



# Proposed 2013 Budget

10/16/2012

**City of West Bend  
Proposed 2013 Budget**

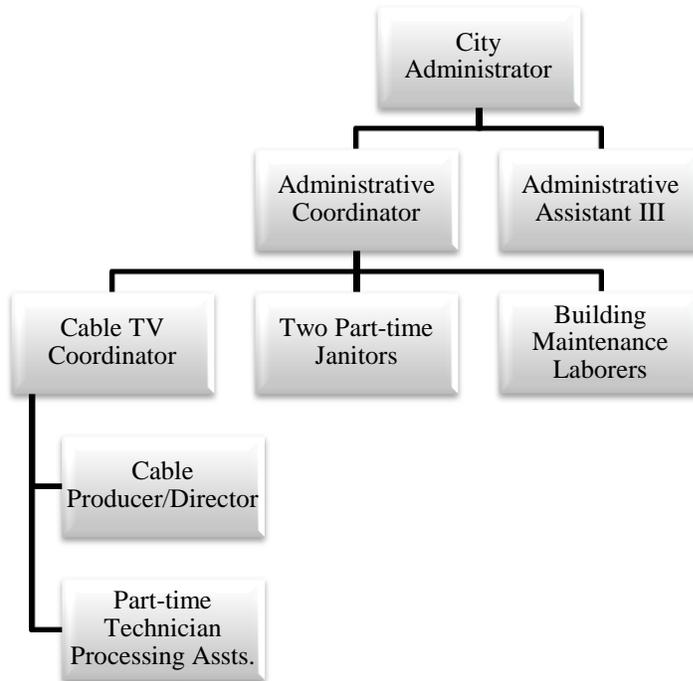
*~ TABLE OF CONTENTS ~*

	<u>Page</u>
Administrator .....	ADM-1 thru ADM-4
Airport.....	AIR-1 thru AIR-6
Assessor .....	ASR-1 thru ASR-5
Attorney .....	ATTY-1 thru ATTY-7
Building Inspection.....	INSP-1 thru INSP-6
City Clerk.....	CLK-1 thru CLK-7
Council.....	COUNCIL-1 thru COUNCIL-3
Community TV .....	CTV-1 thru CTV-8
Economic and Community Development.....	ECD-1 thru ECD-6
Elections.....	ELEC-1 thru ELEC-4
Emergency Government .....	EMGVT-1 thru EMGVT-4
Emergency Communications ~ 911.....	PD-14
Engineering.....	ENG-1 thru ENG-7
Finance.....	FIN-1 thru FIN-10
Debt Service.....	1
Fire Department Administration.....	FDADMIN-1 thru FDADMIN-5
Fire Department Suppression.....	FDSUP-1 thru FDSUP-4
Fire Department Prevention.....	FDPREV-1 thru FDPREV-3
Fire Department Training .....	FDTRAIN-1 thru FDTRAIN-4
Fire Department EMS .....	FDEMS-1 thru FDEMS-4
Fire Department Dispatch.....	FDDSP-1
Fire Department Revenue .....	FDREV-1
Geographic Information Systems .....	GIS-1 thru GIS-5
Human Resources .....	HR-1 thru HR-6
Health Insurance .....	HEALTH-1
Risk Management .....	RSK-1

	<u>Page</u>
Information Systems .....	IS-1 thru IS-8
Library.....	LIB-1 thru LIB-9
Mayor.....	MAYOR-1 thru MAYOR-4
Municipal Buildings.....	BLDG-1 thru BLDG-5
Parks and Recreation Administration .....	PRFADM-1 thru PRFADM-6
Parks and Recreation Swimming.....	PRFSWM-1 thru PRFSWM-3
Parks and Recreation Summer .....	PRFSUM-1 thru PRFSUM-4
Parks and Recreation School Year.....	PRFSCYEAR-1 thru PRFSYEAR-3
Parks and Recreation Public Areas .....	PRFPA-1 thru PRFPA-8
Parks and Recreation Revenue.....	PRFREVEV-1 thru PRFREVEV-4
Forestry .....	PRFFOR-1 thru PRFFOR-2
Lac Lawrann Conservancy .....	PRFLLC-1 thru PRFLLC-4
Police Department.....	PD-1 thru PD-16
Public Works Administration .....	PWADM-1 thru PWADM-5
Public Works Landfill.....	PWLANDFILL-1 thru PWLANDFILL-2
Public Works Recycling .....	PWRECYCLE-1 thru PWRECYCLE-3
Public Works Sanitation .....	PWSAN-1 thru PWSAN-3
Public Works Snow & Ice Control .....	PWSNOW-1 thru PWSNOW-2
Public Works Storm Sewers .....	PWSTRMSWR-1 thru PWSTRMSWR-2
Public Works Street Lighting.....	PWLIGHTS-1 thru PWLIGHTS-2
Public Works Streets Maintenance .....	PWSTRMAIN-1 thru PWSTRMAIN-3
Public Works Streets.....	PWSTR-1 thru PWSTR-3
Public Works Traffic.....	PWTRFC-1 thru PWTRFC-3
Public Works Revenue.....	PWREV-1 thru PWREV-2
Tourism.....	TOURISM-1
University.....	UWWC-1
Vehicle Maintenance .....	VEHMAIN-1 thru VEHMAIN-6
Weights and Measures .....	WGHTSMEAS-1

## GENERAL GOVERNMENT ~ City Administrator

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### MISSION:

The primary mission of the City Administrator's Office is to create a strong, vital community by providing quality, cost-effective municipal services for the benefit of residents and businesses in the city. Furthermore, through the ethical, effective and efficient stewardship of our resources, the City of West Bend will strive to conduct our business and plan our growth in a manner that preserves our community as our home.

- The City Administrator's Office provides management of daily activities of all offices of the City of West Bend by directing, coordinating, and expediting their activities.
- The Office of the City Administrator conducts or directs studies as are necessary to determine the most economical and efficient operation of all departments.
- The City Administrator is responsible to the Mayor and Council for effectuating all actions of the same which require administrative implementation.
- The City Administrator's Office directs and coordinates the preparation of the annual City budget, and makes such reports as the Mayor and Council may require as to the current fiscal status of the budget and reports any variation.
- The City Administrator also serves as the Director of Emergency Government.

**GENERAL GOVERNMENT ~ City Administrator**

**2013 Department Detail Information**

**CITY ADMINISTRATOR ~ Expenditures**

**Account 01.51310**

**50100 SALARIES:**

City Administrator	102,445
Administrative Coordinator	58,790
Admin. Assistant III	44,378
	<u>\$205,613</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	202,602	50,077	14,871	13,274	195	1,082	54,062	3,652	8,075	6,452	50,861
2013	205,613	48,668	15,816	13,976	0	412	54,771	2,983	7,809	7,227	53,952

**50200 FRINGES:**

Fringe benefit rate at 14.03% \$28,848

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	28,060	6,936	2,060	1,838	27	150	7,488	506	1,118	894	7,044
2013	28,848	6,828	2,219	1,961	0	58	7,684	419	1,096	1,014	7,569

**51600 TELEPHONE:**

VoIP	293	Increase in cost/month
Long Distance	34	
Internet	303	Increase in cost/month
Cell Phone	30	
	<u>\$660</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	606	205	40	40	0	0	174	3	33	30	81
2013	660	224	43	43	0	0	190	3	36	33	88

**51700 POSTAGE:**

Postage	15
Mail Service	3
Meter Maintenance	2
	<u>\$20</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	37	13	2	2	0	0	12	0	2	2	5
2013	20	7	1	1	0	0	7	0	1	1	3

**52000 MEMBERSHIPS:**

Chamber of Commerce	200
International City Managers Assoc.	820
	<u>\$1,020</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,020	346	67	67	0	0	294	5	55	51	136
2013	1,020	346	67	67	0	0	294	5	55	51	136

**GENERAL GOVERNMENT ~ City Administrator**

**2013 Department Detail Information**

**CITY ADMINISTRATOR ~ Expenditures**

**52200 SEMINARS AND TRAINING:**

Mid-Moraine Mgrs./Admin. Asst. Mtgs.; Mun. Assn. Mtgs.	0
Misc. One-day Conferences, Lunches, Dinners	40
League/Alliance of Cities Meetings	229
ICMA Conference	0
Mileage	50
	<u>319</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	319	108	21	21	0	0	92	1	17	16	43
2013	319	108	21	21	0	0	92	1	17	16	43

**53500 OFFICE AND OPERATING SUPPLIES:**

Computer Supplies	124
Pens, Legal Pads, Calculator Tapes, etc.	10
Letterhead/Envelopes	70
Copier Rental	200
Paper - Copier and Printer	100
	<u>504</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	504	171	33	33	0	0	145	2	27	25	67
2013	504	171	33	33	0	0	145	2	27	25	67

**54300 GAS AND OIL:**

Fuel for proportionate share of city vehicle= 50 gallons @ 3.95/gal.	198
Proportionate share of vehicle repairs	35
	<u>233</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	230	78	15	15	0	0	67	1	13	11	31
2013	233	79	15	15	0	0	68	1	13	12	31

**GENERAL GOVERNMENT ~ City Administrator**

**2013 Department Detail Information**

**CITY ADMINISTRATOR ~ SUMMARY**

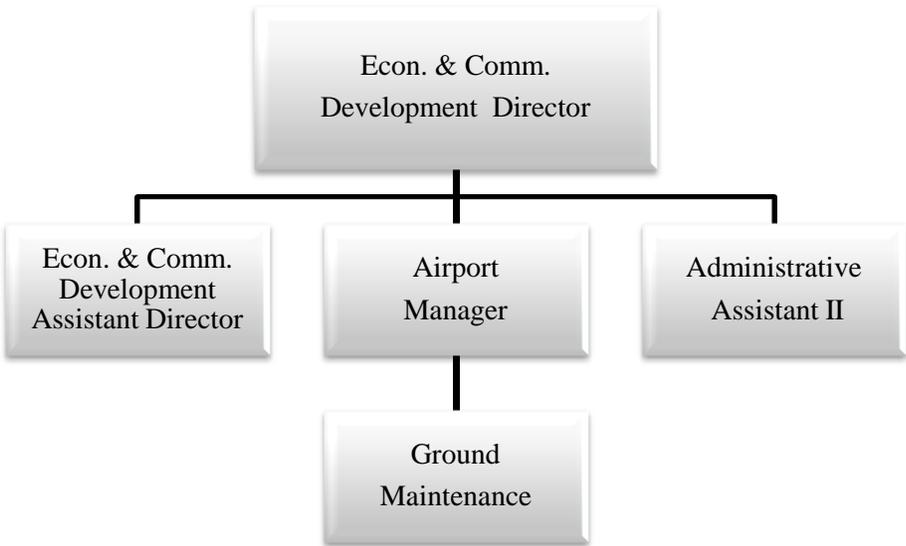
<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$205,613	\$48,668	\$15,816	\$13,976	\$0	\$412	\$54,771	\$2,983	\$7,809	\$7,227	\$53,952
Fringes	\$28,848	\$6,828	\$2,219	\$1,961	\$0	\$58	\$7,684	\$419	\$1,096	\$1,014	\$7,569
Telephone	\$660	\$224	\$43	\$43	\$0	\$0	\$190	\$3	\$36	\$33	\$88
Postage	\$20	\$7	\$1	\$1	\$0	\$0	\$7	\$0	\$1	\$1	\$3
Memberships	\$1,020	\$346	\$67	\$67	\$0	\$0	\$294	\$5	\$55	\$51	\$136
Seminars	\$319	\$108	\$21	\$21	\$0	\$0	\$92	\$1	\$17	\$16	\$43
Supplies	\$504	\$171	\$33	\$33	\$0	\$0	\$145	\$2	\$27	\$25	\$67
Gas & Oil	\$233	\$79	\$15	\$15	\$0	\$0	\$68	\$1	\$13	\$12	\$31
<b>Grand Total</b>	<b>\$237,217</b>	<b>\$56,431</b>	<b>\$18,215</b>	<b>\$16,117</b>	<b>\$0</b>	<b>\$470</b>	<b>\$63,251</b>	<b>\$3,414</b>	<b>\$9,054</b>	<b>\$8,379</b>	<b>\$61,889</b>
<b>Total Sal/FB</b>	<b>\$234,461</b>	<b>\$55,496</b>	<b>\$18,035</b>	<b>\$15,937</b>	<b>\$0</b>	<b>\$470</b>	<b>\$62,455</b>	<b>\$3,402</b>	<b>\$8,905</b>	<b>\$8,241</b>	<b>\$61,521</b>
<b>Total Other Exp.</b>	<b>\$2,756</b>	<b>\$935</b>	<b>\$180</b>	<b>\$179</b>	<b>\$0</b>	<b>\$0</b>	<b>\$796</b>	<b>\$12</b>	<b>\$149</b>	<b>\$138</b>	<b>\$368</b>
<b>Grand Total</b>	<b>\$237,217</b>	<b>\$56,431</b>	<b>\$18,215</b>	<b>\$16,116</b>	<b>\$0</b>	<b>\$470</b>	<b>\$63,252</b>	<b>\$3,414</b>	<b>\$9,054</b>	<b>\$8,379</b>	<b>\$61,889</b>

**PUBLIC WORKS and ENGINEERING ~ AIRPORT**

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The Department of Economic and Community Development manages and operates the West Bend Municipal Airport which serves the area business community and general aviation. The department is guided by an Airport Commission which is comprised of community members familiar with aviation operations. The airport manager oversees day-to-day operations on-site.



**MISSION:**

The mission of the West Bend Municipal Airport is to provide a full service aviation facility for business and general use aircraft.

- Classified by the State of Wisconsin as a large general aviation airport intended to serve corporate jets as well as general aviation aircraft.
- Comprised of two cross-wind runways, the longest being 4500 feet in length and the other 3900 feet.
- Served by a fixed based operator (West Bend Air) to provide general aviation services.
- To the extent practical, have the revenue generated at the airport (hangar leases, fuel flowage taxes, ramp fees, etc.) cover the expenses incurred to operate the facility. (Note: According to Federal Aviation Administration regulations, all airport generated revenues must be spent on airport operations and cannot be reallocated to other functions.)

**PUBLIC WORKS and ENGINEERING ~ AIRPORT**

**2013 Department Detail Information**

**AIRPORT ~ Expenditures**

**Account 01.53510**

**50100 SALARIES:**

Director	10,935	Manager	8,816
City Planner/Operatons Manager	132	Grounds Maintenance	8,593
Administrative Support	2,664		<u>31,140</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	28,842	28,842	0	0	0	0	0	0	0	0	0
2013	31,140	31,140	0	0	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe benefit rate at 14.03% for Director, Operations Manager, Airport Manager and Administrative support.  
Fringe benefit rate at 7.65% for Grounds Maintenance.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,462	3,462	0	0	0	0	0	0	0	0	0
2013	3,821	3,821	0	0	0	0	0	0	0	0	0

**51600 TELEPHONE:**

Prop. share of DECD Phone (increase of \$30)	69
AWOS (average \$ 39.00/mo.)	468
Localizer (average \$44.86/mo.)	540
Internet (WSI Pro & Manager) (\$26.25/mo. thru WB Air)	315
Cell Phone (average \$12.25/mo.)	147
	<u>\$1,539</u>

Based on actual costs.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,365	1,365	0	0	0	0	0	0	0	0	0
2013	1,539	1,539	0	0	0	0	0	0	0	0	0

**51700 POSTAGE:**

Prop. share of DECD Postage	22
Postage	12
Mail Service & Meter Maintenance	9
	<u>\$43</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	49	49	0	0	0	0	0	0	0	0	0
2013	43	43	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS and ENGINEERING ~ AIRPORT**

**2013 Department Detail Information**

**AIRPORT ~ Expenditures**

**52000 MEMBERSHIPS AND DUES:**

Prop. share of DECD Memberships and Publications	71
Wisconsin Airport Management Assoc. (Manager)	75
	\$146

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	142	142	0	0	0	0	0	0	0	0	0
2013	146	146	0	0	0	0	0	0	0	0	0

**52200 SEMINARS AND TRAINING:**

Prop. share of DECD Expenses (increase of \$43)	64
Wisconsin Aviation conference (1) (increase of \$120)	195
Aviation meetings in Madison (BOA)	65
Operations & Land Use conference (BOA)	190
	\$514

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	351	351	0	0	0	0	0	0	0	0	0
2013	514	514	0	0	0	0	0	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Prop. share of DECD Expenses	84
Office/Computer Supplies	76
DNR WPDES Permit/Stormwater fees	130
Grass seed, weed killer, topsoil, etc	250
Paint, tools, misc hardware supplies, etc.	300
Sand/Fertilizer for de-icing	3,000
	\$3,840

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,840	3,840	0	0	0	0	0	0	0	0	0
2013	3,840	3,840	0	0	0	0	0	0	0	0	0

**54300 GAS AND OIL:**

Prop. share of DECD Expenses	30
DIESEL-mower, dump truck, tractor (1380 gals @ \$4.05)	5,589
UNLEADED-truck, Adm car (75 gals @ \$3.85)	289
	\$5,908

Increase based on actual gallons consumed.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,818	4,818	0	0	0	0	0	0	0	0	0
2013	5,908	5,908	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS and ENGINEERING ~ AIRPORT**

**2013 Department Detail Information**

**AIRPORT ~ Expenditures**

**55600 EQUIPMENT MAINTENANCE**

Prop. share of DECD Expenses	46
Vehicle Maintenance (truck, plow truck, tractor)	1,000
Vehicle Maintenance (mower)	1,000
Holland rotary broom	2,000
Maintenance of electrical gates (2)	600
Maintenance of fence & posts (10@ \$200 ea.)	2,000
Maintenance & electrical repair of lights & bulbs	2,000
Windsock/parts	200
Incidentals	100
	<u>\$8,946</u>

Budget based on Holland tractor assuming no further expense, broom pricing at 2011 cost. Normal maintenance on vehicles retained from VM. Fence posts maintenance required for 2013. Lighting being replaced by solar bulbs.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	6,593	6,593	0	0	0	0	0	0	0	0	0
2013	8,946	8,946	0	0	0	0	0	0	0	0	0

**56900 Light and Power**

Localizer	1,720
Vault (runway, taxi runway, street lights, Gate 7)	9,650
Beacon	500
Fence gate (1)	130
Storage hangar	440
	<u>\$12,440</u>

Increase of 3.6% applied to actual yearly costs.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	12,973	12,973	0	0	0	0	0	0	0	0	0
2013	12,440	12,440	0	0	0	0	0	0	0	0	0

**57700 Contractual Services**

Prop. share of DECD Expenses	1,021
Localizer	12,310
Automated Weather Observing System Contract	1,220
Manager's office lease (anticipated rent increase of \$150)	2,550
WSI Pro - Aviation Sentry Weather Briefing System	275
Attorney Contractual Services allocation	96
	<u>\$17,472</u>

Prop. Share of Economic & Community Development additional cost.  
 AWOS: 5-year contract - \$6,100 paid by WDOT, 80% State funded, 20% sponsor funded.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	16,230	16,230	0	0	0	0	0	0	0	0	0
2013	17,472	17,472	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS and ENGINEERING ~ AIRPORT**

**2013 Department Detail Information**

**AIRPORT ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$31,140	\$31,140	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$3,821	\$3,821	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone	\$1,539	\$1,539	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$43	\$43	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships	\$146	\$146	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars	\$514	\$514	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$3,840	\$3,840	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gas & Oil	\$5,908	\$5,908	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equipment Maint	\$8,946	\$8,946	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Light & Power	\$12,440	\$12,440	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual	\$17,472	\$17,472	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$85,809</b>	<b>\$85,809</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$34,961</b>	<b>\$34,961</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$50,848</b>	<b>\$50,848</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$85,809</b>	<b>\$85,809</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC WORKS and ENGINEERING ~ AIRPORT**

**2013 Department Detail Information**

**AIRPORT ~ Revenue**

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Adopted</b>	<b>2013 Proposed</b>
<b>Airport Revenue</b>	\$ 41,602	\$ 39,922	\$ 39,520	\$ 40,397
<b>Rent of Airport Property</b>	\$ 46,339	\$ 47,039	\$ 50,427	\$ 51,207
<b>Total Airport</b>	<b>\$ 87,941</b>	<b>\$ 86,961</b>	<b>\$ 89,947</b>	<b>\$ 91,604</b>

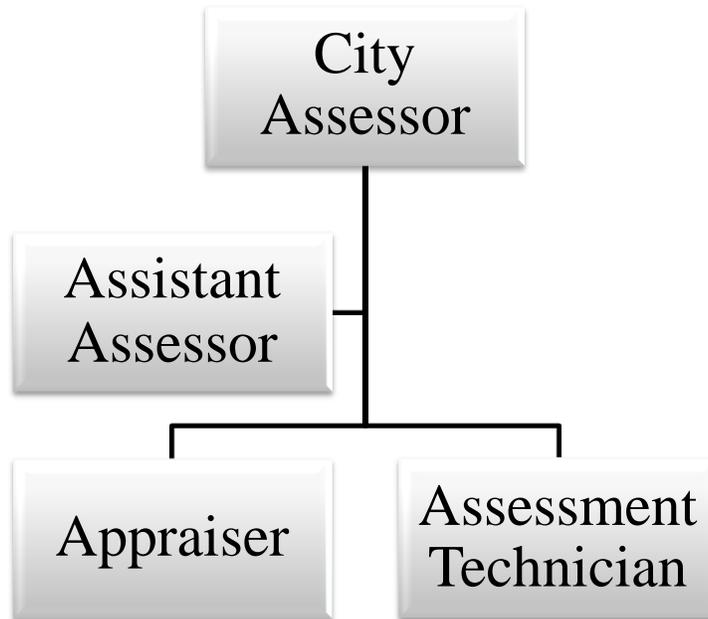
		<b>Adopted Budget 2012</b>	<b>Proposed Revenue 2013</b>
<b>014634.463400 - Airport Revenue</b>			
Hanger Leases <sup>1</sup>	T-hanger .085/sq. ft; Commercial .115/sq. ft.	\$ 32,480	\$ 33,357
Tie-Down Rentals	.40/sq. ft. (\$225.00 ea.)	\$ 100	\$ 100
AV Fuel Tax	.07/gallon	\$ 3,370	\$ 3,370
Jet Fuel Tax	.08/gallon	\$ 2,720	\$ 2,720
Ramp Fees	Light Twins: \$5; Cabin \$7; Overnight \$5	\$ 850	\$ 850
<b>014824.482140 - Rent of Airport Property</b>			
National Guard <sup>2</sup>	Facility charge	\$ 22,789	\$ 22,789
Agricultural Land Rental <sup>3</sup>	35 acres – N. Oak Road	\$ 1,750	\$ 1,750
House Rental	3901 E. Washington Street	\$ 5,100	\$ 5,100
U.S. Cellular <sup>4</sup>	Tower lease & additional rent	\$ 20,788	\$ 21,568

<sup>1</sup> Anticipated increase of .005 - Airport Commission approval needed.

<sup>2</sup> National Guard contract (40-year agreement)

<sup>3</sup> Agricultural Land Rental contract (\$50/acre)

<sup>4</sup> U.S. Cellular contract receives additional annual rent for municipal services



**MISSION:**

The primary mission of the Assessor's Office is to deliver accurate and equitable value with a reputation of integrity. The Assessor's Office functions under the direction of Wisconsin Statutes Chapter 70, WPAM (Wisconsin Property Assessment Manual) and the Department of Revenue; we will meet or exceed the minimum standards established by these entities. Additionally, we strive to educate the property owner in a courteous professional manner, providing clear and concise information representing the current market conditions.

- Performs in-house revaluations on all parcels to maintain fair and equitable assessments reflecting current market conditions.
- The Assessor provides historical and current property data to all inquiries via telephone, in-office requests and general property data available on the City's website.
- Performs physical inspections on recently sold properties, properties that have been issued building permits, requests for review by property owners and reviews of condominium complexes, commercial properties and single family neighborhoods.
- Maintains and provides assessment data to other City departments in support of government required reports.
- Keeps Administrator & Common Council apprised of any issues pertaining to valuation on taxable

**GENERAL GOVERNMENT ~ City Assessor**

**2013 Department Detail Information**

**CITY ASSESSOR ~ Expenditures**

**Account 01.51530**

**50100 SALARIES:**

City Assessor	69,290
Assistant Assessor	56,813
Appraiser	45,874
Assessment Technician	42,090
Admin. Svcs. Director (share)	2,385
	<u>\$216,452</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	214,067	206,030	0	0	0	0	3,868	0	0	0	0
2013	216,452	210,409	0	0	0	0	6,043	0	0	0	0

**50200 FRINGES:**

Fringe benefit rate at 14.03% 30,368

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	29,648	38,136	0	0	0	0	716	0	0	0	0
2013	30,368	29,520	0	0	0	0	848	0	0	0	0

**51600 TELEPHONE:**

VoIP	390
Long Distance	150
Internet	385
	<u>\$925</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	939	922	0	0	0	0	16	0	0	0	0
2013	925	901	0	0	0	0	24	0	0	0	0

**51700 POSTAGE:**

Postage	2,725
	<u>\$2,725</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,611	2,567	0	0	0	0	44	0	0	0	0
2013	2,725	2,485	0	0	0	0	240	0	0	0	0

**GENERAL GOVERNMENT ~ City Assessor**

**2013 Department Detail Information**

**CITY ASSESSOR ~ Expenditures**

**52000 MEMBERSHIPS:**

IAAO (International Association of Assessing Officers)	175
WAAO (Wisconsin Association of Assessing Officers)	200
	<u>\$375</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	375	368	0	0	0	0	7	0	0	0	0
2013	375	365	0	0	0	0	10	0	0	0	0

**52100 PUBLICATIONS:**

Marshall & Swift Commercial Cost Estimator	525
	<u>\$525</u>

*Changes made to allocation to funding sources.*

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	525	516	0	0	0	0	9	0	0	0	0
2013	525	479	0	0	0	0	46	0	0	0	0

**52200 SEMINARS AND TRAINING:**

League of Wisconsin Municipalities-Assessors Institute	1027
WAAO Quarterly Education Sessions	90
	<u>\$1,117</u>

*Changes made to allocation to funding sources.*

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,117	1,098	0	0	0	0	19	0	0	0	0
2013	1,117	1,088	0	0	0	0	29	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Computer Supplies	1000
General Office Supplies	1050
Paper - Copier and Printer	250
	<u>\$2,300</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,579	2,536	0	0	0	0	43	0	0	0	0
2013	2,300	2,097	0	0	0	0	203	0	0	0	0

**GENERAL GOVERNMENT ~ City Assessor**

**2013 Department Detail Information**

**CITY ASSESSOR ~ Expenditures**

**54300 GAS AND OIL:**

Gasoline	250 gallons @ 3.85/gallon	963
CNG	50 units @ 2.00/unit	100
		<u>\$1,063</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,237	1,213	0	0	0	0	23	0	0	0	0
2013	1,063	1,036	0	0	0	0	27	0	0	0	0

**55600 EQUIPMENT MAINTENANCE:**

Vehicle Maintenance	550
Office Equipment Maintenance Fees	225
	<u>\$775</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	775	762	0	0	0	0	13	0	0	0	0
2013	775	755	0	0	0	0	20	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

Washington County AS/400 Support	
AS/400 Usage Time (5hrs @ 150/hr)	750
Annual System Maintenance (Allocated 25% of Total for Assessor)	750
Devnet - Support Agreement (includes Marshall & Swift commercial estimator	9,425
DOR Annual Manufacturing Fee	5,244
	<u>\$16,169</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	18,150	15,404	0	0	0	0	2,534	0	0	0	0
2013	16,169	12,644	0	0	0	0	3,525	0	0	0	0

**59500 ADMIN/SPECIAL PURPOSE:**

Daily Stipend for Board of Review Members (\$40/day/BOR member)	400
	<u>\$400</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	400	393	0	0	0	0	7	0	0	0	0
2013	400	365	0	0	0	0	35	0	0	0	0

**GENERAL GOVERNMENT ~ City Assessor**

**2013 Department Detail Information**

**CITY ASSESSOR ~ SUMMARY**

2013	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	\$216,452	\$210,409	\$0	\$0	\$0	\$0	\$6,043	\$0	\$0	\$0	\$0
Fringes	\$30,368	\$29,520	\$0	\$0	\$0	\$0	\$848	\$0	\$0	\$0	\$0
Telephone	\$925	\$901	\$0	\$0	\$0	\$0	\$24	\$0	\$0	\$0	\$0
Postage	\$2,725	\$2,485	\$0	\$0	\$0	\$0	\$240	\$0	\$0	\$0	\$0
Memberships	\$375	\$365	\$0	\$0	\$0	\$0	\$10	\$0	\$0	\$0	\$0
Publications	\$525	\$479	\$0	\$0	\$0	\$0	\$46	\$0	\$0	\$0	\$0
Seminars	\$1,117	\$1,088	\$0	\$0	\$0	\$0	\$29	\$0	\$0	\$0	\$0
Supplies	\$2,300	\$2,097	\$0	\$0	\$0	\$0	\$203	\$0	\$0	\$0	\$0
Gas & Oil	\$1,063	\$1,036	\$0	\$0	\$0	\$0	\$27	\$0	\$0	\$0	\$0
Equip Maint.	\$775	\$755	\$0	\$0	\$0	\$0	\$20	\$0	\$0	\$0	\$0
Contract Serv.	\$16,169	\$12,644	\$0	\$0	\$0	\$0	\$3,525	\$0	\$0	\$0	\$0
Sp. Purpose	\$400	\$365	\$0	\$0	\$0	\$0	\$35	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$273,194</b>	<b>\$262,144</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,050</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<hr/>											
<b>Total Sal/FB</b>	<b>\$246,820</b>	<b>\$239,929</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,891</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$26,374</b>	<b>\$22,215</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,159</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$273,194</b>	<b>\$262,144</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,050</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**CITY ASSESSOR ~ REVENUES**

	2010 Actual	2011 Actual	2012 Budget	2013 Estimate
014614.461300 Assessor Fees	\$400.00	\$400.00	\$150.00	\$199.00

This account includes revenue for copies, reports and electronic data lists.

**MISSION - ATTORNEY:**

The primary mission of the City Attorney's Office is to provide legal services to the City.

The essential functions that encompass this mission include:

- Assure that proper legal procedures are being followed by City officials and staff.
- Reduce the City's liability in order to minimize or eliminate claims or lawsuits against the City.
- Respond to any legal questions from and provide legal advice/training to City officials and staff.
- Prosecute municipal code violations.
- Draft and review legal documents including ordinances, resolutions, legal opinions, contracts, leases, easements, pleadings and developer's agreements.
- Provide collection services to the City's Finance Department.
- Provide real estate services to the City.
- Represent the City in lawsuits and administrative hearings.
- Assist City Departments in responding to public records requests.

