economic development expenditures.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
Rebates	246-5100-4754-0000	5,268	2,399	-	1,500	1,500
<b>Expenditures</b>						
Equipment < \$5,000	246-5100-9121-0000	-	-	-	9,167	9,167
Net Change in Fund Balance		5,268	2,399	-	(7,667)	(7,667)
Fund Balance - January 1		-	5,268	-	7,667	
<b>Fund Balance - December 31</b>		<b>\$ 5,268</b>	<b>\$ 7,667</b>	<b>\$ -</b>	<b>\$ -</b>	



# DEBT SERVICE FUND



**2025 Budget****Debt Service Funds****Debt Service - 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.

**2024 Debt Issues**

- \$2,730,000 General Obligation Promissory Note
  - Lombardi Access Road reconstruction and remediation (TID #3). TID #3 records the proceeds and transfers annual debt payments to this fund.
  - Emerald Ash Borer (EAB) tree removals. Parks & Recreation Capital Projects Fund records the proceeds.
  - Storm Water Utility land acquisition. The utility records the proceeds and pays off the debt.
- \$1,805,000 Taxable General Obligation Promissory Note
  - Developer Incentive (TID #5). TID #5 records the proceeds and transfers annual debt payments to this fund.
- \$2,601,000 General Obligation Promissory Note
  - Fire Truck, Public Works Loader, and two Public Works Dump Trucks. Equipment Replacement Fund records the proceeds.
  - Cormier Sidewalk replacement (Ridge Road to Shady Lane). Street Construction Fund records the proceeds.
  - Public Works garage HVAC replacement. Village Buildings Fund records the proceeds.
  - Emerald Ash Borer (EAB) tree removals. Parks & Recreation Capital Projects Fund records the proceeds.

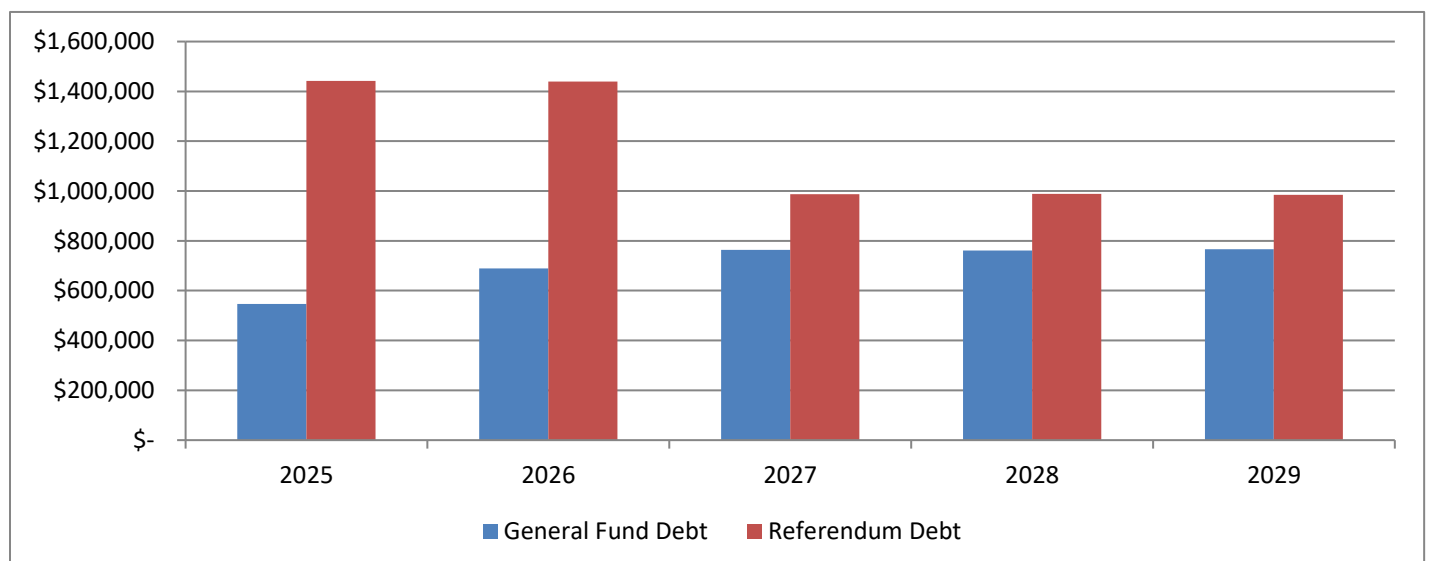
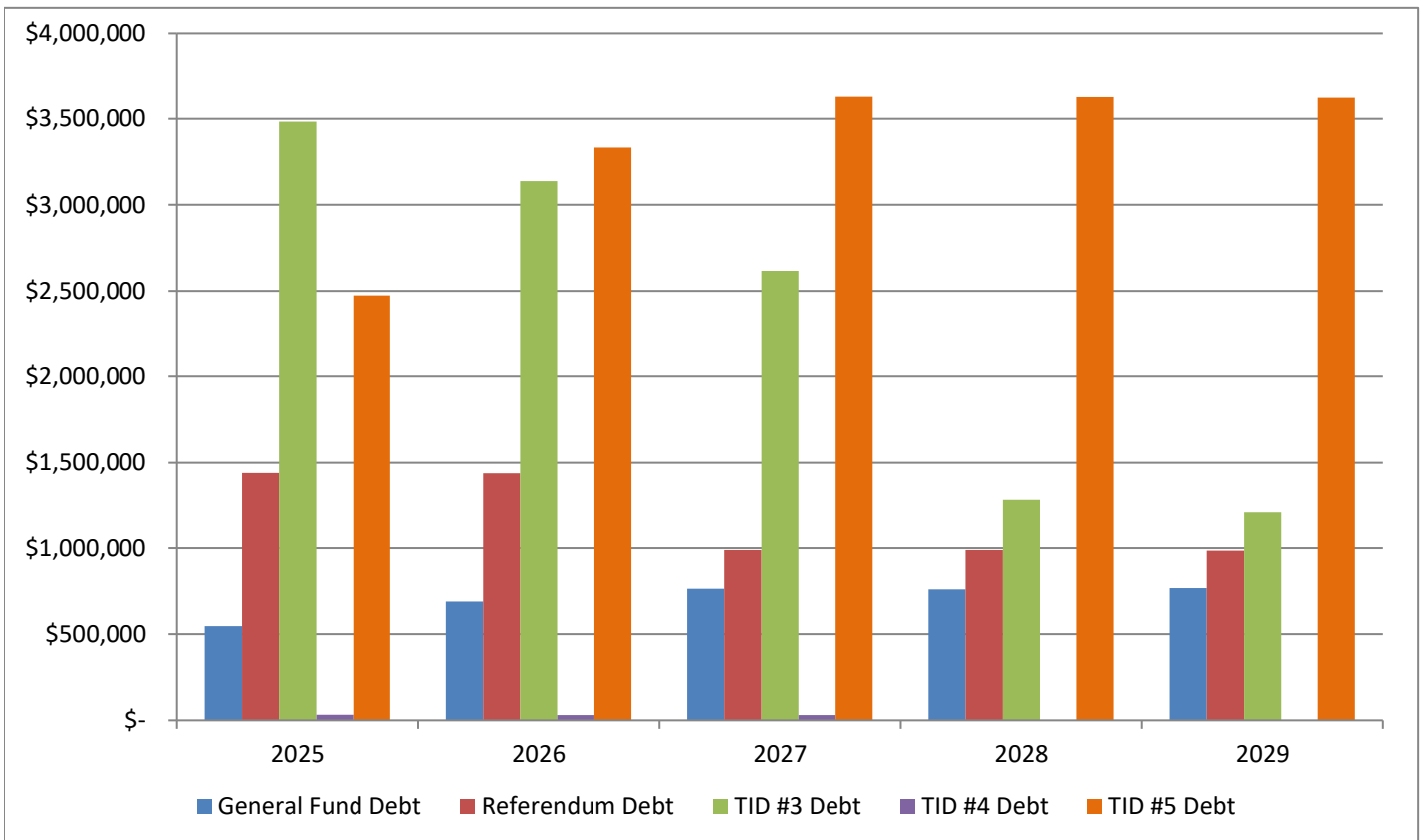
Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
General Property Taxes	300-5100-4000-0000	2,080,645	2,084,635	2,083,029	1,989,525	(93,504)
<b>Other Financing Sources (Uses)</b>						
Operating Transfer In	300-5100-4810-0000	8,142,577	5,786,598	5,699,676	5,988,687	289,011
Principal Payments	300-5100-9300-0000	(8,170,000)	(5,945,000)	(5,945,000)	(6,165,000)	(220,000)
Interest Payments	300-5100-9310-0000	(2,053,652)	(1,916,496)	(1,827,968)	(1,812,262)	15,706
Fiscal Charges	300-5100-9320-0000	(1,504)	(9,975)	(9,975)	(1,188)	8,787
Total Other Financing Uses		(2,082,579)	(2,084,873)	(2,083,267)	(1,989,763)	93,504
Net Change in Fund Balance		(1,934)	(238)	(238)	(238)	-
Fund Balance - January 1		2,410	476	238	238	
<b>Fund Balance - December 31</b>		<b>\$ 476</b>	<b>\$ 238</b>	<b>\$ -</b>	<b>\$ -</b>	

## 2025 Budget

## Fund 300 - Debt Service

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

	2025	2026	2027	2028	2029
General Fund Debt	\$ 547,175	\$ 689,084	\$ 764,225	\$ 760,631	\$ 766,800
Referendum Debt	1,441,400	1,439,150	987,075	988,750	984,750
TID #3 Debt	3,483,154	3,137,439	2,616,646	1,284,858	1,213,095
TID #4 Debt	32,250	31,350	30,450	-	-
TID #5 Debt	2,473,283	3,333,660	3,633,147	3,631,473	3,628,508
<b>Total Debt</b>	<b>\$ 7,977,262</b>	<b>\$ 8,630,682</b>	<b>\$ 8,031,543</b>	<b>\$ 6,665,711</b>	<b>\$ 6,593,153</b>







# CAPITAL PROJECTS FUNDS



<b>2025 Budget</b>	<b>Capital Projects Funds</b>
<b>Summary Report</b>	

Account	Street Construction	Village Buildings	Parks and Recreation	NFL Draft
<b>Revenues</b>				
General Property Taxes	\$ 750,000	\$ -	\$ -	\$ -
Intergovernmental	-	-	50,000	-
Miscellaneous	-	-	143,261	-
Total Revenues	750,000	-	193,261	-
<b>Expenditures</b>				
Current				
General Government	-	4,159	-	195,000
Public Works	25,000	-	-	-
Parks & Recreation	-	-	320,000	-
Conservation & Development	-	-	-	-
Debt Service				
Interest and Fiscal Charges	-	-	-	-
Capital Outlay	1,339,000	355,000	200,000	-
Total Expenditures	1,364,000	359,159	520,000	195,000
Excess of Revenues over (under) Expenditures	(614,000)	(359,159)	(326,739)	(195,000)
<b>Other Financing Sources (Uses)</b>				
Transfers In	-	-	-	190,113
Transfer Out	-	(190,113)	-	-
Total Other Financing Sources (Uses)	-	(190,113)	-	190,113
Net Change in Fund Balance	(614,000)	(549,272)	(326,739)	(4,887)
Fund Balance - January 1	980,946	729,196	470,823	4,887
<b>Fund Balance - December 31</b>	<b>\$ 366,946</b>	<b>\$ 179,924</b>	<b>\$ 144,084</b>	<b>\$ -</b>



<b>2025 Budget</b>	<b>Capital Projects Funds</b>			
<b>Summary Report</b>				

Account	TID #3	TID #4	TID #5	Total
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**Revenues**

General Property Taxes	\$ 7,159,753	\$ 1,297,166	\$ 4,420,005	\$ 13,626,924
Intergovernmental	1,789,931	200,333	130,603	2,170,867
Miscellaneous	-	-	-	143,261
Total Revenues	8,949,684	1,497,499	4,550,608	15,941,052

**Expenditures**

Current				
General Government	30,350	5,150	5,300	239,959
Public Works	-	-	-	25,000
Parks & Recreation	-	-	-	320,000
Conservation & Development	1,800,000	-	100,000	1,900,000
Debt Service				
Interest and Fiscal Charges	3,483	158	4,037	7,678
Capital Outlay	970,000	-	325,000	3,189,000
Total Expenditures	2,803,833	5,308	434,337	5,681,637

Excess of Revenues over (under) Expenditures	6,145,851	1,492,191	4,116,271	10,259,415
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**Other Financing Sources (Uses)**

Transfers In	-	-	-	190,113
Transfer Out	(3,608,154)	(4,737,867)	(2,623,283)	(11,159,417)
Total Other Financing Sources (Uses)	(3,608,154)	(4,737,867)	(2,623,283)	(10,969,304)

Net Change in Fund Balance	2,537,697	(3,245,676)	1,492,988	(709,889)
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Fund Balance - January 1	7,057,603	3,245,676	(7,536,445)	4,952,686
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<b>Fund Balance - December 31</b>	<b>\$ 9,595,300</b>	<b>\$ -</b>	<b>\$ (6,043,457)</b>	<b>\$ 4,242,797</b>
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**2025 Budget****Capital Projects Funds****Street Construction - Fund 400****Department Description**

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

**Services Provided**

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

**Staffing**

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

**2024 Accomplishments**

- Completed annual mill-pave and resurfacing according to plan. Project bids were significantly over budget; therefore, the Village allocated resurfaced roads' costs to respective TIF districts by utilizing available TID funds to cover the costs.

**2025 Objectives**

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

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
General Property Taxes	400-5400-4000-0000	\$ 700,000	\$ 725,000	\$ 725,000	\$ 750,000	\$ 25,000
<b>Expenditures</b>						
Contracted Services	400-5400-8100-0000	-	-	-	25,000	25,000
Infrastructure - Streets	400-5400-9150-0000	1,015,341	795,000	961,933	1,229,000	267,067
Infrastructure - Other	400-5400-9154-0000	23,112	216,933	-	110,000	110,000
Total Expenditures		1,038,453	1,011,933	961,933	1,364,000	402,067
Excess of Revenues (under) Expenditures		(338,453)	(286,933)	(236,933)	(614,000)	(377,067)
<b>Other Financing Sources</b>						
Operating Transfer In	400-5400-4810-0000	1,038,453	-	-	-	-
Proceeds of General Obligation	400-5400-4830-0000	-	329,000	-	-	-
Total Other Financing Uses		1,038,453	329,000	-	-	-
Net Change in Fund Balance		700,000	42,067	(236,933)	(614,000)	(377,067)
Fund Balance - January 1		238,879	938,879	236,933	980,946	
<b>Fund Balance - December 31</b>		<b>\$ 938,879</b>	<b>\$ 980,946</b>	<b>\$ -</b>	<b>\$ 366,946</b>	

Capital Improvement Plan Detail - Public Works  
Ashwaubenon, WI

Project #	PW-03
Project Name	Village Streets - Mill/Pave Program

Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Infrastructure - Streets
Useful Life	20 years	Account Code	400-5400-9150-0000
Project Entry Year	2024	Project Number	2533

Description

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

Justification

The annual Pavement Maintenance Program is critical in keeping the existing Village street network in desirable driving condition. The Village will look to add \$25,000/year to this program to get it to an annual operating budget of at least \$1,000,000 (amount needed in current-day dollars to repave 4-5 miles of roadway per year and, in turn, repave every Village roadway within a 20-25 year period).