**GENERAL GOVERNMENT ~ Attorney**

**2013 Department Detail Information**

**ATTORNEY ~ Expenditures**

**Account 51310**

Human Resources and Attorney expenses are now separate (See Account 01514302)

**50100 SALARIES:**

	ATTY
Attorney	0
Assistant City Attorney	0
Legal Assistant	5,081
	<u>5,081</u>
	\$5,081

SALARIES	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	163,447	124,234	8,732	4,812	0	0	25,119	0	201	350	0
2013	5,081	3,400	384	208	0	0	1,067	0	8	14	0

**50200 FRINGE:**

Fringe Benefit Rate is: 7.65%

FRINGE	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	21,863	16,688	1,151	635	0	0	3,316	0	27	46	0
2013	389	260	29	16	0	0	81	0	1	1	0

**51600 TELEPHONE:**

		ATTY
VoIP	3 lines	\$6.11 month per line 220
Long Distance		50
Internet	2 Computers	\$16.86 month for 2 202
		<u>472</u>
		\$472

PHONE	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	572	408	43	23	0	0	94	0	3	2	0
2013	472	167	129	34	0	2	111	26	1	1	0

**GENERAL GOVERNMENT ~ Attorney**

**2013 Department Detail Information**

**ATTORNEY ~ Expenditures**

**Account 51310**

**51700 POSTAGE:**

	ATTY
Postage & Flats	280
Mail Service	50
Postage Machine - Rental/Supplies	25
UPS	0
	\$355

POSTAGE	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	355	254	27	16	0	0	55	0	2	2	0
2013	355	126	97	25	0	2	83	20	1	1	0

**52000 MEMBERSHIPS:**

	ATTY
Wisconsin State Bar Dues (\$480/ea)	0
Washington County Bar Association Dues (\$45/ea)	0
International Municipal Lawyers Association	0
	\$0

DUES	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,690	1,321	88	47	0	0	225	0	3	6	0
2013	0	0	0	0	0	0	0	0	0	0	0

**52100 PUBLICATIONS:**

	ATTY
Lexis Nexis	0
League of Municipalities - State of Wisconsin CD	0
State Bar of Wisconsin Reference Books	0
	\$0

PUBLICATIONS	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,200	2,284	242	131	0	0	530	0	5	10	0
2013	0	0	0	0	0	0	0	0	0	0	0

**GENERAL GOVERNMENT ~ Attorney**

**2013 Department Detail Information**

**ATTORNEY ~ Expenditures**

**Account 51310**

**52200 SEMINARS AND TRAINING:**

	ATTY
Municipal Attorney's Institute - includes tuition, lodging & mileage	0
Specialized Seminars	250
	<u>\$250</u>

SEMINARS	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,500	1,071	114	63	0	0	248	0	2	3	0
2013	250	90	68	18	0	1	59	14	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

	ATTY
Stationery, Envelopes and Copy Paper	0
Copier Maintenance and Copies	200
Printer Cartridges	0
Shred-It	60
Miscellaneous Office Supplies (calendars, staples, pens, pencils, post it notes, mailing envelopes, etc.)	0
	<u>\$260</u>

SUPPLIES	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,090	777	82	46	0	0	180	0	2	3	0
2013	260	92	71	19	0	1	60	14	1	0	0

**GENERAL GOVERNMENT ~ Attorney**

**2013 Department Detail Information**

**ATTORNEY ~ Expenditures**

**Account 51310**

**54300 GAS AND OIL:**

	ATTY
Fuel for proportionate share of city vehicle	0
Proportionate share of vehicle repairs	0
	\$0

GAS & OIL	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	119	93	6	3	0	0	16	0	0	0	0
2013	0	0	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

	ATTY
O'Meara Law Office	\$5,564 month
Houseman & Feind LLP	\$4,655 month
	66,768
	55,860
	\$122,628

*Increase in charges from Alpha Terra for additional safety training that hasn't been done recently.*

CONTRACT	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	0	0	0	0	0	0	0	0	0	0	0
2013	122,628	80,544	14,595	4,253	127	708	19,089	2,938	134	154	87

**59500 ADMIN/SPECIAL PURPOSE:**

	ATTY
Small Claims Filing Fees	0
Service of Process	0
Docketing Judgments	0
Witness Fees and Mileage <i>(Included in Contr Servs)</i>	0
State Laboratory of Hygiene	125
Transcripts	125
St. of WI - Dept. of Justice - e TIME Access (\$100/month)	0
	\$250

ADMIN	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,600	2,600	0	0	0	0	0	0	0	0	0
2013	250	250	0	0	0	0	0	0	0	0	0

**GENERAL GOVERNMENT ~ Attorney**

**2013 Department Detail Information**

**ATTORNEY ~ SUMMARY**

2011	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
Salaries	\$5,081	\$3,400	\$384	\$208	\$0	\$0	\$1,067	\$0	\$8	\$14	\$0
Fringes	\$389	\$260	\$29	\$16	\$0	\$0	\$81	\$0	\$1	\$1	\$0
Telephone	\$472	\$167	\$129	\$34	\$0	\$2	\$111	\$26	\$1	\$1	\$0
Postage	\$355	\$126	\$97	\$25	\$0	\$2	\$83	\$20	\$1	\$1	\$0
Memberships	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Publications	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars	\$250	\$90	\$68	\$18	\$0	\$1	\$59	\$14	\$0	\$0	\$0
Supplies	\$260	\$92	\$71	\$19	\$0	\$1	\$60	\$14	\$1	\$0	0
Gas & Oil	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual	\$122,628	\$80,544	\$14,595	\$4,253	\$127	\$708	\$19,089	\$0	\$134	\$154	\$0
Special Purpose	\$250	\$250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$129,685</b>	<b>\$84,929</b>	<b>\$15,373</b>	<b>\$4,573</b>	<b>\$127</b>	<b>\$714</b>	<b>\$20,550</b>	<b>\$74</b>	<b>\$146</b>	<b>\$171</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$5,470</b>	<b>\$3,660</b>	<b>\$413</b>	<b>\$224</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,148</b>	<b>\$0</b>	<b>\$9</b>	<b>\$15</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$124,215</b>	<b>\$81,269</b>	<b>\$14,960</b>	<b>\$4,349</b>	<b>\$127</b>	<b>\$714</b>	<b>\$19,402</b>	<b>\$74</b>	<b>\$137</b>	<b>\$156</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$129,685</b>	<b>\$84,929</b>	<b>\$15,373</b>	<b>\$4,573</b>	<b>\$127</b>	<b>\$714</b>	<b>\$20,550</b>	<b>\$74</b>	<b>\$146</b>	<b>\$171</b>	<b>\$0</b>

**GENERAL GOVERNMENT ~ Attorney**

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**2013 Department Detail Information**

**CITY ATTORNEY ~ Revenue**

Check written to the City from the Mid-Moraine Municipal Court for costs received from defendants.

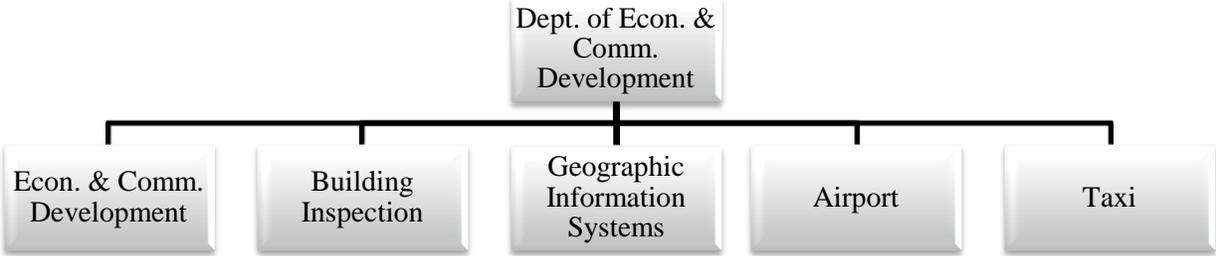
	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted</b>	<b>2012 Proposed</b>
<b>014514.451200 Court Costs/Subpoena Fees</b>	\$2,279.56	\$805.03	\$1,083.84	\$950.00	\$946.00

Copy charges and postage to mail requests for copies of police incident reports and other public records. These charges are paid to the City by the person or entity requesting the records.

	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Adopted</b>	<b>2012 Proposed</b>
<b>014614.461700 Copy/Postage for Police Incident Reports</b>	\$214.70	\$919.68	\$876.59	\$455.00	\$871.00

**PUBLIC SAFETY ~ Building Inspection**

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The Department of Community Development includes the Office of Building Inspection. By integrating Building Inspection with City Planning, project review, permit issuance and final occupancy of building projects is closely coordinated.



**MISSION:**

The mission of the Office of Building Inspection includes the administration and enforcement of health and sanitation, building, plumbing, electrical, and erosion control codes. Enforcement of these ordinances is through the implementation of an inspection program in each phase of building construction. Inspections dealing with sewer hook-ups, footings, foundation, electrical service, framing, rough electrical, plumbing and energy are done prior to occupancy.

- Work closely with homeowners, contractors, architects and developers so that City building and development codes are clearly explained and inspections and complaints are handled in a timely fashion.
- Work as an agent of the State reviewing all plans for compliance for projects where plans are required prior to the issuance of permits.
- Issue building, electrical, plumbing and heating and air conditioning permits for all work in the City.
- Monitor all permits issued and perform inspections as requested and on a follow up basis for those not requested.
- Licenses all Electrical Contractors after meeting State and local requirements.

**PUBLIC SAFETY ~ Building Inspection**

**2013 Department Detail Information**

**BUILDING INSPECTION ~ Expenditures**

**Account 01.52410**

**50100 SALARIES:**

Superintendent	60,670	Office Coordinator	45,151
Plbng/Bldg Insp	52,377	Admin. Asst.	887
Building Insp. Asst.	55,258		<u>\$214,343</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	221,141	219,210	614	224	0	0	1,095	0	0	0	0
2013	214,343	211,730	808	321	0	0	1,484	0	0	0	0

**50200 FRINGES:**

Fringe benefit rate at 14.03%

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	30,628	30,361	85	31	0	0	151	0	0	0	0
2013	30,072	29,706	113	45	0	0	208	0	0	0	0

**51600 TELEPHONE:**

Internet	683
VoIP	390
Long Distance	153
Cell phones	125
	<u>\$1,351</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,539	1,526	4	1	0	0	8	0	0	0	0
2013	1,351	1,340	3	1	0	0	7	0	0	0	0

**51700 POSTAGE:**

Postage	990
Mail Service	140
Meter Maintenance	55
	<u>\$1,185</u>

Meter maintenance increase based on actual cost.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,185	1,175	3	1	0	0	6	0	0	0	0
2013	1,185	1,175	3	1	0	0	6	0	0	0	0

**PUBLIC SAFETY ~ Building Inspection**

**2013 Department Detail Information**

**BUILDING INSPECTION ~ Expenditures**

**52000 MEMBERSHIPS:**

IAEI (International Association of Electrical Inspectors) (2)	204
ICC (International Code Council) (1)	100
Electrical Inspectors of SE Wisconsin Membership (2)	30
Plumbing Inspector of SE Wisconsin Membership (1)	40
Building Inspector of SE Wisconsin Membership (1)	50
	\$424

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	420	416	1	0	0	0	2	0	0	0	0
2013	424	420	1	0	0	0	2	0	0	0	0

**52100 PUBLICATIONS:**

State Building Code-Updated UDC (7 @ \$21. ea)	147
Updated Plumbing Code (6 @ \$32. ea.)	192
Plumbing Code Chapter 145 (3 @ \$6.)	18
	\$357

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,455	1,443	4	1	0	0	7	0	0	0	0
2013	357	354	1	0	0	0	2	0	0	0	0

**52200 SEMINARS AND TRAINING:**

*Manadatory conferences & continuing education to maintain Inspectors qualifications.*  
*Certificate Categories consist of: Commercial - Building, Electric, Plumbing*  
*Master - Electrician, Plumber*  
*UDC - Construction, Electric, Plumbing, HVAC*  
*Certificate Renewals vary each year: Commercial - Building (2), Electric (1)*  
*Master - Electrician (1)*  
*UDC - Construction (3), Electric (2), Plumbing, HVAC (3)*

Plumbing Inspectors Conference	430
Electrical Inspectors Conference	523
Building Inspectors Conference	180
Certification Continuing Education; Chalifoux; 7 Categories	351
Certification Continuing Education; Ehlers; 7 Categories	550
Certification Continuing Education; Soldner; 7 Categories	451
Certification Continuing Education; (Government Adm.)	200
Certification Renewals (Chalifoux, Ehlers, Soldner)	120
	\$2,805

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,225	3,198	8	3	0	0	16	0	0	0	0
2013	2,805	2,781	7	2	0	0	14	0	0	0	0

**PUBLIC SAFETY ~ Building Inspection**

**2013 Department Detail Information**

**BUILDING INSPECTION ~ Expenditures**

**53500 OFFICE AND OPERATING SUPPLIES:**

UDC Seals (used for SF & TF) (20 @ \$30 ea.), Building Permits, Stop Work Orders, Notices, Labels, etc.)	1640
House Frames & Tiles	400
Supplies, Stationery, Toner, etc.	1,450
	<u>\$3,490</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,490	3,455	14	3	0	0	18	0	0	0	0
2013	3,490	3,455	14	3	0	0	18	0	0	0	0

**54200 SMALL TOOLS AND IMPLEMENTS:**

Misc. replacement tools	50
Safety equipment (eye & hearing protection, traffic cones)	50
	<u>\$100</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	60	59	0	0	0	0	0	0	0	0	0
2013	100	99	0	0	0	0	1	0	0	0	0

**54300 GAS AND OIL**

Office vehicles - \$3.85/gallon (approx. 970 gallons)	\$3,727
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	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,169	4,134	11	4	0	0	21	0	0	0	0
2013	3,727	3,695	10	3	0	0	19	0	0	0	0

**55600 EQUIPMENT MAINTENANCE**

Savin 2527 copier maintenance /software upgrade	900
Vehicle Maintenance	1,700
	<u>\$2,600</u>

Copier replacement in near term (purchased in 2003).  
 Additional maintenance required on older vehicles - 2000 Taurus (61,200 miles); 2000 Grand Prix (101,838 miles);  
 2000 Ranger (81,091 miles). Average miles per year: Grand Prix (4,142):Ranger(8,328)

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,800	1,783	6	2	0	0	9	0	0	0	0
2013	2,600	2,575	9	2	0	0	13	0	0	0	0

**PUBLIC SAFETY ~ Building Inspection**

**2013 Department Detail Information**

**BUILDING INSPECTION ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$214,343	\$211,730	\$808	\$321	\$0	\$0	\$1,484	\$0	\$0	\$0	\$0
Fringes	\$30,072	\$29,706	\$154	\$60	0	0	\$278	0	0	0	0
Telephone	\$1,351	\$1,340	\$3	\$1	\$0	\$0	\$7	\$0	\$0	\$0	0
Postage	\$1,185	\$1,175	\$3	\$1	\$0	\$0	\$6	\$0	\$0	\$0	\$0
Memberships	\$424	\$420	\$1	\$0	\$0	\$0	\$2	\$0	\$0	\$0	\$0
Publications	\$357	\$354	\$1	\$0	\$0	\$0	\$2	\$0	\$0	\$0	0
Seminars	\$2,805	\$2,781	\$7	\$2	\$0	\$0	\$14	\$0	\$0	\$0	\$0
Supplies	\$3,490	\$3,455	\$14	\$3	\$0	\$0	\$18	\$0	\$0	\$0	\$0
Small Tools	\$100	\$99	\$0	\$0	\$0	\$0	\$1	\$0	\$0	\$0	\$0
Gas & Oil	\$3,727	\$3,695	\$10	\$3	\$0	\$0	\$19	\$0	\$0	\$0	0
Equipment Mnt	\$2,600	\$2,575	\$9	\$2	\$0	\$0	\$13	\$0	\$0	\$0	0
<b>Grand Total</b>	<b>\$260,454</b>	<b>\$257,330</b>	<b>\$1,010</b>	<b>\$393</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,844</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$244,415</b>	<b>\$241,436</b>	<b>\$962</b>	<b>\$381</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,762</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp</b>	<b>\$16,039</b>	<b>\$15,894</b>	<b>\$48</b>	<b>\$12</b>	<b>\$0</b>	<b>\$0</b>	<b>\$82</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$260,454</b>	<b>\$257,330</b>	<b>\$1,010</b>	<b>\$393</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,844</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC SAFETY ~ Building Inspection**

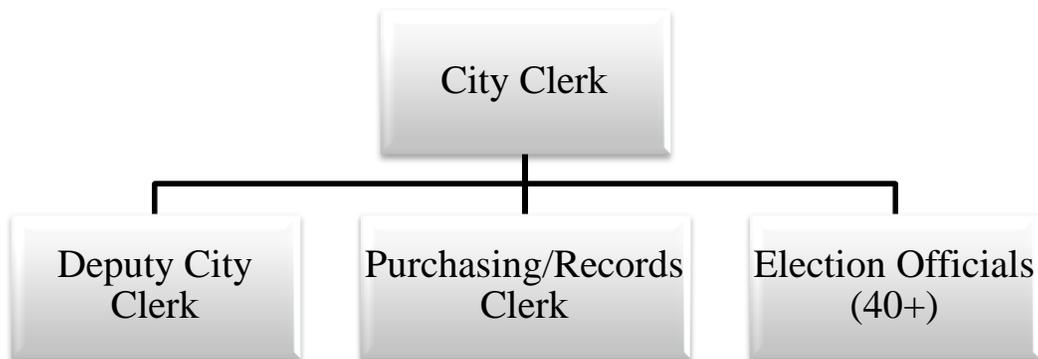
**2013 Department Detail Information**

**BUILDING INSPECTION ~ Revenue**

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Adopted</b>	<b>2013 Proposed</b>
<b>Licenses</b>	\$ 21,195	\$ 25,200	\$ 30,585	\$ 18,150
<b>Building Permits &amp; Inspect Fee</b>	\$ 446,885	\$ 474,890	\$ 554,305	\$ 466,320
<b>Zoning Permits &amp; Fees</b>	\$ 17,600	\$ 17,500	\$ 5,600	\$ 6,200
<b>General Government</b>	\$ 670	\$ 890	\$ 1,150	\$ 1,150
<b>Total Building Inspection</b>	<b>\$ 486,350</b>	<b>\$ 518,480</b>	<b>\$ 591,640</b>	<b>\$ 491,820</b>

	<b>Adopted Budget 2012</b>	<b>Proposed Revenue 2013</b>
<b>Account 014414 ~ Licenses</b>		
014444.444200 ~ Sign Permits	\$ 22,500	\$ 18,150
014414.441240 ~ Elec Contractors	\$ 8,085	\$ -
<b>Account 014434 ~ Bldg Permits &amp; Inspect Fees</b>		
443100 ~ Building	\$ 228,470	\$ 183,000
443200 ~ Electrical & Ind Plant Cert	\$ 105,145	\$ 85,000
443300 ~ Plumbing	\$ 70,370	\$ 70,000
443400 ~ State Building	\$ 440	\$ 720
443500 ~ Erosion Control	\$ 2,800	\$ 3,600
443600 ~ Occupancy	\$ 19,860	\$ 18,000
443700 ~ Heating	\$ 85,740	\$ 77,000
443800 ~ Moving	\$ -	
443900 ~ Insp. Plan Examination	\$ 41,480	\$ 29,000
<b>Account 014444 ~ Zoning Permits &amp; Fees</b>		
Conditional Use - Major	\$ -	
Conditional Use - Other	\$ -	
Conditional Use - Annual	\$ -	
Zoning Permit	\$ 5,600	\$ 6,200
Zoning Verification	\$ -	
Zoning Variance	\$ -	
Zoning Admendment	\$ -	
Floodplain Determination	\$ -	
<b>Account 014614 ~ General Government</b>		
461500 ~ Copies/House # & Frames	\$ 1,150	\$ 1,150

Note: Local Electric licenses will be State issued as of April 2013.  
 Erosion control E110 1 & 2 Family only - formerly DCD & Inspection.  
 Zoning revenue collected by Inspection is for Bldg/Fences/Driveways.  
 All other zoning categories are collected by Urban Development and are reflected in their budget.



**MISSION:**

The primary mission of the City Clerk's Office is to serve the public. The City Clerk's Office mission is also to provide citizens with statutorily run elections, access to public records, various licensing activities, statutory purchasing policies and legislative support.

- Perform all duties as prescribed by Wisconsin Statutes §62.09(11), including but not exclusive to: issuing licenses and permits, administering all City of West Bend elections, maintaining all papers and records of the City, attending all meetings of the Common Council and keeping records of the proceedings, and assisting in the budget procedure.
- Responsible for purchasing, administering all oaths of office, and is the keeper of the City seal.
- Responsible for the daily processing of incoming and outgoing mail.
- The main switchboard for City Hall.
- The Administrator for the Annual Board of Review.
- The Clerk is a member of the UW Board of Commissioners.
- Attend and take minutes for other committees.

**GENERAL GOVERNMENT ~ City Clerk**

**2013 Department Detail Information**

**CITY CLERK ~ Expenditures**

**Account 01.51420**

**50100 SALARIES:**

City Clerk	61,891
Purch/Rec Clerk	37,859
Deputy	45,550
Admin. Svcs. Dir. (share)	1,778
	<u>\$147,078</u>

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	145,300	92,764	7,645	7,185	3,647	1,318	29,819	2,419	240	263	0
2013	147,078	93,899	7,738	7,272	3,692	1,334	30,185	2,449	243	266	0

**50200 FRINGES:**

Fringe benefit rate at 14.03% \$20,635

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	20,124	12,848	1,059	995	505	183	4,130	335	33	36	0
2013	20,635	13,174	1,086	1,020	518	187	4,235	344	34	37	0

**51600 TELEPHONES:**

VoIP phones	\$352	Increased based on actual costs
Long Distance	\$35	Increased based on actual costs
Internet	\$470	Increased based on actual costs
	<u>\$857</u>	

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	578	369	30	28	15	5	119	10	1	1	0
2013	857	547	45	42	22	8	176	14	1	2	0

**51700 POSTAGE:**

Postage	\$743	Increased based on actual costs
Mail Service	\$167	
Meter Maintenance	\$35	
	<u>\$945</u>	

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	773	494	40	38	19	7	159	13	1	1	0
2013	945	603	49	46	24	9	194	16	2	2	0

**GENERAL GOVERNMENT ~ City Clerk**

**2013 Department Detail Information**

**CITY CLERK ~ Expenditures**

**52000 MEMBERSHIPS AND DUES:**

WI Municipal Clerk's Association	\$120
VALUE Purchasing Group	\$25
	<u>\$145</u>

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	145	93	8	7	4	1	30	2	0	0	0
2013	145	93	8	7	4	1	30	2	0	0	0

**52100 PUBLICATIONS:**

Daily News	\$90
	<u>\$90</u>

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	90	57	5	4	2	1	19	2	0	0	0
2013	90	57	5	4	2	1	19	2	0	0	0

**52200 SEMINARS AND TRAINING:**

District Clerk's Meetings	\$150
Municipal Clerk's State Conference	\$250
Mileage for Seminars	\$150
	<u>\$550</u>

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	650	415	34	32	16	6	134	11	1	1	0
2013	550	351	29	27	14	5	113	9	1	1	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Misc. Office/Computer Supplies	\$700
License Labels & ID Laminates	\$300
	<u>\$1,000</u>

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	1,100	811	42	39	20	7	165	13	1	1	0
2013	1,000	747	36	34	18	6	144	12	1	1	0

Note: Licensing Supplies are not allocated. This was corrected for 2012 budget

**GENERAL GOVERNMENT ~ City Clerk**

**2013 Department Detail Information**

**CITY CLERK ~ Expenditures**

**55600 EQUIPMENT MAINTENANCE:**

Misc. Equipment maintenance	\$100
Copier Maintenance	\$500
Licensing Software Maintenance	\$400
	<u>\$1,000</u>

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	1,000	783	31	29	15	6	123	10	1	1	0
2013	1,000	783	31	29	15	6	123	10	1	1	0

Note: Licensing Software is not allocated

**57700 CONTRACTUAL SERVICES:**

Record Check fee for Oper. Licenses	\$2,800	Increased charges from State
Publications in Daily News	\$4,000	Increased due to length of minutes
Recording Fees	\$467	
	<u>\$7,267</u>	

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	6,267	4,390	358	296	31	53	1,073	0	27	38	0
2013	7,267	4,849	462	381	40	69	1,383	0	35	49	0

Note: Record Checks are not allocated

**GENERAL GOVERNMENT ~ City Clerk**

**2013 Department Detail Information**

**CITY CLERK ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	147,078	93,899	7,738	7,272	3,692	1,334	30,185	0	243	266	0
Fringes	20,635	13,174	1,086	1,020	518	187	4,235	344	34	37	0
Telephone	857	547	45	42	22	8	176	14	1	2	0
Postage	945	603	49	46	24	9	194	16	2	2	0
Memberships	145	93	8	7	4	1	30	2	0	0	0
Publications	90	57	5	4	2	1	19	2	0	0	0
Seminars	550	351	29	27	14	5	113	9	1	1	0
Supplies	1,000	747	36	34	18	6	144	12	1	1	0
Equip. Main.	1,000	783	31	29	15	6	123	10	1	1	0
Cont. Services	7,267	4,849	462	381	40	69	1,383	0	35	49	0
<b>Grand Total</b>	<b>179,567</b>	<b>115,103</b>	<b>9,489</b>	<b>8,862</b>	<b>4,349</b>	<b>1,626</b>	<b>36,602</b>	<b>409</b>	<b>318</b>	<b>359</b>	<b>0</b>
Total Sal/FB	167,713	107,073	8,824	8,292	4,210	0	34,420	0	277	303	0
Total Other Exp.	11,854	8,030	665	570	139	0	2,182	0	41	56	0
<b>Grand Total</b>	<b>179,567</b>	<b>115,103</b>	<b>9,489</b>	<b>8,862</b>	<b>4,349</b>	<b>0</b>	<b>36,602</b>	<b>0</b>	<b>318</b>	<b>359</b>	<b>0</b>

2013 Department Detail Information

CITY CLERK ~ Revenue

	2009 Actual	2010 Actual	2011 Actual	2012 Adopted	2013 Request
014414.441100 Liquor and Malt Beverage	37,960	39,830	42,106	39,830	\$42,100
014414.441200 Operator License	31,075	21,910	31,110	24,695	\$28,775
014414.441210 Weights & Measures	18,443	15,915	12,615	15,915	\$15,970
014414.441220 Cigarette	3,300	3,200	3,200	3,200	\$3,300
014414.441230 Amusement Device	9,705	10,140	10,020	10,200	\$10,095
014414.441250 Miscellaneous Licenses*	9,698	9,003	10,960	10,133	\$10,333
014614.461100 Clerk Fees	2,321	1,506	164	2,053	\$2,365
014614.461110 License Publication Fees	1,164	1,620	1,481	1,620	\$1,620
014494.449400 Other Regulatory Permit/Fees	80	515	602	602	\$602

**014414.441100 LIQUOR AND MALT BEVERAGE**

License Type	Fee	#Lic.	Total
Class A Liquor /Beer (Max.)	500/200	17	\$11,700
Class A Beer	200	12	\$2,400
Class B Beer (6 Month)	50	3	\$150
Class B Beer (State Max.)	100	3	\$300
Class B Liquor/Beer	500/100	44	\$26,400
Class C Wine(Max.)/B Beer	100/100	3	\$600
Special Class B (Picnic) (Max.)	10	55	\$550
	<b>Grand Total</b>		<b>\$42,100</b>

**014414.441200 OPERATORS LICENSE**

License Type	Fee	#Lic	Total
Regular Operators	65	400	\$26,000
Provisional(60 days prior to Class)	15	185	\$2,775
	<b>Grand Total</b>		<b>\$28,775</b>

Provisional Licenses -maximum fee set by State Statute

**014414.441210 WEIGHTS AND MEASURES**

State fee of \$10,800 and \$55 permit fee for 94 businesses.

**Grand Total \$15,970**

**014414.441220 CIGARETTE**

Thirty-three licenses at \$100 each **Grand Total \$ 3,300**

**GENERAL GOVERNMENT ~ City Clerk**

**2013 Department Detail Information**

**CITY CLERK ~ Revenue**

<b>014414.441230</b>		<b>AMUSEMENT DEVICE</b>		
<u>License Type</u>	<u>Fee</u>	<u>#Lic</u>	<u>Total</u>	
Arcade	35	13	455	
Devices	40	241	9640	
<b>Grand Total</b>			<b>\$10,095</b>	

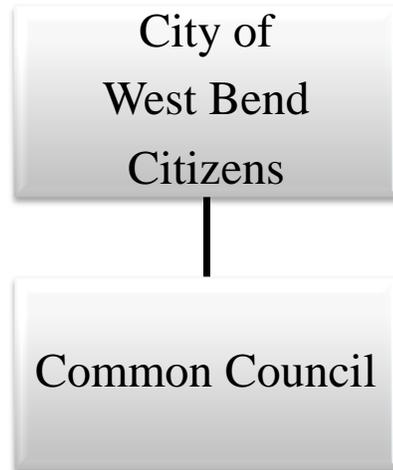
<b>014414.441250</b>		<b>MISCELLANEOUS LICENSES</b>		
<u>License Type</u>	<u>Fee</u>	<u>#Lic</u>	<u>Total</u>	
Direct Sellers Permit	40	40	\$1,600	
Junk Dealers	110	3	\$330	
Entertainment Permit	75/190	8/4	\$1,360	
Special Events Permit	75/190	20/3	\$2,220	
Banner Permits	30	2	\$60	
Massage Establishment	115	14	\$1,610	
Lodging	20	4	\$80	
Secondhand Article	27.50	5	\$138	
Secondhand Jewelry	30	7	\$210	
Pawnbroker	210	2	\$420	
Tattoo License	115	3	\$345	
Grant of Privilege	30	3	\$90	
Taxi Drivers License	35	40	\$1,400	
Block Party permit	35	4	\$140	
Sidewalk Display	30	9	\$270	
Coin & Precious Metals	10	6	\$60	
<b>Grand Total</b>			<b>\$10,333</b>	

Fees are set by the State for Secondhand Article/Jewelry and Pawnbroker

<b>014614.461100</b>		<b>CLERK FEES</b>	
Annexation Fees		\$1,000	
Charges for Poll Lists		\$50	
Copies		\$20	
Council Room Rental		\$105	
Grant of Privilege		\$840	
Open Records Requests		\$350	
<b>Grand Total</b>		<b>\$2,365</b>	

<b>014614.461110</b>		<b>LICENSE PUBLICATION FEES</b>	
Publications are 76 regular 20 other publications			
<b>Grand Total</b>		<b>\$1,620</b>	

<b>014494.449400</b>		<b>OTHER REGULATORY PERMITS</b>	
Revenue from street parking permits and delivery permits			
<b>Grand Total</b>		<b>\$602</b>	



**MISSION:**

The City of West Bend Common Council is elected to establish policy by legislation, ordinances and policies; establish pay ranges for City employees; approve the City budget and approve management of City finances.

- Represent citizens of the City
- Adopt ordinances and resolutions
- Approve budgets and levy taxes for the operation of the City Government.