Expenditures	2025	Total	Future
Construction/Maintenance	750,000	750,000	6,900,000
Total	750,000	750,000	

Funding Sources	2025	Total	Future
Capital Projects Funds - Street Construction	750,000	750,000	6,900,000
Total	750,000	750,000	

2025 thru 2025

# Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	PW-12		
Project Name	Cormier Sidewalk Replacement (Ridge to Shady)		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Infrastructure - Other
Useful Life	30 years	Account Code	400-5400-9154-0000
Project Entry Year	2024	Project Number	2534

Description

Remove and replace the sidewalk panels that are no longer ADA compliant.

Justification

The existing sidewalk is in very poor condition from the heaving caused by the Ash trees that have been removed. Many of the sidewalk panels are cracked and/or uneven. This project would only remove the panels that are in need of replacement.

Expenditures	2025	Total
Construction/Maintenance	329,000	329,000
Total	329,000	329,000

Funding Sources	2025	Total
G.O. Debt (Village)	329,000	329,000
Total	329,000	329,000

2025 thru 2025

**Capital Improvement Plan Detail - Public Works**

Ashwaubenon, WI

Project #	PW-04		
Project Name	Traffic Signal Cabinet and Controller Replacement		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Equipment
Useful Life	20 years	Account Code	400-5400-9154-0000
Project Entry Year	2024	Project Number	2535

Description

Project would consist of replacing the remaining 7 traffic signal control cabinets (including outdated components) and maintenance on signalized intersections.

Justification

There are 10 signalized traffic control intersections in the Village. Ten of the intersections have controllers that are beyond their expected service life. Parts for the controllers are no longer produced so the Village is often faced with trying to find salvaged cabinets with part to make the intersections operational. In 2024, three intersections were upgraded and the signal at the intersection of the Fire Station was removed.

Expenditures	2025	Total	Future
Equipment/Furnishings	110,000	110,000	150,000
Total	110,000	110,000	

Funding Sources	2025	Total	Future
Capital Projects Funds - Street Construction	110,000	110,000	150,000
Total	110,000	110,000	

2025 thru 2025

# Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	PW-17		
Project Name	South Point Bike Lane Installation(Cormier to 172)		
Contact	Director of Public Works	Department	Public Works
Type	New	Category	Infrastructure - Other
Useful Life	5 years	Account Code	400-5400-8100-0000
Project Entry Year	2024	Project Number	2536

Description

Project would include installing pavement marking for bike lanes.

Justification

Continuation of pavement marking from the City of Green Bay into the Village of Ashwaubenon.

Expenditures	2025	Total
Construction/Maintenance	25,000	25,000
Total	25,000	25,000

Funding Sources	2025	Total
Capital Projects Funds - Street Construction	25,000	25,000
Total	25,000	25,000

**2025 Budget****Capital Projects Funds  
Village Buildings - Fund 410****Department Description**

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

**Services Provided**

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

**Staffing**

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

**2024 Accomplishments**

- Village hall and garage facility operations and maintenance study, village hall signage and graphic replacement, village hall exterior door replacements, village hall air handling cleaning, village hall water heater replacement, Pioneer Park shelter roofing maintenance, and Community Center security panel upgrade.

**2025 Objectives**

- Public Works garage HVAC replacement, garage commercial air compressor replacement, and gas/diesel fuel pump replacements.
- Transfer of prior years' excess General Funds to the NFL Draft Capital Projects Fund.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
General Property Taxes	410-5100-4000-0000	25,000	25,000	25,000	-	(25,000)
<b>Expenditures</b>						
Building & Equipment Repairs	410-5100-6211-0000	40,402	35,694	24,000	-	(24,000)
Contracted Services	410-5100-8100-0000	-	100,000	170,000	-	(170,000)
Furniture & Fixtures > \$5,000	410-5100-9110-0000	12,348	9,000	-	34,000	34,000
Furniture & Fixtures < \$5,000	410-5100-9111-0000	9,313	3,127	-	4,159	4,159
Equipment > \$5,000	410-5100-9120-0000	38,622	-	-	321,000	321,000
Equipment < \$5,000	410-5100-9121-0000	2,710	1,497	-	-	-
Buildings	410-5100-9130-0000	29,104	87,900	104,000	-	(104,000)
Total Expenditures		132,500	237,218	298,000	359,159	61,159
Excess of Revenues (under) Expenditures		(107,500)	(212,218)	(273,000)	(359,159)	(86,159)
<b>Other Financing Sources (Uses)</b>						
Operating Transfer In	410-5100-4810-0000	357,158	126,000	-	-	-
Proceeds of General Obligation	410-5100-4830-0000	-	295,000	-	-	-
Operating Transfer Out	410-5100-9200-0000	-	-	-	(190,113)	(190,113)
Total Other Financing Sources (Uses)		357,158	421,000	-	(190,113)	(190,113)
Net Change in Fund Balance		249,658	208,782	(273,000)	(549,272)	(276,272)
Fund Balance - January 1		270,756	520,414	424,719	729,196	
<b>Fund Balance - December 31</b>		<b>\$ 520,414</b>	<b>\$ 729,196</b>	<b>\$ 151,719</b>	<b>\$ 179,924</b>	

2025 thru 2025

# Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	VB-14		
Project Name	Public Works Garage HVAC Replacement		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Buildings
Useful Life	20 years	Account Code	410-5100-9120-0000
Project Entry Year	2025	Project Number	2537

Description

Replacement of the Roof Top Unit for the heating and cooling of the Public Works Garage Offices, Break Room, and Bathrooms. Radiant Heater Replacement in the fleet storage area, there are 17 units that need to be replaced.

Justification

All units are beyond their useful life and need to be replaced. The Village has spent considerable dollars just to keep the units operational.

Expenditures	2025	Total
Equipment/Furnishings	295,000	295,000
Total	295,000	295,000

Funding Sources	2025	Total
G.O. Debt (Village)	295,000	295,000
Total	295,000	295,000



2025 thru 2025

# Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project # PW-15  
Project Name Garage Commercial Air Compressor

Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Equipment
Useful Life	20 years	Account Code	410-5100-9110-0000
Project Entry Year	2024	Project Number	2538

Description

Commercial Air Compressor which would be approximately 60 CFM and have a 175 PSI capacity.

Justification

The current air compressor is original to the construction of the municipal garage. This air compressor supplies air for the following operations: air tools, equipment lifts, blow offs, pressure washer, tire changing machine, and various other garage operations. The current air compressor is at the end of its useful life.

Expenditures	2025	Total
Equipment/Furnishings	34,000	34,000
Total	34,000	34,000

Funding Sources	2025	Total
Capital Projects Funds - Village Buildings	34,000	34,000
Total	34,000	34,000

**2025 Budget****Capital Projects Funds****Parks and Recreation - Fund 430****Department Description**

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

**Staffing**

- Projects completed by contracted services, Park and Recreation maintenance workers, and/or Public Works Field Operators.
- Internal personnel costs are recorded in the General Fund.

**2024 Accomplishments**

- Waterford Park playground equipment replacement.
- Continued EAB tree removals. Debt was issued in 2024 to fund this project for 2024 and 2025.
- NRDA Grant for work around Ashwaubomay and Dutchman's Creek.

**2025 Objectives**

- Ashwaubomay Lake playground equipment replacement.
- Ashwaubomay Lake platform ladder replacement.
- Lighting installation at Pioneer Park tennis court
- Continued EAB tree removals and restoration.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
Federal Aids	430-5500-4100-0000	\$ 6,905	\$ 63,100	\$ -	\$ -	\$ -
Cooperative Governance Agrmts	430-5500-4176-0000	50,000	50,000	50,000	50,000	-
Donations	430-5500-4702-0000	1,750	11,285	-	100,000	100,000
Reimbursements	430-5500-4703-0000	3,360	-	-	-	-
Lease Revenue	430-5500-4720-0000	-	-	-	22,500	22,500
Tower Rentals	430-5500-4910-0000	19,595	20,183	19,959	20,761	802
Total Revenues		81,610	144,568	69,959	193,261	123,302
<b>Expenditures</b>						
Operational Supplies	430-5500-6101-0000	127	-	-	-	-
Building & Equipment Repairs	430-5500-6211-0000	3,749	-	-	20,000	20,000
Contracted Services	430-5500-8100-0000	206,522	117,593	10,000	300,000	290,000
Contracted Services - NRDA - Ashwaubomay Park	430-5500-8100-0221	-	36,495	-	-	-
Contracted Services - NRDA - Dutchmans Creek	430-5500-8100-0222	-	26,605	-	-	-
Equipment > \$5,000	430-5500-9120-0000	44,452	159,719	102,629	50,000	(52,629)
Equipment < \$5,000	430-5500-9121-0000	12,990	2,500	-	-	-
Infrastructure - Other	430-5500-9154-0000	20,514	-	-	150,000	150,000
Total Expenditures		288,354	342,912	112,629	520,000	407,371
Excess of Revenues (under) Expenditures		(206,744)	(198,344)	(42,670)	(326,739)	(284,069)
<b>Other Financing Sources (Uses)</b>						
Proceeds of General Obligation	430-5500-4830-0000	-	605,000	-	-	-
Operating Transfer Out	430-5500-9200-0000	(1,038,453)	-	-	-	-
Bond Expense	430-5500-9330-0000	-	(766)	-	-	-
Total Other Financing Uses		(1,038,453)	604,234	-	-	-
Net Change in Fund Balance		(1,245,197)	405,890	(42,670)	(326,739)	(284,069)
Fund Balance - January 1		1,310,130	64,933	42,670	470,823	
<b>Fund Balance - December 31</b>		<b>\$ 64,933</b>	<b>\$ 470,823</b>	<b>\$ -</b>	<b>\$ 144,084</b>	

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

Project #	PR-16
Project Name	ASC Tennis Court Relocation

Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Infrastructure - Other
Useful Life	25 years	Account Code	430-5500-9154-0000
Project Entry Year	2025	Project Number	2539

Description

ASC Tennis Court relocation due to Ice Center Expansion. The solution at this time is to put lights at Pioneer so Ashwaubenon High School and Parkview Middle School teams can practice longer into the evening and stack the age groups.

Justification

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

Expenditures	2025	Total
Construction/Maintenance	150,000	150,000
Total	150,000	150,000

Funding Sources	2025	Total
Donation	100,000	100,000
Capital Projects Funds - Parks & Recreation	50,000	50,000
Total	150,000	150,000

Budget Impact

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

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

Project # PR-10  
Project Name Ashwaubomay Lake Playground Equipment Replacement

Contact Director of Parks, Recreation & Forestry  
Type Replacement  
Useful Life 25 years  
Project Entry Year 2025  
Department Parks, Recreation & Forestry  
Category Equipment  
Account Code 430-5500-9120-0000  
Project Number 2540

Description  
Play structures in children's beach area.

Justification  
Aging. Install estimated in 2000 (25 years). Becoming cost-prohibitive to repair.

Expenditures	2025	Total
Equipment/Furnishings	50,000	50,000
Total	50,000	50,000

Funding Sources	2025	Total
Capital Projects Funds - Parks & Recreation	50,000	50,000
Total	50,000	50,000

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

Project # PR-66  
Project Name Ashwaubomay Lake Platform Ladder

Contact Director of Parks, Recreation & Forestry  
Type Replacement  
Useful Life 25 years  
Project Entry Year 2025  
Department Parks, Recreation & Forestry  
Category Equipment  
Account Code 430-5500-6211-0000  
Project Number 2541

Description

Ashwaubomay Lake platform ladder replacements.

Justification

Two of the existing ladders on the platform at Ashwaubomay Lake are broken and need to be replaced.

Expenditures	2025	Total
Equipment/Furnishings	20,000	20,000
Total	20,000	20,000

Funding Sources	2025	Total
Capital Projects Funds - Parks & Recreation	20,000	20,000
Total	20,000	20,000

**2025 Budget****Capital Projects Funds****NFL Draft - Fund 470****Department Description**

This fund is used to account for the proceeds and expenditures related to all NFL Draft related activity.

**2025 Objectives**

- Use funds towards the 2025 NFL Draft.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
	465-5100-4000-0000	-	-	-	-	-
Total Revenues		-	-	-	-	-
<b>Expenditures</b>						
Overtime	470-5100-5111-0000	-	-	-	45,000	45,000
Operational Supplies	470-5100-6101-0000	-	19,500	-	50,000	50,000
Training/Conference	470-5100-7100-0000	-	6,182	-	-	-
Contracted Services	470-5100-8100-0000	-	25,000	-	100,000	100,000
Total Expenditures		-	50,682	-	195,000	195,000
Excess of Revenues (under) Expenditures		-	(50,682)	-	(195,000)	(195,000)
<b>Other Financing Sources</b>						
Operating Transfers In	470-5100-4810-0000	-	55,569	-	190,113	190,113
Total Other Financing Uses		-	55,569	-	190,113	190,113
Net Change in Fund Balance		-	4,887	-	(4,887)	(4,887)
Fund Balance - January 1		-	-	-	4,887	
<b>Fund Balance - December 31</b>		<b>\$ -</b>	<b>\$ 4,887</b>	<b>\$ -</b>	<b>\$ -</b>	

**2025 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.

**2024 Accomplishments**

- Lombardi Access Road Reconstruction, Finalized Ashwaubomay River Trail Bridge

**2025 Objectives**

- Finalized Lombardi Access Road corridor, including phragmites removal and restoration.
- Finalize Ashwaubomay River Trail Pathway extension from the pedestrian bridge.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
General Property Taxes	231-5100-4000-0000	6,476,868	7,079,342	7,079,342	7,159,753	80,411
Exempt Computer Aid	231-5100-4121-2332	946,380	946,380	946,380	946,380	-
Personal Property Aid	231-5100-4123-2332	122,754	122,754	122,754	843,551	720,797
Donation	231-5100-4702-0000	75,000	-	-	-	-
Reimbursements	231-5100-4703-0000	-	35,205	-	-	-
Total Revenues		7,621,002	8,183,680	8,148,476	8,949,684	801,208
<b>Expenditures</b>						
Current						
Conservation and development	Multiple	1,798,182	1,605,845	1,400,000	1,830,350	430,350
Capital Outlay	Multiple	2,893,948	1,645,791	-	970,000	970,000
Debt Service						
Interest and fiscal charges	231-5100-9320-2332	4,829	21,568	30,000	3,483	(26,517)
Total Expenditures		4,696,960	3,273,205	1,430,000	2,803,833	1,373,833
Excess of Revenues over Expenditures		2,924,043	4,910,476	6,718,476	6,145,851	(572,625)
<b>Other Financing Sources (Uses)</b>						
Sale of Land	231-5100-4801-2363	188,510	129,100	-	-	-
Proceeds of General Obligation	231-5100-4830-0000	-	1,175,000	-	-	-
Premium on Bond Issue	231-5400-4831-0000	-	53,553	-	-	-
Operating Transfer Out	231-5100-9200-2332	(5,269,028)	(3,210,256)	(3,173,996)	(3,608,154)	(434,158)
Total Other Financing Uses		(5,080,518)	(1,852,603)	(3,173,996)	(3,608,154)	(434,158)
Net Change in Fund Balance		(2,156,475)	3,057,873	3,544,480	2,537,697	(1,006,783)
Fund Balance - January 1		6,156,205	3,999,730	236,933	7,057,603	
<b>Fund Balance - December 31</b>		<b>\$ 3,999,730</b>	<b>\$ 7,057,603</b>	<b>\$ 3,781,413</b>	<b>\$ 9,595,300</b>	

2025 thru 2025

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

Project # PR-09  
Project Name Ashwaubomay River Trail Pathway Extension

Contact Director of Parks, Recreation & Forestry  
Type New  
Useful Life 30 years  
Project Entry Year 2025  
Department Parks, Recreation & Forestry  
Category Infrastructure - Other  
Account Code 231-5500-9154-2381  
Project Number 2542

Description

Extension of trail from proposed bridge through park.