**GENERAL GOVERNMENT ~ Common Council**

**2013 Department Detail Information**

**COUNCIL ~ Expenditures**

**Account 01.51110**

**50100 SALARIES: \$ 37,068**

Salaries are at 2008 levels for the council members, including an expense allowance.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Pd Station
2012	\$37,068	\$16,914	\$2,951	\$2,713	\$44	\$593	\$12,540	\$1,086	\$107	\$119	\$0
2013	\$37,068	\$16,903	\$3,262	\$3,114	\$37	\$667	\$11,676	\$1,086	\$185	\$408	\$815

**50200 FRINGES**

Fringe Benefit rate 7.65% \$2,836

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Pd Station
2012	\$2,836	\$1,294	\$226	\$208	\$2	\$45	\$959	\$83	\$8	\$9	\$0
2013	\$2,836	\$1,293	\$250	\$238	\$2	\$51	\$893	\$83	\$14	\$31	\$62

**52000 MEMBERSHIPS AND DUES:**

Urban Alliance 702

League of Wisconsin Municipalities 7,003

Mid-Moraine Association 1,400

TOTAL \$9,105

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	PD Station
2012	\$9,143	\$4,172	\$728	\$669	\$10	\$145	\$3,093	\$268	\$27	\$29	\$0
2013	\$9,105	\$4,152	\$801	\$765	\$8	\$145	\$2,868	\$0	\$46	\$100	\$200

**52200 SEMINARS AND TRAINING: \$250**

Funds cover mid-moraine meetings, league meetings, and misc. training sessions.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	PD Station
2012	\$300	\$137	\$24	\$22	\$1	\$4	\$101	\$9	\$1	\$1	\$0
2013	\$250	\$114	\$22	\$21	\$0	\$4	\$79	\$0	\$1	\$3	\$6

**53500 OFFICE AND OPERATING SUPPLIES:**

Name Signs \$44

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	PD Station
2012	\$44	\$20	\$4	\$3	\$0	\$1	\$15	\$1	\$0	\$0	\$0
2013	\$44	\$20	\$4	\$4	\$0	\$1	\$14	\$0	\$0	\$0	\$1

**GENERAL GOVERNMENT ~ Common Council**

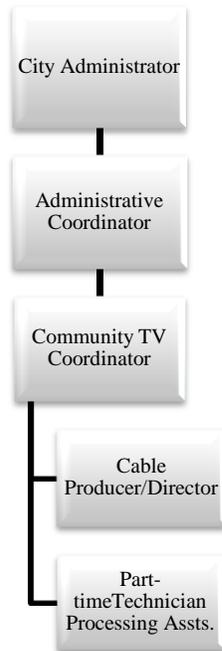
**2013 Department Detail Information**

**CITY COUNCIL ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>PD Station</b>
Salaries	\$37,068	\$16,903	\$3,262	\$3,114	\$37	\$667	\$11,676	\$1,086	\$185	\$408	\$815
Fringes	\$2,836	\$1,293	\$250	\$238	\$2	\$51	\$893	\$83	\$14	\$31	\$62
Memberships	\$9,105	\$4,152	\$801	\$765	\$8	\$145	\$2,868	\$0	\$46	\$100	\$200
Seminars	\$250	\$114	\$22	\$21	\$0	\$4	\$79	\$0	\$1	\$3	\$6
Supplies	\$44	\$20	\$4	\$4	\$0	\$1	\$14	\$0	\$0	\$0	\$1
<b>Grand Total</b>	<b>\$49,303</b>	<b>\$22,482</b>	<b>\$4,339</b>	<b>\$4,141</b>	<b>\$47</b>	<b>\$867</b>	<b>\$15,530</b>	<b>\$1,169</b>	<b>\$247</b>	<b>\$542</b>	<b>\$1,085</b>
<b>Total Sal/FB</b>	<b>\$39,904</b>	<b>\$18,196</b>	<b>\$3,512</b>	<b>\$3,352</b>	<b>\$39</b>	<b>\$718</b>	<b>\$12,570</b>	<b>\$1,169</b>	<b>\$200</b>	<b>\$439</b>	<b>\$878</b>
<b>Total Other Exp</b>	<b>\$9,399</b>	<b>\$4,286</b>	<b>\$827</b>	<b>\$790</b>	<b>\$8</b>	<b>\$149</b>	<b>\$2,961</b>	<b>\$0</b>	<b>\$47</b>	<b>\$103</b>	<b>\$207</b>
<b>Grand Total</b>	<b>\$49,303</b>	<b>\$22,482</b>	<b>\$4,339</b>	<b>\$4,141</b>	<b>\$47</b>	<b>\$867</b>	<b>\$15,530</b>	<b>\$1,169</b>	<b>\$247</b>	<b>\$542</b>	<b>\$1,085</b>

# COMMUNITY TELEVISION

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## MISSION:

The primary mission of West Bend Community T.V. is to provide a means to improve communications between and among, and to otherwise serve the present and future needs of the citizens, government and private and public institutions, organizations and enterprises of the city.

- Conduct live broadcasts of Common Council, Plan Commission, School Board and Voter Forum meetings make those meetings as widely available as possible
- Encourage the use of WBCTV's facilities and equipment by the public for the production of programs on the public access television channels.
- Coordinate and perform television distribution center operations.
- Determine, acquire, produce and schedule local programming.
- Edit and conduct post production of programs.
- Train the general public in the use of studio and office equipment.
- Purchase equipment essential for the operation of the public access television channels.
- Provide assistance with and live broadcast of emergency or natural disaster information on the local channels and follow-up documentation on how the emergency was handled for use by city departments.

**COMMUNITY TELEVISION**

**2013 Department Detail Information  
Community Television**

**WBCTV~ Expenditures**

**Account 23.53800**

**50100 SALARIES:**

Coordinator	46,743
Sports Producer	32,532
Production Assistant	11,679
Tech. Asst. 1	3,073
Tech. Asst. 2	500
Admin. Office	7,227
Clerk Office	263
Elections	89
Council	408
Mayor	104
Information Systems	4,697
Finance Dept.	4,051
Atty	14
HR	1,312
GIS	46
Elections	89
	<u>112,827</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	80,923	0	0	0	0	0	0	0	0	80,923	0
2013	112,827	0	0	0	0	0	0	0	0	112,827	0

**50200 FRINGES:**

*Fringe benefit rate at 19.11%. For full time, 7.65% for Part-Time employees and elected officials*

Increase reflects new position FT \$13,603 PT \$321

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	14,970	0	0	0	0	0	0	0	0	14,970	0
2013	13,924	0	0	0	0	0	0	0	0	13,924	0

**50300 ADMINISTRATIVE EXPENSES**

Administrator	135	Mayor	38
Atty	528	Vehicle maint	1
HR	99	IS	2,498
Clerk	56	Finance	403
Council	104	GIS	27
Elections	51		
			<u>3,841</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,697	0	0	0	0	0	0	0	0	3,697	0
2013	3,841	0	0	0	0	0	0	0	0	3,841	0

# COMMUNITY TELEVISION

## 2013 Department Detail Information

### WBCTV ~ Expenditures

#### 51600 TELEPHONE:

VOIP	156
Long Distance	50
Internet	54
Fax	0
	<u>0</u>
	\$260

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	260	0	0	0	0	0	0	0	0	260	0
2013	260	0	0	0	0	0	0	0	0	260	0

#### 51700 POSTAGE:

Postage	95
Mail Service	4
Meter Maintenance	2
	<u>2</u>
	\$101

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	101	0	0	0	0	0	0	0	0	101	0
2013	101	0	0	0	0	0	0	0	0	101	0

#### 52000 MEMBERSHIPS:

WAPC	320
Alliance For Community Media	100
	<u>100</u>
	\$420

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	420	0	0	0	0	0	0	0	0	420	0
2013	420	0	0	0	0	0	0	0	0	420	0

#### 52200 SEMINARS AND TRAINING:

WAPC Conferences	200
Mileage for Seminars, Training,	134
	<u>134</u>
	\$334

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	334	0	0	0	0	0	0	0	0	334	0
2013	334	0	0	0	0	0	0	0	0	334	0

**COMMUNITY TELEVISION**

**2013 Department Detail Information**

**WBCTV ~ Expenditures**

**53500 OFFICE AND OPERATING SUPPLIES:**

DVD's and Videotapes	2000
Batteries	450
Misc. video supplies	180
Faxes	20
Copy Machine Charges	35
Office Supplies	130
Other Small video equipment	2185
	<u>5,000</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5,000	0	0	0	0	0	0	0	0	5,000	0
2013	5,000	0	0	0	0	0	0	0	0	5,000	0

**55600 EQUIPMENT MAINTENANCE**

Service Maintenance Agmt w/ AVI for Video and Presentation Equipt.	4000
Maintenance Agmt for A/C Unit in Editing Rm.	625
AT&T Maintenance for AdTran switcher	476
Other Equipment Repairs	4899
	<u>\$10,000</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	10,000	0	0	0	0	0	0	0	0	10,000	0
2013	10,000	0	0	0	0	0	0	0	0	10,000	0

**57700 CONTRACTUAL SERVICES**

Webcasting of all Programming through PEG Central	3000
Granicus Web Streaming	5775
Rental of Space at City Hall	17761
Possible separate Internet Connection	3000
Leightronix Total Info	900
Attorney Contracted Services Proportionate Share	14
	<u>30450</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	30,436	0	0	0	0	0	0	0	0	30,436	0
2013	30,450	0	0	0	0	0	0	0	0	30,450	0

**COMMUNITY TELEVISION**

**2013 Department Detail Information**

**WBCTV-Expenditures**

**557900 POLICY PREMIUMS**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,535	0	0	0	0	0	0	0	0	3,535	0
2013	5,506	0	0	0	0	0	0	0	0	5,506	0

**5900 HEALTH INSURANCE**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	20,731	0	0	0	0	0	0	0	0	20,731	0
2013	35,109	0	0	0	0	0	0	0	0	35,109	0

**23595002.59500 CONTINGENCY**

Contingency fund reduced to reflect new position

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	184,023	0	0	0	0	0	0	0	0	184,023	0
2013	141,827		0	0	0	0	0	0	0	141,827	0

**23538003.50400 OUTLAY**

Replace AT&T Encoder	16,000.00	Necessary replacement of equipment
Additional Ultranexus for remote Broadcasts	20,000.00	
HD camcorders for offsite recordings	13,000.00	Necessary replacement of equipment
	<u>49,000.00</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	42,000	0	0	0	0	0	0	0	0	42,000	0
2013	49,000	0	0	0	0	0	0	0	0	49,000	0

**23538003.50401 OUTLAY**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	0	0	0	0	0	0	0	0	0	0	0
2013	0	0	0	0	0	0	0	0	0	0	0

**COMMUNITY TELEVISION**

**2013 Department Detail Information**

**57700 INDEPENDENT AUDITING**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	308	0	0	0	0	0	0	0	0	308	0
2013	0	0	0	0	0	0	0	0	0	0	0

**RESERVE FOR OPEB**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	10,842	0	0	0	0	0	0	0	0	10,842	0
2013	10,842	0	0	0	0	0	0	0	0	10,842	0

**COMMUNITY TELEVISION**

**2013 Department Detail Information**

**WBCTV ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$112,827	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$112,827	\$0
Fringes	\$13,924	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$13,924	\$0
Administrative Expenses	\$3,841	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,841	\$0
Telephone	\$260	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$260	\$0
Postage	\$101	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$101	\$0
Memberships	\$420	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$420	\$0
Seminars	\$334	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$334	\$0
Supplies	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$0
Equipment Maintenance	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0
Auditing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contingency	\$141,827	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$141,827	\$0
Outlay	\$49,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$49,000	\$0
Contractual Services	\$30,450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,450	\$0
Policy Premiums	\$5,506	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,506	\$0
Health Insurance	\$35,109	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,109	\$0
Risk Management	\$10,842	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,842	\$0
<b>Grand Total</b>	<b>\$408,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$408,600</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$126,751</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$126,751</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$281,848</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$281,848</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$408,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$408,600</b>	<b>\$0</b>

**COMMUNITY TELEVISION**

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**2013 Department Detail Information**

**WBCTV-Revenue**

	2010 Actual	2011 Actual	2012 adopted	2013 Request
234814.481685 Interest Income	1,714	1,892	1,000	1,000
234864.486100 Cable TV Income	474	3,924	4,600	4,600
234864.486110 Franchise Fees	387,776	402,742	397,000	403,000
<b>TOTAL</b>	<b>389,964</b>	<b>408,558</b>	<b>402,600</b>	<b>408,600</b>

## CONSERVATION and DEV. ~ ECON. AND COMM. DEVELOPMENT

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The mission of the Econ. & Comm. Development program of the Department of Econ. & Comm. Development is to plan, develop and enhance the quality of life of the City of West Bend. To this end, this program undertakes both short-range and long-range City planning, the redevelopment of the downtown, the promotion of business parks and sites and provide the general public with assistance and information on development activities in the City.



### ECONOMIC & COMMUNITY DEVELOPMENT

To provide direct support to the development and business community in the planning, marketing and development of business parks, sites, tax increment districts, and downtown redevelopment projects. Includes working closely with the West Bend Economic Development Corporation, the Downtown West Bend Association, the West Bend Area Chamber of Commerce, the West Bend Redevelopment Authority, and the commercial real estate industry.

**CONSERVATION and DEVELOPMENT ~ ECONOMIC/COMMUNITY DEVELOPMENT**

**2013 Department Detail Information**

**ECONOMIC & COMMUNITY DEVELOPMENT ~ Expenditures**

**Account 01.56310**

**50100 SALARIES:**

Director	90,000	Business & Dev. Planner	49,287
Assistant Director	66,146	Admin. Asst. III	39,065
Econ. Dev. Specialist	45,000	Admin. Asst. II	37,535
			<u>327,033</u>

Elimination of Zoning Admin/Development Coordinator position. Economic Development Specialist new hire.  
20% of Urban Development Admin Asst II transferred to Building Inspection.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	373,208	109,949	15,347	16,942	0	17,261	196,683	4,727	0	0	12,299
2013	327,033	75,936	15,026	16,630	0	17,074	183,867	4,769	0	0	13,732

**50200 FRINGES:**

Fringe benefit rate at 14.03% \$45,883

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	51,689	15,228	2,126	2,346	0	2,391	27,241	655	0	0	1,703
2013	45,883	10,654	2,108	2,333	0	2,395	25,797	669	0	0	1,927

**51600 TELEPHONE:**

Internet (\$ 58.98/month or \$8.43/line) increase in actual cost/line	708
VoIP (49.58/month or \$6.20/line)	595
Long Distance (average \$15.40/month)	185
Cell phone (\$105/month)	1,260
	<u>\$2,748</u>

Based on actual costs of 8 lines (includes copier/fax line). Cell phone account as of June, 2012.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,212	516	113	87	0	15	449	0	0	0	31
2013	2,748	1,171	257	198	0	34	1,019	0	0	0	69

**51700 POSTAGE:**

Postage (Regular & Flats)	900
Mail Service	120
Meter Maintenance & Supplies	60
	<u>\$1,080</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,120	477	105	81	0	14	415	0	0	0	28
2013	1,080	460	101	78	0	13	400	0	0	0	27

**CONSERVATION and DEVELOPMENT ~ ECONOMIC/COMMUNITY DEVELOPMENT**

**2013 Department Detail Information**

**ECONOMIC & COMMUNITY DEVELOPMENT ~ Expenditures**

**52000 MEMBERSHIPS:**

American Planning Association & Wisconsin Chapter (2)	500
Transportation Development Association (TDA)	235
Wisconsin Economic Development Association (2)	425
International Economic Development Association (2)	490
Erosion Control license renewal (1)	40
	<u>\$1,690</u>

Additional IEDA membership. Erosion Control renewal every three years.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,465	624	137	105	0	18	543	0	0	0	37
2013	1,690	720	158	122	0	21	627	0	0	0	43

**52100 PUBLICATIONS:**

Business Journal (3-yr renewal)	181
APA Zoning Practices	95
Planning Advisory Service	845
Wisconsin Manufacturing Register (2-yr renewal)	0
	<u>\$1,121</u>

Source material used for current trends. Wisconsin Manufacturing Register (2-year renewal).

Business Journal yearly cost of \$107.95. Cost savings of \$143.00

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,175	501	110	85	0	15	436	0	0	0	30
2013	1,121	478	105	81	0	14	416	0	0	0	28

**52200 SEMINARS AND TRAINING:**

WI Economic. Development Association Conference (2)	1,200
WAPA Conference	250
International Economic Development Conference (2)	1,200
Misc. meetings & workshops (Madison, Milwaukee, etc.)	200
	<u>\$2,850</u>

Additional WEDA and IEDA seminars. Database training for MUNIS reporting.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	825	352	77	59	0	10	306	0	0	0	21
2013	2,850	1,214	266	205	0	35	1,057	0	0	0	72

**CONSERVATION and DEVELOPMENT ~ ECONOMIC/COMMUNITY DEVELOPMENT**

**2013 Department Detail Information**

**ECONOMIC & COMMUNITY DEVELOPMENT ~ Expenditures**

**53500 OFFICE AND OPERATING SUPPLIES:**

General office supplies	1,100
Photo mapping software	350
Public Notice signage (moved to .57400)	0
Ricoh copier supplies (toner, paper, etc.)	850
Ricoh color printer supplies (toner, paper, etc.)	<u>1,000</u>
	\$3,300

Colored printer operates as print shop for multiple depts (Airport, Attorney, Eng, Fire, GIS, Inspection, Parks, Taxi)  
 Colored printer averages 39,000 copies/year. Copier averages 108,600 copies/year.

Photo mapping software for automating data collection and inventories.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,690	1,572	345	266	0	46	1,368	0	0	0	93
2013	3,300	1,406	309	238	0	41	1,224	0	0	0	83

**54300 GAS AND OIL:**

Office Vehicles (2) - Unleaded (\$3.85/gal @ 150 gals)	578
Adm. Office Vehicle - Gas and Oil (\$3.85/gal @ 10 gals)	39
Office Vehicle - Maintenance	<u>500</u>
	\$1,117

Increased fuel rate cost.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,054	449	99	76	0	13	391	0	0	0	27
2013	1,117	476	104	80	0	14	414	0	0	0	28

**55600 EQUIPMENT MAINTENANCE**

Copier maintenance (Aficio MP 3350)	425
Color printer maintenance (Aficio C811DN-T2)	720
ESRI Service, ARC IMS, & Pad Contract	<u>700</u>
	\$1,845

Copier and printer maintenance increase. Copier maintenance contract shared with GIS.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,700	724	159	122	0	21	630	0	0	0	43
2013	1,845	786	173	133	0	23	684	0	0	0	46

**57400 MARKETING**

Public Notice Signage - providing public outreach for development proposals	500
Marketing - promoting City, trade shows, newspaper ads, etc.	10,000
Additional Site Certifications - promoting industrial site locations	<u>30,000</u>
	\$40,500

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	0	0	0	0	0	0	0	0	0	0	0
2013	40,500	17,257	3,787	2,916	0	502	15,017	0	0	0	1,021

**CONSERVATION and DEVELOPMENT ~ ECONOMIC/COMMUNITY DEVELOPMENT**

**2013 Department Detail Information**

**ECONOMIC & COMMUNITY DEVELOPMENT ~ Expenditures**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
<b>Salaries</b>	\$327,033	\$75,936	\$15,026	\$16,630	\$0	\$17,074	\$183,867	\$4,769	\$0	\$0	\$13,732
<b>Fringes</b>	\$45,883	\$10,654	\$2,108	\$2,333	\$0	\$2,395	\$25,797	\$669	\$0	\$0	\$1,927
<b>Telephone</b>	\$2,748	\$1,171	\$257	\$198	\$0	\$34	\$1,019	\$0	\$0	\$0	\$69
<b>Postage</b>	\$1,080	\$460	\$101	\$78	\$0	\$13	\$400	\$0	\$0	\$0	\$27
<b>Memberships</b>	\$1,690	\$720	\$158	\$122	\$0	\$21	\$627	\$0	\$0	\$0	\$43
<b>Publications</b>	\$1,121	\$478	\$105	\$81	\$0	\$14	\$416	\$0	\$0	\$0	\$28
<b>Seminars</b>	\$2,850	\$1,214	\$266	\$205	\$0	\$35	\$1,057	\$0	\$0	\$0	\$72
<b>Supplies</b>	\$3,300	\$1,406	\$309	\$238	\$0	\$41	\$1,224	\$0	\$0	\$0	\$83
<b>Gas &amp; Oil</b>	\$1,117	\$476	\$104	\$80	\$0	\$14	\$414	\$0	\$0	\$0	\$28
<b>Equipment Mnt.</b>	\$1,845	\$786	\$173	\$133	\$0	\$23	\$684	\$0	\$0	\$0	\$46
<b>Marketing</b>	\$40,500	\$17,257	\$3,787	\$2,916	\$0	\$502	\$15,017	\$0	\$0	\$0	\$1,021
<b>Grand Total</b>	\$388,667	\$93,301	\$18,607	\$20,098	\$0	\$19,664	\$215,505	\$5,438	\$0	\$0	\$16,055
<b>Total Sal/FB</b>	\$372,916	\$86,590	\$17,134	\$18,963	\$0	\$19,469	\$209,664	\$5,438	\$0	\$0	\$15,659
<b>Total Other Exp</b>	\$56,251	\$23,968	\$5,260	\$4,051	\$0	\$697	\$20,858	\$0	\$0	\$0	\$1,417
<b>Grand Total</b>	\$429,167	\$110,558	\$22,394	\$23,014	\$0	\$20,166	\$230,522	\$5,438	\$0	\$0	\$17,076

**CONSERVATION and DEVELOPMENT ~ ECONOMIC/COMMUNITY DEVELOPMENT**

**2013 Department Detail Information**

**ECONOMIC & COMMUNITY DEVELOPMENT ~ Revenue**

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Adopted</b>	<b>2013 Proposed</b>
<b>Erosion Control</b>	\$ 10,200		\$ 10,200	\$ 10,000
<b>Zoning Permits &amp; Fees</b>	\$ 3,140		\$ 5,600	\$ 5,090
<b>Copy charges</b>	\$ 22	\$ 25	\$ 25	\$ 25
<b>Subdivision Fees</b>	\$ 7,070	\$ 6,000	\$ 6,000	\$ 4,900
<b>Site Plan Fees</b>	\$ 16,540	\$ 11,500	\$ 14,020	\$ 13,500
<b>Total DCD</b>	<b>\$ 36,972</b>	<b>\$ 17,525</b>	<b>\$ 35,845</b>	<b>\$ 33,515</b>

**2011 Actual    2012 Adopted    2013 Budget**

**Account 014434.443150 ~ Erosion Control <sup>1</sup>**

Erosion Control (Multi-Family, Commercial, Industrial, Institutional, miscellaneous grading)

10,200            10,000

**Account 014444.444150 ~ Zoning Permits & Fees <sup>2</sup>**

Conditional Use - Major Home Occupations

500                500

Conditional Use - All other CUP's

2,000              1,600

Conditional Use - Annual Compliance Review

400                250

Temporary Use Permit

300

Zoning Verifications

500                240

Zoning Amendment

2,000              2,000

Floodplain Determination

200                200

**Account 014614.461550 ~ Copy charges <sup>3</sup>**

Miscellaneous Copies

25                  25                  25

**Account 014684.468410 ~ Subdivision**

Certified Survey Map (average 2 lots)

1,000              1,000              1,000

Extraterritorial CSM

1,000              1,000              1,000

Concept Plan (average 3 acres)

1,600              1,600              1,600

Preliminary Plat (average 30 lots/plat)

700                700                700

Extraterritorial Prelim Plat (average 10 lots/plat)

500                500                -

Final Plat (average 30 lots/plat)

600                600                600

Extraterritorial Final Plat (10 lots/plat)

600                600                -

**Account 014684.468420 ~ Site Plan Fees <sup>4</sup>**

Site Plan - Major

11,500            12,520            12,000

Site Plan - Minor

1,500              1,500

Reapplication

-                    -

<sup>1</sup> 2011 revenue shown in Building Inspection budget.

<sup>2</sup> 2011-2012 revenue shown in Inspection Zoning Permit & Fees Acct. 014444.01444. 2013 new account.

<sup>3</sup> 2011-2012 revenue shown in Inspection Copy/House No. Acct. 014614.461500. 2013 new account.

<sup>4</sup> Site Plan Fees broken into categories for 2011-2012.

### **MISSION:**

The primary mission of the Election's Function is to administer elections and train election officials.

- Administer and enforce State election laws
- Update Voter Registration Records
- Process absentee ballot requests
- File voter registration cards
- Administer each primary and general election
- Maintain accurate voter history records
- Train election officials

**GENERAL GOVERNMENT ~ Elections**

**2013 Department Detail Information**

**ELECTIONS Expenditures**

**Account 01.51440**

**50100 SALARIES: 11,085**

This budget covers the cost of two elections in 2013. There are 16 hours budgeted per election official for 2 elections, plus training hours and nursing home voting. This will be an decrease from last year because there will be only 2 elections in 2013 and there were 4 originally budgeted for in 2012.

16 hrs x 40 workers x \$7.50/hr = \$4800 x 2 elections =	9,600
1 extra hr x \$7.50/hr x 8 Chief inspectors x 2 elections =	120
2 ppl for nursing homes x 8 hrs x \$7.50 x 2 elections	240
50 ppl for training x 3 hrs x \$7.50 x 1 training(spring)=	1,125
	<u>11,085</u>

	Total	Gen fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	23,945	22,369	767	696	0	0	0	0	25	89	0
2013	11,085	9,509	767	696	0	0	0	0	25	89	0

**51700 POSTAGE: 6,600**

Account includes postage costs for absentee ballot mailings and other election notification mailings. Each year there has been a substantial increase in absentee mailings.

	Total	Gen fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	6,600	6,131	228	207	0	0	0	0	7	27	0
2013	1,900	1,630	131	119	0	0	0	0	4	15	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Washington County charges the city based on the percentage cost for spring ballot coding and printing. Spring Elections expenses can be allocated.

Supplies	150	
Voter #'s	125	
Coffee/Donuts	120	Increase in prices
Ballots	1,200	
Absentee Supplies	400	New Legis. Requires new envelopes
Mileage	120	
Mem Card Downlding	320	
Programming	500	
<b>Total</b>	<u>2,935</u>	

	Total	Gen fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	4,910	4,609	147	133	0	0	0	0	5	17	0
2013	2,935	2,518	203	184	0	0	0	0	7	24	0

## GENERAL GOVERNMENT ~ Elections

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### **55600 EQUIP. MAINTENANCE:** 1,211

Maintenance costs are usually based on time and materials estimates for the Accuvote units. The warranty costs are \$99.18 for the Touch Screen ADA units, \$5.22 per unit for software maintenance, and \$46.98 for the AVPM. We have 8 TSX units.

	Total	Gen fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	1,211	1,125	42	38	0	0	0	0	1	5	0
2013	1,211	1,039	84	76	0	0	0	0	3	10	0

### **57700 CONTRACTUAL:** 200

Advertising for elections and notices of polling places for all elections.

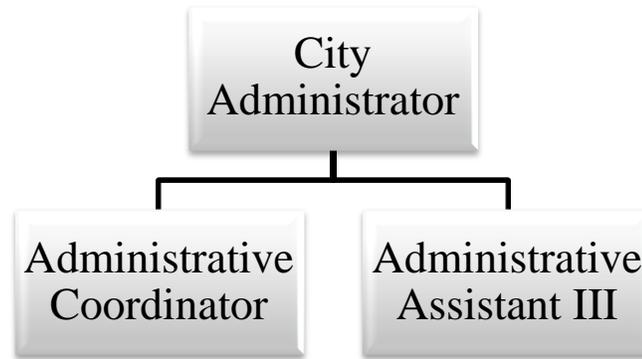
	Total	Gen fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	320	297	11	10	0	0	0	0	0	1	0
2013	200	172	14	13	0	0	0	0	0	2	0

**GENERAL GOVERNMENT ~ Elections**

**2013 Department Detail Information**

**ELECTIONS ~ SUMMARY**

2013	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	11,085	9,509	767	696	0	0	0	0	25	89	0
Postage	1,900	1,630	131	119	0	0	0	0	4	15	0
Supplies	2,935	2,518	203	184	0	0	0	0	7	24	0
Equip Main.	1,211	1,039	84	76	0	0	0	0	3	10	0
Contractual Serv.	200	172	14	13	0	0	0	0	0	2	0
<b>Grand Total</b>	<b>17,331</b>	<b>14,866</b>	<b>1,198</b>	<b>1,088</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39</b>	<b>139</b>	<b>0</b>
Total Sal/FB	11,085	9,509	767	696	0	0	0	0	25	89	0
Total Other Exp.	6,246	5,358	432	392	0	0	0	0	14	50	0
<b>Grand Total</b>	<b>17,331</b>	<b>14,866</b>	<b>1,198</b>	<b>1,088</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39</b>	<b>139</b>	<b>0</b>



**MISSION:**

The City of West Bend Emergency Government's mission is to minimize loss of life and personal injury, damage to property and the environment from disasters that affect the city and our citizens. This is accomplished through a continuing program of outreach, coordination, planning, training and exercising, for "all hazards" and for all four phases of management-mitigation, preparedness, response and recovery.

- The City Administrator also serves as the Director of Emergency Government.
- Coordinate mitigation, preparedness, response, and recovery operations for the City.
- Annual review and revision of the City's Emergency Operations Plan to maintain compliance with federal, state and local guidelines.
- Maintain the Emergency Operations Center (EOC) in a state of readiness and in compliance with local, state, and federal guidelines for emergencies and other disasters.
- Coordinate and monitor training for City staff on city emergency operations in time of disaster.
- Coordinate and conduct the development and execution of tests, drills and exercises of the emergency management system.
- Support the City's Emergency Organization in response to and recovery from actual emergencies and disasters.
- Conduct other training for city employees: CPR/AED, First Aid.
- Conduct CERT (Community Emergency Response Training) classes for city residents to better prepare them on what they can do for themselves and their family in the event of an emergency or disaster.

**PUBLIC SAFETY ~ Emergency Government**

**EMERGENCY GOVERNMENT ~ Expenditures**

**Account 01.52510**

**50100 SALARIES:**

City Administrator	5,133
Administrative Coordinator	0
Admin. Assistant III	13,843
Veh. Main.	23
	<u>\$18,999</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	19,161	14,420	2,961	1,779	0	0	0	0	0	0	0
2013	18,999	14,291	2,944	1,764	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe benefit rate at 14.03%. \$2,666

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,688	1,997	410	246	0	0	0	0	0	0	0
2013	2,666	2,005	413	247	0	0	0	0	0	0	0

**51600 TELEPHONE:**

Proportionate Share of Admin Expenses	81
	<u>0</u>
	81

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	81	57	12	12	0	0	0	0	0	0	0
2013	81	57	12	12	0	0	0	0	0	0	0

**51700 POSTAGE:**

Proportionate Share of Admin: Postage	5
Prop. Share of Admin. Mail Service	3
	<u>0</u>
	8

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	8	6	1	1	0	0	0	0	0	0	0
2013	8	6	1	1	0	0	0	0	0	0	0

**52000 MEMBERSHIPS:**

WEMA	20
Prop. Share of Admin Expenses	<u>136</u>
	\$156

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	156	109	24	23	0	0	0	0	0	0	0
2013	156	109	24	23	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Emergency Government**

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**EMERGENCY GOVERNMENT ~ Expenditures**

**52200 SEMINARS AND TRAINING:**

Alloc from Admin Budget inc. Gas/Oil	41
Gov. Conf/Other Courses/Mileage	139
	<u>\$180</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	180	125	28	27	0	0	0	0	0	0	0
2013	180	125	28	27	0	0	0	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Paper	100
Copier	150
Alloc. From Admin. Budget	67
Other Misc. Supplies	159
Security Supplies	250
Training Supplies	250
	<u>\$976</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	976	683	145	146	0	0	0	0	0	0	0
2013	976	683	146	146	0	0	0	0	0	0	0

**55600 EQUIPMENT MAINTENANCE:**

Annual Siren Maintenance	2,640
WE Energies	418
Other Maintenance	1,490
	<u>\$4,548</u>

*As the siren system ages, more costs are incurred for repairs and updates that are not covered during annual inspection.*

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,548	3,184	682	682	0	0	0	0	0	0	0
2013	4,548	3,184	682	682	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Emergency Government**

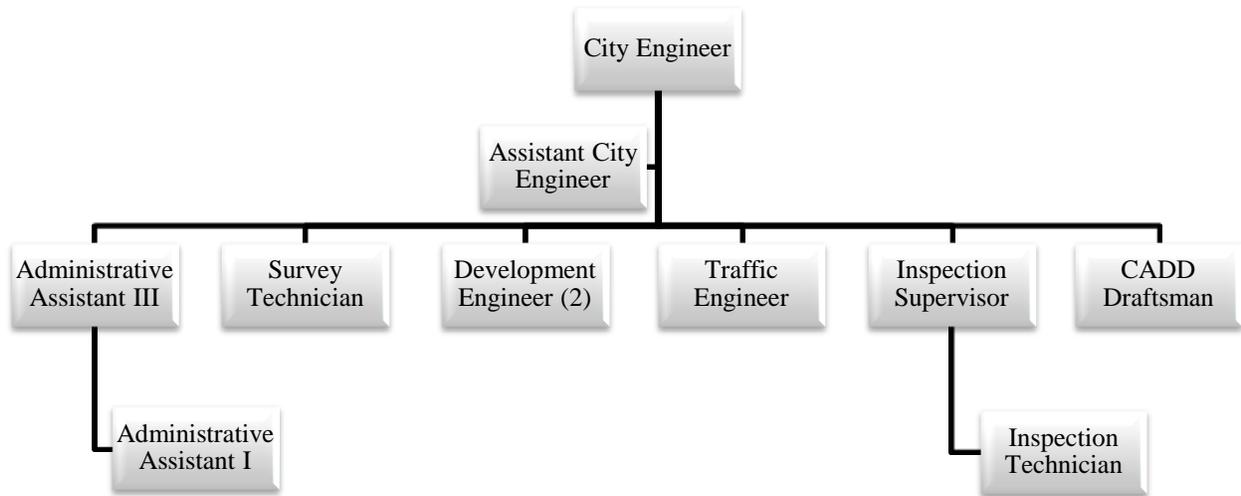
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**EMERGENCY GOVERNMENT ~ SUMMARY**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
<b>Salaries</b>	\$18,999	\$14,291	\$2,944	\$1,764	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Fringes</b>	\$2,666	\$2,005	\$413	\$247	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Telephone</b>	\$81	\$57	\$12	\$12	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Postage</b>	\$8	\$6	\$1	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Memberships</b>	\$156	\$109	\$24	\$23	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Seminars</b>	\$180	\$125	\$28	\$27	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Supplies</b>	\$976	\$683	\$146	\$146	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Equip. Main.</b>	\$4,548	\$3,184	\$682	\$682	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$27,614	\$20,460	\$4,250	\$2,902	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sal/FB</b>	\$21,665	\$16,296	\$3,357	\$2,011	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Other Exp.</b>	\$5,949	\$4,164	\$893	\$891	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$27,614	\$20,460	\$4,250	\$2,902	\$0	\$0	\$0	\$0	\$0	\$0	\$0

## PUBLIC WORKS ENGINEERING ~ Engineering Department

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### MISSION:

The primary mission of the City Engineer's Office is to enhance the quality of life for our citizens by designing, constructing, and maintaining the City's infrastructure in a safe and efficient manner consistent with sound judgment, good engineering practices, and the desire of our citizens while keeping an eye towards the future. Our primary functions are to:

- Recommend, Scope, Survey, Design, Prepare specifications, Coordinate, Stake for construction, Inspect and Administer public contracts
- Collect, distribute and maintain records of infrastructure
  - Street Inventory
  - WISLR ~ Pavement Condition Ratings
  - GASB-34 ~ Type, Quantity & Value of Infrastructure
  - Storm Water Management Maintenance Records for Private Developments
  - Sanitary, Storm & Water Asbuilts
- Review, design, and inspect construction of public improvements in private developments and subdivisions
- Review plans for private developments (storm water management, plats, grading plans, CSM's, site plans, concept plans, traffic impact analyses).
- Ensure compliance of constructed Storm Water Management Facilities with Chapter 23, approved plans, and storm water maintenance agreements.
- Grant permits for and inspect construction and reconstruction of sidewalks, driveway approaches and curb & gutters
- Administer, survey and maintain records for Pilgrim's Rest Cemetery
- Participate as a voting member of the Plan Commission (City Engineer)
- Review and make traffic control recommendations to Safety Commission
- Inspect existing bridges and dams
- Control traffic signals: construct, maintain software, coordinate timing and assist in maintenance
- Prepare Special Assessment Reports
- Maintain City Streets and Infrastructure (storm, sanitary and water)

**PUBLIC WORKS ENGINEERING ~ Engineering Department**

**2013 Department Detail Information**

**ENGINEERING ~ Expenditures**

**Account 01.53120**

**50100 SALARIES:**

City Engineer	86,483	
PW Director Prop. Share (New)	28,861	
Assistant City Engineer	68,296	
Civil Engineer II -- 2	117,063	1-60,306/1-56,757
Civil Engineer I	57,862	
City Surveyor -- Vacant as of 5/21/12	0	
Engineering Technician IV	56,867	
Engineering Technician III -- 2	106,038	1-55,203/1-50,835
Engineering Technician III -- 1 Vacant	0	
Engineering Technician II -- 2	94,140	2-47,070
Engineering Technician II -- 1 Vacant	0	
Administrative Assistant III	38,865	
Administrative Assistant I (30 hrs/wk)	23,346	
Tech Overtime	10,414	
	<u>\$688,235</u>	

Percentages to each fund unchanged from 2012 Budget.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	819,917	313,208	81,992	186,941	0	0	147,585	90,191	0	0	0
2013	688,235	262,906	68,824	156,918	0	0	123,882	75,706	0	0	0

**50200 FRINGES:**

Fringe benefit rate at 14.03%

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	113,559	43,380	11,356	25,891	0	0	20,441	12,491	0	0	0
2013	96,559	36,886	9,656	22,015	0	0	17,381	10,621	0	0	0

**51600 TELEPHONE:**

VoIP	1404
Centrex (1 Line: Traffic Signal Modem)	300
Long Distance	150
Internet	1620
Cell Phones	1600
	<u>\$5,074</u>

Internet (-\$140) based on average monthly cost, Cell Phones (-\$152) based on average actual monthly charges.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	5,366	2,050	537	1,223	0	0	966	590	0	0	0
2013	5,074	1,938	507	1,157	0	0	913	558	0	0	0

**PUBLIC WORKS ENGINEERING ~ Engineering Department**

**2013 Department Detail Information**

**ENGINEERING ~ Expenditures**

**51700 POSTAGE:**

Postage	2540
UPS	400
Mail Service & supplies	500
	<u>\$3,440</u>

5500 pieces - no change from 2012 w/5% increase (+\$120).

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	3,320	1,268	332	757	0	0	598	365	0	0	0
2013	3,440	1,314	344	784	0	0	619	378	0	0	0

**52000 MEMBERSHIPS:**

American Public Works Association	150
Institute of Transportation Engineers	280
Wisconsin Society of Land Surveyors	270
	<u>\$700</u>

Increase budgeted amount for APWA (+15) per notice received.

Increased budget amount for ITE (+\$10) per notice received.

Increased budgeted amount for WSLs (+\$10) based on 2012 actual.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	665	254	67	152	0	0	120	73	0	0	0
2013	700	267	70	160	0	0	126	77	0	0	0

**52100 PUBLICATIONS:**

State Sewer & Water Specification Updates	150
State Standard Specification Updates	250
ASSHTO-Policy on Geometric Design of Streets (2011)	250
	<u>\$650</u>

Current AASHTO book is from 2001 and will be 12 yrs old in 2013 - 1 time cost.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	620	237	62	141	0	0	112	68	0	0	0
2013	650	248	65	148	0	0	117	72	0	0	0

**52200 SEMINARS AND TRAINING:**

Wisconsin Land Surveyor's Institute	600
Public Works Construction Inspection	200
Wisconsin Asphalt Pavers Association Seminar	100
Continuing Education for PE's	600
	<u>\$1,500</u>

Surveyors Institute (+\$600); AutoCAD Civil 3D Training removed (-\$395).

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	1,295	495	130	295	0	0	233	142	0	0	0
2013	1,500	573	150	342	0	0	270	165	0	0	0

**PUBLIC WORKS ENGINEERING ~ Engineering Department**

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**2013 Department Detail Information**

**ENGINEERING ~ Expenditures**

**53500 OFFICE AND OPERATING SUPPLIES:**

Supplies for Engineering Large Format Printer	1,550
Office Copier Paper & Toner	2,021
Computer Battery Backups & Supplies	450
Inspection Safety & Testing Supplies & Equipment	1,260
Survey Supplies	1,000
Miscellaneous Office Supplies	725
Contract & Filing Supplies	225
Stationery & Envelopes	575
Forms & Specs Printed at Washington County	500
	<u>8,306</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	8,306	3,173	831	1,894	0	0	1,495	914	0	0	0
2013	8,306	3,173	831	1,894	0	0	1,495	914	0	0	0

**54300 GAS AND OIL:**

Gasoline	2500 gallons @ \$3.85	9,625
CNG	250 units @ \$2.00	500
		<u>10,125</u>

Decreased Gasoline quantity by 100 gal & CNG quantity by 50 units based on anticipated use.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	10,014	3,825	1,001	2,283	0	0	1,803	1,102	0	0	0
2013	10,125	3,868	1,013	2,309	0	0	1,823	1,114	0	0	0

**PUBLIC WORKS ENGINEERING ~ Engineering Department**

**2013 Department Detail Information**

**ENGINEERING ~ Expenditures**

**55600 EQUIPMENT MAINTENANCE:**

Survey Equipment Repairs	1,000		
Survey Equipment Licenses & Support	3,800	S6 Total Statn-TSC2 - Access Bundle(2@\$700)	1400
		R8 GPS Rover-TSC2 - Access Bundle (2@600)	1200
		Terra Sync Support Pro Software Maintenance	300
		Trimble Business Center Support	600
		Pathfinder Office Software Maintenance	300
Gas Detectors Repairs	150		
Photocopier	1,000		
Engineering Plan Printer/Scanner	1,500		
Fax Machine	100		
Software Maintenance Updates	9,125	AutoCAD \$6100; Timeslips \$275; ARCPAD \$250; ARC Editor \$1500; ARCVIEW \$1000 (\$500 x 2)	
As Needed Repairs	1,000		
Computer Equipment	1,000		
Microfilm Reader/Printer	875		
Vehicle Maintenance	3,300		
	<u>\$22,850</u>		

Survey Equipment Licenses & Support (-\$1,050) changes annually (2014 will increase ±\$1000);

Microfilm (+\$25) annual increase; Photocopier (+\$100) based on annual charges; Eng Scanner = New (-\$500);

Fax = New (-\$25); Vehicle Maintenance (+\$400) due to higher maintenance costs for aging fleet.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	23,900	9,130	2,390	5,449	0	0	4,302	2,629	0	0	0
2013	22,850	8,729	2,285	5,210	0	0	4,113	2,514	0	0	0

**57700 CONTRACTUAL SERVICES:**

Asphalt Sample Testing for Private Development 8 samples @ \$170 each.

Testing price decreased - different vendor.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,520	1,520	0	0	0	0	0	0	0	0	0
2013	1,360	1,360	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ENGINEERING ~ Engineering Department**

**2013 Department Detail Information**

**ENGINEERING DEPARTMENT ~ SUMMARY**

2013	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	\$688,235	\$262,906	\$68,824	\$156,918	\$0	\$0	\$123,882	\$75,706	\$0	\$0	\$0
Fringes	\$96,559	\$36,886	\$9,656	\$22,015	\$0	\$0	\$17,381	\$10,621	\$0	\$0	\$0
Telephone	\$5,074	\$1,938	\$507	\$1,157	\$0	\$0	\$913	\$558	\$0	\$0	\$0
Postage	\$3,440	\$1,314	\$344	\$784	\$0	\$0	\$619	\$378	\$0	\$0	\$0
Memberships	\$700	\$267	\$70	\$160	\$0	\$0	\$126	\$77	\$0	\$0	\$0
Publications	\$650	\$248	\$65	\$148	\$0	\$0	\$117	\$72	\$0	\$0	\$0
Seminars	\$1,500	\$573	\$150	\$342	\$0	\$0	\$270	\$165	\$0	\$0	\$0
Supplies	\$8,306	\$3,173	\$831	\$1,894	\$0	\$0	\$1,495	\$914	\$0	\$0	\$0
Gas & Oil	\$10,125	\$3,868	\$1,013	\$2,309	\$0	\$0	\$1,823	\$1,114	\$0	\$0	\$0
Equipt Maint	\$22,850	\$8,729	\$2,285	\$5,210	\$0	\$0	\$4,113	\$2,514	\$0	\$0	\$0
Contractual Ser	\$1,360	\$1,360	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$838,799</b>	<b>\$321,262</b>	<b>\$83,745</b>	<b>\$190,937</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,739</b>	<b>\$92,119</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$784,794</b>	<b>\$299,792</b>	<b>\$78,480</b>	<b>\$178,933</b>	<b>\$0</b>	<b>\$0</b>	<b>\$141,263</b>	<b>\$86,327</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp</b>	<b>\$54,005</b>	<b>\$21,470</b>	<b>\$5,265</b>	<b>\$12,004</b>	<b>\$0</b>	<b>\$0</b>	<b>\$9,476</b>	<b>\$5,792</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$838,799</b>	<b>\$321,262</b>	<b>\$83,745</b>	<b>\$190,937</b>	<b>\$0</b>	<b>\$0</b>	<b>\$150,739</b>	<b>\$92,119</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC WORKS ENGINEERING ~ Engineering Department**

**2013 Department Detail Information**

**ENGINEERING DEPARTMENT ~ Revenue**

	<b>2009 Actual</b>	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Adopted</b>	<b>2013 Request</b>
014494.449100 Sidewalk Permits	8,125.00	7,770.00	9,140.00	8,540.00	8,540.00
014494.449200 Storm Water Management Permits	3,146.80	3,801.49	4,000.00	3,800.00	3,500.00
014494.449500 Engineering Inspection Fees	11,584.54	0.00	13,990.00	25,000.00	26,000.00
014494.449600 Engineering Plan Handling Fees	10,054.00	5,250.00	5,740.00	5,912.00	6,945.00
014614.461600 Engineering Copy Revenue	572.18	150.13	300.00	250.00	250.00
014654.465400 Cemetery Site and Admin Services	0.00	250.00	250.00	250.00	250.00
014684.468230 Engineering Plan Review Fees	550.89	643.03	1,500.00	1,500.00	1,500.00

**014494.449100 SIDEWALK PERMITS** **Grand Total** **\$8,540**

Estimating 60 @ \$100, 16 @ \$65, and 30 @ \$50

**014494.449200 STORM WATER MANAGEMENT PERMITS** **Grand Total** **\$3,500**

Estimating 7 permits @ \$50 (permit fee) = \$350; 7 permits (review fee) @ \$450 = \$3150

**014494.449500 ENGINEERING INSPECTION FEES** **Grand Total** **\$26,000**

Clean up inspection of 2 subdivisions, and build 1 small addition to a subdivision.

Includes Creekside Addition #4, plus public construction on 2 commercial/institutional developments.

**014494.449600 ENGINEERING PLAN HANDLING FEES** **Grand Total** **\$6,945**

Reviewing upcoming projects and history of sales we anticipate selling at various prices, and mailing (\$10.00 each) approximately 65% of those contracts.

**014614.461600 ENGINEERING COPY REVENUE** **Grand Total** **\$250**

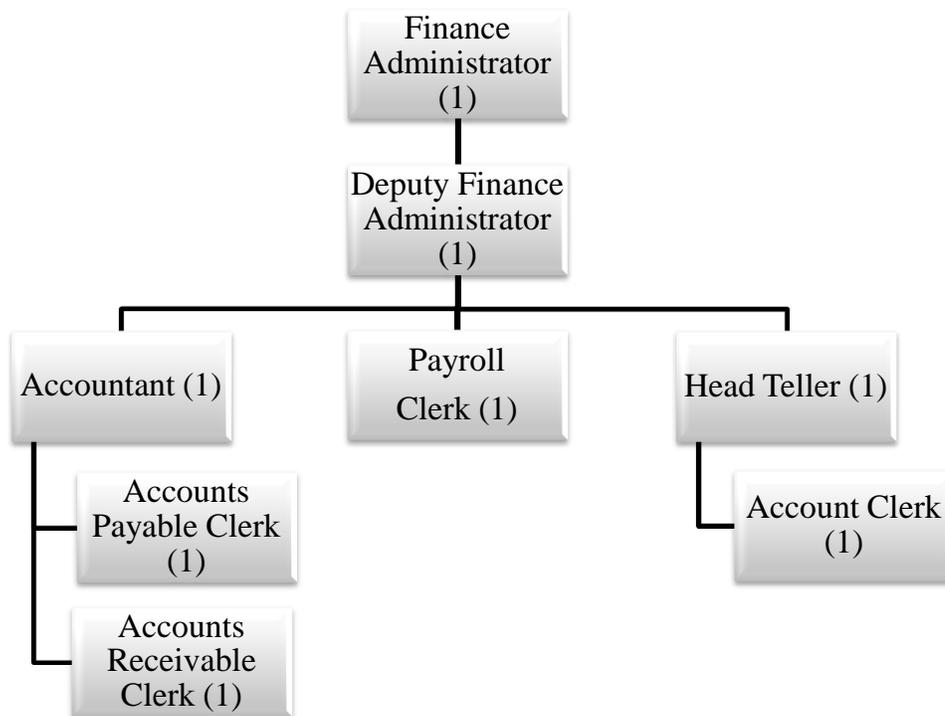
With the capability and use of the web site and emailing, our plan copier & office copier is not utilized nearly as much by the public.

**014654.465400 CEMETERY SITE AND ADMIN SERVICES** **Grand Total** **\$250**

Anticipate one grave opening survey at \$250.00 each

**014684.468230 ENGINEERING PLAN REVIEW FEES** **Grand Total** **\$1,500**

Estimating 3 reviews @ \$100 (permit fee) = \$ 300; 3 reviews @ \$400 (review fee) = \$1,200



**MISSION:**

The City Finance Department mission is to promptly and courteously respond to citizens requesting service. We serve the community through efficient receipting and timely disbursement of funds for all City entities, prudent cash management and investment of public monies, prompt debt administration and accurate and detailed reporting of all financial transactions.

- Receipts all monies received by the City whether paid directly to the department or through other departments.
- Disburses all payments needed to operate the governmental unit, including payroll of city employees.
- Keeps detailed accounting for all financial transactions of the City and hosts audits of those records.
- Manages the cash flow and investment of all the funds of the City.
- Records and administers the City's debt.

**GENERAL GOVERNMENT ~ Finance**

**2013 Department Detail Information**

**FINANCE ~ Expenditures**

**Account 01.51520**

**50100 SALARIES:**

Finance Administrator	74,296
Deputy Finance Administrator	53,931
Accountant	48,341
Head Teller	38,299
Account Clerk	38,217
Accounts Payable Clerk	38,859
Account Receivable Clerk	37,748
Payroll Specialist	41,843
Admin. Svcs. Director (share)	4,761
	<u>\$376,295</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	371,534	187,908	48,074	36,749	3,639	3,176	83,896	0	4,041	4,051	0
2013	376,295	190,315	48,690	37,220	3,686	3,217	84,971	0	4,093	4,103	0

**50200 FRINGES:**

Fringe benefit rate at 14.03%. \$52,794

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	51,457	26,024	6,658	5,090	504	440	11,620	0	560	561	0
2013	52,794	26,702	6,831	5,222	517	451	11,921	0	574	576	0

**51600 TELEPHONE:**

Voice Over I/P	760
Long Distance	90
Internet	810
	<u>\$1,660</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,610	823	207	160	13	12	359	0	18	18	0
2013	1,660	848	214	165	13	13	370	0	18	19	0

**GENERAL GOVERNMENT ~ Finance**

**2013 Department Detail Information**

**FINANCE ~ Expenditures**

**Account 01.51520**

**51700 POSTAGE:**

Postage	10600
Mail Service	1785
Meter Maintenance	215
	<u>215</u>
	\$12,600

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	11,715	6,088	574	447	249	250	3,721	0	288	98	0
2013	12,600	6,548	618	481	268	269	4,002	0	309	105	0

**52000 MEMBERSHIPS:**

Government Finance Officers Association	250
Wisconsin Government Finance Officers Association	25
Municipal Treasurers Association of Wisconsin	80
Association of Government Accountants	90
Association of Public Treasurers	190
American Payroll Association	220
Greater Milwaukee Payroll Association	40
	<u>40</u>
	\$895

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	840	430	108	83	7	6	187	0	9	10	0
2013	895	457	115	89	7	7	200	0	10	10	0

**52100 PUBLICATIONS:**

GASB Publications	50
FLSA Resource	100
APA Payroll Source	450
Update Service for General Accounting Handbook	130
	<u>130</u>
	\$730

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	730	373	94	72	6	6	163	0	8	8	0
2013	730	373	94	72	6	6	163	0	8	8	0

**GENERAL GOVERNMENT ~ Finance**

**2013 Department Detail Information**

**FINANCE ~ Expenditures**

**Account 01.51520**

**52200 SEMINARS AND TRAINING:**

MTAW or WGFOA Conferences (two employees)	800
Moraine Park Technical College Training (Advanced Excel - one employee)	230
American Payroll Association Conferences (two employees)	600
	<u>1,630</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,530	782	197	152	12	12	341	0	17	17	0
2013	1,630	833	210	162	13	12	363	0	18	19	0

- One employee is training in Excel in an attempt to provide backup to the existing level of skill within the department. Two employees train in payroll, as well as in treasury and accounting to maintain skills and provide sufficient backup.

**53500 OFFICE AND OPERATING SUPPLIES:**

Tax Receipts	200
Copier and Printer Paper/Supplies	1760
Window and Non-Window Envelopes	1230
Tax Bill Envelopes	725
Printer Cartridges	1200
Central Duplicating – Animal Licenses / Applications	320
Accounts Payable Checks, Payroll Stubs, W2's, & 1099 Forms	650
Banking Mileage	235
Banking Deposit Slips	125
Miscellaneous Supplies	275
	<u>\$6,720</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	6,700	3,424	863	664	54	51	1,494	0	74	76	0
2013	6,720	3,434	866	666	54	51	1,498	0	74	77	0

- The cost of the printer supplies and paper is unknown at this time because we are purchasing a new copier. This budget is based on historical costs under the old copier.

**GENERAL GOVERNMENT ~ Finance**

**2013 Department Detail Information**

**FINANCE ~ Expenditures**

**Account 01.51520**

**55600 EQUIPMENT MAINTENANCE:**

Folder/Stuffer maintenance	550
Copier maintenance	750
	<u>\$1,300</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,275	652	164	126	10	10	284	0	14	15	0
2013	1,300	665	167	129	10	10	290	0	14	15	0

- The cost of the maintenance on these machines is unknown at this time; we have not purchased the new equipment as of this budget preparation.

**57700 CONTRACTUAL SERVICES:**

Washington County: Tax system maintenance charges	7800
ETI Corp: Special Assessment software annual maintenance	5400
	<u>\$13,200</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	12,400	6,336	1,597	1,230	99	95	2,765	0	137	141	0
2013	13,200	6,744	1,701	1,309	106	101	2,943	0	146	150	0

- The tax system maintenance charges were over by \$400 in 2011, so the budget for 2013 has been increased accordingly.

**GENERAL GOVERNMENT ~ Finance**

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**2013 Department Detail Information**

**INDEPENDENT AUDITING ~ Expenditures**

**Account 01.51570**

**INDEPENDENT AUDITING CONTRACTUAL SERVICES:**

Annual Financial Audit	60,000
Single Audit	<u>12,000</u>
	72,000

- It is assumed a single audit will be required. Cost is based on historical costs by Baker Tilly. A audit firm may be selected, but that is not known at this time.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	66,000	33,280	0	0	1,725	2,805	22,440	2,875	2,875	0	0
2013	72,000	35,760	0	0	1,800	3,960	24,480	3,000	3,000	0	0

**GENERAL GOVERNMENT ~ Finance**

**2013 Department Detail Information**

**OTHER GENERAL GOVERNMENT ~ Expenditures**

**Account 01.51920**

**COLLECTION AGENCY FEES CONTRACTUAL SERVICES:**

Monco Services	700
	\$700

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
2012	700	700	0	0	0	0	0	0	0	0	0
2013	700	700	0	0	0	0	0	0	0	0	0

The City is obligated to Monco Services contractually for 25% of collections previously placed with them. All that can be done with these accounts by the City Attorney has been done. Little is anticipated to be collected on the remaining outstanding. State of Wisconsin TRIP program is now free; no fees are budgeted for this.

**GENERAL GOVERNMENT ~ Finance**

**2013 Department Detail Information**

**FINANCE ~ SUMMARY**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	\$376,295	\$190,315	\$48,690	\$37,220	\$3,686	\$3,217	\$84,971	\$0	\$4,093	\$4,103	\$0
Fringes	\$52,794	\$26,702	\$6,831	\$5,222	\$517	\$451	\$11,921	\$0	\$574	\$576	\$0
Telephone	\$1,660	\$848	\$214	\$165	\$13	\$13	\$370	\$0	\$18	\$19	\$0
Postage	\$12,600	\$6,548	\$618	\$481	\$268	\$269	\$4,002	\$0	\$309	\$105	\$0
Memberships	\$895	\$457	\$115	\$89	\$7	\$7	\$200	\$0	\$10	\$10	\$0
Publications	\$730	\$373	\$94	\$72	\$6	\$6	\$163	\$0	\$8	\$8	\$0
Seminars	\$1,630	\$833	\$210	\$162	\$13	\$12	\$363	\$0	\$18	\$19	\$0
Supplies	\$6,720	\$3,434	\$866	\$666	\$54	\$51	\$1,498	\$0	\$74	\$77	\$0
Equip Maint	\$1,300	\$665	\$167	\$129	\$10	\$10	\$290	\$0	\$14	\$15	\$0
Contract Service	\$13,200	\$6,744	\$1,701	\$1,309	\$106	\$101	\$2,943	\$0	\$146	\$150	\$0
<b>Grand Total</b>	<b>\$467,824</b>	<b>\$236,919</b>	<b>\$59,506</b>	<b>\$45,515</b>	<b>\$4,680</b>	<b>\$4,137</b>	<b>\$106,721</b>	<b>\$0</b>	<b>\$5,264</b>	<b>\$5,082</b>	<b>\$0</b>
Total Sal/FB	\$429,089	\$217,017	\$55,521	\$42,442	\$4,203	\$3,668	\$96,892	\$0	\$4,667	\$4,679	\$0
Total Other Exp.	\$38,735	\$19,902	\$3,985	\$3,073	\$477	\$469	\$9,829	\$0	\$597	\$403	\$0
<b>Grand Total</b>	<b>\$467,824</b>	<b>\$236,919</b>	<b>\$59,506</b>	<b>\$45,515</b>	<b>\$4,680</b>	<b>\$4,137</b>	<b>\$106,721</b>	<b>\$0</b>	<b>\$5,264</b>	<b>\$5,082</b>	<b>\$0</b>

**INDEPENDENT AUDITING ~ SUMMARY**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Financial	\$60,000	\$31,800	\$0	\$0	\$1,800	\$0	\$20,400	\$3,000	\$3,000	\$0	\$0
Single	\$12,000	\$3,960	\$0	\$0	\$0	\$3,960	\$4,080	\$0	\$0	\$0	\$0

**OTHER GENERAL GOVERNMENT ~ SUMMARY**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Collection Agency	\$700	\$700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**GENERAL GOVERNMENT ~ Finance**

**2013 Department Detail Information**

**FINANCE ~ Revenues**

	2010 Actual	2011 Actual	2012 Adopted	2013 Requested
<b>014114.411410 Delinquent PP Chargebacks</b>	\$6,899.90	\$14,077.59	\$6,875.00	\$6,887.00
<b>014184.418100 Interest on Delinquent RE Taxes</b>	\$59,517.33	\$52,904.71	\$51,450.00	\$51,757.00
<b>014184.418200 Interest on Delinquent PP Taxes</b>	\$2,435.24	\$3,206.07	\$2,825.00	\$2,914.00
<b>014184.418300 Interest on Delinq Spec Assessmt</b>	\$27,531.88	\$19,120.29	\$10,400.00	\$12,000.00
<b>014424.442200 Dog Licenses</b>	\$16,430.75	\$17,981.00	\$17,953.00	\$18,960.00
<b>014424.442300 Cat Licenses</b>	\$2,910.00	\$3,091.00	\$3,091.00	\$3,422.00
<b>014614.461400 Payroll Fees</b>	\$454.50	\$302.50	\$260.00	\$260.00
<b>014614.461200 Treasurers Fees</b>	\$10,485.25	\$7,729.25	\$10,150.00	\$9,000.00
<b>014614.461210 NSF Fees</b>	\$2,280.00	\$3,040.00	\$2,400.00	\$2,800.00
<b>014614.461900 Misc Departmental Revenue</b>	\$9,421.73	\$3,480.86	\$4,015.00	\$3,000.00
<b>014694.469200 Uncollectible A/R Collected</b>	\$12,931.48	\$30,128.31	\$25,000.00	\$25,000.00
<b>014814.481100 Interest on Gen Fd Investments</b>	\$77,934.58	\$60,474.83	\$100,000.00	\$60,000.00

**014114.411410 DELINQUENT PP CHARGEBACKS** **Grand Total: \$6,887.00**

Budget is based on \$9,615 outstanding to be charged back to other taxing entities.

**014184.418100 INTEREST ON DELINQUENT RE TAXES** **Grand Total: \$51,757.00**

Budget is based on 1.5% interest on missed payments calculated on outstanding balance due. 2011 revenue one large taxpayer delinquency, which is removed from the 2013 anticipated revenue.

**014184.418200 INTEREST ON DELINQUENT PP TAXES** **Grand Total: \$2,914.00**

Budget is based on 1.5% interest on missed payments calculated on outstanding balance due.

**014184.418300 INTEREST ON DELINQ SPEC ASSESSMENTS** **Grand Total: \$12,000.00**

Interest and penalties received from collections through Washington County. There are some large outstanding with the County; collection status unknown; 2010 revenue is from two large foreclosures.

**014424.442200 DOG LICENSES** **Grand Total: \$18,960.00**

Budget is based on 2,800 licenses at a fee of \$5.00 per dog per Ordinance, plus \$0.75 per dog license from Washington County, and 360 late fees of \$5.00 per dog after 3/31.

**GENERAL GOVERNMENT ~ Finance**

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**2013 Department Detail Information**

**FINANCE ~ Revenues**

**014424.442300 CAT LICENSES** **Grand Total: \$3,422.00**

Based on fees of \$8.00 for 370 spayed or neutered, \$13.00 for 3 unspayed or unneutered, and 30 \$5.00 late fees after 3/31.

**014614.461400 PAYROLL FEES** **Grand Total: \$260.00**

Based on 4 employee garnishments @ \$2.50 each per payroll.

**014614.461200 TREASURERS FEES** **Grand Total: \$9,000.00**

Based on 350 special assessment certificates @ \$25 each; \$150 in copy fees; 100 parcel searches @ \$1.00

**014614.461210 NSF FEES** **Grand Total: \$2,800.00**

Based on 70 returned checks @ \$40.00 each; previous budgets have been overestimated.

**014614.461900 MISC. DEPARTMENTAL REVENUE** **Grand Total: \$3,000.00**

Various revenues such as vending machine, account adjustments, misc. sales and/or reimbursements, and Section 125 receipts. Budget is based on historical averages.

**014694.469200 UNCOLLECTIBLE A/R RECOVERED** **Grand Total: \$25,000.00**

The majority of this revenue is a result of the TRIP program.

**014814.481100 INTEREST ON INVESTMENTS** **Grand Total: \$60,000.00**

Portfolio is adjusted to market value; performance is sensitive to market fluctuations.