Justification

Village Board approval of planning in 2023. Out for bid July of 2024. Possible build in 2024/2025.

Expenditures	2025	Total
Construction/Maintenance	450,000	450,000
Total	450,000	450,000

Funding Sources	2025	Total
TID #3	450,000	450,000
Total	450,000	450,000



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

Project #	PR-18		
Project Name	Argonne Park Trail and Boardwalk Installation		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	New	Category	Infrastructure - Other
Useful Life	25 years	Account Code	231-5500-9154-2382
Project Entry Year	2025	Project Number	2543

Description

This is phase 2 of trail plan. Crusher dust alongside back of park and boardwalk in the wooded area. Tree removal work for the pathway would be done in winter of 2024/2025.

Justification

Additional trail/walkway for residents and visitors connecting to the Lombardi Access road corridor in the Village.

Expenditures	2025	Total
Construction/Maintenance	80,000	80,000
Total	80,000	80,000
Funding Sources	2025	Total
TID #3	80,000	80,000
Total	80,000	80,000

2025 thru 2025

# Capital Improvement Plan Detail - Parks, Recreation & Forestry

## Ashwaubenon, WI

Project #	PR-11		
Project Name	Ashwaubomay River Trail patches		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Maintenance	Category	Infrastructure - Other
Useful Life	10 years	Account Code	231-5500-9154-2381
Project Entry Year	2025	Project Number	2544

Description

Several sections of the Ashwaubomay River Trail will need to be cut out and patched for safety.

Justification

Safety

Expenditures	2025	Total
Construction/Maintenance	20,000	20,000
Total	20,000	20,000
Funding Sources	2025	Total
TID #3	20,000	20,000
Total	20,000	20,000

**2025 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.

**2024 Accomplishments**

- Begin closure of TID #4.

**2025 Objectives**

- Final Closure of TID #4.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
General Property Taxes	232-5100-4000-0000	1,288,899	1,524,613	1,524,613	1,297,166	(227,447)
Exempt Computer Aid	232-5100-4121-2423	17,750	17,750	17,750	17,750	-
Personal Property Aid	232-5100-4123-2423	76,850	76,850	76,850	182,583	105,733
Miscellaneous	232-5100-4790-0000	20,515	-	-	-	-
Total Revenues		1,404,013	1,619,212	1,619,213	1,497,499	(121,714)
<b>Expenditures</b>						
Current						
General Government	Multiple	19,116	4,487	-	5,150	5,150
Capital Outlay	Multiple	445,063	24,606	50,000	-	(50,000)
Debt Service						
Interest and fiscal charges	232-5100-9320-2423	1,168	1,346	-	158	158
Total Expenditures		465,347	30,439	50,000	5,308	(44,692)
Excess of Revenues over Expenditures		938,666	1,588,773	1,569,213	1,492,191	(77,022)
<b>Other Financing (Uses)</b>						
Operating Transfer Out	232-5100-9200-2423	(679,098)	(311,581)	(3,580,745)	(4,737,867)	(1,157,122)
Net Change in Fund Balance		259,568	1,277,192	(2,011,532)	(3,245,676)	(1,234,144)
Fund Balance - January 1		1,708,915	1,968,483	2,011,532	3,245,676	
<b>Fund Balance - December 31</b>		<b>\$ 1,968,483</b>	<b>\$ 3,245,676</b>	<b>\$ -</b>	<b>\$ -</b>	

**2025 Budget****Capital Projects Funds****Tax Incremental District #5 - Fund 233****Department Description**

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

**2024 Accomplishments**

- Development incentives, mill-pave of village roadway within TID #5, and roof repairs to Rockers baseball stadium.

**2025 Objectives**

- Merge Phase II project will continue with planned completion in 2026.
- Housing development begins at corner of Holmgren Way and Cormier Road with planned completion in 2026.
- Purchase rectangular rapid flashing beacons.

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Revenues</b>						
General Property Taxes	233-5100-4000-0000	922,919	1,106,935	1,106,935	4,420,005	3,313,070
Exempt Computer Aid	233-5100-4121-2500	4,303	4,303	4,303	130,603	126,300
State Aids - Miscellaneous	233-5100-4132-0000	3,370,599	-	-	-	-
Total Revenues		4,457,092	1,286,598	1,111,238	4,550,608	3,439,370
<b>Expenditures</b>						
Current						
Conservation and development	Multiple	4,882,296	1,787,054	100,000	105,300	5,300
Capital Outlay	Multiple	3,934,763	695,175	-	325,000	325,000
Debt Service						
Interest and fiscal charges	233-5100-9320-2500	3,622	52,732	-	4,037	4,037
Total Expenditures		8,820,681	2,534,960	100,000	434,337	334,337
Excess of Revenues over (under) Expenditures		(4,363,589)	(1,248,362)	1,011,238	4,116,271	3,105,033
<b>Other Financing Sources (Uses)</b>						
Proceeds of General Obligation	233-5100-4830-0000	-	1,805,000	-	-	-
Operating Transfer Out	233-5100-9200-2500	(2,519,452)	(2,581,528)	(2,555,866)	(2,623,283)	(67,417)
Total Other Financing Uses		(2,519,452)	(776,528)	(2,555,866)	(2,623,283)	(67,417)
Net Change in Fund Balance		(6,883,041)	(2,024,890)	(1,544,628)	1,492,988	3,037,616
Fund Balance - January 1		1,371,486	(5,511,555)	236,933	(7,536,445)	
<b>Fund Balance - December 31</b>		<b>\$ (5,511,555)</b>	<b>\$ (7,536,445)</b>	<b>\$ (1,307,695)</b>	<b>\$ (6,043,457)</b>	

Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	PW-28
Project Name	Rectangular Rapid Flashing Beacons

Contact	Director of Public Works	Department	Public Works
Type	New	Category	Infrastructure - Other
Useful Life	15 years	Account Code	233-5400-9154-2500
Project Entry Year	2025	Project Number	2545

Description

Rectangular Rapid Flashing Beacons (Marvelle/Holmgren, Bayland Court/Holmgren, Cormier @ EPIC). These Rectangular Rapid Flashing Beacons would be installed mid block in two locations on Holmgren and one location on Cormier. The devices would be solar powered and activated by a push button near the curb ramp.

Justification

Currently there is limited safe pedestrian crossings mid-block on Cormier or Holmgren. There is considerable pedestrian traffic in and around the Capital Credit Union Stadium and the EPIC Event Center. This would allow for pedestrians to safely cross the roadways.

Expenditures	2025	Total
Construction/Maintenance	325,000	325,000
Total	325,000	325,000

Funding Sources	2025	Total
TID #5	325,000	325,000
Total	325,000	325,000



<b>2025 Budget</b>	<b>Enterprise Funds</b>			
	<b>Summary Report</b>			

Account Name	Water Utility	Sewer Utility	Storm Water Utility	Total
<b>Operating Revenues</b>				
Residential Sales	\$ 1,957,042	\$ 2,073,151	\$ 442,500	\$ 4,472,693
Commercial Sales	1,825,373	2,097,653	1,145,708	5,068,734
Industrial Sales	978,113	1,968,506	135,580	3,082,199
Restaurant Sales	302,669	530,212	82,626	915,507
Public Authority Sales	69,934	59,255	218,457	347,646
Private Fire Protection	65,622	-	810	66,432
Public Fire Protection	519,634	-	-	519,634
Forfeited Discounts	15,000	20,134	2,500	37,634
Tower Rentals	325,000	-	-	325,000
Other	230,000	1,000	4,000	235,000
Total Operating Revenues	6,288,387	6,749,911	2,032,181	15,070,479
<b>Operating Expenses</b>				
Source of Supply	3,892,665	-	-	3,892,665
Operation	-	130,465	611,488	741,953
Maintenance	-	355,672	-	355,672
Pumping	83,743	-	-	83,743
Treatment	1,300	6,206,000	-	6,207,300
Transmission & Distribution	632,368	-	-	632,368
Regulatory Compliance	-	-	25,850	25,850
Capital Improvement	-	-	-	-
Accounting & Collecting	134,802	70,914	47,171	252,887
Administration & General	479,841	335,805	371,761	1,187,407
Depreciation	900,000	740,000	175,000	1,815,000
Total Operating Expenses	6,124,719	7,838,856	1,231,270	15,194,845
<b>Operating Income (Loss)</b>	163,668	(1,088,945)	800,911	(124,366)
<b>Nonoperating Revenues (Expenses)</b>				
Interest Revenue	150,000	75,000	75,000	300,000
Miscellaneous NonOperating Revenue	1,000	20,000	-	21,000
Interest Expense	(22,025)	-	-	(22,025)
Gain (Loss) on sale of capital assets	-	-	-	-
Bond Expense	(32,586)	-	(68,650)	(101,236)
Total Nonoperating Revenues (Expenses)	96,389	95,000	6,350	197,739
Income (loss) before Contributions & Transfers	260,057	(993,945)	807,261	73,373
Capital Contributions	50,000	75,000	50,000	175,000
Transfers In	-	-	-	-
Transfers Out	(425,000)	(14,001)	-	(439,001)
<b>Change in Net Position</b>	(114,943)	(932,946)	857,261	(190,628)
<b>Net Position - January 1</b>	21,111,029	11,499,655	11,784,494	44,395,178
<b>Net Position - December 31</b>	\$ 20,996,086	\$ 10,566,709	\$ 12,641,755	\$ 44,204,550



# WATER UTILITY

## Department Manager

Public Works Director

## Department Description

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

## Services Provided

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Public Works Director	0.20	0.20	0.20	0.20
Utility Operations Supervisor	0.45	0.45	0.45	0.45
Utility Foreman	0.70	0.70	0.70	0.70
Utility Lead (2)	1.40	1.40	1.40	1.40
Utility Worker (2)	1.40	1.40	1.40	1.40
Utility Clerk	0.20	0.20	0.20	0.20
GIS Coordinator	0.10	0.10	0.10	0.10
Customer Service Secretary	0.05	0.05	0.05	0.05
Administration	2.14	2.14	2.80	2.80
<b>Total</b>	<b>6.64</b>	<b>6.64</b>	<b>7.30</b>	<b>7.30</b>

### Staffing Notes:

1. Public Works Director is a full 1.0 FTE position allocated to multiple departments.
2. Utility Operations Supervisor is a full 1.0 FTE position covering all utilities.
3. Foreman, Lead, and Worker positions are allocated 70% to the Water Utility and 30% to the Sewer Utility.
4. Utility Clerk is a full 1.0 FTE position allocated to multiple departments.
5. GIS Coordinator is a full 1.0 FTE position allocated to multiple departments.
6. Customer Service Secretary is a full 1.0 FTE position allocated to multiple departments.



7. Administrative employee departments include administration, legal, finance, IT, engineering, building inspection and garage (mechanics).

## **2024 Accomplishments**

- Glory Road Elevated Tower interior repairs and painting, followed by regulatory inspection.
- Took Delivery of new Utility Truck
- Mike Vann Water Pumping Station Cla-Val valves. Rehabbing life expectancy is 7-10 years.
- Reviewed and documented Lead and Galvanized Service Line Inventory per Federal Regulations
- Performed regulatory inspections on the following facilities: Mike Vann Reservior, Fernado Reservior, Argonne Reservior, Shady Reservior
- SCADA Alarm Dialer Replacement

## **2025 Objectives**

- Continue our major residential meter replacement program.
- Continue to provide residents with clean potable water without interruption.
- Planning and Design of the Babcock Standpipe Removal.
- Construction of a Monopole at Babcock Site
- Fernado Well Pump Inspection
- Mike Vann Booster Pump Inspection
- Plan for the removal of the Ridge Road Standpipe

## **2025 Budget Changes**

- Operational Supplies - Purchased Water: Increased \$550,000 due to 17% City of Green Bay water rate increase.
- Operational Supplies - Trans and Distribution: Up \$5,800 to replace Hydrant Exercising Tool.
- Operational Supplies - Standpipe: Reduced \$83,000 as major repairs were completed in 2024.
- Operational Supplies - Meters: Increase \$1,000 for need of additional meter repair parts.
- Accounting Supplies: Removed \$5,000 budget since it is not used.
- Software Maintenance: Increased \$1,000 due to GIS software fee increases.
- Miscellaneous Expense: Increased \$1,000 to purchase miscellaneous tools.
- Contracted Services: Increased \$7,500 to reflect historical trends.
- Accounting and Auditing: Increased \$2,500 from auditor recommendation to reallocate auditing services fees according to actual audit time spent on each entity.
- Engineering Services: Reduced \$10,000 as services are performed by Village staff.
- Vehicle Repairs: Reduced \$1,000 due to newer fleet.
- Building Rental: Increased due to a three percent rental charge increase.
- Property & Liability Insurance: Rates are projected to increase by six percent.
- Workers Comp Insurance: Rates are projected to increase by nine percent.
- The following lines were adjusted to match actual trend: Electric-Pumping, Operational Supplies-Pumping, Operational Supplies-Pumping Maintenance, Operational Supplies-Treatment, Operational Supplies-Hydrants, Postage, Credit Card Fees, Uniforms, Shoe Allowance, and Dues and Subscriptions.

**2025 Budget**
**Enterprise Funds**
**Department: Water Utility - Fund 510**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Operating Revenues</b>						
Metered Sales - Residential	510-5910-4900-0000	1,735,538	1,747,359	1,920,000	1,957,042	37,042
Metered Sales - Commercial	510-5910-4901-0000	1,648,782	1,629,797	1,768,000	1,825,373	57,373
Metered Sales - Industrial	510-5910-4902-0000	890,339	873,315	884,000	978,113	94,113
Metered Sales - Restaurant	510-5910-4903-0000	295,981	270,240	290,000	302,669	12,669
Other Sales - Public Authority	510-5910-4904-0000	101,687	62,441	76,000	69,934	(6,066)
Private Fire Protection	510-5910-4905-0000	58,466	58,591	59,400	65,622	6,222
Public Fire Protection	510-5910-4906-0000	448,658	463,959	476,000	519,634	43,634
Customer Penalty	510-5910-4909-0000	16,629	15,000	15,000	15,000	-
Tower Rentals	510-5910-4910-0000	176,000	325,000	325,000	325,000	-
Other Operating Revenues						
Labor & Service Reimbursements	510-5910-4568-0000	47	46	-	-	-
Rebates	510-5910-4754-0000	39	39	-	-	-
Miscellaneous Operating Income	510-5910-4908-0000	42,897	25,000	50,000	50,000	-
Sales for Resale	510-5910-4914-0000	206,866	175,750	180,000	180,000	-
Total Operating Revenues		5,621,929	5,646,537	6,043,400	6,288,387	244,987
<b>Operating Expenses</b>						
Source of Supply		3,181,108	3,386,436	3,492,642	3,892,665	400,023
Pumping		85,354	85,871	85,593	83,743	(1,850)
Treatment		766	2,151	2,300	1,300	(1,000)
Transmission & Distribution		605,399	565,879	672,896	632,368	(40,528)
Accounting & Collecting		120,735	118,921	131,077	134,802	3,725
Administration & General		424,854	403,459	459,090	479,841	20,751
Depreciation		891,330	900,000	985,000	900,000	(85,000)
Total Operating Expenses		5,309,546	5,462,717	5,828,598	6,124,719	296,121
<b>Operating Income (Loss)</b>		312,383	183,820	214,802	163,668	(102,052)
<b>Nonoperating Revenues (Expenses)</b>						
Checking Account Interest	510-5910-4600-0000	279,252	150,000	150,000	150,000	-
Sale of Equipment	510-5910-4800-0000	1,550	1,550	-	-	-
Other Non-Operating Revenue						
Miscellaneous Non-Operating Income	510-5910-4911-0000	1,072	888	1,000	1,000	-
Interest and Fiscal Charges		(46,663)	(35,338)	(35,338)	(22,025)	13,313
Bond Expense		(32,586)	(32,586)	(32,586)	(32,586)	-
Total Nonoperating Revenues (Expenses)		202,626	84,514	83,076	96,389	13,313
Income (loss) before Contributions & Transfers		515,009	268,334	297,878	260,057	13,313
Capital from Developer	510-5910-4851-0000	35,297	75,000	50,000	50,000	-
Transfers Out		(403,749)	(429,132)	(425,000)	(425,000)	-
<b>Change in Net Position</b>		146,557	(85,798)	(77,122)	(114,943)	(37,821)
<b>Total Net Position, Beginning</b>		21,050,270	21,196,827	20,904,918	21,111,029	206,111
<b>Total Net Position, Ending</b>		<b>\$ 21,196,827</b>	<b>\$ 21,111,029</b>	<b>\$ 20,827,796</b>	<b>\$ 20,996,086</b>	<b>\$ 168,290</b>

**Sources and Uses of Cash Flow**

Cash - Beginning of Year	\$ 4,176,835	\$ 4,770,195	\$ 3,456,037
Plus: Change in Net Position	(85,798)	(77,122)	(114,943)
Plus: Depreciation/Amortization	900,000	985,000	900,000
Less: Debt Repayment	(600,000)	(600,000)	(610,000)
Less: Fixed Assets	(935,000)	(935,000)	(774,500)
Cash - End of Year	\$ 3,456,037	\$ 4,143,073	\$ 2,856,594

**2025 Budget**
**Enterprise Funds**
**Department: Water Utility - Fund 510**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Source Of Supply Expenses</b>						
Labor and Benefits	510-5910-5___-0600	89,909	86,061	92,342	97,465	5,123
Operational Supplies - SOS Purchased Water	510-5910-6101-0602	3,091,073	3,300,000	3,400,000	3,795,000	395,000
Operational Supplies - SOS	510-5910-6101-0603	-	250	-	-	-
Licenses - SOS Operating Supplies	510-5910-6303-0603	125	125	300	200	(100)
Total Source of Supply		3,181,108	3,386,436	3,492,642	3,892,665	405,146
<b>Pumping Expenses</b>						
Labor and Benefits	510-5910-5___-0624	34,277	34,543	32,432	32,392	(40)
Electric - Pumping - Power Purchased	510-5910-8400-0623	44,521	43,328	44,411	43,851	(560)
Operational Supplies - Pumping	510-5910-6101-0626	151	500	750	500	(250)
Operational Supplies - Pumping Maintenance	510-5910-6101-0633	6,404	7,500	8,000	7,000	(1,000)
Total Pumping		85,354	85,871	85,593	83,743	(1,890)
<b>Treatment Expenses</b>						
Operational Supplies - Treatment Chemicals	510-5910-6101-0641	240	350	300	300	-
Operational Supplies - Treatment	510-5910-6101-0643	26	1,300	1,500	500	(1,000)
Operational Supplies - Treatment Maintenance	510-5910-6101-0652	501	501	500	500	-
Total Treatment		766	2,151	2,300	1,300	(1,000)
<b>Transmission &amp; Distribution Expenses</b>						
Labor and Benefits						
Standpipe Maintenance	510-5910-5___-0672	1,734	3,453	3,604	2,694	(910)
Mains Maintenance	510-5910-5___-0673	112,841	134,716	118,909	122,540	3,631
Services Maintenance	510-5910-5___-0675	111,442	105,353	121,494	122,501	1,007
Meters Maintenance	510-5910-5___-0676	112,980	60,449	82,877	112,822	29,945
Hydrants Maintenance	510-5910-5___-0677	20,090	6,908	10,812	17,811	6,999
Operational Supplies - Trans & Dist	510-5910-6101-0665	1,973	2,000	2,200	8,000	5,800
Operational Supplies - T&D Maintenance Standpipe	510-5910-6101-0672	8,481	8,000	103,000	20,000	(83,000)
Operational Supplies - T&D Maintenance Mains	510-5910-6101-0673	133,813	135,000	125,000	125,000	-
Operational Supplies - T&D Maintenance Services	510-5910-6101-0675	56,338	60,000	50,000	50,000	-
Operational Supplies - T&D Maintenance Meters	510-5910-6101-0676	3,774	5,000	5,000	6,000	1,000
Operational Supplies - T&D Maintenance Hydrants	510-5910-6101-0677	22,772	25,000	30,000	25,000	(5,000)
Operational Supplies - T&D Maintenance Misc Plant	510-5910-6101-0678	19,161	20,000	20,000	20,000	-
Total Transmission & Distribution		605,399	565,879	672,896	632,368	144
<b>Accounting &amp; Collecting Expenses</b>						
Labor & Benefits						
Meter Reading	510-5910-5___-0902	20,683	20,008	21,412	22,644	1,232
Accounting & Collections	510-5910-5___-0903	100,052	98,913	104,665	112,158	7,493
Accounting Supplies - Customer Accounts	510-5910-6111-0905	-	-	5,000	-	(5,000)
Total Accounting & Collecting		120,735	118,921	131,077	134,802	12,450
<b>Administrative &amp; General Expenses</b>						
Labor and Benefits	510-5910-5___-0920	130,800	126,586	177,561	188,570	11,009
Office Supplies	510-5910-6100-0921	966	1,113	1,113	1,113	-
Gas & Oil	510-5910-6200-0930	14,973	15,301	15,000	15,000	-
Software Maintenance	510-5910-6213-0923	2,748	2,000	2,000	3,000	1,000
Postage	510-5910-6304-0921	505	1,000	2,000	1,500	(500)
Credit Card Fees	510-5910-6307-0923	11,477	11,500	7,500	11,500	4,000
Uniforms	510-5910-6401-0930	926	1,000	2,000	1,000	(1,000)
Shoe Allowance	510-5910-6402-0930	652	750	1,000	750	(250)
Miscellaneous Expenditures	510-5910-6580-0930	669	1,000	-	1,000	1,000
Training/Conference	510-5910-7100-0930	2,753	3,000	3,000	3,000	-
Dues & Subscriptions	510-5910-7120-0930	350	1,500	1,500	1,000	(500)
Contracted Services	510-5910-8100-0923	109,679	72,500	72,500	80,000	7,500

**2025 Budget**
**Enterprise Funds**
**Department: Water Utility - Fund 510**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
Contracted Services	510-5910-8100-0928	4,436	5,400	5,400	4,500	(900)
Computer Consulting	510-5910-8101-0923	4,522	5,000	5,000	5,000	-
Accounting & Auditing	510-5910-8102-0923	7,193	7,500	7,500	10,000	2,500
Engineering Services	510-5910-8115-0923	11,557	25,000	30,000	20,000	(10,000)
Bank Fees	510-5910-8118-0923	6,576	6,600	6,600	6,600	-
Vehicle Repairs	510-5910-8201-0930	543	3,500	3,500	2,500	(1,000)
Building Rental	510-5910-8206-0931	54,431	54,431	56,416	58,019	1,603
Physical/Psych Exams	510-5910-8300-0930	-	-	100	100	-
Property & Liability Insurance	510-5910-8330-0924	44,794	44,794	45,000	49,724	4,724
Workers Comp Insurance	510-5910-8334-0924	9,441	9,441	9,500	11,065	1,565
Water/Sewer/Storm Water	510-5910-8401-0930	806	762	1,000	1,000	-
Telephone/Pagers	510-5910-8402-0930	965	1,200	1,200	1,200	-
Cell Phone	510-5910-8403-0921	3,093	2,581	2,700	2,700	-
Total Administrative & General		424,854	403,459	459,090	479,841	31,760
<b>Other Operating Expenses</b>						
Depreciation	510-5910-9190-0000	584,141	590,000	660,000	590,000	(70,000)
Depreciation - Contributed	510-5910-9190-0930	307,189	310,000	325,000	310,000	(15,000)
Operating Transfer Out	510-5910-9200-0000	403,749	429,132	425,000	425,000	-
Interest Payments	510-5910-9310-0000	46,188	34,863	34,863	21,550	(13,313)
Fiscal Charges	510-5910-9320-0000	475	475	475	475	-
Bond Expense	510-5910-9330-0000	32,586	32,586	32,586	32,586	-
Total Other Operating		1,374,327	1,397,056	1,477,924	1,379,611	(98,313)
<b>Total Operating Expenses</b>		<b>\$ 5,792,543</b>	<b>\$ 5,959,773</b>	<b>\$ 6,321,522</b>	<b>\$ 6,604,330</b>	<b>\$ 348,297</b>
<b>Fixed Assets - Capital Outlay</b>				<b>\$ 935,000</b>	<b>\$ 774,500</b>	<b>\$ (160,500)</b>

2025 thru 2025

# Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-01		
Project Name	Annual Meter Testing and Rehabilitation		
Contact	Director of Public Works	Department	Water Utility
Type	Maintenance	Category	Water
Useful Life	20 years	Account Code	510-5910-6101-0676
Project Entry Year	2024	Project Number	2546

Description

WDNR-mandated program whereby the Village tests or replaces its water meters based on PSC standards ranging from typical residential water meters of 1" are replaced every 20 years whereas a facility with an 8" water meter is tested yearly (approximately 7,912 meters as of 2023).

Justification

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

Expenditures	2025	Total	Future
Construction/Maintenance	375,000	375,000	1,250,000
Total	375,000	375,000	

Funding Sources	2025	Total	Future
Water Utility Retained Earnings	375,000	375,000	1,250,000
Total	375,000	375,000	

2025 thru 2025

# Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project # WA-26

Project Name Babcock Monopole Installation

Contact	Director of Public Works	Department	Water Utility
Type	New	Category	Equipment
Useful Life	25 years	Account Code	510-5910-1809-0000
Project Entry Year	2025	Project Number	2547

Description

Installation of a 100' Monopole to house the cellular equipment that the Village has existing lease agreements with.

Justification

The current standpipe on Ridge Road has three cell phone providers on it. These lease agreements with the cell phone providers generate considerable revenue. The tower would be paid for within two year of installation.

Expenditures	2025	Total
Construction/Maintenance	200,000	200,000
Planning/Design	45,000	45,000
Total	245,000	245,000

Funding Sources	2025	Total
Water Utility Retained Earnings	245,000	245,000
Total	245,000	245,000

Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-04
Project Name	Babcock Road Standpipe Removal

Contact	Director of Public Works	Department	Water Utility
Type	Maintenance	Category	Water
Useful Life	2 years	Account Code	510-5910-8100-0672
Project Entry Year	2024	Project Number	2548

Description

The current standpipe is not connected to the municipal water system. The tower is in need of painting and major rehabilitation. Staff is recommending to remove structure and build a mono-tower to lease the space back to the cell phone providers.

Justification

This standpipe is not longer in use and a review is being completed with cell companies for potential relocation to mono-tower.

Prior	Expenditures	2025	Total
25,000	Construction/Maintenance	60,000	60,000
Total		60,000	60,000

Prior	Funding Sources	2025	Total
25,000	Water Utility Retained Earnings	60,000	60,000
Total		60,000	60,000

2025 thru 2025

# Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-27		
Project Name	Shady Well House HVAC Replacement		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Buildings
Useful Life	20 years	Account Code	510-5910-1802-0000
Project Entry Year	2025	Project Number	2549

Description

Replace the existing Modine Heaters and all incidental mechanical work.

Justification

The current heaters are 32 years old and are beyond their useful life.

Expenditures	2025	Total
Construction/Maintenance	34,000	34,000
Total	34,000	34,000

Funding Sources	2025	Total
Water Utility Retained Earnings	34,000	34,000
Total	34,000	34,000



2025 thru 2025

# Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-12		
Project Name	Ridge Road Standpipe Rehabilitation (Removal)		
Contact	Director of Public Works	Department	Water Utility
Type	Maintenance	Category	Water
Useful Life	2 years	Account Code	510-5910-8100-0672
Project Entry Year	2024	Project Number	2550

Description

As part of maintaining the Village water system, the elevated storage tanks need continual maintenance. Ridge Road Standpipe has gotten to the age that it will likely need to be removed as rehabilitation is not an option. Staff will work with DNR to see if the is standpipe can be removed from the system.

Justification

This standpipe is not longer in use and a review is being completed with cell companies for potential standpipe abandonment.