ESTIMATED 2012 DEBT SERVICE LEVY  
July 9, 2012

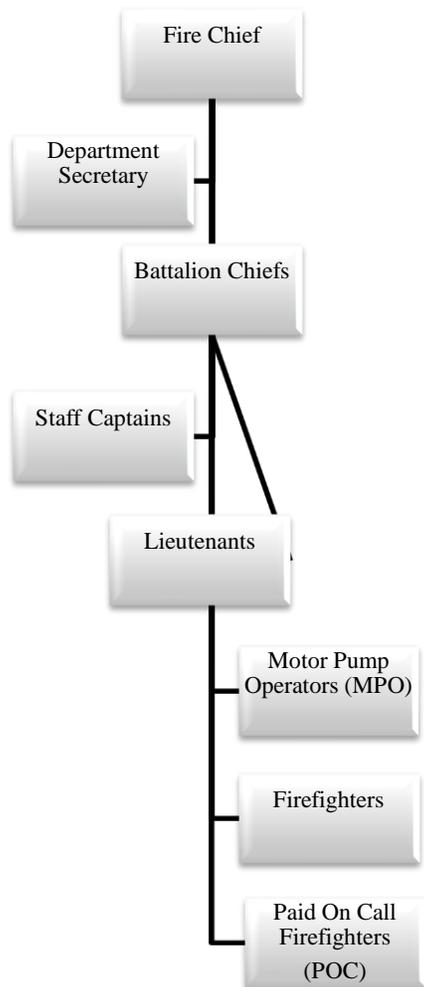
Total Debt Service for 2013		\$8,896,820.10
Add:		
TIF District #3 Estimated Shortfall (2)	\$251,610.91	
TIF District #5 Estimated Shortfall (2)	\$671,528.59	
TIF District #7 Estimated Shortfall (2)	\$177,705.89	
TIF District #9 Estimated Shortfall (2)	\$751,020.20	
		+ \$1,851,865.59
Subtract:		
Enterprise Funds to be Applied (1)	\$5,614,262.95	
Redemption to be Applied (3)	\$1,896.87	
Build America Bonds Rebates (1)	\$36,145.38	
Library Capital Improvement	\$107,374.00	
		- \$5,759,679.20
Net 2012 Debt Service Levy for 2013		\$4,989,006.49

- (1) See debt service spreadsheet by issue by year, including the enterprise funds' shares.  
(2) See TIF Districts Debt Service spreadsheet.  
(3) See redemption schedule.



Budget Changes Since Submittal:

Net 2012 Debt Service Levy for 2013		\$4,989,006
BC #36 Revised TIF #3 increment from A. Reuteman 8/23/12		(36,553)
BC #36 Revised TIF #5 increment from A. Reuteman 8/23/12		3,770
BC #36 Revised TIF #7 increment from A. Reuteman 8/23/12		(48,814)
BC #36 Revised TIF #9 increment from A. Reuteman 8/23/12		(11,293)
BC #36 Revised TIF #9 increment from A.R. based on transfer of increment from TIF #6		(23,128)
	New Debt Total	\$4,872,988



**MISSION:**

**Planning to Protect** – focusing on the needs for quality professional services to those - who live, work, and invest or visit our community.

**Acting to Save** – protecting lives, property and environment from fire and harm through continuous code enforcement, education, emergency and non-emergency services.

- The Fire Department Administration includes the Fire Chief, three Operations Battalion Chiefs (B/C) and three Staff Captains. The Administration provides management of the daily activities of the fire department.
- The Fire Chief provides overall direction and coordination for the department. The Fire Chief will work with the B/Cs, Captains and firefighters, fulltime and Paid On Call (POC).
- Each B/C has administrative responsibilities in addition to the daily administration of their assigned shift. Each Captain is assigned to an area of administrative responsibility (Training/EMS, Operations/Maintenance, and Prevention) and works with that B/C. The Fire Department has a part-time secretary.

**PUBLIC SAFETY ~ Fire Department Administration**

**2013 Department Detail Information**

**FIRE ADMINISTRATION ~ Expenditures**

**Account 01.52210**

**50100 SALARIES:**

Fire Chief	85,088	
Battalion Chief	75,989	
Battalion Chief	75,867	
Battalion Chief	75,117	
Dept. Secretary	14,101	975 hours
	<u>\$326,162</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	326,162	326,162	0	0	0	0	0	0	0	0	0
2013	326,162	326,162	0	0	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe Rate	0.2553	79,669
Fringe Rate	0.1403	1,978
		<u>\$81,647</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	81,685	81,685	0	0	0	0	0	0	0	0	0
2013	81,647	81,647	0	0	0	0	0	0	0	0	0

**51600 TELEPHONE:**

Centrex	720	Centrex Increase
VOIP	2,040	
Long Distance	160	
Internet (ATT)	1,250	
	<u>\$4,170</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,170	4,170	0	0	0	0	0	0	0	0	0
2013	4,170	4,170	0	0	0	0	0	0	0	0	0

**51700 POSTAGE:**

Postage	667	5% Projected Increase
Meter Maintenance	10	
	<u>\$677</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	645	645	0	0	0	0	0	0	0	0	0
2013	677	677	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Fire Department Administration**

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**2013 Department Detail Information**

**FIRE ADMINISTRATION ~ Expenditures**

**52000 MEMBERSHIPS & DUES:**

WC Fire Chiefs Assoc.	200
WI EMS Assoc.	10
WI State Fire Chiefs Assoc.	75
Badger Firemen's Assoc.	140
Int'l Assoc. of Arson Invest.	50
WI Assoc. of Arson Invest.	25
WI Assoc. of Haz Mat Resp.	15
Nat'l Assoc. Emerg. Veh. Techs.	50
	<u>\$565</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	565	565	0	0	0	0	0	0	0	0	0
2013	565	565	0	0	0	0	0	0	0	0	0

**52100 PUBLICATIONS:**

Trade Publications	\$135
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	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	135	135	0	0	0	0	0	0	0	0	0
2013	135	135	0	0	0	0	0	0	0	0	0

**52200 SEMINARS AND TRAINING:**

WI State Fire Chiefs Convention	500
Seminars	100
	<u>\$600</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	600	600	0	0	0	0	0	0	0	0	0
2013	600	600	0	0	0	0	0	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Cell Phone	265	ICMA, WILM, WITA Publ.	150
Computer & Copier Supplies	800	Printing	155
Public Education @ St 1 Supplies	225		
	<u>\$1,595</u>		

*Increase in cell phone charges*

**PUBLIC SAFETY ~ Fire Department Administration**

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**2013 Department Detail Information**

**FIRE ADMINISTRATION ~ Expenditures**

**53500 OFFICE AND OPERATING SUPPLIES: cont'd**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,448	1,448	0	0	0	0	0	0	0	0	0
2013	1,595	1,595	0	0	0	0	0	0	0	0	0

**55600 EQUIPMENT MAINTENANCE:**

Maint. for Staff Vehicle \$750  
*All these vehicles are out of warranty and require more maintenance*

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	750	750	0	0	0	0	0	0	0	0	0
2013	750	750	0	0	0	0	0	0	0	0	0

**56400 UNIFORMS:**

Protective Clothing \$3,250  
*"Turnout gear" is replaced to meet current NFPA guidelines. 8 year cycle.*  
*\$350 Reduction based on last 3 years purchase history*

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,600	3,600	0	0	0	0	0	0	0	0	0
2013	3,250	3,250	0	0	0	0	0	0	0	0	0

**57700 CONTRACTURAL SERVICES:**

OSHA Respirator Physicals 7,705 *Add'l POCs testing*  
 FireHouse Software Support 2,500 *Increase in Contract Costs*  
\$10,205

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	10,198	10,198	0	0	0	0	0	0	0	0	0
2013	10,205	10,205	0	0	0	0	0	0	0	0	0

*Removed Base Station Maintenance Contract (\$468) - Taken over by Washington County*

**PUBLIC SAFETY ~ Fire Department Administration**

**2013 Department Detail Information**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	\$326,162	\$326,162	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$81,647	\$81,647	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone	\$4,170	\$4,170	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$677	\$677	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships	\$565	\$565	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Publications	\$135	\$135									
Seminars	\$600	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$1,595	\$1,595	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip. Maint.	\$750	\$750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$3,250	\$3,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contracts	\$10,205	\$10,205									
<b>Grand Total</b>	<b>\$429,756</b>	<b>\$429,756</b>	<b>\$0</b>								
<b>Total Sal/FB</b>	<b>\$407,809</b>	<b>\$407,809</b>	<b>\$0</b>								
<b>Total Other Exp.</b>	<b>\$21,947</b>	<b>\$21,947</b>	<b>\$0</b>								
<b>Grand Total</b>	<b>\$429,756</b>	<b>\$429,756</b>	<b>\$0</b>								

**PUBLIC SAFETY ~ Fire Department Suppression**

**2013 Department Detail Information**

**FIRE Suppression ~ Expenditures**

**Account 01.52211**

**50100 SALARIES:**

Prevention Capt	7,622
Training Capt	7,574
Maintenance Capt	63,381
Lt. Group A (0.2408)	116,729
Lt. Group B	117,925
Lt. Group C	288,832
MPO Group A	274,260
MPO Group B	54,802
MPO Group C	54,753
MPO Group D	54,703
FF Group A	52,519
FF Group B	52,470
FF Group C	209,679
FF Group D	52,370
FF Group E	104,641
FF Group F	52,221
FF Group G	50,558
FF Group H	50,509
FF Group I	47,653
FF Group J	85,126
POCS	27,872
Overtime	56,552
	<u>\$1,882,751</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	IS	Cable	Other
2012	1,860,832	1,860,832	0	0	0	0	0	0	0
2013	1,882,751	1,882,751	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe Rate	0.2553	422,017
	0.2408	28,108
New Firefighters	0.1963	16,710
POC	0.0765	2,132
		<u>\$468,967</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	IS	Cable	Other
2012	461,948	461,948	0	0	0	0	0	0	0
2013	468,967	468,967	0	0	0	0	0	0	0

*Increases in Salary and Fringe amounts are due to longevity increases and the additional Fulltime and Paid on Call Firefighters*



**PUBLIC SAFETY ~ Fire Department Suppression**

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**2013 Department Detail Information**

**FIRE Suppression ~ Expenditures**

**55600 EQUIPMENT MAINTENANCE**

General repairs and maintenance for fire and EMS apparatus and equipment.  
Increase based on current use and expected repair frequency  
\$30,000

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	28,000	28,000	0	0	0	0	0	0	0	0	0
2013	30,000	30,000	0	0	0	0	0	0	0	0	0

**56400 UNIFORMS**

Protective clothing for all department members. Items are replaced to maintain current safety requirements. Our current standard is to replace equipment on an 8 year cycle.

\$5,800

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	6,150	6,150	0	0	0	0	0	0	0	0	0
2013	5,800	5,800	0	0	0	0	0	0	0	0	0

*Based on last 3 years purchase history*

**PUBLIC SAFETY ~ Fire Department Suppression**

**2013 Department Detail Information**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$1,882,751	\$1,882,751	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$468,967	\$468,967	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars	\$2,500	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$1,600	\$1,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Small Tools	\$2,280	\$2,280									
Gas & Oil	\$19,790	\$19,790	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip. Maint.	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$5,800	\$5,800									
<b>Grand Total</b>	<b>\$2,413,688</b>	<b>\$2,413,688</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$2,351,718</b>	<b>\$2,351,718</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$61,970</b>	<b>\$61,970</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$2,413,688</b>	<b>\$2,413,688</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC SAFETY ~ Fire Prevention, Inspection, and Planning Bureau**

**2013 Department Detail Information**

**FIRE Prevention ~ Expenditures**

**Account 01.52212**

**50100 SALARIES:**

Prev Captain 57,165  
MPO Group A (Inspection) 73,136  
 \$130,301

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	127,411	127,411	0	0	0	0	0	0	0	0	0
2013	130,301	130,301	0	0	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe Rate 0.2553 33,266  
 \$33,266

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	32,553	32,553	0	0	0	0	0	0	0	0	0
2013	33,266	33,266	0	0	0	0	0	0	0	0	0

**52000 MEMBERSHIPS & DUES:**

(NFPA) National Fire Protection Assoc. 180 \$30 Dues Increase  
 National Fire Sprinkler Code 85  
 WI Tank Systems Inspection Cert. 150  
 IAAI WI Arson Investigators Chapter 25 \$10 Dues Increase  
 WI Fire Inspectors Assoc. Area 5 120 \$45 Dues Increase  
WI Fire Inspectors Assoc. 105  
 \$665

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	580	580	0	0	0	0	0	0	0	0	0
2013	665	665	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Fire Prevention, Inspection, and Planning Bureau**

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**2013 Department Detail Information**

**FIRE Prevention ~ Expenditures cont'd**

**52100 PUBLICATIONS:**

NFPA Code Updates \$875 \$25 Subscription Increase

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	850	850	0	0	0	0	0	0	0	0	0
2013	875	875	0	0	0	0	0	0	0	0	0

*Increase in annual dues \$25*

**52200 SEMINARS & TRAINING:**

Code Enforcement & Tank Inspector Cert. \$1,000

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,000	1,000	0	0	0	0	0	0	0	0	0
2013	1,000	1,000	0	0	0	0	0	0	0	0	0

**53500 OFFICE & OPERATING SUPPLIES:**

Cell phone	660 Verizon
Computer, Copier & FAX supplies	180
Misc. Office Supties	100
Misc. Fire Equipment	100
Inspection Forms Printing	310
NFPA (Fire Prevention Week Banners)	150
	<u>\$1,500</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,375	1,375	0	0	0	0	0	0	0	0	0
2013	1,500	1,500	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Fire Prevention, Inspection, and Planning Bureau**

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**2013 Department Detail Information**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$130,301	\$130,301	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$33,266	\$33,266	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships	\$665	\$665	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Publications	\$875	\$875									
Seminars	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$1,500	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$167,607</b>	<b>\$167,607</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$163,567</b>	<b>\$163,567</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$4,040</b>	<b>\$4,040</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$167,607</b>	<b>\$167,607</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC SAFETY ~ Fire Department Training Bureau**

**2013 Department Detail Information**

**FIRE TRAINING ~ Expenditures:**

**Account 01.52213**

**50100 SALARIES:**

Prevention Capt	11,433	15%
Training Capt	64,379	85%
Maintenance Capt	3,728	5%
Lt. Group A (0.2408)	12,451	8%
Lt. Group B	12,579	8%
Lt. Group C	30,809	8%
MPO Group A	29,254	8%
MPO Group B	5,846	8%
MPO Group C	5,840	8%
MPO Group D	5,835	8%
FF Group A	5,602	8%
FF Group B	5,597	8%
FF Group C	22,366	8%
FF Group D	5,586	8%
FF Group E	11,162	8%
FF Group F	5,570	8%
FF Group G	5,393	8%
FF Group H	5,388	8%
FF Group I	5,083	8%
FF Group J	9,080	8%
POCS	9,291	25%
Overtime	6,032	8%
	<u>\$278,304</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	279,907	279,907	0	0	0	0	0	0	0	0	0
2013	278,304	278,304	0	0	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe Rate	0.2553	63,182
	0.2408	2,998
New Firefighters	0.1963	1,782
POC	0.0765	711
		<u>\$68,673</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	67,038	67,038	0	0	0	0	0	0	0	0	0
2013	68,673	68,673	0	0	0	0	0	0	0	0	0

*Increases in Salary and Fringe amounts are due to longevity increases and the additional Paid on Call Firefighters*

**PUBLIC SAFETY ~ Fire Department Training Bureau**

**2013 Department Detail Information**

**5200 MEMBERSHIPS & DUES:**

IAFC	Intl. Assoc. of Fire Chiefs	305	
IAFTI	Intl. Assoc. Fire Trng. Instructors	125	<i>\$45 Increase in dues</i>
IAAI	Intl. Assoc. of Arson Investigators	45	
	WI Fire Service Instructors	80	<i>Dues for 4 Instructors</i>
	WI Fire Investigators	35	
	WC Fire Investigators Assoc.	30	
	WC Training Officers Assoc.	10	
	WI Council of Safety	50	
		<u>        </u>	
		\$680	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	635	635	0	0	0	0	0	0	0	0	0
2013	680	680	0	0	0	0	0	0	0	0	0

**52200 SEMINARS & TRAINING:**

Meets contractual obligations for training outside the department.  
 Fire service degree programs, Assoc. Degree and Bachelor Degree programs. Fire & EMS conferences & outside training. Special Teams Training.

\$10,750

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	10,750	10,750	0	0	0	0	0	0	0	0	0
2013	10,750	10,750	0	0	0	0	0	0	0	0	0

**53500 OFFICE & OPERATING SUPPLIES:**

	Cell phone	792
	Computer, Copier & FAX Supplies	550
IFSTA	Intl. Fire Service Trng. Assoc.	300
	Training Aids & manuals	925
	Fire Training Equipment	75
	EMS Training supplies	200
	Public Ed. Events at fire stations	150
	Fire Safety Trailer supplies	250
	Trng. Room furniture / supplies	150
	Printing	150
	Camera supplies	25
		<u>        </u>
		\$3,567

**PUBLIC SAFETY ~ Fire Department Training Bureau**

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**2013 Department Detail Information**

**53500 OFFICE & OPERATING SUPPLIES:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,284	3,284	0	0	0	0	0	0	0	0	0
2013	3,567	3,567	0	0	0	0	0	0	0	0	0

**55600 EQUIPMENT MAINTENANCE:**

Maintenance, repair and parts replacement for training audio / visual equipment and computer equipment used for distance learning system

\$650

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	650	650	0	0	0	0	0	0	0	0	0
2013	650	650	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Fire Department Training Bureau**

**2013 Department Detail Information**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$278,304	\$278,304	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$68,673	\$68,673	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships	\$680	\$680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars	\$10,750	\$10,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$3,567	\$3,567	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip. Maint.	\$650	\$650	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$362,624</b>	<b>\$362,624</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$346,977</b>	<b>\$346,977</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$15,647</b>	<b>\$15,647</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$362,624</b>	<b>\$362,624</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC SAFETY ~ Fire Department Emergency Medical Services Bureau**

**2013 Department Detail Information**

**FIRE RESCUE ~ Expenditures:**

**Account 01.52310**

**50100 Salaries:**

Training Capt	3,787	5%
Maintenance Capt	7,457	10%
Lt. Group A (0.2408)	26,459	17%
Lt. Group B	26,730	17%
Lt. Group C	65,469	17%
MPO Group A	62,166	17%
MPO Group B	12,422	17%
MPO Group C	12,411	17%
MPO Group D	12,399	17%
FF Group A	11,904	17%
FF Group B	11,893	17%
FF Group C	47,527	17%
FF Group D	11,871	17%
FF Group E	23,719	17%
FF Group F	11,837	17%
FF Group G	11,460	17%
FF Group H	11,449	17%
FF Group I	10,801	17%
FF Group J	19,295	17%
Overtime	12,818	5%
	<u>\$413,874</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	403,590	403,590	0	0	0	0	0	0	0	0	0
2013	413,874	413,874	0	0	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe Rate	0.2553	93,981
	0.2408	6,371
New Firefighters	0.1963	3,788
		<u>\$104,140</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	102,091	102,091	0	0	0	0	0	0	0	0	0
2013	104,140	104,140	0	0	0	0	0	0	0	0	0

*Increases in Salary and Fringe amounts are due to longevity increases and the additional Paid on Call Firefighters*

**PUBLIC SAFETY - Fire Department Emergency Medical Services Bureau**

**2013 Department Detail Information**

**FIRE RESCUE ~ Expenditures**

**52000 MEMBERSHIPS & DUES:**

WI EMS Assoc.	425	<i>\$75 Dues Increase</i>
WI EMS Hotsheets	75	
	<u>500</u>	
EMS Consulting Service & Purchasing Group		

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	425	425	0	0	0	0	0	0	0	0	0
2013	500	500	0	0	0	0	0	0	0	0	0

**52200 SEMINARS & TRAINING:**

PSOW Paramedic Services of WI	200
IAFC Fire-Rescue Med conference	400
	<u>600</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,045	1,045	0	0	0	0	0	0	0	0	0
2013	600	600	0	0	0	0	0	0	0	0	0

**53500 OFFICE & OPERATING SUPPLIES:**

Cell phone	120	
Computer, Copier & FAX supplies	500	<i>\$50 Increase</i>
Printing & reproductions	900	<i>\$25 Increase</i>
CLIA Laboratory User Fee	150	
Non-Disposable Medical equipment	1,800	<i>\$400 Increase</i>
Equipment repair	600	<i>\$400 Increase</i>
Events at fire stations	200	
Misc. hardware & supplies	550	<i>\$50 Increase</i>
Training manuals & equipment	500	<i>\$175 Increase</i>
TB Testing supplies	750	<i>\$25 Increase</i>
	<u>\$6,070</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5,111	5,111	0	0	0	0	0	0	0	0	0
2013	6,070	6,070	0	0	0	0	0	0	0	0	0

*Increases based on 3 year history of expenditures and new EMS equipment*

**PUBLIC SAFETY ~ Fire Department Emergency Medical Services Bureau**

**2013 Department Detail Information**

**FIRE RESCUE ~ Expenditures**

**54300 GAS & OIL:**

8,400 gallons diesel @ \$4.05 /gal 34,020

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	26,129	26,129	0	0	0	0	0	0	0	0	0
2013	34,020	34,020	0	0	0	0	0	0	0	0	0

*Increase based on current call volume and expected increase in 2013 calls.*

*Projected fuel use for 2012 is 7920 gallons ~ Projected fuel use for 2013 is 8,400 gallons*

**55600 EQUIPMENT MAINTENANCE:**

General repairs and maintenance for EMS apparatus and equipment. All of our EMS apparatus are out of the warranty period.

\$7,800

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	7,000	7,000	0	0	0	0	0	0	0	0	0
2013	7,800	7,800	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

Maint. contract for defibrillators \$3,975

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,975	3,975	0	0	0	0	0	0	0	0	0
2013	3,975	3,975	0	0	0	0	0	0	0	0	0

**59500 ADMINISTRATION & SPECIAL PURPOSE:**

Costs for ambulance supplies not covered by the hospital exchange program. These costs are billed to our patients.

\$39,000

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	37,000	37,000	0	0	0	0	0	0	0	0	0
2013	39,000	39,000	0	0	0	0	0	0	0	0	0

*Increase reflects expected call volume increases. Savings from some medication purchases from the hospitals and exchange of short dated medications are included*

**PUBLIC SAFETY ~ Fire Department Emergency Medical Services Bureau**

**2013 Department Detail Information**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$413,874	\$413,874	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$104,140	\$104,140	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars	\$600	\$600									
Supplies	\$6,070	\$6,070	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gas & Oil	\$34,020	\$34,020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip. Maint.	\$7,800	\$7,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contracts	\$3,975	\$3,975	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Admin. Special	\$39,000	\$39,000									
<b>Grand Total</b>	<b>\$609,979</b>	<b>\$609,979</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$518,014</b>	<b>\$518,014</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$91,965</b>	<b>\$91,965</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$609,979</b>	<b>\$609,979</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC SAFETY ~ Fire Dispatch**

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**2013 Department Detail Information**

**FIRE DISPATCH ~ Expenditures**

**Account 01.52311**

<b>Account 01523111</b>	<b>2008 Actual</b>	<b>2009 Actual</b>	<b>2012 Adopted</b>	<b>2013 Request</b>
<b>Salaries and Fringe Benefits</b>	<b>24,913</b>	<b>24,913</b>	<b>29,606</b>	<b>29,665</b>
<b>Other Expenses</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total EMS</b>	<b>\$24,913</b>	<b>\$24,913</b>	<b>\$29,606</b>	<b>\$29,665</b>

**PUBLIC SAFETY ~ Fire Department Revenues**

**2013 Department Detail Information**

	2010 Actual	2011 Actual	2012 Adopted	2013 Estimate
014734.473210 WI VTAE Fire Dept. Training	3,705	3,181	4,000	4,000
014344.434200 Fire Insurance Tax	100,691	101,916	101,756	112,000
014624.462140 False Alarm Assessments	1,700	1,700	1,700	1,700
014624.462200 Fire Department Fees	19,213	18,260	69,029	18,000
014624.462300 Ambulance Fees	809,950	1,138,108	927,300	1,225,000
014734.473220 Local Fire Protection Service	408,602	400,029	415,379	415,379
<b>Total Revenue</b>	<b>1,343,861</b>	<b>1,663,194</b>	<b>1,519,164</b>	<b>\$1,776,079</b>

**014734.473210 WI VTAE Fire Department Training Grand Total \$ 4,000**  
 Funds for teaching classes given through Moraine Park Technical College. This total will vary from year to year based on the number of classes offered by MPTC that require a fire department member as an instructor.

**014344.434200 FIRE INSURANCE TAX Grand Total \$ 112,000**

2% Fire Insurance Dues from the State: The totals come from the Department of Commerce which administers the program. The dues are paid for the previous year.

2% Funds are paid to the City of West Bend, the Town of Barton and the Town of West Bend. We receive a percentage of the payments made to the Towns based on the percent of the Towns we cover by contract.

**014624.462140 FALSE ALARM ASSESSMENTS Grand Total \$ 1,700**

Funds from the 2<sup>nd</sup> non-excused false fire alarm: The fee is \$850.00 and we estimate 2 false alarm assessments per year.

**014624.462200 FIRE DEPARTMENT FEES Grand Total \$ 18,000**

Fees collected for tank inspection, permits and special classes. Figure is based on collection history.

**014624.462300 AMBULANCE FEES Grand Total \$ 1,225,000**

Ambulance fee revenue is computed from the 2012 net ambulance revenue figure. For 2013 we added \$15,000 as anticipated 2013 Interfacility revenue over the 2012 Interfacility revenue. We estimate a 8% increase in the number of calls.

**014734.473220 LOCAL FIRE PROTECTION Grand Total \$ 415,379**

The annual contracted fee for fire protection in the Town of Barton and the Town of West Bend.



**INTERNAL SERVICE FUND ~ Geographic Information Systems**

**2013 Department Detail Information**

**GEOGRAPHIC INFORMATION SYSTEMS ~ Expenditures**

**52000 MEMBERSHIPS:**

Wisconsin Land Information Association (2)	100
URISA - no longer renewing	<u>0</u>
	\$ 100

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	290	0	70	44	0	0	34	139	0	0	0	3
2013	100	0	24	15	0	0	12	48	0	0	0	1

**52100 PUBLICATIONS:**

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	0	0	0	0	0	0	0	0	0	0	0	0
2013	0	0	0	0	0	0	0	0	0	0	0	0

**52200 SEMINARS AND TRAINING:**

GIS - related training/seminars/conferences	2,760
WLIA conference	<u>750</u>
	\$ 3,510

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	3,510	0	838	537	2	5	411	1,683	1	2	0	31
2013	3,510	0	838	537	2	5	411	1,683	1	2	0	31

**53500 OFFICE AND OPERATING SUPPLIES:**

General office supplies	650
Ricoh (MP3350) B/W copier supplies	300
Ricoh (SPC811) copy charges (3000 x \$.25 ea)	750
Plotter supplies (paper, ink, etc.)	1,100
Specific Reproduction Projects - Tax Key Maps (5 s	<u>400</u>
	\$ 3,200

Copier, printer and office supplies based on percentage of Economic & Community Development costs.

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	3,783	0	903	578	2	6	443	1,814	2	2	0	33
2013	3,200	0	764	489	2	5	375	1,534	1	2	0	28

**INTERNAL SERVICE FUND ~ Geographic Information Systems**

**2013 Department Detail Information**

**GEOGRAPHIC INFORMATION SYSTEMS ~ Expenditures**

**54300 GAS AND OIL:**

Office Vehicle - Unleaded (\$ 4.25/gal @ 20 gals)	85
Adm. Office Vehicle - Gas and Oil (\$4.25/gal @ 5 gals)	22
Office Vehicle - Maintenance	20
	\$ 127

Increased fuel rate cost. Reducing no. of gals used.

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	167	0	40	26	0	0	20	80	0	0	0	1
2013	127	0	30	19	0	0	15	61	0	0	0	1

**55600 EQUIPMENT MAINTENANCE**

Copier maintenance (Ricoh MP3350)	275
ESRI Software maintenance	13,350
HP Plotter maint. contract (no longer supported)	0
	\$ 13,625

Decrease in HP Plotter maintenance contract. Copier maintenance based on percentage of DECD costs.

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	14,080	0	2,685	2,312	0	0	1,988	7,089	3	3	0	0
2013	13,625	0	3,252	2,083	7	20	1,597	1,681	5	7	4,851	121

**57900 RISK MANAGEMENT:**

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	2,453	0	586	375	1	4	287	1,176	1	1	0	22
2013	2,453	0	586	375	1	4	287	1,176	1	1	0	22

**58000 HEALTH INSURANCE:**

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	29,539	0	7,051	4,516	15	44	3,462	14,161	12	15	0	263
2013	29,539	0	7,051	4,516	15	44	3,462	3,645	12	15	10,516	263

**50400 OUTLAY:**

Web development	7,500
Plotter replacement	8,000
Mobile Device	600
	\$ 16,100

	Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
2012	27,490	0	0	0	0	0	0	27,490	0	0	0	0
2013	16,100	0	0	0	0	0	0	16,100	0	0	0	0

**INTERNAL SERVICE FUND ~ Geographic Information Systems**

**2013 Department Detail Information**

**GEOGRAPHIC INFORMATION SYSTEMS ~ SUMMARY**

2013 Totals	Grand Total	GF	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	GIS	Other
Salaries	\$92,891	\$0	\$22,173	\$14,203	\$46	\$139	\$10,887	\$11,461	\$37	\$46	\$33,070	\$827
Fringes	\$13,033	\$0	\$3,111	\$1,993	\$6	\$20	\$1,527	\$1,608	\$5	\$6	\$4,640	\$116
Telephone	\$400	\$0	\$95	\$61	\$0	\$1	\$47	\$192	\$0	\$0	\$0	\$4
Postage	\$50	\$0	\$12	\$8	\$0	\$0	\$6	\$24	\$0	\$0	\$0	\$0
Memberships	\$100	\$0	\$24	\$15	\$0	\$0	\$12	\$48	\$0	\$0	\$0	\$1
Publications	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars	\$3,510	\$0	\$838	\$537	\$2	\$5	\$411	\$1,683	\$1	\$2	\$0	\$31
Supplies	\$3,200	\$0	\$764	\$489	\$2	\$5	\$375	\$1,534	\$1	\$2	\$0	\$28
Gas & Oil	\$127	\$0	\$30	\$19	\$0	\$0	\$15	\$61	\$0	\$0	\$0	\$1
Equip. Main.	\$13,625	\$0	\$3,252	\$2,083	\$7	\$20	\$1,597	\$1,681	\$5	\$7	\$4,851	\$121
Risk Mgmt.	\$2,453	\$0	\$586	\$375	\$1	\$4	\$287	\$1,176	\$1	\$1	\$0	\$22
Health Ins.	\$29,539	\$0	\$7,051	\$4,516	\$15	\$44	\$3,462	\$3,645	\$12	\$15	\$10,516	\$263
Outlay	\$16,100	\$0	\$0	\$0	\$0	\$0	\$0	\$16,100	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$175,028</b>	<b>\$0</b>	<b>\$37,936</b>	<b>\$24,299</b>	<b>\$79</b>	<b>\$238</b>	<b>\$18,626</b>	<b>\$39,213</b>	<b>\$62</b>	<b>\$79</b>	<b>\$53,077</b>	<b>\$1,414</b>
<b>Total Sal/FB</b>	<b>\$105,924</b>	<b>\$0</b>	<b>\$25,284</b>	<b>\$16,196</b>	<b>\$52</b>	<b>\$159</b>	<b>\$12,414</b>	<b>\$13,069</b>	<b>\$42</b>	<b>\$52</b>	<b>\$37,710</b>	<b>\$943</b>
<b>Total Other Exp.</b>	<b>\$69,104</b>	<b>\$0</b>	<b>\$12,652</b>	<b>\$8,103</b>	<b>\$27</b>	<b>\$79</b>	<b>\$6,212</b>	<b>\$26,144</b>	<b>\$20</b>	<b>\$27</b>	<b>\$15,367</b>	<b>\$471</b>
<b>Grand Total</b>	<b>\$175,028</b>	<b>\$0</b>	<b>\$37,936</b>	<b>\$24,299</b>	<b>\$79</b>	<b>\$238</b>	<b>\$18,626</b>	<b>\$39,213</b>	<b>\$62</b>	<b>\$79</b>	<b>\$53,077</b>	<b>\$1,414</b>

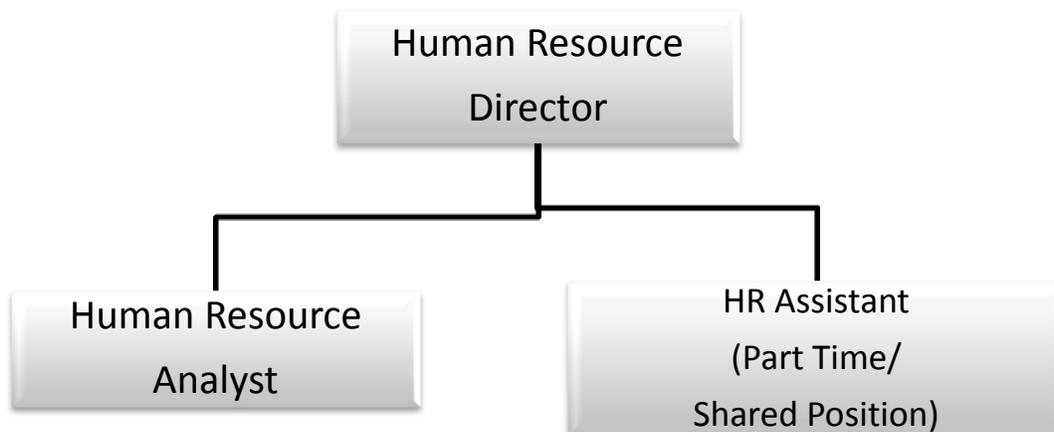
**INTERNAL SERVICE FUND ~ Geographic Information Systems**

**2013 Department Detail Information**

**GEOGRAPHIC INFORMATION SYSTEMS ~ Revenue**

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Adopted</b>	<b>2013 Proposed</b>
<b>Map Sales</b>	\$ 85	\$ 80	\$ 110	\$ 130
<b>Total</b>	\$ 85	\$ 80	\$ 110	\$ 130

	<b>Adopted Budget 2012</b>	<b>Proposed Revenue 2013</b>
<b>Map Sales</b>		
Cadastral Map Sets	\$ 85	\$ 80
Miscellaneous Maps	\$ 25	\$ 50



**MISSION - HUMAN RESOURCES:**

The mission of the Human Resources Division is to provide quality services and support in employment, employee relations, benefits, compensation, and safety enabling employees to better serve our external customers, the citizens of West Bend.