Expenditures	2025	Total	Future
Planning/Design	20,000	20,000	60,000
Total	20,000	20,000	
Funding Sources	2025	Total	Future
G.O. Debt (Water)	20,000	20,000	60,000
Total	20,000	20,000	

2025 thru 2025

# Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-11		
Project Name	Mike Vann Booster Station Pump Rehabilitation		
Contact	Director of Public Works	Department	Water Utility
Type	Maintenance	Category	Water
Useful Life	10 years	Account Code	510-5910-8100-0923
Project Entry Year	2024	Project Number	2551

**Description**

The Village's transmission main connection to the Green Bay Water Utility runs through the Mike Vann Station for metering and also has emergency booster pumps to boost system pressure should it be necessary. The booster pumps have a requirement of being tested and inspected every 10 years to maintain operational efficiency.

**Justification**

Last pulled and inspected in 2015, the Mike Vann Station Booster Pumps are scheduled for work in 2025.

Expenditures	2025	Total
Construction/Maintenance	9,000	9,000
Total	9,000	9,000

Funding Sources	2025	Total
Water Utility Retained Earnings	9,000	9,000
Total	9,000	9,000

2025 thru 2025

**Capital Improvement Plan Detail - Water Utility**

Ashwaubenon, WI

Project #	WA-10		
Project Name	Fernando Station #7 Pump Testing		
Contact	Director of Public Works	Department	Water Utility
Type	Maintenance	Category	Water
Useful Life	10 years	Account Code	510-5910-8100-0923
Project Entry Year	2024	Project Number	2552

**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 rehabilitated in 2015 by Municipal Pump and Well, the Fernando Station Well Pump is scheduled for vibration, pumping, and power draw testing 2025.

Expenditures	2025	Total
Construction/Maintenance	3,000	3,000
Total	3,000	3,000

Funding Sources	2025	Total
Water Utility Retained Earnings	3,000	3,000
Total	3,000	3,000

Vehicle Capital Improvement Plan Detail - Water Utility

Ashwaubenon, WI

Project #	WA-23		
Project Name	1/2 Ton Extended Cab 4WD Utility Truck		
Contact	Director of Public Works	Department	Water Utility
Type	Replacement	Category	Vehicles
Useful Life	8 years	Account Code	510-5910-1820-0000 / 530-5930-1820-0000
Project Entry Year	2024	Project Number	2553

Description

This truck would be a 1/2 ton, extended cab, four wheel drive, 8' box work truck. The standard features of this truck would include: AM/FM radio, Air Conditioning, Power Windows, Power Door Locks, and Spray in Bed Liner.

Justification

Replace existing utility truck (2018 Ford F-150, FA #1813). Current truck would be at the end of its useful life and be ready for replacement

Expenditures	2025	Total
Vehicles	57,000	57,000
Total	57,000	57,000

Funding Sources	2025	Total
Sewer Utility Retained Earnings	28,500	28,500
Water Utility Retained Earnings	28,500	28,500
Total	57,000	57,000

Budget Impact

Routine Maintenance

# SEWER UTILITY

## Department Manager

Public Works Director

## Department Description

The Village of Ashwaubenon Sewer Utility is responsible for all operational and maintenance activities involving the sanitary sewer collection system and lift station systems that transport wastewater to the interceptor sewers. 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 Provided

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

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Public Works Director	0.20	0.20	0.20	0.20
Utility Operations Supervisor	0.45	0.45	0.45	0.45
Utility Foreman	0.30	0.30	0.30	0.30
Utility Lead (2)	0.60	0.60	0.60	0.60
Utility Worker (2)	0.60	0.60	0.60	0.60
Utility Clerk	0.20	0.20	0.20	0.20
GIS Coordinator	0.10	0.10	0.10	0.10
Customer Service Secretary	0.05	0.05	0.05	0.05
Administration	1.35	1.35	1.82	1.82
<b>Total</b>	<b>3.85</b>	<b>3.85</b>	<b>4.32</b>	<b>4.32</b>

### Staffing Notes:

1. Public Works Director is a full 1.0 FTE position allocated to multiple departments.
2. Utility Operations Supervisor is a full 1.0 FTE position covering all utilities.
3. Foreman, Lead, and Worker positions are allocated 70% to the Water Utility and 30% to the Sewer Utility.

4. Utility Clerk is a full 1.0 FTE position allocated to multiple departments.
5. GIS Coordinator is a full 1.0 FTE position allocated to multiple departments.
6. Customer Service Secretary is a full 1.0 FTE position allocated to multiple departments.
7. Administrative employee departments include administration, legal, finance, IT, engineering, building inspection and garage (mechanics).

## **2024 Accomplishments**

- Took delivery of Vacuum Truck and Utility Truck.
- Implemented the annual cleaning of our lift station tanks.
- Continued to identify areas of I/I and repair. This is important of a cost saving measure of not paying for treatment of clear ground water.

## **2025 Objectives**

- Implementing the annual cleaning of our lift station tanks.
- Continue to identify areas of I/I and repair. This is important as a cost saving measure of not paying for treatment of clear ground water.
- Replacement Lift Station Pumps and Motors at Globe Street

## **2025 Budget Changes**

- Operational Supplies - O&T Maintenance: Reduced \$500 to match actual trend.
- Vehicle Repairs - O&T Transp: Reduced \$10,000 due to newer fleet.
- Electric - O&T Power: Reduced \$1,374 due to more efficient operations.
- Contracted Services Treatment - Increased \$1,106,000 due to 7% increase in operational charges and 20% increase in Capital Charges from Green Bay Metro Sewerage District.
- Accounting Supplies - Cust Accts: Reduced \$2,300 to match actual trend.
- Office Supplies: Increased \$1,000 to replace supervisor's desk.
- Software Maintenance: Increased \$600 due to higher GIS user account fees.
- Postage: Reduced \$400 to match actual trend.
- Training/Conference: Reduced \$500 to match trend and actual need.
- Dues & Subscriptions: Increased \$250 to match actual trend.
- Computer Consulting: Reduced \$500 to match actual trend.
- Accounting & Auditing: Increased \$2,000 from auditor recommendation to reallocate auditing services fees according to actual audit time spent on each entity.
- Bank Fees: Reduced \$1,000 to match actual trend.
- Investment Fees: Reduced \$500 to match actual trend.
- Building Rental: Increased due to a three percent rental charge increase.
- Property & Liability Insurance: Rates are projected to increase by six percent.
- Workers Comp Insurance: Rates are projected to increase by nine percent.
- Cell Phone: Increased \$1,540 to follow employee handbook.

**2025 Budget**
**Enterprise Funds**
**Department: Sewer Utility - Fund 530**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Operating Revenues</b>						
Metered Sales - Residential	530-5930-4900-0000	1,724,498	1,761,086	1,919,584	2,073,151	153,567
Metered Sales - Commercial	530-5930-4901-0000	1,710,820	1,781,900	1,942,271	2,097,653	155,382
Metered Sales - Industrial	530-5930-4902-0000	1,650,986	1,672,194	1,822,691	1,968,506	145,815
Metered Sales - Restaurant	530-5930-4903-0000	417,278	450,401	490,937	530,212	39,275
Other Sales - Public Authority	530-5930-4904-0000	54,431	50,336	54,866	59,255	4,389
Customer Penalty	530-5930-4909-0000	18,215	20,134	20,134	20,134	-
Miscellaneous Operating Income	530-5930-4908-0000	(228)	1,000	1,000	1,000	-
<b>Total Operating Revenues</b>		<b>5,576,000</b>	<b>5,737,051</b>	<b>6,251,483</b>	<b>6,749,911</b>	<b>498,428</b>
<b>Operating Expenses</b>						
Operation		131,450	122,268	137,216	130,465	(6,751)
Maintenance		352,417	358,533	369,120	355,672	(13,448)
Treatment		5,117,968	5,800,000	5,100,000	6,206,000	1,106,000
Accounting & Collecting		66,322	63,401	68,768	70,914	2,146
Administration & General		279,207	273,535	323,392	335,805	12,413
Depreciation		735,294	735,300	740,000	740,000	-
<b>Total Operating Expenses</b>		<b>6,682,658</b>	<b>7,353,037</b>	<b>6,738,496</b>	<b>7,838,856</b>	<b>1,100,360</b>
<b>Operating Income (Loss)</b>		<b>(1,106,658)</b>	<b>(1,615,986)</b>	<b>(487,013)</b>	<b>(1,088,945)</b>	<b>1,120,559</b>
<b>Nonoperating Revenues (Expenses)</b>						
Interest Income						
Checking Account Interest	530-5930-4600-0000	7,762	8,500	8,500	8,500	-
Investments Interest	530-5930-4601-0000	51,216	60,000	41,500	41,500	-
Investment Realized Gain/Loss	530-5930-4610-0000	96	-	-	-	-
Investment Unrealized Appr/Deprec	530-5930-4611-0000	72,915	25,000	25,000	25,000	-
Miscellaneous Non-Operating Revenues						
Sewer Assessments	530-5930-4204-0000	(3,697)	-	-	-	-
Miscellaneous Non-Operating Income	530-5930-4911-0000	31,921	23,223	20,000	20,000	-
<b>Total Nonoperating Revenues (Expenses)</b>		<b>160,212</b>	<b>116,723</b>	<b>95,000</b>	<b>95,000</b>	<b>-</b>
<b>Income (loss) before Contributions &amp; Transfers</b>		<b>(946,446)</b>	<b>(1,499,263)</b>	<b>(392,013)</b>	<b>(993,945)</b>	<b>-</b>
Capital from Developer	530-5930-4851-0000	57,587	75,000	75,000	75,000	-
Transfers Out		(13,172)	(14,001)	(14,001)	(14,001)	-
<b>Change in Net Position</b>		<b>(902,031)</b>	<b>(1,438,264)</b>	<b>(331,014)</b>	<b>(932,946)</b>	<b>(601,932)</b>
<b>Total Net Position, Beginning</b>		<b>13,839,950</b>	<b>12,937,919</b>	<b>13,228,629</b>	<b>11,499,655</b>	<b>(1,728,974)</b>
<b>Total Net Position, Ending</b>		<b>\$12,937,919</b>	<b>\$11,499,655</b>	<b>\$12,897,615</b>	<b>\$10,566,709</b>	<b>\$ (2,330,906)</b>

**Sources and Uses of Cash Flow**

Cash - Beginning of Year	\$ 3,004,582	\$ 2,925,837	\$ 2,206,618
Plus: Change in Net Position	(1,438,264)	(331,014)	(932,946)
Plus: Depreciation/Amortization	735,300	740,000	740,000
Less: Fixed Assets	(95,000)	(95,000)	(353,500)
Cash - End of Year	\$ 2,206,618	\$ 3,239,823	\$ 1,660,172

<b>2025 Budget</b>	<b>Enterprise Funds</b>
<b>Department: Sewer Utility - Fund 530</b>	

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Operation Expenses</b>						
Labor and Benefits	530-5930-5___-0690	103,781	86,061	92,342	97,465	5,123
Operational Supplies - O&T Maintenance	530-5930-6101-0691	200	1,000	1,500	1,000	(500)
Gas & Oil - O&T - Transp	530-5930-6200-0693	7,773	8,806	9,000	9,000	-
Vehicle Repairs - O&T Transp	530-5930-8201-0693	2,231	7,500	15,000	5,000	(10,000)
Electric - O&T Power	530-5930-8400-0694	17,464	18,901	19,374	18,000	(1,374)
Total Operation		131,450	122,268	137,216	130,465	(1,628)
<b>Maintenance Expenses</b>						
Labor and Benefits						
Collecting System	530-5930-5___-0696	114,017	144,470	142,913	128,262	(14,651)
Lift Station	530-5930-5___-0697	19,181	12,563	23,549	21,101	(2,448)
Meters	530-5930-5___-0698	11,032	-	1,158	4,809	3,651
Operational Supplies - Maint - Collection System	530-5930-6101-0696	147,889	150,000	150,000	150,000	-
Operational Supplies - Maint - Lift Stations	530-5930-6101-0697	46,121	50,000	50,000	50,000	-
Operational Supplies - Maint - Meters	530-5930-6101-0698	14,177	1,500	1,500	1,500	-
Total Maintenance		352,417	358,533	369,120	355,672	(26,896)
<b>Treatment Expenses</b>						
Contracted Services - O&T Sewerage	530-5930-8100-0695	5,117,968	5,800,000	5,100,000	6,206,000	1,106,000
Total Treatment		5,117,968	5,800,000	5,100,000	6,206,000	1,106,000
<b>Accounting &amp; Collecting Expenses</b>						
Labor & Benefits						
Meter Reading	530-5930-5___-0902	21,564	20,008	21,412	22,644	1,232
Accounting & Collections	530-5930-5___-0903	44,758	42,393	44,856	48,070	3,214
Accounting Supplies - Cust Accts	530-5930-6111-0905	-	1,000	2,500	200	(2,300)
Total Accounting & Collecting		66,322	63,401	68,768	70,914	6,592
<b>Administrative &amp; General Expenses</b>						
Labor and Benefits	510-5910-5___-0920	98,309	82,666	128,355	130,327	1,972
Office Supplies	530-5930-6100-0921	1,027	1,000	1,000	2,000	1,000
Software Maintenance	530-5930-6213-0923	1,508	1,000	1,000	1,600	600
Postage	530-5930-6304-0921	96	100	500	100	(400)
Credit Card Fees	530-5930-6307-0923	12,152	12,400	12,400	12,400	-
Uniforms	530-5930-6401-0930	252	1,000	1,000	1,000	-
Shoe Allowance	530-5930-6402-0930	200	1,000	1,000	1,000	-
Training/Conference	530-5930-7100-0930	1,285	1,500	2,000	1,500	(500)
Dues & Subscriptions	530-5930-7120-0930	673	700	500	750	250
Contracted Services	530-5930-8100-0923	37,820	40,000	40,000	40,000	-
Computer Consulting	530-5930-8101-0923	1,938	1,935	2,500	2,000	(500)
Accounting & Auditing	530-5930-8102-0923	2,913	4,000	3,000	5,000	2,000
Engineering Services	530-5930-8115-0923	-	5,000	5,000	5,000	-
Bank Fees	530-5930-8118-0923	314	600	1,500	500	(1,000)
Investment Fees	530-5930-8119-0930	7,944	8,453	9,000	8,500	(500)
Building Rental	530-5930-8206-0931	54,431	54,431	56,416	58,019	1,603
Physical/Psych Exams	530-5930-8300-0930	-	-	100	100	-
Property & Liability Insurance	530-5930-8330-0924	44,794	44,794	45,000	49,724	4,724
Workers Comp Insurance	530-5930-8334-0924	9,441	9,441	9,441	11,065	1,624
Water/Sewer/Storm Water	530-5930-8401-0930	20	20	20	20	-
Telephone/Pagers	530-5930-8402-0930	1,234	1,131	1,200	1,200	-
Cell Phone	530-5930-8403-0921	2,855	2,364	2,460	4,000	1,540
Total Administrative & General		279,207	273,535	323,392	335,805	14,385
<b>Other Operating Expenses</b>						
Depreciation	530-5930-9190-0930	735,294	735,300	740,000	740,000	-
Operating Transfer Out	530-5930-9200-0930	13,172	14,001	14,001	14,001	-
Total Other Operating		748,466	749,301	754,001	754,001	-
<b>Total Operating Expenses</b>		<b>\$6,695,830</b>	<b>\$7,367,038</b>	<b>\$6,752,497</b>	<b>\$7,852,857</b>	<b>\$ 1,098,453</b>

<b>Fixed Assets - Capital Outlay</b>	\$	95,000	\$	353,500	\$	258,500
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2025 thru 2025

# Capital Improvement Plan Detail - Sewer Utility

Ashwaubenon, WI

Project #	SS-08		
Project Name	Lift Station Control Panel Replacement		
Contact	Director of Public Works	Department	Sewer Utility
Type	Replacement	Category	Equipment
Useful Life	15 years	Account Code	530-5930-1825-0000
Project Entry Year	2025	Project Number	2554

Description

Replace the existing Lift Station Control Panels at two Lift Stations.

Justification

Current Control Panels are outdated and not serviceable.

Expenditures		2025	Total
Construction/Maintenance		180,000	180,000
Total		180,000	180,000
Funding Sources		2025	Total
Sewer Utility Retained Earnings		180,000	180,000
Total		180,000	180,000

2025 thru 2025

# Capital Improvement Plan Detail - Sewer Utility

Ashwaubenon, WI

Project #	SS-01		
Project Name	Globe Lift Station Pump Replacement		
Contact	Director of Public Works	Department	Sewer Utility
Type	Replacement	Category	Sanitary
Useful Life	15 years	Account Code	530-5930-1825-0000
Project Entry Year	2024	Project Number	2555

**Description**

Project would include a replacement of the existing lift station pump and motor located at the end of Globe Street. We would also be repainted and insulating of the enclosure.

**Justification**

Current pump is nearly 20 years old. The twin to this pump was replaced in 2022 due to failing. The current hut is also not insulated and is in need of painting.

Expenditures		2025	Total
Equipment/Furnishings		145,000	145,000
Total		145,000	145,000
Funding Sources		2025	Total
Sewer Utility Retained Earnings		145,000	145,000
Total		145,000	145,000

# STORM WATER UTILITY

## Department Manager

Public Works Director

## Department Description

The Storm Water Utility was created in 2012 to fund storm water related activities including: WDNR regulatory compliance (pond construction, Illicit Discharge monitoring), storm sewer maintenance, street sweeping, leaf collection and pond maintenance. All impervious surface properties within the Village contribute to the Storm Water Utility. Impervious surface calculations utilized 2020 Brown County Aerial Mapping and have been updated in 2024 with 2023 mapping. Rates will be adjusted in 2025.

## Services Provided

- Regulatory compliance
- Storm Sewer maintenance and cleaning.
- Street sweeping
- Leaf collection, composting, and storage.
- Storm water management facility maintenance.
- Pond design and construction.
- Stream bank stabilization.
- Flood control.

## Staffing

Positions (FTE)	2022 Actual	2023 Actual	2024 Actual	2025 Budget
Public Works Director	0.20	0.20	0.20	0.20
Village Engineer	0.60	0.60	0.60	0.60
Utility Operations Supervisor	0.10	0.10	0.10	0.10
Public Works Field Operator	1.20	1.20	1.20	1.20
Utility Clerk	0.20	0.20	0.20	0.20
GIS Coordinator	0.10	0.10	0.10	0.10
Customer Service Secretary	0.05	0.05	0.05	0.05
Administration	1.42	1.42	1.94	1.94
<b>Total</b>	<b>3.87</b>	<b>3.87</b>	<b>4.39</b>	<b>4.39</b>

### Staffing Notes:

1. Public Works Director is a full 1.0 FTE position allocated to multiple departments.
2. Village Engineer is a full 1.0 FTE position allocated to multiple departments.
3. Utility Operations Supervisor is a full 1.0 FTE position covering all utilities.
4. Two Public Works Field Operator positions are allocated 60% to the Storm Water Utility and 40% to the General Fund.
5. Utility Clerk is a full 1.0 FTE position allocated to multiple departments.

6. GIS Coordinator is a full 1.0 FTE position allocated to multiple departments.
7. CS Secretary is a full 1.0 FTE position allocated to multiple departments.
8. Administrative employee departments include administration, legal, finance, IT, engineering, building inspection and garage (mechanics).

## **2024 Accomplishments**

- Maintained Village storm sewer system and storm water ponds.
- Complied with WDNR MS4 annual reporting requirements.
- Maintained Village leaf maintenance program.
- Negotiated and purchased property for the future Willard Pond. Applied for grants to offset the costs of the property, design, and construction.
- Took Delivery of the new Street Sweeper and Chipper Truck
- Replaced Timber Lane Culvert

## **2025 Objectives**

- Comply with WDNR MS4 annual reporting.
- Replace twin culverts under Glory Road.
- Identify potential future storm water pond sites.
- Willard Pond Design and Permitting.
- Purchase parcels or team with property owners for future storm water pond sites.
- Update impervious surface calculations and billing.

## **2025 Budget Changes**

- Operational Supplies: Overall reduction of \$4,000 to match actual trend.
- Gas & Oil: Up \$3,000 due to increased leaf collection services.
- Contracted Services - Storm Sewer Cleaning: Increased \$35,000 to implement CIP projects.
- Contracted Services - Leaf Collection - Increased \$27,000 due to change in tracking methods.
- Contracted Services - Spring Meadows Pond: Up \$500 to address existing repair needs.
- Contracted Services - Babcock Pond: Reduced \$2,500 to match actual need.
- Contracted Services - Plymrock Pond: Reduced \$3,000 to match actual need.
- Grass/Leaves Disposal: Decreased \$25,000 due to improved tracking and route methods.
- Engineering Services - Ashland Pond: Reduced \$1,500 to match actual trend.
- Engineering Services - Spring Meadows Pond: Reduced \$500 to match actual trend.
- Engineering Services - Plymrock Pond: Reduced \$1,500 to match actual trend.
- Vehicle Repairs - Storm Sewer Cleaning: Reduced \$3,500 due to newer fleet.
- Vehicle Repairs - Leaf Collection: Reduced \$17,000 due to newer fleet.
- Contracted Services - Regulatory Compliance: Reduced \$2,500 to match actual trend.
- Contracted Services: Increased \$17,000 to implement approved CIP projects.
- Dues & Subscriptions: Increased \$100 for fee changes.
- Office Supplies: Increased \$2,500 for Engineering Technician field supplies.
- Software Maintenance: Increased \$2,100 for additional GIS licenses.
- Postage: Newly created budget of \$1,000 for change in billing mass mailing notice.

**2025 Budget**
**Enterprise Funds**
**Department: Storm Water Utility - Fund 550**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Operating Revenues</b>						
Metered Sales - Residential	550-5950-4900-0000	284,230	295,000	280,000	442,500	162,500
Metered Sales - Commercial	550-5950-4901-0000	759,319	763,805	825,000	1,145,708	320,708
Metered Sales - Industrial	550-5950-4902-0000	89,813	90,387	90,000	135,580	45,580
Metered Sales - Restaurant	550-5950-4903-0000	56,053	55,084	57,000	82,626	25,626
Other Sales - Public Authority	550-5950-4904-0000	142,240	145,638	145,000	218,457	73,457
Private Fire Protection	550-5950-4905-0000	537	540	600	810	210
Miscellaneous Operating Income	550-5950-4908-0000	(80)	-	-	-	-
Customer Penalty	550-5950-4909-0000	2,627	2,500	2,500	2,500	-
Rent	550-5950-4701-0000	3,923	3,923	4,000	4,000	-
Total Operating Revenues		1,338,662	1,356,877	1,404,100	2,032,181	628,081
<b>Operating Expenses</b>						
Operation		730,092	677,182	710,404	611,488	(98,916)
Regulatory Compliance		18,005	63,841	28,500	25,850	(2,650)
Capital Improvement		468	-	10,000	-	(10,000)
Accounting & Collecting		42,371	41,559	44,374	47,171	2,797
Administration & General		165,818	290,895	343,090	371,761	28,671
Depreciation		173,559	174,000	170,000	175,000	5,000
Total Operating Expenses		1,130,314	1,247,477	1,306,368	1,231,270	(75,098)
<b>Operating Income</b>		208,349	109,400	97,732	800,911	26,468
<b>Nonoperating Revenues (Expenses)</b>						
Interest Income	550-5950-4600-0000	142,136	139,894	75,000	75,000	-
Sale of Equipment	550-5950-4800-0000	428	427	-	-	-
State Aids - Miscellaneous	550-5950-4132-0000	120,000	-	-	-	-
Interest and Fiscal Charges	550-5950-9310-0000	-	(39,336)	-	(68,650)	(68,650)
Total Nonoperating Revenues (Expenses)		262,564	100,985	75,000	6,350	(68,650)
Income before Contributions & Transfers		470,913	210,385	172,732	807,261	(68,650)
Capital from Developer	550-5950-4851-0000	99,444	50,000	50,000	50,000	-
<b>Change in Net Position</b>		570,357	260,385	222,732	857,261	634,529
<b>Total Net Position, Beginning</b>		10,953,752	11,524,109	11,503,328	11,784,494	281,166
<b>Total Net Position, Ending</b>		<b>\$ 11,524,109</b>	<b>\$ 11,784,494</b>	<b>\$ 11,726,060</b>	<b>\$ 12,641,755</b>	<b>\$ 915,695</b>

**Sources and Uses of Cash Flow**

Cash - Beginning of Year	\$ 3,696,201	\$ 3,782,285	\$ 3,050,786
Plus: Change in Net Position	260,385	222,732	857,261
Plus: Depreciation/Amortization	174,000	170,000	175,000
Less: Debt Repayment	-	-	(120,000)
Less: Fixed Assets	(1,079,800)	(1,079,800)	(1,490,000)
Cash - End of Year	\$ 3,050,786	\$ 3,095,217	\$ 2,473,047

**2025 Budget**
**Enterprise Funds**
**Department: Storm Water Utility - Fund 550**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Operation Expenses</b>						
Labor and Benefits						
Storm Sewer Cleaning and Repair	550-5950-5__-0802	153,804	145,668	137,353	17,007	(120,346)
Street Sweeping	550-5950-5__-0803	73,197	46,307	59,374	82,422	23,048
Leaf Collection	550-5950-5__-0804	122,824	76,543	94,177	85,059	(9,118)
Maintenance Supplies						
Operational Supplies - O&M Storm Sewer Cleaning	550-5950-6101-0802	17,427	20,000	25,000	20,000	(5,000)
Operational Supplies - O&M Leaf Collection	550-5950-6101-0804	7,498	7,000	7,500	7,500	-
Operational Supplies - Storm Water Facility Mgmt	550-5950-6101-0820	872	-	-	1,000	1,000
Gas & Oil - O&M Bridges & Culverts	550-5950-6200-0801	18,160	12,786	14,500	17,500	3,000
Contracted Services - O&M Storm Sewer Cleaning	550-5950-8100-0802	241,963	236,056	225,000	260,000	35,000
Contracted Services - O&M Leaf Collection	550-5950-8100-0804	-	6,658	5,000	32,000	27,000
Contracted Services - Ashland Pond	550-5950-8100-0810	2,620	2,620	2,000	2,000	-
Contracted Services - Holmgren Pond	550-5950-8100-0811	600	1,000	1,500	1,500	-
Contracted Services - Main Avenue Pond	550-5950-8100-0812	18,462	16,110	5,000	5,000	-
Contracted Services - Spring Meadows Pond	550-5950-8100-0813	-	1,699	2,000	2,000	-
Contracted Services - Glory Pond	550-5950-8100-0814	1,180	6,229	2,500	3,000	500
Contracted Services - Babcock Pond	550-5950-8100-0815	910	1,000	5,000	2,500	(2,500)
Contracted Services - Woods Edge North Pond	550-5950-8100-0816	-	1,500	1,000	1,000	-
Contracted Services - Woods Edge South Pond	550-5950-8100-0817	-	1,400	1,000	1,000	-
Contracted Services - Coronis Pond	550-5950-8100-0818	688	1,000	2,000	2,000	-
Contracted Services - Marhill Pond	550-5950-8100-0819	2,223	4,428	2,000	2,000	-
Contracted Services - Storm Water Facility Mgmt	550-5950-8100-0820	5,654	2,500	2,500	2,500	-
Contracted Services - Plymrock Pond	550-5950-8100-0821	3,998	5,709	5,000	2,000	(3,000)
Grass/Leaves Disposal - O&M Street Sweeping	550-5950-8110-0803	-	5,000	5,000	5,000	-
Grass/Leaves Disposal - O&M Leaf Collection	550-5950-8110-0804	26,138	25,000	30,000	5,000	(25,000)
Engineering Services - Ashland Pond	550-5950-8115-0810	3,064	3,000	4,000	2,500	(1,500)
Engineering Services - Holmgren Pond	550-5950-8115-0811	2,765	1,500	2,500	2,500	-
Engineering Services - Main Avenue Pond	550-5950-8115-0812	561	1,250	2,500	2,500	-
Engineering Services - Spring Meadows Pond	550-5950-8115-0813	-	-	1,000	500	(500)
Engineering Services - Glory Pond	550-5950-8115-0814	-	2,500	2,500	2,500	-
Engineering Services - Babcock Pond	550-5950-8115-0815	-	-	3,000	3,000	-
Engineering Services - Woods Edge North Pond	550-5950-8115-0816	-	-	500	500	-
Engineering Services - Woods Edge South Pond	550-5950-8115-0817	-	-	500	500	-
Engineering Services - Coronis Pond	550-5950-8115-0818	811	750	1,000	1,000	-
Engineering Services - Marhill Pond	550-5950-8115-0819	459	262	1,000	1,000	-
Engineering Services - Plymrock Pond	550-5950-8115-0821	511	1,397	3,000	2,000	(1,000)
Vehicle Repairs - O&M Storm Sewer Cleaning/Repair	550-5950-8201-0802	-	3,750	7,500	4,000	(3,500)
Vehicle Repairs - O&M Street Sweeping	550-5950-8201-0803	10,590	16,560	15,000	15,000	-
Vehicle Repairs - O&M Leaf Collection	550-5950-8201-0804	13,112	20,000	32,000	15,000	(17,000)
Total Operation		730,092	677,182	710,404	611,488	(205,332)
<b>Regulatory Compliance</b>						
Operational Supplies - Regulatory Compliance	550-5950-6101-0840	132	1,000	1,000	750	(250)
Licenses - Regulatory Compliance	550-5950-6303-0840	3,000	3,000	3,000	3,000	-
Dues & Subscriptions - Regulatory Compliance	550-5950-7120-0840	1,875	2,036	2,000	2,100	100
Contracted Services - Regulatory Compliance	550-5950-8100-0840	2,500	17,305	7,500	5,000	(2,500)
Engineering Services - Regulatory Compliance	550-5950-8115-0840	10,498	40,500	15,000	15,000	-
Total Regulatory Compliance		18,005	63,841	28,500	25,850	(2,650)
<b>Capital Improvement</b>						
Contracted Services - CIP Flood/Quality Control	550-5950-8100-0870	468	-	10,000	-	(10,000)
Total Capital Improvement		468	-	10,000	-	(10,000)