- Administer all labor agreements: labor negotiations; contract administration; discipline matters; investigate, respond to, and resolve grievances; coordinate drug and alcohol testing.
- Administer and manage employee benefits: vacation, sick, health and wellness benefits; life and disability insurance; deferred compensation; Section 125 medical reimbursement accounts; health risk assessments; post employment health plan and participation in the Wisconsin Retirement Fund.
- Select and retain employees: recruitment, testing, selection, hiring, new employee orientation, evaluation, promotion, training and development of employees and maintaining personnel records.
- Administer the compensation plan: create and maintain job descriptions, coordinate classification studies and determine salary levels.
- Assist departments in complying with federal, state and local employment laws and City ordinances; create and implement policies and procedures.
- Administer the Risk Management Program: loss control; safety; workers compensation, unemployment compensation, liability, auto and property insurance and work to minimize City liability.
- Prepare reports for auditors, allocate insurance costs and prepare and monitor the

**GENERAL GOVERNMENT ~ Human Resources**

**2013 Department Detail Information**

**HUMAN RESOURCES ~ Expenditures**

**Account 01.51430**

Human Resources and Attorney expenses are now separate (see Account 51310)

**50100 SALARIES:**

Asst City Atty/HR Director	84,005
HR Analyst	43,442
Part-Time Assistant	16,805
	<u>\$144,252</u>

<b>SALARIES</b>	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	135,252	103,870	15,174	7,201	62	296	6,576	0	761	1,312
2013	144,252	110,310	16,272	7,689	130	260	7,862	0	1,356	375

**50200 FRINGE:**

Fringe Benefit Rate is: 14.03%

<b>FRINGE</b>	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	18,732	14,386	2,102	997	9	41	911	0	105	182
2013	20,239	15,476	2,283	1,079	18	36	1,103	0	190	53

**51600 TELEPHONE:**

									HR
VoIP	3 Lines			\$6.11 month per line					220
Long Distance									25
Internet	2 Computers			\$8.43 month per computer					202
									<u>\$447</u>

<b>PHONE</b>	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	572	439	64	30	0	1	27	0	5	5
2013	447	343	50	24	0	1	21	0	5	4

**GENERAL GOVERNMENT ~ Human Resources**

**2013 Department Detail Information**

**HUMAN RESOURCES ~ Expenditures**

**Account 01.51430**

*Slight decrease due to lowering long distance charges*

**51700 POSTAGE:**

	HR
Postage & Flats	125
Mail Service	30
Postage Machine - Rental/Supplies	20
	\$175

POSTAGE	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	275	212	31	16	0	0	10	0	3	3
2013	175	135	20	10	0	0	5	0	2	3

**52000 MEMBERSHIPS:**

	HR
Public Risk Management Association (PRIMA)	60
WI/National Public Employer Labor Relations Assoc (WPELRA)	170
Milwaukee Area Municipal Employers Assoc (MAMEA)	60
	\$290

DUES	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	815	627	91	43	0	2	36	0	2	13
2013	290	222	32	15	0	1	13	0	1	4

**52100 PUBLICATIONS:**

	HR
Miscellaneous Publications and Reference Books	500
	\$500

PUBLICATIONS	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	1,700	1,310	190	90	0	4	76	0	4	27
2013	500	385	56	27	0	1	23	0	1	9

**GENERAL GOVERNMENT ~ Human Resources**

**2013 Department Detail Information**

**HUMAN RESOURCES ~ Expenditures**

**Account 01.51430**

**52200 SEMINARS AND TRAINING:**

	HR
Specialized Seminars	1500
	\$1,500

SEMINARS	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	1,500	1,154	168	81	0	4	68	0	6	19
2013	1,500	1,154	168	81	0	4	68	0	6	19

**53500 OFFICE AND OPERATING SUPPLIES:**

	HR
City Stationery, Envelopes and Copy Paper	100
Copier Maintenance and Copies	200
Printer Cartridges	110
Shred-It	60
Miscellaneous Office Supplies (staples, pens, pencils, post it notes, mailing envelopes, etc.)	25
	\$495

SUPPLIES	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	680	521	76	37	0	1	33	0	4	6
2013	495	379	56	27	0	1	24	0	3	4

*Decrease due to lowering most office supplies*

**GENERAL GOVERNMENT ~ Human Resources**

**2013 Department Detail Information**

**HUMAN RESOURCES ~ Expenditures**

**Account 01.51430**

**54300 GAS AND OIL:**

		HR
Fuel for proportionate share of city vehicle	40 gal. @ 4.25/gal	170
Proportionate share of vehicle repairs		49
		\$219

GAS & OIL	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	215	165	24	11	0	0	10	0	1	2
2013	219	168	25	12	0	0	10	0	1	2

**57700 CONTRACTUAL SERVICES:**

		HR
Alpha Terra (Safety Training) <i>(Increase \$345)</i>		8,995
Enetrix, LLC (Compensation Consultants)		0
		\$8,995

CONTRACT	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	8,650	6,452	1,493	446	3	3	307	0	64	35
2013	8,995	6,709	1,392	464	4	4	319	0	67	37

*Increase in charges from Alpha Terra to fully meet the City's training needs, program requirements and annual compliance requirements of the Wisconsin Department of Safety and Professional Services (DSPA)*

**59500 ADMIN/SPECIAL PURPOSE:**

		HR
Section 125 Online Enrollment		\$350
Section 125 Reporting and Claims Processing		\$8,000
		\$8,350

ADMIN	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable
2012	8,350	6,405	841	483	6	18	497	0	83	17
2013	8,350	6,405	841	483	6	18	497	0	83	17

**GENERAL GOVERNMENT ~ Attorney**

**2013 Department Detail Information**

**ATTORNEY ~ SUMMARY**

<b>2013</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$144,252	\$110,310	\$16,272	\$7,689	\$130	\$260	\$7,862	\$0	\$1,356	\$375	\$0
Fringes	\$20,239	\$15,476	\$2,283	\$1,079	\$18	\$36	\$1,103	\$0	\$190	\$53	\$0
Telephone	\$447	\$343	\$50	\$24	\$0	\$1	\$21	\$0	\$5	\$4	\$0
Postage	\$175	\$135	\$20	\$10	\$0	\$0	\$5	\$0	\$2	\$3	\$0
Memberships	\$290	\$222	\$32	\$15	\$0	\$1	\$13	\$0	\$1	\$4	\$0
Publications	\$500	\$385	\$56	\$27	\$0	\$1	\$23	\$0	\$1	\$9	\$0
Seminars	\$1,500	\$1,154	\$168	\$81	\$0	\$4	\$68	\$0	\$6	\$19	\$0
Supplies	\$495	\$379	\$56	\$27	\$0	\$1	\$24	\$0	\$3	\$4	0
Gas & Oil	\$219	\$168	\$25	\$12	\$0	\$0	\$10	\$0	\$1	\$2	\$0
Contractual	\$8,995	\$6,709	\$1,392	\$464	\$4	\$4	\$319	\$0	\$67	\$37	\$0
Special Purpose	\$8,350	\$6,405	\$841	\$483	\$6	\$18	\$497	\$0	\$83	\$17	\$0
<b>Grand Total</b>	<b>\$185,462</b>	<b>\$141,686</b>	<b>\$21,195</b>	<b>\$9,911</b>	<b>\$158</b>	<b>\$326</b>	<b>\$9,945</b>	<b>\$0</b>	<b>\$1,715</b>	<b>\$527</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$164,491</b>	<b>\$125,786</b>	<b>\$18,555</b>	<b>\$8,768</b>	<b>\$148</b>	<b>\$296</b>	<b>\$8,965</b>	<b>\$0</b>	<b>\$1,546</b>	<b>\$428</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$20,971</b>	<b>\$15,900</b>	<b>\$2,640</b>	<b>\$1,143</b>	<b>\$10</b>	<b>\$30</b>	<b>\$980</b>	<b>\$0</b>	<b>\$169</b>	<b>\$99</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$185,462</b>	<b>\$141,686</b>	<b>\$21,195</b>	<b>\$9,911</b>	<b>\$158</b>	<b>\$326</b>	<b>\$9,945</b>	<b>\$0</b>	<b>\$1,715</b>	<b>\$527</b>	<b>\$0</b>



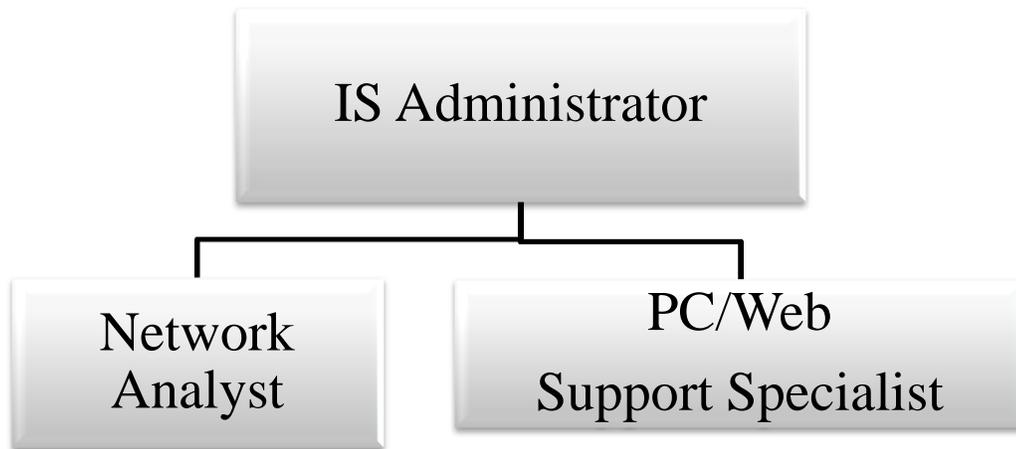
# GENERAL GOVERNMENT ~ RISK MANAGEMENT

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## RISK MANAGEMENT ~ Expenditures

ACCOUNT 01.515402

	Total	Gen Fund	Water	Sewer	Parking	Taxi	Library	TIF	CP	IS	Cable	Pk Trust	GF Air
2012	633,326	461,334	67,727	51,684	1,204	232	28,366	14,054	2,305	845	3,535	2,040	1,715
2013	667,445	507,584	56,322	47,771	1,451	258	28,740	13,341	1,498	859	5,506	2,225	1,893



**MISSION:**

The primary mission of the Information Services Department is to provide information technology to City departments. The essential functions that encompass this effort include:

- Server and network infrastructure procurement, installation, operation and maintenance.
- AS400 operations for Assessor and Police.
- Purchase, install and maintain client computers/technology items for all departments.
- Maintain Internet web site.
- Monitor spam filter and insure that the antispymware and antivirus software is operating correctly.
- Assist in the evaluation, purchase, installation and maintenance of software for City departments.

**INTERNAL SERVICE FUND ~ Information Systems**

**2013 Department Detail Information**

**INFORMATION SYSTEMS ~ Expenditures**

**Account 25.51433**

**50100 SALARIES:**

IS Administrator	67,290
Network Analyst	54,894
PC/Web Support Analyst	45,320
Administrator's Office	7,809
Attorney	8
HR	1,355
Clerk's Office	243
Elections	25
Finance Dept.	4,093
GIS	37
Common Council	185
Mayor	47
Veh. Maintenance	23
Admin. Svcs. Director	2,071
	<u>183,400</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	181,085		27,163	12,766			16,298		44,294	4,708	75,856
2013	183,400		27,510	12,930			16,506		44,860	4,768	76,826

**50200 FRINGES:**

Fringe benefit rate at 14.03% for full-time employees, and Mayor, 7.65% for Council and 0% for Elections.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	25,063		3,759	1,767			2,256		6,131	652	10,499
2013	25,719		3,858	1,813			2,315		6,291	669	10,774

**INTERNAL SERVICE FUND ~ Information Systems**

**2013 Department Detail Information**

**50300 ADMINISTRATIVE EXPENSES:**

Expenditures for Administrator's Office, Attorney, HR, City Clerk's Office, Council, Elections, Finance Department, Mayor.

Administrator	148
Attorney	144
HR	169
Clerk	41
Elections	14
Finance	497
GIS	7
Council	47
Mayor	16
<b>Total</b>	<b>1083</b>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,002	0	0	0	0	0	0	0	1,002	0	0
2013	1,083	0	0	0	0	0	0	0	1,083	0	0

**51600 TELEPHONE:**

Centrex	396
VOIP	330
Long Distance	240
Internet	382
Fax	10
<b>Total</b>	<b>\$1,358</b>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,358	0	204	96	0	0	122	0	901	35	0
2013	1,358	0	204	96	0	0	122	0	901	35	0

**51700 POSTAGE:**

Postage	150
Mail Service	5
Meter Maintenance	2
<b>Total</b>	<b>\$157</b>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	157	0	24	11	0	0	14	0	104	4	0
2013	157	0	24	11	0	0	14	0	104	4	0

**INTERNAL SERVICE FUND ~ Information Systems**

**2013 Department Detail Information**

**52000 MEMBERSHIPS:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	0	0	0	0	0	0	0	0	0	0	0
2013	0	0	0	0	0	0	0	0	0	0	0

**52100 PUBLICATIONS:**

PC Magazine 40

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	40	0	6	3	0	0	4	0	27	1	0
2013	40	0	6	3	0	0	4	0	27	1	0

**52200 SEMINARS AND TRAINING:**

1 5-day class 2000  
 2 3-day classes 2000  
\$4,000

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,000	0	600	282	0	0	360	0	2,654	104	0
2013	4,000	0	600	282	0	0	360	0	2,654	104	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Office Supplies 400  
 Pens, Legal Pads, Calculator Tapes, etc. 250  
 Computer Supplies and Parts 1550  
 Books/Publications 400  
 Domain name renewals 260  
 Backup media 1500  
 Paper - Printer 700  
\$5,060

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5,060	0	759	357	0	0	455	0	3,357	132	0
2013	5,060	0	759	357	0	0	455	0	3,357	132	0

**INTERNAL SERVICE FUND ~ Information Systems**

**2013 Department Detail Information**

**54300 GAS AND OIL:**

Proportionate share of city vehicle and personal vehicle mileage charges. \$400

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	400	0	60	28	0	0	36	0	265	10	0
2013	400	0	60	28	0	0	36	0	265	10	0

**55600 EQUIPMENT MAINTENANCE:**

	Direct Charges		
	Water	Sewer	IS
McAfee Antivirus	360	100	3540
Unitrends Backup Support			5400
IPSwitch WhatsUP Gold			1200
Fortigate			4000
Fortianalyzer			500
LAN Server Warranties			4500
Microsoft Enterprise Agreement	2547	707	27633
Laserfiche Maintenance	700	350	5850
Core Switch Maintenance			3500
VMWare Protect Patch Management			2200
A/C Maintenance			800
UPS Maintenance (new)			2500
VoIP Support			4500
Telephone and Switches Support			4000
Numara Track-IT Help Desk			1600
GFI MailArchiver			600
VMWare Virtualization Support			5500
Mail Foundry			4000
	<u>\$3,607</u>	<u>\$1,157</u>	<u>\$81,823</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	89,387	0	16,672	5,526	0	0	7,098	0	59,083	1,008	0
2013	86,587	0	16,240	5,381	0	0	6,863	0	57,128	974	0

Note: For 2013, Water and Sewer totals equal (IS total \* allocation %) + direct charges.

**INTERNAL SERVICE FUND ~ Information Systems**

**2013 Department Detail Information**

**57700 CONTRACTUAL SERVICES:**

	<u>MUNIS</u>	<u>IS</u>
PC, Server, Telephone and Network Consulting Services		20000
AS400 peripheral / consulting / support services		1000
MUNIS Software Maintenance		<u>38500</u>
	<u>\$38,500</u>	<u>\$21,000</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	58,500	0	8,020	4,833	0	0	6,366	0	38,526	755	0
2013	59,500	0	8,170	4,903	0	0	6,456	0	39,190	781	0

Note: Separate allocations for MUNIS and IS. Totals above are the combination of the two.

**57700 CONTRACTUAL SERVICES - AUDIT:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,960	0	444	209	0	0	266	0	1,964	77	0
2013	3,000	0	450	212	0	0	270	0	1,991	78	0

**57900 RISK MANAGEMENT:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	845	0	87	49	0	0	75	43	586	7	0
2013	859	0	89	50	0	0	76	43	595	7	0

**59000 HEALTH INSURANCE:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	14,959	0	2,241	1,053	0	0	1,345	0	9,930	388	0
2013	13,794	0	2,067	971	0	0	1,240	0	9,158	358	0

**59500 ADMIN/SPECIAL PURPOSE:**

Moved to account .50300, error in reporting

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	50	0	1	1	0	0	1	0	47	0	0
2013	0	0	0	0	0	0	0	0	0	0	0

**INTERNAL SERVICE FUND ~ Information Systems**

**2013 Department Summary Information**

**INFORMATION SYSTEMS ~ SUMMARY**

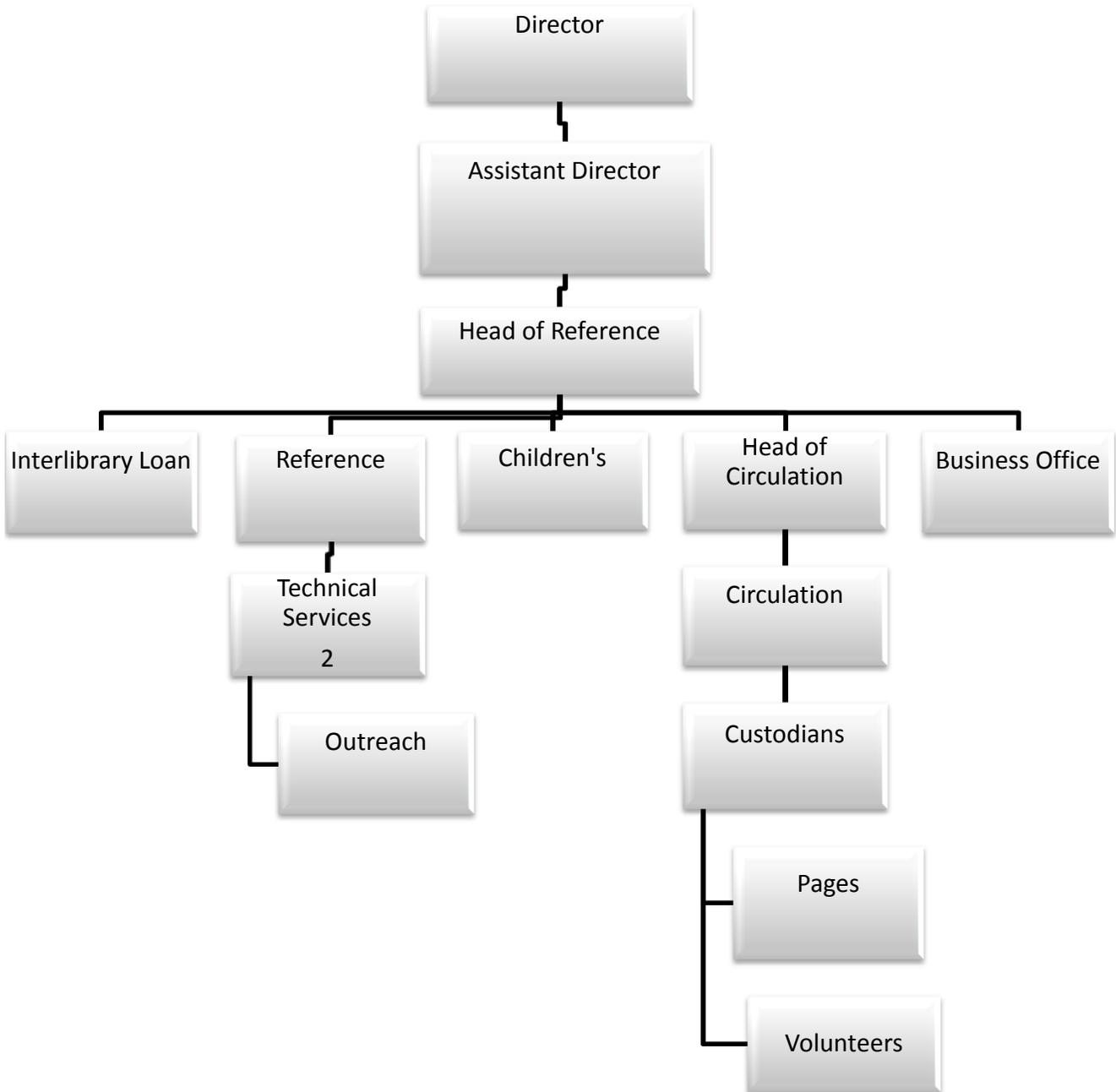
2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	\$183,400	\$0	\$27,510	\$12,930	\$0	\$0	\$16,506	\$0	\$44,860	\$4,768	\$76,826
Fringes	\$25,719	\$0	\$3,858	\$1,813	\$0	\$0	\$2,315	\$0	\$6,291	\$669	\$10,774
Adm Genl Exp	\$1,083	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,083	\$0	\$0
Telephone	\$1,358	\$0	\$204	\$96	\$0	\$0	\$122	\$0	\$901	\$35	\$0
Postage	\$157	\$0	\$24	\$11	\$0	\$0	\$14	\$0	\$104	\$4	\$0
Memberships	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Publications	\$40	\$0	\$6	\$3	\$0	\$0	\$4	\$0	\$27	\$1	\$0
Seminars	\$4,000	\$0	\$600	\$282	\$0	\$0	\$360	\$0	\$2,654	\$104	\$0
Supplies	\$5,060	\$0	\$759	\$357	\$0	\$0	\$455	\$0	\$3,357	\$132	\$0
Gas & Oil	\$400	\$0	\$60	\$28	\$0	\$0	\$36	\$0	\$265	\$10	\$0
Equip Maint	\$86,587	\$0	\$16,240	\$5,381	\$0	\$0	\$6,863	\$0	\$57,128	\$974	\$0
Cont Svcs	\$59,500	\$0	\$8,170	\$4,903	\$0	\$0	\$6,456	\$0	\$39,190	\$781	\$0
Cont Svcs-Audit	\$3,000	\$0	\$450	\$212	\$0	\$0	\$270	\$0	\$1,991	\$78	\$0
Risk Mgt	\$859	\$0	\$89	\$50	\$0	\$0	\$76	\$43	\$595	\$7	\$0
Hlth Benefits	\$13,794	\$0	\$2,067	\$971	\$0	\$0	\$1,240	\$0	\$9,158	\$358	\$0
Sp. Purpose	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$384,957</b>	<b>\$0</b>	<b>\$60,036</b>	<b>\$27,037</b>	<b>\$0</b>	<b>\$0</b>	<b>\$34,717</b>	<b>\$43</b>	<b>\$167,603</b>	<b>\$7,921</b>	<b>\$87,600</b>
<b>Total Sal/FB</b>	<b>\$209,119</b>	<b>\$0</b>	<b>\$31,368</b>	<b>\$14,743</b>	<b>\$0</b>	<b>\$0</b>	<b>\$18,821</b>	<b>\$0</b>	<b>\$51,151</b>	<b>\$5,437</b>	<b>\$87,600</b>
<b>Total Other Exp.</b>	<b>\$175,838</b>	<b>\$0</b>	<b>\$28,668</b>	<b>\$12,294</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,896</b>	<b>\$43</b>	<b>\$116,454</b>	<b>\$2,484</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$384,957</b>	<b>\$0</b>	<b>\$60,036</b>	<b>\$27,037</b>	<b>\$0</b>	<b>\$0</b>	<b>\$34,717</b>	<b>\$43</b>	<b>\$167,604</b>	<b>\$7,921</b>	<b>\$87,600</b>

**INTERNAL SERVICE FUND ~ Information Systems**

**2013 Department Summary Information**

**Allocation Percentages by Account**

2013	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
50100	100.000%		15.000%	7.050%			9.000%		24.460%	2.600%	41.890%
50200	100.000%		15.000%	7.050%			9.000%		24.460%	2.600%	41.890%
50300	100.000%								100.00%		
51600	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
51700	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
52000	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
52100	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
52200	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
53500	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
54300	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
55600	100.000%		15.440%	5.163%			8.388%		69.819%	1.191%	
57700-MUNIS	100.000%		13.040%	8.890%			11.860%		65.600%	0.610%	
57700-IS	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
57700-AUDIT	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
57900	100.000%		10.322%	5.834%			8.826%	5.049%	69.18%	0.785%	
58000	100.000%		15.000%	7.050%			9.000%		66.350%	2.600%	
59500	100.000%		1.634%	2.022%			1.483%		94.805%	0.056%	
57900	100.000%								100.00%		
59000	100.000%		14.983%	7.042%			8.991%		66.390%	2.595%	
59500	100.000%		1.634%	2.022%			1.483%		94.805%	0.056%	



**LIBRARY MISSION STATEMENT**

We will provide the resources for our patrons to grow personally, educationally, and professionally.

**2013 Department Detail Information**

**LIBRARY ~ Expenditures**

**50100 SALARIES:**

**City:**

Cantrell	\$65,000
McKenzie	\$43,180
Koeller	\$41,950
Pekoll	\$49,573
Clausing	\$17,129
Petty	\$14,007
Koch	\$14,638
Donley	\$6,177
Parker	\$14,638
Davister	\$23,716
New Hire	\$17,472
Wayne	\$12,131
	<u>\$319,611</u>

**System:**

Ney	\$15,022
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**Outreach:**

Larson	\$24,422
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**County:**

Bauer	\$51,145
Becker	\$9,964
Driscoll	\$10,923
Matko	\$45,471
Robbins	\$51,314
Krieg	\$14,300
Gripentrog	\$11,086
Gelhaar	\$10,426
Jablonski	\$5,828
Recht	\$6,027
Dobson	\$9,965
Davister	\$22,279
Koch	\$4,373
Parker	\$4,373
Barribeau	\$4,728
Jacoby, D.	\$4,664
Leichtle	\$5,597
Roedl	\$4,172
Ney	\$33,092
Larson	\$24,423
Esser	\$14,300
Other Bldg. Main	\$11,932
Wayne	\$1,876
Olmsted	\$6,003
Stone	\$6,003
	<u>\$374,264</u>

Salaries	Total	City	County	System	Outreach
2012	780,511	348,493	392,574	15,022	24,422
2013	733,319	319,611	374,264	15,022	24,422

**50200 FRINGES:**

Fringe benefit rate at 14.03% for full-time employees and 7.65% for part-time employees.

	Total	City	County	System	Outreach
2012	103,849	45,889	52,497	2,081	3,382
2013	98,360	42,580	50,246	2,108	3,426

**2013 Department Detail Information**

**LIBRARY ~ Expenditures**

**51600 TELEPHONE:**

Centrex (7 lines/\$364 per month)	2550
Long Distance	200
Internet (wireless through Charter)	936
VoIP Phones (28 phones/\$173 per month)	2076
	\$5,762

	Total	City	County	System	Outreach
2012	6,036	4,782	1,254	0	0
2013	5,762	4,552	1,210	0	0

**51700 POSTAGE:**

Postage	\$1,000
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	Total	City	County	System	Outreach
2012	1,750	1,352	398	0	0
2013	1,000	773	227	0	0

**52400 LIBRARY MATERIALS:**

	Total	City	County	System	Outreach
2012	140,622	86,037	47,900	79	6,606
2013	140,622	111,293	17,978	52	11,299

**53500 OFFICE AND OPERATING SUPPLIES:**

CheckPoint DVD Sec. Cases	1,800 Book Labels	1,569
CD album sleeves	600 Adult Program Supplies	200
Audio book Cases	632 Anti-theft Kwik Cases (CD's)	1,500
3M Security Strips	3,100 Letterhead Stationary	200
Barcodes: Patron & Item	800 Plastic Library Cards	750
Book Covers/Jackets	2,589 Janitorial Supplies	6,000
Paper Stock-Color	1,000 Copy Machine Paper	1,200
Thermal Paper	411 Printer Cartridges/Drums	1,400
Book Repair Supplies	325 Children's Program Supplies	3,000
Office Supplies	2,500	29,576

	Total	City	County	System	Outreach
2012	36,101	29,310	6,200	0	591
2013	29,576	23,604	5,491	0	481

**2013 Department Detail Information**

**LIBRARY ~ Expenditures**

**54300 Gas and Oil:**

305 gallons budgeted at \$3.95 per gallon.