**2025 Budget**
**Enterprise Funds**
**Department: Storm Water Utility - Fund 550**

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Accounting &amp; Collecting Expenses</b>						
Labor & Benefits						
Meter Reading	550-5950-5___-0902	20,605	19,993	21,412	22,644	1,232
Accounting & Collections	510-5910-5___-0903	21,766	21,566	22,962	24,527	1,565
Total Accounting & Collecting		42,371	41,559	44,374	47,171	5,594
<b>Administrative &amp; General Expenses</b>						
Labor and Benefits	510-5910-5___-0920	92,679	210,522	268,174	274,283	6,109
Office Supplies	550-5950-6100-0921	832	500	500	3,000	2,500
Software Maintenance	550-5950-6213-0923	593	1,912	750	2,850	2,100
Postage	550-5950-6304-0930	-	-	-	1,000	1,000
Credit Card Fees	550-5950-6307-0923	2,105	2,200	2,200	2,200	-
Training/Conference	550-5950-7100-0930	1,165	1,101	1,200	1,200	-
Contracted Services	550-5950-8100-0923	9,044	8,000	8,000	25,000	17,000
Computer Consulting	550-5950-8101-0920	-	1,310	-	-	-
Accounting & Auditing	550-5950-8102-0923	2,913	3,000	3,000	3,000	-
Bank Fees	550-5950-8118-0923	5,560	5,621	5,700	5,700	-
Building Rental	550-5950-8206-0931	24,057	24,934	24,934	24,934	-
Property & Liability Insurance	550-5950-8330-0924	15,591	19,769	17,000	17,000	-
Workers Comp Insurance	550-5950-8334-0924	8,881	9,405	8,900	8,900	-
Electric	550-5950-8400-0930	372	421	432	394	(38)
Telephone/Pagers	550-5950-8402-0930	156	100	200	200	-
Cell Phone	550-5950-8403-0921	1,870	2,100	2,100	2,100	-
Total Administrative & General		165,818	290,895	343,090	371,761	34,780
<b>Other Operating Expenses</b>						
Depreciation	550-5950-9190-0000	173,559	174,000	170,000	175,000	5,000
Total Other Operating		173,559	213,336	170,000	243,650	78,650
<b>Total Operating Expenses</b>		<b>\$1,130,314</b>	<b>\$1,286,813</b>	<b>\$1,306,368</b>	<b>\$1,299,920</b>	<b>\$ (98,958)</b>
<b>Fixed Assets - Capital Outlay</b>				<b>\$1,079,800</b>	<b>\$1,490,000</b>	<b>\$ 410,200</b>

2025 thru 2025

# Capital Improvement Plan Detail - Storm Water Utility

Ashwaubenon, WI

Project #	SW-02		
Project Name	Kimberly Street Culvert Replacement		
Contact	Village Engineer	Department	Storm Water Utility
Type	Replacement	Category	Stormwater
Useful Life	50 years	Account Code	550-5950-1839-0000
Project Entry Year	2024	Project Number	2556

**Description**

Replace the current culvert in kind and all incidental adjacent infrastructure.

**Justification**

Current culvert is at the end of it service life. There are locations that the culvert is corroded badly and is causing abnormal settlement outside of the roadway.

Expenditures	2025	Total
Construction/Maintenance	650,000	650,000
Planning/Design	40,000	40,000
Total	690,000	690,000

Funding Sources	2025	Total
G.O. Debt (Stormwater)	690,000	690,000
Total	690,000	690,000



2025 thru 2025

# Capital Improvement Plan Detail - Storm Water Utility

Ashwaubenon, WI

Project #	SW-20		
Project Name	Glory Road Culvert Replacement		
Contact	Village Engineer	Department	Storm Water Utility
Type	Replacement	Category	Stormwater
Useful Life	50 years	Account Code	550-5950-1839-0000
Project Entry Year	2025	Project Number	2557

Description

Replace the existing twin corrugated metal 8.3'X12.5' culvert pipe. The pipes would be replaced with a twin cell concrete box culvert.

Justification

The existing culvert has failed and should be replaced before the roadway washes out. There are holes in the side of the pipe and the floor of the pipe is rotted gone.

Expenditures	2025	Total
Construction/Maintenance	575,000	575,000
Planning/Design	75,000	75,000
Total	650,000	650,000

Funding Sources	2025	Total
G.O. Debt (Stormwater)	650,000	650,000
Total	650,000	650,000

Vehicle Capital Improvement Plan Detail - Storm Water Utility  
Ashwaubenon, WI

Project #	SW-14
Project Name	Conversion of S-69 to Leaf Vac

Contact	Director of Public Works	Department	Storm Water Utility
Type	Replacement	Category	Vehicles
Useful Life	10 years	Account Code	550-5950-1820-0000
Project Entry Year	2024	Project Number	2558

Description

Conversion of Garbage Truck S-69 to Leaf Vac.

Justification

Current plow trucks are not able to be upfitted with leaf collection equipment due to safety concerns. Moving forward past garbage trucks will be converted to leaf collection trucks.

Expenditures	2025	Total
Vehicles	150,000	150,000
Total	150,000	150,000

Funding Sources	2025	Total
Stormwater Utility Retained Earnings	150,000	150,000
Total	150,000	150,000



# INTERNAL SERVICE FUNDS



<b>2025 Budget</b>	<b>Internal Service Funds</b>
	<b>Summary Report</b>

Account	Dental Insurance	Health Insurance	Equipment Replacement	Total
<b>Revenues</b>				
Premiums - Employer	\$ 148,453	\$ 2,106,582	\$ -	\$ 2,255,035
Premiums - Employee	16,495	110,873	-	127,368
Premiums - Retiree	2,254	32,572	-	34,826
Stop Loss Reimbursements	-	348,012	-	348,012
Insurance Refunds	-	50,000	-	50,000
Vision Premiums	-	13,250	-	13,250
Equipment Use Charge	-	-	879,994	879,994
Total Revenues	167,202	2,661,289	879,994	3,708,485
<b>Expenditures</b>				
Insurance Expense	150,000	1,571,296	-	1,721,296
Prescription Expense	-	350,000	-	350,000
Insurance Administration	6,191	614,106	-	620,297
Wellness Program	-	11,000	-	11,000
Vision	-	13,250	-	13,250
Depreciation	-	-	879,994	879,994
Total Expenditures	156,191	2,559,652	879,994	3,595,837
Operating Income	11,011	101,637	-	112,648
<b>Nonoperation Revenues</b>				
Gain on Sale of Assets	-	-	75,000	75,000
Change in Net Position	11,011	101,637	75,000	187,648
Net Position - Beginning	132,086	837,519	6,105,900	7,075,505
<b>Net Position - Ending</b>	<b>\$ 143,097</b>	<b>\$ 939,156</b>	<b>\$ 6,180,900</b>	<b>\$ 7,263,153</b>

**2025 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**

Plan Type	2025 Monthly Premium			2025 Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 41.43	\$ 4.60	\$ 46.03	\$ 497.16	\$ 55.20	\$ 552.36
Employee + Spouse	\$ 82.86	\$ 9.21	\$ 92.07	\$ 994.32	\$ 110.52	\$ 1,104.84
Employee + Child(ren)	\$ 101.73	\$ 11.31	\$ 113.04	\$ 1,220.76	\$ 135.72	\$ 1,356.48
Family	\$ 137.33	\$ 15.25	\$ 152.58	\$ 1,647.96	\$ 183.00	\$ 1,830.96

Plan Type	2024 Monthly Premium			2024 Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 40.22	\$ 4.47	\$ 44.69	\$ 482.64	\$ 53.64	\$ 536.28
Employee + Spouse	\$ 80.44	\$ 8.95	\$ 89.39	\$ 965.28	\$ 107.40	\$ 1,072.68
Employee + Child(ren)	\$ 98.77	\$ 10.98	\$ 109.75	\$ 1,185.24	\$ 131.76	\$ 1,317.00
Family	\$ 133.33	\$ 14.81	\$ 148.14	\$ 1,599.96	\$ 177.72	\$ 1,777.68

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Operating Revenues</b>						
Dental Premiums - Employer	600-5100-4573-0000	106,968	147,790	147,790	148,453	663
Dental Premiums - Employee	600-5100-4572-0000	11,536	15,616	16,889	16,495	(394)
Dental Premiums - Retirees	600-5100-4572-0000	2,499	2,993	1,720	2,254	534
Total Operating Revenues		121,003	166,399	166,399	167,202	803
<b>Operating Expenses</b>						
Dental Insurance Claims	600-5100-8307-0000	140,101	143,016	140,000	150,000	10,000
Insurance Administration	600-5100-8301-0000	5,281	5,736	5,736	6,191	455
Total Operating Expenses		145,382	148,752	145,736	156,191	10,455
Change in Net Position		(24,379)	17,647	20,663	11,011	(9,652)
Net Position - Beginning		138,818	114,439	120,635	132,086	
<b>Net Position - Ending</b>		<b>\$ 114,439</b>	<b>\$ 132,086</b>	<b>\$ 141,298</b>	<b>\$ 143,097</b>	

**2025 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**

Plan Type	2025 Monthly Premium			2025 Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 574.56	\$ 30.24	\$ 604.80	\$ 6,894.72	\$ 362.88	\$ 7,257.60
Employee + Child(ren)	\$ 1,149.11	\$ 60.48	\$ 1,209.59	\$ 13,789.32	\$ 725.76	\$ 14,515.08
Employee + Spouse	\$ 1,378.93	\$ 72.58	\$ 1,451.51	\$ 16,547.16	\$ 870.96	\$ 17,418.12
Family	\$ 1,953.49	\$ 102.82	\$ 2,056.31	\$ 23,441.88	\$ 1,233.84	\$ 24,675.72

Plan Type	2024 Monthly Premium			2024 Annual Premium		
	Village	Employee	Total	Village	Employee	Total
Single	\$ 521.69	\$ 27.46	\$ 549.15	\$ 6,260.28	\$ 329.52	\$ 6,589.80
Employee + Child(ren)	\$ 1,043.38	\$ 54.91	\$ 1,098.29	\$ 12,520.56	\$ 658.92	\$ 13,179.48
Employee + Spouse	\$ 1,252.05	\$ 65.90	\$ 1,317.95	\$ 15,024.60	\$ 790.80	\$ 15,815.40
Family	\$ 1,773.74	\$ 93.36	\$ 1,867.10	\$ 21,284.88	\$ 1,120.32	\$ 22,405.20

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Operating Revenues</b>						
Health Ins Premiums - ER	610-5100-4575-0000	1,933,601	2,027,521	2,027,521	2,106,582	79,061
Health Ins Premiums - EE	610-5100-4574-0000	52,867	91,200	106,712	110,873	4,161
Health Ins Premiums - Retirees	610-5100-4574-0000	42,886	31,443	36,297	32,572	(3,725)
Stop Loss Reimbursements	610-5100-4578-0000	158,414	246,272	100,000	348,012	248,012
Vision Insurance Premiums	610-5100-4581-0000	11,641	13,109	11,616	13,250	1,634
Insurance Refunds	610-5100-4751-0000	5,598	6,141	-	-	-
Rebates	610-5100-4753-0000	27,697	33,314	50,000	50,000	-
Total Operating Revenues		2,232,704	2,449,000	2,332,146	2,661,289	329,143
<b>Operating Expenses</b>						
Health Insurance Claims	610-5100-8305-0000	1,171,202	1,356,154	1,283,390	1,571,296	287,906
Prescriptions	610-5100-8310-0000	390,818	306,440	375,000	350,000	(25,000)
Insurance Administration	610-5100-8301-0000	495,305	515,995	542,393	614,106	71,713
Wellness	610-5100-8315-0000	11,523	9,522	11,000	11,000	-
Vision Insurance	610-5100-8320-0000	11,681	13,078	11,616	13,250	1,634
Total Operating Expenses		2,080,529	2,201,189	2,223,399	2,559,652	336,253
Change in Net Position		152,175	247,811	108,747	101,637	(7,110)
Net Position - Beginning		437,533	589,708	503,745	837,519	
Net Position - Ending		\$ 589,708	\$ 837,519	\$ 612,492	\$ 939,156	



## 2025 Budget

## Internal Service Funds Equipment Replacement - Fund 620

### Department Description

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

### 2025 Budgeted Asset Acquisitions

- Public Safety:
  - Police Patrol Cars (3)
  - Ambulance
  - Crime Scene Vehicle
  - CSO Vehicle
- Public Works
  - Articulating Loader
  - Tandum-Axle Dump Trucks (2)
  - Fleet Pick-up Trucks (2)
  - Air Compressor
  - Asphalt Roller
- Parks, Recreation, & Forestry
  - Gang Lawnmower
  - Fleet Pick-up Trucks (2)

Account Description	Account Number	2023 Actual	2024 Forecast	2024 Budget	2025 Budget	Budget Increase / (Decrease)
<b>Operating Revenues</b>						
Equipment Use Charges	620-5100-4595-0000	600,946	926,407	664,071	879,994	215,923
<b>Operating Expenses</b>						
Depreciation - Building Inspection	620-5100-9190-0000	6,724	8,607	6,724	8,607	1,883
Depreciation - Public Safety	620-5200-9190-0000	250,965	317,730	268,517	357,837	89,320
Depreciation - Public Works	620-5400-9190-0000	182,689	358,531	236,996	298,860	61,864
Depreciation - Parks & Rec	620-5500-9190-0000	29,280	103,772	41,523	77,972	36,449
Depreciation - Forestry	620-5600-9190-0000	27,239	39,292	27,197	29,538	2,341
Depreciation - Sanitation	620-5700-9190-0000	104,050	98,475	83,114	107,180	24,066
Total Operating Expenses		600,946	926,407	664,071	879,994	215,923
Operating Income		-	-	-	-	-
<b>Nonoperating Revenues</b>						
Sale of Equipment - General Govt	620-5100-4800-0000	-	3,875	-	-	-
Sale of Equipment - Public Safety	620-5200-4800-0000	9,895	29,195	25,000	25,000	-
Sale of Equipment - Public Works	620-5400-4800-0000	25,278	29,290	25,000	25,000	-
Sale of Equipment - Parks & Rec	620-5500-4800-0000	753	-	-	25,000	25,000
Proceeds of GO Debt - Public Safety	620-5200-4830-0000	-	800,000	-	-	-
GO Debt Premium - Public Safety	620-5200-4831-0000	-	39,989	-	-	-
Proceeds of GO Debt - Public Works	620-5400-4830-0000	-	915,000	-	-	-
GO Debt Premium - Public Works	620-5400-4831-0000	-	45,737	-	-	-
State Aids	620-5100-4130-0000	31,390	-	-	-	-
Insurance Refunds	620-5100-4751-0000	500	-	-	-	-
Total Nonoperating Revenues (Expenses)		67,815	2,021,711	50,000	75,000	25,000
Change in Net Position		67,815	2,021,711	50,000	75,000	25,000
Net Position - Beginning		4,016,374	4,084,189	4,080,959	6,105,900	
<b>Net Position - Ending</b>		<b>\$ 4,084,189</b>	<b>\$ 6,105,900</b>	<b>\$ 4,130,959</b>	<b>\$ 6,180,900</b>	
<b>Net Position</b>						
Net Investment in Capital Assets		3,475,636	4,054,386	3,855,871	5,905,148	
Unrestricted		608,553	2,051,514	275,088	275,752	
<b>Total Net Position</b>		<b>\$ 4,084,189</b>	<b>\$ 6,105,900</b>	<b>\$ 4,130,959</b>	<b>\$ 6,180,900</b>	

Vehicle Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	V-PS-19		
Project Name	Police Patrol - Car #1		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	3 years	Account Code	620-5200-1820-0000
Project Entry Year	2025	Project Number	2559

Description

Replace existing police patrol car #1 (2021 Ford Explorer, FA #2104).

Justification

Patrol vehicles are on a three-year depreciation cycle. This has been done to maintain a good working fleet with lower maintenance costs, have the ability to rotate these vehicle out to other areas of the department (SRO, fire inspections, investigations), and create a higher resale value if sold.

Expenditures	2025	Total
Vehicles	77,000	77,000
Total	77,000	77,000

Funding Sources	2025	Total
Vehicle Replacement Fund	77,000	77,000
Total	77,000	77,000



Vehicle Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	V-PS-20		
Project Name	Police Patrol - Car #3		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	3 years	Account Code	620-5200-1820-0000
Project Entry Year	2025	Project Number	2560

Description

Replace existing police patrol car #3 (2021 Ford Explorer, FA #2105).

Justification

Patrol vehicles are on a three-year depreciation cycle. This has been done to maintain a good working fleet with lower maintenance costs, have the ability to rotate these vehicle out to other areas of the department (SRO, fire inspections, investigations), and create a higher resale value if sold.

Expenditures	2025	Total
Vehicles	77,000	77,000
Total	77,000	77,000

Funding Sources	2025	Total
Vehicle Replacement Fund	77,000	77,000
Total	77,000	77,000

Vehicle Capital Improvement Plan Detail - Public Safety

Ashwaubenon, WI

Project #	V-PS-21		
Project Name	Police Patrol - Car #8		
Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	3 years	Account Code	620-5200-1820-0000
Project Entry Year	2025	Project Number	2561

Description

Replace existing police patrol car #8 (2021 Ford Explorer, FA #2111).

Justification

Patrol vehicles are on a three-year depreciation cycle. This has been done to maintain a good working fleet with lower maintenance costs, have the ability to rotate these vehicle out to other areas of the department (SRO, fire inspections, investigations), and create a higher resale value if sold.

Expenditures	2025	Total
Vehicles	77,000	77,000
Total	77,000	77,000

Funding Sources	2025	Total
Vehicle Replacement Fund	77,000	77,000
Total	77,000	77,000

2025 thru 2025

Vehicle Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI



Project # V-PS-18  
Project Name Ambulance - A311

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	5 years	Account Code	620-5200-1820-0000
Project Entry Year	2025	Project Number	2562

Description

Replacing existing ambulance 311 (2011 Medtec; FA #1009). Projected order placed in fall 2024 with spring 2027 delivery date. Chassis/Box (\$345,000); Radio/MDC (\$16,000); Power Cot/Power Load (\$60,000); Power Stair Chair (\$15,000); Incidental Loose Equip (\$4000). NOTE - Power Cot and Stair Chair to be purchased in 2025.

Justification

Replacing existing ambulance 311 (2011 Medtec; FA #1009). Projected order placed in fall 2024 with spring 2027 delivery date. Chassis/Box (\$345,000); Radio/MDC (\$16,000); Power Cot/Power Load (\$60,000); Power Stair Chair (\$15,000); Incidental Loose Equip (\$4000). NOTE - Power Cot and Stair Chair to be purchased in 2025.

Expenditures	2025	Total	Future
Equipment/Furnishings	75,000	75,000	365,000
Total	75,000	75,000	

Funding Sources	2025	Total	Future
Vehicle Replacement Fund	75,000	75,000	365,000
Total	75,000	75,000	

2025 thru 2025

Vehicle Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI



Project # V-PS-09  
Project Name Crime Scene Vehicle

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	5 years	Account Code	620-5200-1820-0000
Project Entry Year	2024	Project Number	2563

Description

Replace existing Public Safety crime scene vehicle (2006 Ford Van; FA #0601).

Justification

The Crime Scene van is almost 20 years old and is need of replacement. A new smaller van is needed for evidence collection and storage of supplies. Used for a mobile workstation.

Expenditures		2025	Total
Vehicles		65,000	65,000
Total		65,000	65,000

Funding Sources		2025	Total
Vehicle Replacement Fund		65,000	65,000
Total		65,000	65,000

2025 thru 2025

Vehicle Capital Improvement Plan Detail - Public Safety  
Ashwaubenon, WI



Project # V-PS-31  
Project Name CSO Truck

Contact	Chief of Public Safety	Department	Public Safety
Type	Replacement	Category	Vehicles
Useful Life	7 years	Account Code	620-5200-1820-0000
Project Entry Year	2025	Project Number	2564

Description

Replace existing Community Service Officer vehicle (2017 Chevy K1500; FA #1703).

Justification

Vehicle is seven years old as part of our vehicle replacement plan. The maintenance on this vehicle is beginning to be an issue.

Expenditures		2025	Total
Vehicles		60,000	60,000
Total		60,000	60,000

Funding Sources		2025	Total
Vehicle Replacement Fund		60,000	60,000
Total		60,000	60,000

Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-23
Project Name	Large Articulating Loader with Winter Equipment

Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	15 years	Account Code	620-5400-1820-0000
Project Entry Year	2025	Project Number	2565

Description

The loader would be a 45,000 lb articulating loader. This loader will be four wheel drive and have a climate controlled enclosed cab. The loader will be up-fitted with winter equipment which will include a plow and wing set up which will be quick detach.

Justification

Replace Volvo L120D Loader (FA #0107). This loader will be 24 years old in 2025 and is beginning to show signs of engine failure. This is our primary loader for moving and processing material at the Village compost facility.

Expenditures	2025	Total
Vehicles	405,000	405,000
Total	405,000	405,000

Funding Sources	2025	Total
Vehicle Replacement Fund	405,000	405,000
Total	405,000	405,000

Budget Impact

Routine Maintenance

Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-08		
Project Name	Tandem Axle Dump w Winter Equipment (Replace '07)		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	12 years	Account Code	620-5400-1820-0000
Project Entry Year	2024	Project Number	2566

Description

New dump truck would be a 80,000 lb tandem axle plow truck. The truck would be up-fitted with plow, wing, salt spreader, and pre-wet brine system.

Justification

Replace 2007 International 7400 Tandem Axle Dump Truck (FA #2314). The current dump truck is beyond its usable/serviceable life span with various recent failures. This truck will be 18 years old at the time of replacement in 2025, this truck has a frame that has been compromised due to corrosion.

Expenditures	2025	Total
Vehicles	327,000	327,000
Total	327,000	327,000

Funding Sources	2025	Total
Vehicle Replacement Fund	327,000	327,000
Total	327,000	327,000

Budget Impact

Routine Maintenance

Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-09
Project Name	Tandem Axle Dump Truck

Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	15 years	Account Code	620-5400-1820-0000
Project Entry Year	2024	Project Number	2567

Description

New dump truck would be a 80,000 lb tandem axle dump truck with a high lift tailgate. The primary purpose of the truck will be to haul light weigh material whether it is grass/leaves or rubbish. It should be noted that this truck has already been ordered due to the long delivery times.

Justification

Replace 2005 International 4300 Single Axle Short Side Truck (FA #0903). The current truck will be 20 years old and was purchased used. The body of the truck has rusted to the point that it no longer able to be used as orginally designed. There is also various chassis components that has considerable corrosion.

Expenditures	2025	Total
Vehicles	180,000	180,000
Total	180,000	180,000

Funding Sources	2025	Total
Vehicle Replacement Fund	180,000	180,000
Total	180,000	180,000

Budget Impact

Routine Maintenance



Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project # V-PW-11  
Project Name 1/2 Ton Crew Cab 2WD Work Truck

Contact Director of Public Works      Department Public Works  
Type Replacement      Category Vehicles  
Useful Life 10 years      Account Code 620-5400-1820-0000  
Project Entry Year 2024      Project Number 2568

Description

The truck would be a 2 wheel drive crew cab 8' box work truck. The standard features of the truck would include: AM/FM Radio, Air Conditioning, Power Windows, Power Door Locks, Tow Package,and Spray in Bed Liner.

Justification

Replace 2011 Ford F-150 (FA #1104). The current truck will be 14 years old in 2025 and is at the end of its useful life. The body and the chassis of the truck has considerable corrosion.

Expenditures	2025	Total
Vehicles	57,000	57,000
Total	57,000	57,000

Funding Sources	2025	Total
Vehicle Replacement Fund	57,000	57,000
Total	57,000	57,000

Budget Impact

Routine Mainenance

Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-10		
Project Name	1/2 Ton Regular Cab 2WD Work Truck		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	10 years	Account Code	620-5400-1820-0000
Project Entry Year	2024	Project Number	2569

Description

The truck would be a 2 wheel drive regular cab 8' box work truck. The standard features of the truck would include: AM/FM radio, Air Conditioning, Power Windows, Power Door Locks, Tow Package, and Spray in Bed Liner.

Justification

Replace 2004 GMC Sierra 1500 (FA #0403). The current truck will be 21 years old in 2025 and is at the end of its useful life. The body and the chassis of the truck has considerable corrosion.

Expenditures	2025	Total
Vehicles	54,000	54,000
Total	54,000	54,000

Funding Sources	2025	Total
Vehicle Replacement Fund	54,000	54,000
Total	54,000	54,000

Budget Impact

Routine Maintenance

2025 thru 2025

# Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-12		
Project Name	Diesel Powered Trailer Mounted Air Compressor		
Contact	Director of Public Works	Department	Public Works
Type	Replacement	Category	Vehicles
Useful Life	20 years	Account Code	620-5400-1820-0000
Project Entry Year	2024	Project Number	2570

Description

This would be a diesel powered trailer mounted air compressor. The air compressor would have the ability to produce 185 CFM at 100 PSI. The unit is used by both the parks department and the streets department for various activities.

Justification

Replace 1979 Ingersoll Rand P-175-W-D (FA #7801). The current compressor will be 46 years old in 2025 and is very challenging to source parts.

Expenditures	2025	Total
Equipment/Furnishings	42,000	42,000
Total	42,000	42,000

Funding Sources	2025	Total
Vehicle Replacement Fund	42,000	42,000
Total	42,000	42,000

Budget Impact

Routine Maintenance

2025 thru 2025

# Vehicle Capital Improvement Plan Detail - Public Works

Ashwaubenon, WI

Project #	V-PW-24		
Project Name	1 Ton Asphalt Roller		
Contact	Director of Public Works	Department	Public Works
Type	New	Category	Vehicles
Useful Life	15 years	Account Code	620-5400-1820-0000
Project Entry Year	2025	Project Number	2571

Description

The equipment would be a used 1-ton Asphalt Roller with Vibratation Compaction.

Justification

Currently the Village rents this equipment approximately three weeks annually at a rate of \$1,000 per week. Purchase of this roller would be a good long term tool to offset operational costs.

Expenditures	2025	Total
Vehicles	19,000	19,000
Total	19,000	19,000
Funding Sources	2025	Total
Vehicle Replacement Fund	19,000	19,000
Total	19,000	19,000

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

Project #	V-PR-04		
Project Name	Gang lawnmower 5900 - 16 Foot		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	Replacement	Category	Vehicles
Useful Life	10 years	Account Code	620-5500-1820-0000
Project Entry Year	2025	Project Number	2572

Description

Replacing existing lawnmowers (2008 Groundmaster, FA #0802 and 2005 Toro Groundmaster, FA #0501) with a new Toro gang mower 5900. The new mower has a 16-foot span and no cab being requested on the new mower.

Justification

Replacing both FA #0501 and FA #0802 with one new request. The old mowers will be sold after delivery of the new mower. FA #0802 is being used as a "parts" mower to support FA #0501, which has parts that are no longer being supported.

Expenditures	2025	Total
Vehicles	139,487	139,487
Total	139,487	139,487

Funding Sources	2025	Total
Vehicle Replacement Fund	139,487	139,487
Total	139,487	139,487

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

Project #	V-PR-05		
Project Name	Fleet Pick-Up Truck		
Contact	Director of Parks, Recreation & Forestry	Department	Parks, Recreation & Forestry
Type	New	Category	Vehicles
Useful Life	10 years	Account Code	620-5500-1820-0000
Project Entry Year	2025	Project Number	2573

Description

Additional fleet pick-up truck to support the newly created Park Maintenance/Forestry employee that started in April 2024.

Justification

New employee/position to the Parks department, starting April 2024. Employee is currently using and old transferred water truck for transportation. The new vehicle would be used by this new Village position and the old water truck would then be sold upon delivery of the new pick-up truck.

Expenditures	2025	Total
Vehicles	53,000	53,000
Total	53,000	53,000
Funding Sources	2025	Total
Vehicle Replacement Fund	53,000	53,000
Total	53,000	53,000

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

Project # V-PR-03  
Project Name Foreman Pick-Up Truck

Contact Director of Parks, Recreation & Forestry  
Type Replacement  
Useful Life 10 years  
Project Entry Year 2025  
Department Parks, Recreation & Forestry  
Category Vehicles  
Account Code 620-5500-1820-0000  
Project Number 2574

Description

Replace existing foreman pick-up truck (2013 Ford F-250, FA #1304) with a new similar make and model pick up truck.

Justification

Replacing FA #1304 (Foreman's Truck) with a similar make and model due to age. Existing vehicle will be moved down to other workers and the older 1997 Chevy 1500 (FA #9601) will be sold after delivery of the new vehicle.

Expenditures	2025	Total
Vehicles	53,000	53,000
Total	53,000	53,000

Funding Sources	2025	Total
Vehicle Replacement Fund	53,000	53,000
Total	53,000	53,000