	Total	City	County	System	Outreach
2012	1,125	0	0	0	1,125
2013	1,205	0	0	0	1,205

**55600 Equipment Maintenance:**

SIRSI Hardware/Software Maintenance	13,405
SIRSI Replacement Fund	2199
3M Maintenance: self-check, resensitizers, security gate system	7044
Naviant Microfilm reader printers	1035
Kyocera public Copiers (2); ImpactNetworking	1028
Kyocera meter; ImpactNetworking	1500
Fax maintenance; ImpactNetworking	161
Ricoh meter	3545
Ricoh staff copier	904
Duplicator	310
Deep Freeze Maintenance	120
Schindler Elevator	3780
	<u>3780</u>
	\$35,031

	Total	City	County	System	Outreach
2012	36,203	32,825	3,378	0	0
2013	35,031	31,812	3,219	0	0

**56800 FUEL~HEATING:**

	Total	City	County	System	Outreach
2012	24,000	18,000	6,000	0	0
2013	24,000	18,000	6,000	0	0

**56900 LIGHT AND POWER:**

	Total	City	County	System	Outreach
2012	39,000	30,000	9,000	0	0
2013	39,000	30,000	9,000	0	0

**2013 Department Detail Information**

**LIBRARY ~ Expenditures**

**57000 WATER:** \$5,000

	Total	City	County	System	Outreach
2012	5,000	0	5,000	0	0
2013	5,000	0	5,000	0	0

**57700 CONTRACTUAL SERVICES:**

Brodart Book Leasing	3200
MWFLS DVD/Book Lease program	5490
SkyRiver	1654
Value Line	1167
Standard & Poor's Library Pkg.	1570
Ancestry Library-Proquest	2342
WI Dept. of Admin. Teach Line	1200
Able Security/Fire Alarm Monitor	467
Brodart Book Processing	2500
Standard & Poor's Register	1506
Outreach Services-Van Lease Bob Fish	3492
Landscaping Services Scott's Landscaping	8715
U.S. Fire Protection Sprinkler Inspections	400
Movie Performance License	1010
Grimm Book Bindery	200
Veolia-Recyclables	876
County-Wide Fire Extinguishers	300
Unique Management Services	2700
Library Advertising	650
National Elevator Inspection Services	150
	\$39,589

	Total	City	County	System	Outreach
2012	38,447	33,566	4,881	0	0
2013	39,589	33,518	4,674	0	1,397

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**2013 Department Detail Information**

**LIBRARY ~ Expenditures**

**57900 RISK MANAGEMENT:**

	Total	City	County	System	Outreach
2011	28,497	16,277	11,107	475	638
2012	29,166	16,980	11,106	474	606

**58000 HEALTH INSURANCE:**

	Total	City	County	System	Outreach
2012	147,367	83,274	54,403	5,602	4,088
2013	179,673	97,854	72,301	5,602	3,916

**59500 ADMIN/SPECIAL PURPOSE:**

	Total	City	County	System	Outreach
2011	4,067	0	4,067	0	0
2012	4,067	0	4,067	0	0

**50401 OUTLAY COMPUTER/PRINTER REPLACEMENT**

	Total	City	County	System	Outreach
	0	0	0	0	0
2013	1,250	1,250	0	0	0

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**2013 Department Detail Information**
**LIBRARY ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>City</b>	<b>County</b>	<b>System</b>	<b>Outreach</b>
<b>Salaries</b>	\$733,319	\$319,611	\$374,264	\$15,022	\$24,422
<b>Fringes</b>	\$98,360	\$42,580	\$50,246	\$2,108	\$3,426
<b>Telephone</b>	\$5,762	\$4,552	\$1,210	\$0	\$0
<b>Postage</b>	\$1,000	\$773	\$227	\$0	\$0
<b>Library Materials</b>	\$140,622	\$111,293	\$17,978	\$52	\$11,299
<b>Supplies</b>	\$29,576	\$23,604	\$5,491	\$0	\$481
<b>Gas &amp; Oil</b>	\$1,205	\$0	\$0	\$0	\$1,205
<b>Equipment Main.</b>	\$35,031	\$31,812	\$3,219	\$0	\$0
<b>Fuel/Heating</b>	\$24,000	\$18,000	\$6,000	\$0	\$0
<b>Light &amp; Power</b>	\$39,000	\$30,000	\$9,000	\$0	\$0
<b>Water</b>	\$5,000	\$0	\$5,000	\$0	\$0
<b>Contractual Services</b>	\$39,589	\$33,518	\$4,674	\$0	\$1,397
<b>Risk Management</b>	\$29,166	\$16,980	\$11,106	\$474	\$606
<b>Health Insurance</b>	\$179,673	\$97,854	\$72,301	\$5,602	\$3,916
<b>Sp. Purpose</b>	\$4,067	\$0	\$4,067	\$0	\$0
<b>Outlay</b>	\$1,250	\$1,250			
<b>Grand Total</b>	\$1,366,619	\$731,826	\$564,783	\$23,258	\$46,752
<b>Total Sal/FB</b>	\$831,679	\$362,191	\$424,510	\$17,130	\$27,848
<b>Total Other Exp.</b>	\$534,941	\$369,636	\$140,273	\$6,128	\$18,904
<b>Grand Total</b>	\$1,366,620	\$731,827	\$564,783	\$23,258	\$46,752

**2013 Department Detail Information**

**LIBRARY ~ Revenue**

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Adopted</b>	<b>2013 Request</b>
<b>264734.473860 County-Wide Library</b>	\$614,983.00	\$593,727.00	\$598,668.00	\$564,783.00
<b>274734.473880 System Resource</b>	\$41,915.00	\$42,627.00	\$23,258.00	\$23,258.00
<b>284734.473890 Outreach Services</b>	\$45,163.00	\$45,151.00	\$40,820.00	\$46,752.00
<b>Total Other Funding Sources</b>				\$634,793.00

<b>214674.467110 Copy Revenue</b>	\$4,417.00	\$4,299.00	\$4,200.00	\$5,550.00
<b>214674.467120 Book Sales</b>	\$1,866.00	\$2,196.00	\$1,675.00	\$2,500.00
<b>214674.467140 Library Misc Revenue</b>	\$14,376.00	\$17,813.00	\$16,500.00	\$12,050.00
<b>214674.467165 Delq Patron Services</b>				\$2,700.00
<b>214674.467150 Summer Reading Prgn</b>	\$165.00	\$85.00		
<b>214674.467180 Act 420 Payment</b>	\$3,201.00	\$6,818.00	\$8,363.00	\$12,337.00
<b>214674.467160 Library Fines</b>	\$48,056.00	\$45,818.00	\$45,000.00	\$65,000.00
<b>214824.482100 Meeting Room Rental</b>				\$1,700.00
<b>Total Revenue</b>				\$101,837.00

<b>Transfer from Reserve</b>	\$4,448.00
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<b>Sub-Total: Other Sources, Revenue and Reserve</b>	\$741,078.00
<b>Total Revenue Needed</b>	\$1,366,620.00
<b>City Levy</b>	\$625,542.00

**264734.473860 COUNTY-WIDE LIBRARY \$564,783**

Amount anticipated to be received from Washington County, based on a projected circulation of 45% of the County circulation totals is \$539,783. This is used on the County's annual distribution of \$1,199,518 will remain the same. The Library also receives a single payment of \$25,000 for being the Resource Library for Washington county. The total for the year is projected to be \$564,783.

**274734.473880 SYSTEM RESOURCE \$23,258**

Estimated amount for contract signed with the Mid-Wiscnosin Federated Library System. Adjustments will be made when the contract has been finalized.

**264734.473890 OUTREACH SERVICES \$46,752**

Funded by Washington County and the public libraries of Hartford, Germantown, Kewaskum and West Bend. The County pays 50% of personnel costs and 40% of actual operating expenses.

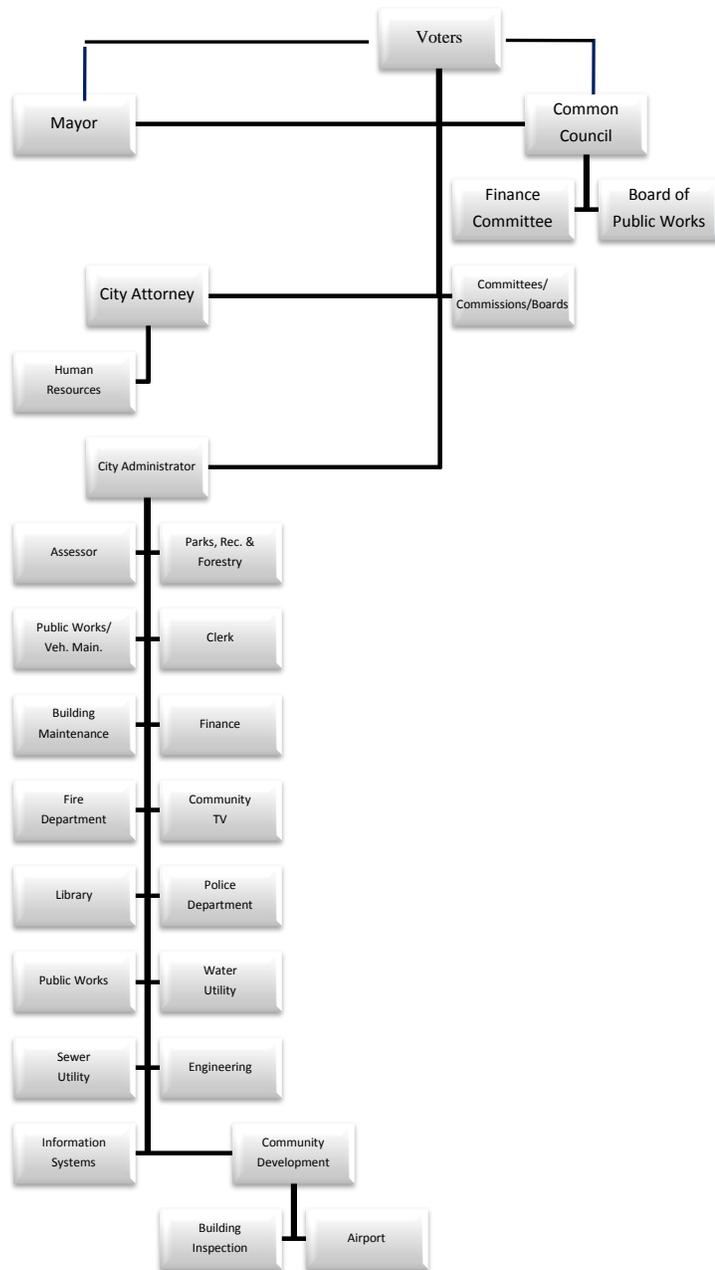
**214674.467110 COPY REVENUE \$4,200**

Average of \$82 per week in revenue from two photocopiers available to the public.



## GENERAL GOVERNMENT ~ Mayor

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### MISSION:

The Mayor is the *Chief Executive Officer* of the City who assures that essential services for the citizens of our community are met under the guidance of an innovative governmental staff that is accessible, accountable and efficient in a manner consistent with planned growth and future economic development. The Mayor's mission includes:

- Preserving the City's friendly, hometown atmosphere, aspiring to keep it beautiful, clean and safe.
- Providing a system of funding that is fair, affordable and stable.
- Promote high quality customer service standards.
- Vigorously promote economic development.



**GENERAL GOVERNMENT ~ Mayor**

**2013 Department Detail Information**

**MAYOR ~ Expenditures**

**52200 SEMINARS AND TRAINING:**

WI Alliance of Cities/League of WI Muni. Meetings	200
Mid-Moraine Municipal Association Meetings	100
Misc. One-Day Meetings/Events/Seminars/Mileage	<u>50</u>
	\$350

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	350	160	28	26	0	6	118	9	1	1	0
2013	350	160	31	29	0	6	110	8	2	4	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Computer Supplies, Legal Pads, Pens	40
Letterhead/Envelopes	30
Copier Rental	20
Paper - Copier and Printer	<u>80</u>
	\$170

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	170	77	13	12	0	3	57	5	0	1	0
2013	170	77	14	14	0	3	53	4	1	2	0

**54300 GAS AND OIL:**

Fuel/Mileage Reimbursement (covered in Seminars and Training)	0
Maintenance/Repairs	<u>5</u>
	\$5

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5	2	0	0	0	0	2	0	0	1	0
2013	5	2	0	0	0	0	2	0	0	1	0

**59200 ENTERTAINMENT**

Volunteer Appreciation Event	<u>2500</u>
	\$2,500

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	400	303	53	3	0	0	38	3	0	0	0
2013	2,500	1,140	220	210	3	45	788	55	13	28	0

**59500 ADMIN/SPECIAL PURPOSE**

Employee 25 Year Anniversary Gifts (3) (Eight employees in 2012)	<u>150</u>
	\$150

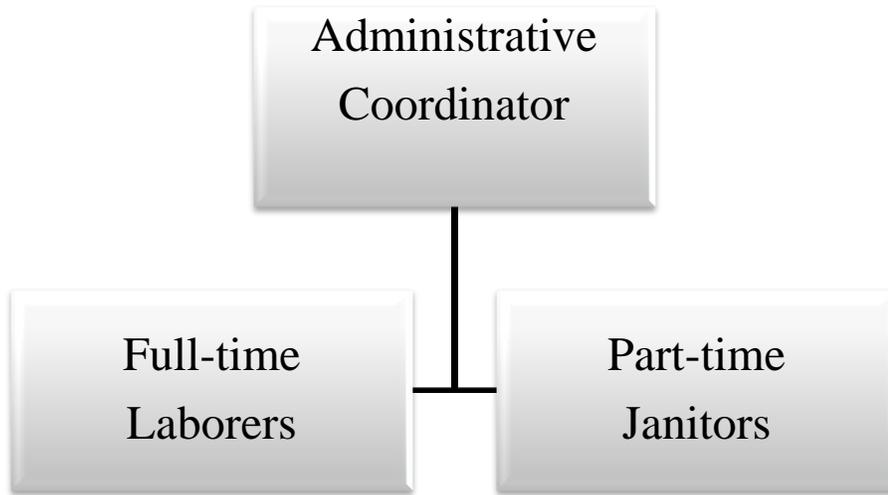
	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	400	303	53	3	0	0	38	3	0	0	0
2013	150	125	5	11	0	0	9	0	0	0	0

**GENERAL GOVERNMENT ~ Mayor**

**2013 Department Detail Information**

**MAYOR ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$9,418	\$4,295	\$829	\$791	\$9	\$170	\$2,967	\$207	\$47	\$104	\$0
Fringes	\$1,384	\$631	\$122	\$116	\$1	\$24	\$435	\$30	\$8	\$15	\$0
Telephone	\$180	\$82	\$16	\$15	\$0	\$3	\$57	\$4	\$1	\$2	\$0
Postage	\$85	\$39	\$7	\$7	\$0	\$2	\$27	\$2	\$0	\$1	\$0
Seminars	\$350	\$160	\$31	\$29	\$0	\$6	\$110	\$8	\$2	\$4	\$0
Supplies	\$170	\$77	\$14	\$14	\$0	\$3	\$53	\$4	\$1	\$2	\$0
Gas & Oil	\$5	\$2	\$0	\$0	\$0	\$0	\$2	\$0	\$0	\$1	\$0
Entertainment	\$2,500	\$1,140	\$220	\$210	\$3	\$45	\$788	\$55	\$13	\$28	\$0
Special Purpose	\$150	\$125	\$5	\$11	\$0	\$0	\$9	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$14,242</b>	<b>\$6,551</b>	<b>\$1,244</b>	<b>\$1,193</b>	<b>\$13</b>	<b>\$253</b>	<b>\$4,448</b>	<b>\$310</b>	<b>\$72</b>	<b>\$157</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$10,802</b>	<b>\$4,926</b>	<b>\$951</b>	<b>\$907</b>	<b>\$10</b>	<b>\$194</b>	<b>\$3,402</b>	<b>\$237</b>	<b>\$55</b>	<b>\$119</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$3,440</b>	<b>\$1,625</b>	<b>\$293</b>	<b>\$286</b>	<b>\$3</b>	<b>\$59</b>	<b>\$1,046</b>	<b>\$73</b>	<b>\$17</b>	<b>\$38</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$14,242</b>	<b>\$6,551</b>	<b>\$1,244</b>	<b>\$1,193</b>	<b>\$13</b>	<b>\$253</b>	<b>\$4,448</b>	<b>\$310</b>	<b>\$72</b>	<b>\$157</b>	<b>\$0</b>



**MISSION:**

The primary mission of the Building Maintenance Department is to provide structurally safe and comfortable buildings to all City departments. The department provides professional, technical and non-technical support and services at required standards; mechanically, electrically and structurally.

- Maintain and repair buildings, mechanical systems (HVAC) and generators.
- Perform routine and scheduled maintenance tasks and procedures.
- Provide 24-hour on-call emergency service.
- Assist with construction and major renovation project management.
- Contract services for projects the department is not qualified to handle.
- Remove snow from sidewalks and parking lots at city buildings.
- Maintain clean, sanitary and safe buildings, inside and outside.
- Complete work orders requested by departments.

**GENERAL GOVERNMENT ~ Municipal Buildings**

**2013 Department Detail Information**

**BUILDING MAINTENANCE ~ Expenditures**

**Account 01.51610**

50100 SALARIES:

Full-time Laborers (3)	142,459
Lead Man Pay	1,144
Pager Duty	10,410
Longevity Pay	1,080
Janitors	59,930
Admin. Coord.	17,755 (increased from 26% of time to 30.2% of time)
	<u>232,778</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	230,013	163,924	7,127	7,471	0	0	8,446	11,681	0	0	31,362
2013	232,778	165,895	7,213	7,561	0	0	8,548	11,821	0	0	31,739

50110 OVER-TIME:

3 Full-time Laborers	8,904	(260 hours total for 3 employees)
Elections	548	
	<u>9,452</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	9,452	8,552	289	296	0	0	315	0	0	0	0
2013	9,452	8,552	289	296	0	0	315	0	0	0	0

50200 FRINGES:

Fringe Benefit Rate 14.03%.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	33,166	23,888	1,027	1,076	0	0	1,213	1,618	0	0	4,344
2013	33,985	24,475	1,053	1,102	0	0	1,243	1,659	0	0	4,453

51600 TELEPHONE:

Centrex	444
VoIP	150 Reduction in number of lines
Long Distance	84
Internet	101
Cell Phones	600
	<u>1379</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1616	1430	60	61	0	0	65	0	0	0	0
2013	1379	1220	51	52	0	0	55	0	0	0	0

51700 POSTAGE:

Postage	17
Mail Service	3
	<u>20</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	20	18	0	1	0	0	1	0	0	0	0
2013	20	18	0	1	0	0	1	0	0	0	0

# GENERAL GOVERNMENT ~ Municipal Buildings

## 2013 Department Detail Information

### BUILDING MAINTENANCE ~ Expenditures

#### 52200 SEMINARS AND TRAINING:

In-House/Other Training	100
Master Electrician C.E.U.'s	400
	<u>500</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	500	450	16	16	0	0	18	0	0	0	0
2013	500	450	16	16	0	0	18	0	0	0	0

#### 53500 OPERATING SUPPLIES:

Janitorial/Building Supplies	25,911
HVAC Supplies	10,736
Maintenance/Repairs/Construction	15,911
Misc. Supplies	2,442
	<u>55,000</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	55,000	43,202	2,024	1,804	0	0	1,970	0	0	0	6,000
2013	55,000	43,202	2,024	1,804	0	0	1,970	0	0	0	6,000

#### 54200 SMALL TOOLS:

Small Tools for 3 F-T Employees	400
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	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	400	360	12	13	0	0	15	0	0	0	0
2013	400	360	12	13	0	0	15	0	0	0	0

#### 54300 GAS AND OIL:

1600 gallons @ \$3.85/gallon	6,160
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	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5,904	5,530	119	126	0	0	128	0	0	0	0
2013	6,160	5,770	124	131	0	0	134	0	0	0	0

#### 55800 VANDALISM:

Supplies costs for vandalism repairs/removals	500
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	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	500	450	16	17	0	0	17	0	0	0	0
2013	500	450	16	17	0	0	17	0	0	0	0

# GENERAL GOVERNMENT ~ Municipal Buildings

## 2013 Department Detail Information

### BUILDING MAINTENANCE ~ Expenditures

#### 56800 HEATING/FUEL

Heating expenses for City Hall; Fire Stations 1, 2 and 3; Public Works Garage; Mutual Mall; Landfill and the Library. A WE Energies forecasting tool was used to determine projected costs for 2013 which was based on historical usage (therm increases), similar weather conditions as the previous year and energy management practices. WE Energies has advised a 0% increase in natural gas prices.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	122,500	88,476	4,120	3,072	0	0	2,832	0	0	0	24,000
2013	99,226	72,108	3,284	2,451	0	0	2,252	0	0	0	19,131

#### 56900 ELECTRICITY:

Electric expenses for City Hall; Fire Stations 1, 2 and 3; Public Works Garage; Mutual Mall; Library; Police Department sign; and walkway to the Downtown Covered Bridge. A WE Energies forecasting tool was used to determine projected costs for 2013 which was based on historical usage (kwh increases/decreases), similar weather as the previous year and energy management practices. We Energies projects a 3.6% increase. The PD expansion was also included in expenses.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	289,037	225,298	10,980	9,810	0	0	6,949	0	0	0	36,000
2013	300,444	235,398	11,207	10,005	0	0	7,090	0	0	0	36,744

#### 57000 WATER:

Water/Sewer charges for City Hall; Fire Stations 1, 2 and 3; Library; Mutual Mall; Public Works Garage. Estimating a 4% increase in Water and 2% increase for Sewer.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	21,636	13,899	956	867	0	0	914	0	0	0	5,000
2013	22,419	14,557	971	883	0	0	928	0	0	0	5,181

#### 57700 CONTRACTUAL SERVICES:

Garage Door Repairs	4,000	City Hall CO2 System	1,460
Water Softener Rental	1,614	Electrical Contractor	0
Snow Plowing (Library Only)	500	Liebert A/C (CH)	0
Light Bulb Disposal	200	Sprinkler System Inspection/Other Exp.	2,000
Vehicle Repairs	5,000	Fire Extinguisher Inspections	135
Window Cleaning	0	Mutual Mall Fire Alarm Test	315
Backflow Testing	1,600	Honeywell Support Services	0
Recycling	804	Honeywell Loan Payment	36,114
Elevator Monthly Inspections/Repairs	3,000	Library HVAC Loan Payment	3,769
Emergency Generators	2,500	Misc. & Other HVAC Expenses	6,000
Plumbing	3,000	PW/VM Fire Door Test	150
Boiler Permits (Dept. of Commerce)	0	Elevator Full Load Test (DOC)	500
Elevator Annual Inspection	75		<u>72,736</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	73,536	62,984	3,464	3,405	0	0	3,684	0	0	0	0
2013	72,736	62,298	3,426	3,368	0	0	3,644	0	0	0	0

Honeywell Support Services dropped in 2012. Liebert A/C expenses of \$800 are now in the IS budget.

**GENERAL GOVERNMENT ~ Municipal Buildings**

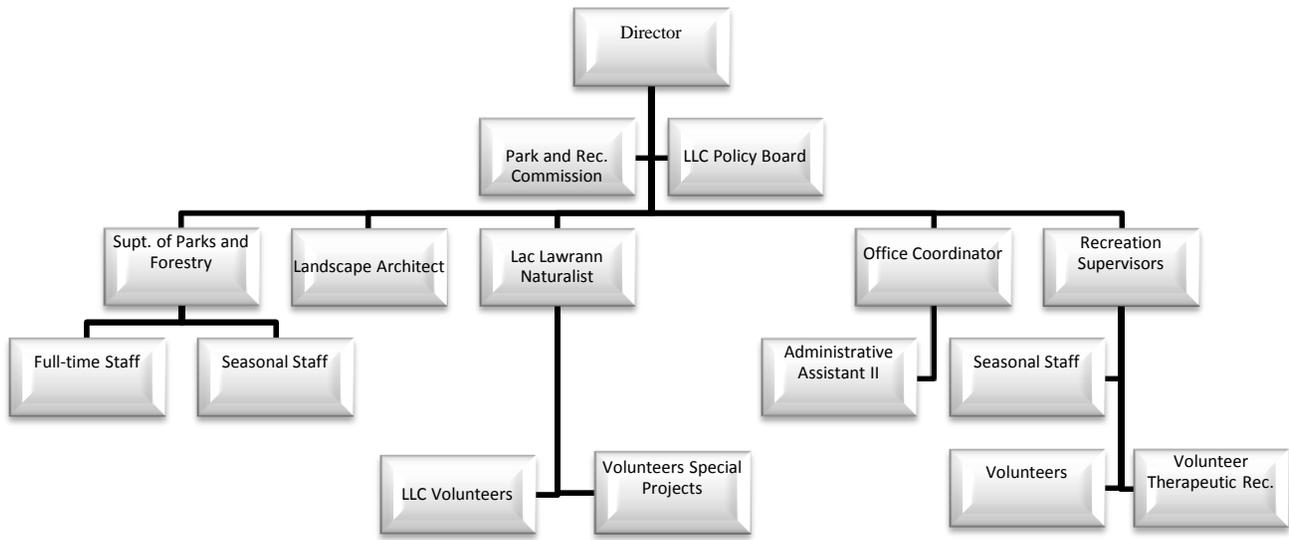
**2013 Department Detail Information**

**MUNICIPAL BUILDINGS ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$232,778	\$165,895	\$7,213	\$7,561	\$0	\$0	\$8,548	\$11,821	\$0	\$0	\$31,739
Over-time	\$9,452	\$8,552	\$289	\$296	\$0	\$0	\$315	\$0	\$0	\$0	\$0
Fringe Benefits	\$33,985	\$24,475	\$1,053	\$1,102	\$0	\$0	\$1,243	\$1,659	\$0	\$0	\$4,453
Telephone	\$1,379	\$1,220	\$51	\$52	\$0	\$0	\$55	\$0	\$0	\$0	\$0
Postage	\$20	\$18	\$0	\$1	\$0	\$0	\$1	\$0	\$0	\$0	\$0
Seminars	\$500	\$450	\$16	\$16	\$0	\$0	\$18	\$0	\$0	\$0	\$0
Supplies	\$55,000	\$43,202	\$2,024	\$1,804	\$0	\$0	\$1,970	\$0	\$0	\$0	\$6,000
Small Tools	\$400	\$360	\$12	\$13	\$0	\$0	\$15	\$0	\$0	\$0	\$0
Gas & Oil	\$6,160	\$5,770	\$124	\$131	\$0	\$0	\$134	\$0	\$0	\$0	\$0
Vandalism	\$500	\$450	\$16	\$17	\$0	\$0	\$17	\$0	\$0	\$0	\$0
Heating/Fuel	\$99,226	\$72,108	\$3,284	\$2,451	\$0	\$0	\$2,252	\$0	\$0	\$0	\$19,131
Electricity	\$300,444	\$235,398	\$11,207	\$10,005	\$0	\$0	\$7,090	\$0	\$0	\$0	\$36,744
Water	\$22,419	\$14,557	\$971	\$883	\$0	\$0	\$928	\$0	\$0	\$0	\$5,181
Cont. Services	\$72,736	\$62,298	\$3,426	\$3,368	\$0	\$0	\$3,644	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$834,999</b>	<b>\$634,753</b>	<b>\$29,685</b>	<b>\$27,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,231</b>	<b>\$13,480</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,248</b>
<b>Total Sal/FB</b>	<b>\$276,215</b>	<b>\$198,922</b>	<b>\$8,555</b>	<b>\$8,959</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,106</b>	<b>\$13,480</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36,192</b>
<b>Total Other Exp.</b>	<b>\$558,784</b>	<b>\$435,831</b>	<b>\$21,130</b>	<b>\$18,742</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,125</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$67,056</b>
<b>Grand Total</b>	<b>\$834,999</b>	<b>\$634,753</b>	<b>\$29,685</b>	<b>\$27,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$26,231</b>	<b>\$13,480</b>	<b>\$0</b>	<b>\$0</b>	<b>\$103,248</b>

## CULTURE AND RECREATION ~ Administration

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### MISSION:

Provide and maintain essential, quality and affordable parks, recreation and forestry facilities and services for the community.

- The Park, Recreation and Forestry Director is responsible for leading and supervising the overall vision and direction of the Department, and is responsible for acquiring and developing new and existing park land and facilities and working closely with community groups to help provide important park and recreation services.
- The Landscape Architect is responsible for the planning and construction of new and existing park and forestry development including securing grants and donations, developing plans and budgets for projects, preparing contracts, supervising construction activities, and working with community support groups.
- The Front Office Staff is responsible for, but is not limited to: handling and/or directing all incoming phone calls and customer service; updating all class registration information and facility rental information for on-line and in-house registrations, registering and receiving payments for class participants; reserving and receiving payments for all rental facilities, athletic fields and courts; setting-up and revising of tri-annual activities booklets, and offering support to the Department.
- The Front Office Staff is responsible for maintaining Department financial records including invoicing, deposits, general ledger accounts, budgets, inventory, grant reimbursements, donations, payroll, reconciling daily beach deposits and maintaining employee files.
- The Front Office Staff is responsible for preparing agendas and attending all Park and Recreation Commission meetings and Lac Lawrann Wildlife and Conservancy Policy Committee meetings and maintaining records for these meetings.
- The Front Office Staff is responsible for coordinating the cleaning of all park facilities and restrooms and handling weed and tree complaints that are reported to the Department.

**CULTURE AND RECREATION ~ Administration**

**2013 Department Detail Information**

**ADMINISTRATION ~ Expenditures**

**Account 01.55310**

**50100 SALARIES:**

Director	73,225	15% of \$73,225 to PT, 1% to TIF
Landscape Architect	49,440	75% of \$49,440 to Park Trust
Office Coordinator	48,719	2% of \$48,719 to PT, 05% to TIF
Administrative Assistant	<u>42,131</u>	
	<b>213,515</b>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	213,515	163,501	0	0	0	0	976	49,038	0	0	0
2013	213,515	163,501	0	0	0	0	976	49,038	0	0	0

**50200 FRINGES:**

Fringe Benefit rate at 14.03%.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	29,572	22,645	0	0	0	0	135	6,793	0	0	0
2013	29,956	22,939	0	0	0	0	137	6,881	0	0	0

**51600 TELEPHONE:**

American Messaging	771	
VOIP Phones	702	75% of \$100 to PT for LA
Internet Service	1,126	75% of \$90 to PT for LA
Centrex	648	75% of \$80 to PT for LA
Cell Phones	921	75% of \$80 to PT for LA
Long Distance	<u>255</u>	
	<b>4,423</b>	

4 Centrex phones - 2 at workshop, Bathhouse,  
 Quaas Creek elevator (4 x \$13.50 x 12 = \$648)  
 9 VOIP phones - (9 x \$6.50 x 12 = \$702)

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,687	4,392	0	0	0	0	0	295	0	0	0
2013	4,423	4,160	0	0	0	0	0	263	0	0	0

**CULTURE AND RECREATION ~ Administration**

**2013 Department Detail Information**

**ADMINISTRATION ~ Expenditures**

**51700 POSTAGE:**

Mail	539
Mail Service	141
Maintenance	102
	<u>782</u>

Spent \$744 in 2011, anticipate 5% increase (overall decrease due to increase use of social medias)

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,460	1,460	0	0	0	0	0	0	0	0	0
2013	782	782	0	0	0	0	0	0	0	0	0

**52000 MEMBERSHIPS AND DUES:**

ASCAP	309
Volunteer Center of Washington County	155
National Arbor Day Foundation	15
Southeast Park and Recreation Council	25
National Recreation and Park Association	348
Wash. Co. Conv. & Tourism Bureau	200
Wisconsin Park and Recreation Association	630
	<u>1,682</u> 75% of \$115 to Park Trust for LA

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,606	1,555	0	0	0	0	0	51	0	0	0
2013	1,682	1,596	0	0	0	0	0	86	0	0	0

**52200 SEMINARS AND TRAINING:**

State Conference and Workshops	845	75% of \$615 to Park Trust for LA
Computer and/or Management Training	100	
Recreation Section Workshop	200	
Support Staff Training	60	
	<u>1,205</u>	

**CULTURE AND RECREATION ~ Administration**

**2013 Department Detail Information**

**ADMINISTRATION ~ Expenditures**

**52200 SEMINARS AND TRAINING (continued):**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,205	1,100	0	0	0	0	0	105	0	0	0
2013	1,205	1,100	0	0	0	0	0	460	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Paper	798	75% of \$50 to Park Trust for LA
Copy Machine Supplies	243	75% of \$35 to Park Trust for LA
General Office and Computer Supplies	1,706	75% of \$240 to Park Trust for LA
Tectonics Color Laser Costs	675	75% of \$675 to Park Trust for LA
	<u>3,422</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,422	2,693	0	0	0	0	0	729	0	0	0
2013	3,422	2,672	0	0	0	0	0	750	0	0	0

**54300 GAS AND OIL:**

394 Gallons at \$3.85/gallon. LA used 124 gallons in 2011 - \$435 used in 2011.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,307	815	0	0	0	0	0	492	0	0	0
2013	1,517	1,047	0	0	0	0	0	470	0	0	0

**54500 MOTOR VEHICLE SUPPLIES:**

General repairs and maintenance for vehicles used by Administration. \$1,029 used in 2011.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	650	466	0	0	0	0	0	184	0	0	0
2013	650	466	0	0	0	0	0	184	0	0	0

**55500 CREDIT CARD EXPENSE:**

Department accepts credit card payments for class registrations and facility reservations. Receipts for 2010 were \$88,535 and 2011 - \$114,855/\$3,890 expense. Anticipated Credit Card receipts for 2012 are \$120,000.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,385	3,385	0	0	0	0	0	0	0	0	0
2013	3,890	3,890	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Administration**

**2013 Department Detail Information**

**ADMINISTRATION ~ Expenditures**

**55600 EQUIPMENT MAINTENANCE:**

Addition charge for City Works in 2013 - \$1,000	
Auto Cad Annual Maintenance Contract	946 75% of \$946 to Park Trust for LA
ESRI - GIS Software Maintenance	1,200
Cityworks Maintenance Contract	5,035 75% of \$504 to Park Trust for LA
RecTrac/WebTrac Software Maintenance Support	1,416
WebTrac Software Maintenance Support	1,608
Copy Machine Copies	844 75% of \$100 to Park Trust for LA
	<u>11,049</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	10,185	9,027	0	0	0	0	65	1,093	0	0	0
2013	11,049	9,711	0	0	0	0	75	1,263	0	0	0

**57700 CONTRACTUAL SERVICES: 4,000**

Includes preparation, printing, promotion and distribution of Activity Booklets.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,000	4,000	0	0	0	0	0	0	0	0	0
2013	4,000	4,000	0	0	0	0	0	0	0	0	0

**59500 ADMINISTRATION/SPECIAL PURPOSE:**

Memorial Day Ceremonies	650
Flag Display Contract	4,500
Volunteer Appreciation	400
Work Permits	250
	<u>5,800</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5,800	5,800	0	0	0	0	0	0	0	0	0
2013	5,800	5,800	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Administration**

**2013 Department Detail Information**

**ADMINISTRATION ~ Expenditures**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Cable
Salaries	\$213,515	\$163,501	\$0	\$0	\$0	\$0	\$976	\$49,038	\$0	\$0	\$0
Fringes	\$29,956	\$22,939	\$0	\$0	\$0	\$0	\$137	\$6,881	\$0	\$0	\$0
Telephone	\$4,423	\$4,160	\$0	\$0	\$0	\$0	\$0	\$263	\$0	\$0	\$0
Postage	\$782	\$782	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships	\$1,682	\$1,596	\$0	\$0	\$0	\$0	\$0	\$86	\$0	\$0	\$0
Seminars	\$1,205	\$1,100	\$0	\$0	\$0	\$0	\$0	\$460	\$0	\$0	\$0
Supplies	\$3,422	\$2,672	\$0	\$0	\$0	\$0	\$0	\$750	\$0	\$0	\$0
Gas & Oil	\$1,517	\$1,047	\$0	\$0	\$0	\$0	\$0	\$470	\$0	\$0	\$0
MV Supplies	\$650	\$466	\$0	\$0	\$0	\$0	\$0	\$184	\$0	\$0	\$0
Credit Card	\$3,890	\$3,890	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip Maint	\$11,049	\$9,711	\$0	\$0	\$0	\$0	\$75	\$1,263	\$0	\$0	\$0
Contractual	\$4,000	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Adm/Sp	\$5,800	\$5,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$281,891</b>	<b>\$221,664</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,188</b>	<b>\$59,395</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$243,471</b>	<b>\$186,440</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,113</b>	<b>\$55,919</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$38,420</b>	<b>\$35,224</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$75</b>	<b>\$3,476</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$281,891</b>	<b>\$221,664</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,188</b>	<b>\$59,395</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**CULTURE AND RECREATION ~ Swimming**

**2013 Department Detail Information**

**SWIMMING ~ Expenditures**

**Account 01.55420**

**50100 SALARIES:           \$83,614**

Notes:

Recreation Supervisor       15,760  
*Sub-Total*                       15,760

Swim Instruction ~ Summer  
*Sub-Total*                       12,115

Head Lifeguard               6,048  
 Asst. H.G.                   11,088  
 Lifeguard                    30,392  
*Sub-Total*                    47,528

Swim Instruction ~ Fall  
*Sub-Total*                       1,277

Attendant                    3,780  
*Sub-Total*                    3,780

Swim Instruction ~ Winter  
*Sub-Total*                       1,277

Lifeguard Training           600  
*Sub-Total*                    600

Swim Instruction ~ Spring  
*Sub-Total*                       1,277

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	82,337	82,337	0	0	0	0	0	0	0	0	0
2013	83,614	83,614	0	0	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe Benefit rate at 14.03% for full-time employees and 7.65% for part-time employees.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	7,276	7,276	0	0	0	0	0	0	0	0	0
2013	7,402	7,402	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Swimming**

**2013 Department Detail Information**

**SWIMMING ~ Expenditures**

**53500 OFFICE AND OPERATING SUPPLIES:**

Swim Passes (Cards, Yearly Stickers, Printing)	800
Wrist Bands	900
First Aid Supplies	900
Ropes, Buoys, Fins, Masks, Lanyards	1,000
Concessions	4,500
Office Supplies	800
	<u>8,900</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	8,900	8,900	0	0	0	0	0	0	0	0	0
2013	8,900	8,900	0	0	0	0	0	0	0	0	0

**55600 EQUIPMENT MAINTENANCE: 600**

Maintenance for megaphones, radios and water tests.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	600	600	0	0	0	0	0	0	0	0	0
2013	600	600	0	0	0	0	0	0	0	0	0

**56400 UNIFORMS AND EQUIPMENT:**

Lifeguard and Swim Instructor Uniforms	800
Lifeguard and Swim Instructor Equipment	800
	<u>1,600</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,600	1,600	0	0	0	0	0	0	0	0	0
2013	1,600	1,600	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Swimming**

**SWIMMING ~ Expenditures**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
<b>Salaries</b>	\$83,614	\$83,614	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Fringes</b>	\$7,402	\$7,402	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Supplies</b>	\$8,900	\$8,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Equip Maint</b>	\$600	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Uniforms</b>	\$1,600	\$1,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$102,116	\$102,116	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sal/FB</b>	\$91,016	\$91,016	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Other E</b>	\$11,100	\$11,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$102,116	\$102,116	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**CULTURE AND RECREATION ~ Summer**

**2013 Department Detail Information**

**SUMMER ~ Expenditures**

**Account 01.55320**

**50100 SALARIES:**

Recreation Supervisors 45,815  
*Sub-Total* 45,815

Morning Coordinator 2,475

**Performing & Visual Arts:**

Arts & Crafts 850  
 Song & Dance 1,450  
 Ballet, Tap & Jazz 1,200  
 Sing/Dance for Theatre 1,150  
*Sub-Total* 4,650

**Sports:**  
 Baseball 3,100  
 Soccer 2,700  
 Sporties 4 Shorties 2,900  
 Tennis 3,300  
 Volleyball 1,050  
 Basketball 1,800  
 Kickball League 1,000  
*Sub-Total* 15,850

**Fitness & Leisure Education:**

Archery 900  
 Fishing 900  
 Yth. Softball League 2,000  
*Sub-Total* 3,800

**Playgrounds:**

Coordinator 2,475  
 Leaders 9,035  
*Sub-Total* 11,510

**Special Events:**

Family Fun Flicks 274  
 WB Geocache Bash 0  
 Summer Wrap-up 100  
 Memorial Day 0  
 July 4th 500  
*Sub-Total* 874

**Total:** 84,974

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	84,974	84,974	0	0	0	0	0	0	0	0	0
2013	84,974	84,974	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Summer**

**2013 Department Detail Information**

**SUMMER ~ Expenditures**

**50200 FRINGES:**

Fringe Benefit rate at 14.03% for full-time employees and 7.65% for part-time employees.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	9,341	9,341	0	0	0	0	0	0	0	0	0
2013	9,424	9,424	0	0	0	0	0	0	0	0	0

**53550 OFFICE AND OPERATING SUPPLIES:**

Arts and Crafts	250
Song and Dance	150
Ballet, Tap & Jazz	250
Sing/Dance for Theatre	150
Playgrounds	900
Staff Training	225
Instructor Trainee	100
	2,025

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,025	2,025	0	0	0	0	0	0	0	0	0
2013	2,025	2,025	0	0	0	0	0	0	0	0	0

**54300 GAS AND OIL:**

Gasoline - 542 gallons @ \$3.85 per gallon 2,085

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,336	2,336	0	0	0	0	0	0	0	0	0
2013	2,085	2,085	0	0	0	0	0	0	0	0	0

**54500 MOTOR VEHICLE SUPPLIES:**

	Total	Gen. Fund	Water		Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,000	1,000	0		0	0	0	0	0	0	0
2013	1,000	1,000	0		0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Summer**

**2013 Department Detail Information**

**SUMMER ~ Expenditures**

**56400 - UNIFORMS AND EQUIPMENT:**

Baseball	150
Soccer	150
Sporties 4 Shorties	150
Tennis	300
Volleyball	150
Basketball	150
Kickball	250
Archery	400
Fishing	100
Youth Softball League	1,500
Staff Shirts	825
	<u>4,125</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,125	4,125	0	0	0	0	0	0	0	0	0
2013	4,125	4,125	0	0	0	0	0	0	0	0	0

**59200 ENTERTAINMENT:**

Independence Day Fireworks	12,000
Independence Day Entertainment and Equipment	2,000
Family Fun Flicks	150
Summer Wrap-up	650
Silver Lining Performance Series	1,000
	<u>15,800</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	15,800	15,800	0	0	0	0	0	0	0	0	0
2013	15,800	15,800	0	0	0	0	0	0	0	0	0

**59500 ADMIN/SPECIAL PURPOSE:**

Funds moved to Entertainment Sub-Account

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	0	0	0	0	0	0	0	0	0	0	0
2013	0	0	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Summer**

**2013 Department Detail Information**

**SUMMER ~ Expenditures**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	\$84,974	\$84,974	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$9,424	\$9,424	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$2,025	\$2,025	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gas & Oil	\$2,085	\$2,085	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MV Supplies	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$4,125	\$4,125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Entertainment	\$15,800	\$15,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Admin/SP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$119,433</b>	<b>\$119,433</b>	<b>\$0</b>								
<b>Total Sal/FB</b>	<b>\$94,398</b>	<b>\$94,398</b>	<b>\$0</b>								
<b>Total Other Exp.</b>	<b>\$25,035</b>	<b>\$25,035</b>	<b>\$0</b>								
<b>Grand Total</b>	<b>\$119,433</b>	<b>\$119,433</b>	<b>\$0</b>								

**CULTURE AND RECREATION ~ School Year**

**2013 Department Detail Information**

**SCHOOL YEAR RECREATION ~ Expenditures**

**Account 01.55440**

**50100 SALARIES:**

Notes: Increase in seasonal salary due to minimum wage increase (moved money from supplies)

Recreation Supervisor (s)	45,816	Basketball Coordinator	1,500
<i>Sub-Total</i>	<u>45,816</u>	BB Referees	3,800
		BB Scorekeepers	800
Performing & Visual Arts:		HS BB Coordinator	400
Arts & Crafts	1,800	HS BB Referees	700
Ballet, Tap & Jazz	2,500	HS BB Scorekeepers	<u>300</u>
Song and Dance	500	<i>Sub-Total</i>	<u>27,530</u>
Music, Rhythm, Dance	<u>1,200</u>		
<i>Sub-Total</i>	<u>6,000</u>		

Fitness & Leisure Education:	
Judo	0

<b>Sports:</b>	
Gymnastics Coordinator	1,700
Gym. (summer)	2,600
Jr. Gym. (Summer)	1,700
Tiny Tot Gym (Summer)	1,300
Gym. (Fall)	2,600
Jr. Gym. (Fall)	1,200
Tiny Tot Gym (Fall)	480
Football Coordinator	950
Volleyball Coordinator	2,500
VB Women's Referees	3,500
VB Men's Referees	1,500

<b>Special Events:</b>	
Free Throw Contest	200
Halloween Spooktacular	200
Easter Egg Hunt	200
Step on the Trails	0
Fishing Clinic	100
Dance Recital	<u>300</u>
<i>Sub-Total</i>	<u>1,000</u>

Ice Rink Supervisor 1,900

**Total 82,246**

**50100 SALARIES:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	82,246	82,246	0	0	0	0	0	0	0	0	0
2013	82,246	82,246	0	0	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe Benefit rate at 14.03% for full-time employees and 7.65% for part-time employees.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	9,132	9,132	0	0	0	0	0	0	0	0	0
2013	9,215	9,215	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ School Year**

**2013 Department Detail Information**

**SCHOOL YEAR RECREATION ~ Expenditures**

**53500 OFFICE AND OPERATING SUPPLIES:**

Senior Center Newsletter	200
Pee Wee Arts and Crafts	200
Ballet, Tap & Jazz	200
Song and Dance	250
	<u>850</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	850	850	0	0	0	0	0	0	0	0	0
2013	850	850	0	0	0	0	0	0	0	0	0

**56400 UNIFORMS AND EQUIPMENT:**

Gymnastics	600
Football	900
Volleyball	1,000
Basketball	1,000
	<u>3,500</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,500	3,500	0	0	0	0	0	0	0	0	0
2013	3,500	3,500	0	0	0	0	0	0	0	0	0

**59200 ENTERTAINMENT:**

Free Throw Contest	100
Halloween Spooktacular	200
Easter Egg Hunt	100
Step on the Trails	100
Fishing Clinic	100
Dance Recital	625
	<u>1,225</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,225	1,225	0	0	0	0	0	0	0	0	0
2013	1,225	1,225	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ School Year**

**2013 Department Detail Information**

**SCHOOL YEAR ~ Expenditures**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	\$82,246	\$82,246	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$9,215	\$9,215	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$850	\$850	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$3,500	\$3,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Entertainment	\$1,225	\$1,225	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$97,036	\$97,036	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sal/FB</b>	\$91,461	\$91,461	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Other Exp</b>	\$5,575	\$5,575	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$97,036	\$97,036	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**CULTURE AND RECREATION ~ Public Areas**

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**PUBLIC AREAS ~ Expenditures**

**Account 01.55210**

**50100 SALARIES:** Additions include Willard Mueller (\$46,489 + Crew Leader \$200)

Superintendent of Parks:	58,645	Seasonal Laborers:	
Forester	46,610	Ball Diamonds	5,180
<i>Crew Leader</i>	1,040	Ball Diamonds	4,900
Horticulturist (2)	92,693	Forestry	5,040
<i>Crew Leader</i>	726	Grounds Maintenance	4,900
Turf Specialist	46,410	Grounds Maintenance	4,760
Laborer/Mechanic	43,326	Horticulture	5,040
<i>Crew Leader</i>	1,040	Horticulture	4,760
Parks (2)	92,978	Forestry	5,040
<i>Crew Leader</i>	400	Forestry	4,900
Laborer (2)	92,977	Forestry	4,760
<i>Crew Leader (2)</i>	245	Custodian PT	3,390
Laborer/Projects	35,046	<i>Sub-total</i>	<u>52,670</u>
<i>Crew Leader</i>	75		
<i>Sub-total</i>	<u>512,211</u>	Total	564,881

**CULTURE AND RECREATION ~ Public Areas**

**2013 Department Detail Information**

**PUBLIC AREAS ~ Expenditures**

**50100 SALARIES:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	532,974	529,448	0	0	0	0	1,557	1,767	0	0	0
2013	562,496	540,072	0	0	0	0	1,557	16,121	0	0	4,746

**50110 OVERTIME SALARIES:**

Forester	1,733	Laborer (2)	3,454
Parks (2)	3,466	Laborer/Projects	1,727
Horticulturist	1,736	Laborer	<u>1,736</u>
Turf Specialist	1,727		
Laborer/Mechanic	1,736	Total	17,315

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	15,536	15,536	0	0	0	0	0	0	0	0	0
2013	17,315	17,315	0	0	0	0	0	0	0	0	0

**50200 FRINGE BENEFITS:**

Fringe Benefit rate at 14.03% for full-time employees and 7.65% for part-time employees.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	72,703	72,288	0	0	0	0	173	215	0	0	0
2013	77,987	74,902	0	0	0	0	191	2,229	0	0	665

**52000 MEMBERSHIPS AND DUES:**

International Society of Arborists	440
Wisconsin Arborists Association	200
Wisconsin Sports Turf Managers Association	<u>0</u>
	640

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	640	638	0	0	0	0	2	0	0	0	0
2013	640	638	0	0	0	0	2	0	0	0	0

**CULTURE AND RECREATION ~ Public Areas**

**2013 Department Detail Information**

**PUBLIC AREAS ~ Expenditures**

**52200 SEMINARS AND TRAINING:**

Wisconsin Arborist Association Conference		516
Park Section Workshop	(various)	250
Park Laborers Training		100
		<u>866</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	866	864	0	0	0	0	2	0	0	0	0
2013	866	864	0	0	0	0	2	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Landscape Materials	5,959
Athletic Field Supplies	15,677
Construction Materials	3,840
Pesticides	7,208
Recreation Supplies	1,000
Portable Restroom Rentals	1,431
Swim Pond Management	7,884
Grounds Maintenance Supplies	5,338
Vandalism Repair	3,000
Hardware	2,200
Lumber and Steel	2,800
Paints and Stains	1,500
Signs	450
Welding Supplies	500
Miscellaneous	190
	<u>58,977</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	58,977	58,977	0	0	0	0	0	0	0	0	0
2013	58,977	58,977	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Public Areas**

**2013 Department Detail Information**

**PUBLIC AREAS ~ Expenditures**

**54200 SMALL TOOLS AND IMPLEMENTS:** 2,100

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,100	2,095	0	0	0	0	5	0	0	0	0
2013	2,100	2,095	0	0	0	0	5	0	0	0	0

**54300 GAS AND OIL:**

2011 usage multiplied by anticipated fuel price

Diesel	2,941 gallons at \$4.05	11,911
Unleaded	5,534 gallons at \$3.85	21,306
Nat. Gas	242 gallons at \$2.00	484
		<u>33,701</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	30,688	30,668	0	0	0	0	0	0	0	0	0
2013	33,701	33,701	0	0	0	0	0	0	0	0	0

**54500 MOTOR VEHICLE SUPPLIES:** 27,910

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	27,910	27,910	0	0	0	0	0	0	0	0	0
2013	27,910	27,910	0	0	0	0	0	0	0	0	0

**55600 EQUIPMENT MAINTENANCE:**

Park Furniture	4,390
Recreational Apparatus and Equipment	1,764
Electrical Apparatus	1,899
Fencing and Barriers	500
Plumbing and Irrigation	1,875
Equipment Rentals	700
Regner Park Well Maintenance	1,400
	<u>12,528</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	12,528	12,528	0	0	0	0	0	0	0	0	0
2013	12,528	12,528	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Public Areas**

**2013 Department Detail Information**

**PUBLIC AREAS ~ Expenditures**

**56400 SAFETY EQUIPMENT/UNIFORMS:**

Staff Uniforms	490
Safety Equipment	1,500
First Aid Supplies	850
Biohazard Medical Supplies	450
	<u>3,290</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,290	3,282	0	0	0	0	8	0	0	0	0
2013	3,290	3,282	0	0	0	0	8	0	0	0	0

**56800 FUEL-HEATING:**

Riverside Park	3,124
Regner Park (Park Workshop)	11,033
Quaas Creek	442
	<u>14,599</u>

Natural Gas Usage at Workshops, and Riverside

2009 - \$18,162, 2010 - \$14,927, and 2011 \$14,599 (0% increase anticipated in 2013)

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	20,544	20,544	0	0	0	0	0	0	0	0	0
2013	14,599	14,599	0	0	0	0	0	0	0	0	0

**56900 LIGHT AND POWER:**

In 2013, LLC will be paying their own light and power (\$1,478)

Riverside Park	1,416
Regner Park	24,256
Quaas Creek	14,732
Lac Lawrann	0
Royal Oaks Park	168
Decorah Halls Park	674
Barton Park	284
Muenk Park	284
Wingate Park	851
	<u>42,665</u>

**CULTURE AND RECREATION ~ Public Areas**

**2013 Department Detail Information**

**PUBLIC AREAS ~ Expenditures**

**56900 LIGHT AND POWER CONTINUED:**

Total from previous page	42,665
Ziegler Park	1,333
Forest View Park	217
Kuester Parking Lot	1,677
Clark Station	2,238
Prairie Drive	165
Riverwalk	5,852
	<u>54,147</u>

Electricity at various park buildings/locations (\$56,157 spent in 2011 - LLC \$1,478 = 54,679 x 3.6%)  
 2009 - \$50,194, 2010 - \$51,877 and 2011 - \$56,157

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	50,745	50,745	0	0	0	0	0	0	0	0	0
2013	54,147	54,147	0	0	0	0	0	0	0	0	0

**57000 WATER:**

Riverside Park	1,130
Regner Park	15,823
Quaas Creek	10,510
Barton Park	1,102
Ziegler Park	301
Wingate Park	476
Forest View Park	427
Continental Drive	1,915
Downtown	394
Portable Hose Meter	325
Kenny Park	152
WBBC Landscape Bed	145
	<u>32,700</u>

Water at various park buildings/locations and athletic fields (2011 - \$29,011/water x 4%, \$2,906 x 2%/sewer)

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	24,256	24,256	0	0	0	0	0	0	0	0	0
2013	32,700	32,700	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Public Areas**

**2013 Department Detail Information**

**PUBLIC AREAS ~ Expenditures**

**57700 CONTRACTUAL SERVICES:**

Three percent increase in all contracts

Maintenance ~ Downtown and Riverwalk	53,214
Mowing Contract ~ Special Areas	8,280
Weed Cutting	2,252
Facility Cleaning	16,493
Additional Fee for Facility Cleaning - Lac Lawrann	2,500
Recycling - Veolia	1,020
	<u>83,759</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	77,902	77,902	0	0	0	0	0	0	0	0	0
2013	83,759	83,759	0	0	0	0	0	0	0	0	0

**59500 ADMINISTRATION/SPECIAL PURPOSE:**

Random Drug Testing	350
Striping and crack filling	500
	<u>850</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	850	850	0	0	0	0	0	0	0	0	0
2013	850	850	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Public Areas**

**2013 Department Detail Information**

**PUBLIC AREAS ~ Expenditures**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	\$562,496	\$540,072	\$0	\$0	\$0	\$0	\$1,557	\$16,121	\$0	\$0	\$0
OT Salaries	\$17,315	\$17,315	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$77,987	\$74,902	\$0	\$0	\$0	\$0	\$191	\$2,229	\$0	\$0	\$0
Memberships	\$640	\$638	\$0	\$0	\$0	\$0	\$2	\$0	\$0	\$0	\$0
Seminars	\$866	\$864	\$0	\$0	\$0	\$0	\$2	\$0	\$0	\$0	\$0
Supplies	\$58,977	\$58,977	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Small Tools	\$2,100	\$2,095	\$0	\$0	\$0	\$0	\$5	\$0	\$0	\$0	\$0
Gas/Oil	\$33,701	\$33,701	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MV Supplies	\$27,910	\$27,910	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip. Maint.	\$12,528	\$12,528	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$3,290	\$3,282	\$0	\$0	\$0	\$0	\$8	\$0	\$0	\$0	\$0
Fuel/Heating	\$14,599	\$14,599	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Light/Power	\$54,147	\$54,147	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water	\$32,700	\$32,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual	\$83,759	\$83,759	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Adm/SP	\$850	\$850	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$983,865</b>	<b>\$958,339</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,765</b>	<b>\$18,350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$657,798</b>	<b>\$632,289</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,748</b>	<b>\$18,350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Ex</b>	<b>\$326,067</b>	<b>\$326,050</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$17</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$983,865</b>	<b>\$958,339</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,765</b>	<b>\$18,350</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**CULTURE AND RECREATION ~ Revenue**

**PARK, RECREATION AND FORESTRY ~ REVENUE**

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Adopted</b>	<b>2013 Request</b>
<b>014524.452300 Damages</b>	<b>\$3,491</b>	<b>\$6,093</b>	<b>\$3,286</b>	<b>\$2,887</b>
<b>014674.467300 Swimming</b>	<b>\$95,121</b>	<b>\$75,920</b>	<b>\$83,000</b>	<b>\$85,400</b>
<b>014674.467410 Summer Recreation</b>	<b>\$29,892</b>	<b>\$26,491</b>	<b>\$36,546</b>	<b>\$36,546</b>
<b>014674.467420 School Year Recreation</b>	<b>\$48,335</b>	<b>\$55,815</b>	<b>\$48,640</b>	<b>\$48,640</b>
<b>0146774.467440 Facility Rental</b>	<b>\$30,076</b>	<b>\$33,383</b>	<b>\$39,400</b>	<b>\$39,400</b>
<b>014644.464400 Weed Cutting</b>	<b>\$4,049</b>	<b>\$7,140</b>	<b>\$6,573</b>	<b>\$6,571</b>
<b>014684.468240 Contract Copy Fees</b>	<b>\$1,072</b>	<b>\$881</b>	<b>\$938</b>	<b>\$971</b>
<b>014684.468210 Lac Lawrann</b>	<b>\$2,592</b>	<b>\$5,100</b>	<b>\$5,100</b>	<b>\$5,100</b>
<b>14854.458330 Fireworks Donation</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>
<b>Total Revenue</b>	<b>\$226,628</b>	<b>\$222,823</b>	<b>\$235,483</b>	<b>\$237,515</b>

**014524.452300 DAMAGES** **Total \$2,887**

Damage revenue stems from fees collected for restitution of damage to park property and trees.

**014674.467300 SWIMMING** **Total \$85,400**

	<b>Fee</b>	<b>Participation</b>	<b>Total</b>
Swimming (Winter)	20	120	2,400
Swimming (Summer)	20	800	16,000
Swimming (Fall)	20	120	2,400
Swimming (Spring - new session)	20	120	2,400
Lifeguard Training	120	10	1,200
Beach Admissions			52,000
Concession Sales			9,000

**CULTURE AND RECREATION ~ Revenue**

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**PARK, RECREATION AND FORESTRY ~ REVENUE**

**014674.467410 SUMMER RECREATION Total \$36,546**

	<u>Fee</u>	<u>Participation</u>	<u>Total</u>
Arts and Crafts	20	50	1,000
Youth Softball League	34	225	7,650
Ballet, Tap & Jazz	22	70	1,540
Song and Dance	34	24	816
Singing/Dancing for Theatre	22	30	660
Baseball	20	250	5,000
Soccer	20	200	4,000
Sporties 4 Shorties	20	170	3,400
Tennis	20	220	4,400
Volleyball	20	100	2,000
Basketball	20	90	1,800
Kickball League	250	8	2,000
Archery	24	75	1,800
Fishing	24	20	480

**014674.467420 SCHOOL YEAR RECREATION Total \$48,640**

Arts and Crafts	20	90	1,800
Music, Rhythm & Dance	22	55	1,210
Ballet, Tap & Jazz	56	100	5,600
Song and Dance	34	15	510
Gymnastics (SY)	23	300	6,900
Gymnastics (Summer)	27	160	4,320
Adult Football (Team)	200	14	2,800
Volleyball League (Team)	375	30	11,250
Basketball League (Team)	525	16	8,400
HS Basketball League (Team)	200	6	1,200

**CULTURE AND RECREATION ~ Revenue**

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**PARK, RECREATION AND FORESTRY ~ REVENUE**

Self Defense	2,200
Painted Ceramics	200
Acrylic Painting	200
Ballroom Dance	250
Contracted Programs	1,800

**014674.467440 FACILITY RENTAL Total \$39,400**

Barton Park Shelter	75	16	1,200
Regner Park Band Stand	75	24	1,800
Regner Park Kiwanis Stand	50	14	700
Regner Park Rotary Stand	50	26	1,300
Regner Park Pavilion	75	27	2,025
Regner Park Camp Lodge	125	54	6,750
Regner Centennial Shelter	75	34	2,550
Riverside Park Pavilion	125	90	11,250
Quaas Creek Community Building	125	20	2,500
Picnic Groves	35	55	1,925
Softball Fields	8	350	2,800
Baseball Fields	10	200	2,000
Soccer/Football Fields	10	120	1,200
Sound Permits			400
Silver Lining Stage	100	10	1,000

**014644.464400 WEED CUTTING Total \$6,571**

Weed cutting on private property that is in violation of Ordinance (Three year average).

**014684.468240 CONTRACT COPY FEES Total \$971**

Copy fees collected for the printing of various contracts throughout the year.  
(Three year average)

**CULTURE AND RECREATION ~ Revenue**

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**PARK, RECREATION AND FORESTRY ~ REVENUE**

**014684.468210 LAC LAWRANN CONSERVANCY** **Total** **\$5,100**

	<b>Fee</b>	<b>Participation</b>	<b>Total</b>
Junior Naturalist Camp	30	50	1,500
Preschool	11	20	220
Group/school trips - spring	2	600	1,200
Group/school trips - fall	2	300	600
Adult Education Trip	25	21	525
Public Programs - summer	5	97	485
Public Programs - school year	5	75	375
Hike-A-Doodle-Do	13	15	195

**014684.485330 FIREWORKS DONATION** **Total** **\$12,000**

Fireworks donation given by Westbury Bank.

**CULTURE AND RECREATION ~ Forestry**

**2013 Department Detail Information**

**FORESTRY ~ Expenditures**

**Account 01.56110**

**53500 OFFICE AND OPERATION SUPPLIES:**

Stumping	2,740	Soil, seed and mulch
Tree Planting Program	4,000	100 trees @ \$40 each
Tree Stakes and Strapping	300	
Pull and Climbing Rope	450	
Street Tree Reimbursement Program	500	10 trees @ \$50 each
Trees and Shrubs for Parks and Other Public Places	7,046	
Bucket Truck Harness/Accessories	1,000	
Hand Tools	501	
Miscellaneous	680	Slings, D-rings, Saddle Equip. etc.
	<u>17,217</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	17,717	17,717	0	0	0	0	0	0	0	0	0
2013	17,217	17,217	0	0	0	0	0	0	0	0	0

**54200 SMALL TOOLS AND IMPLEMENTS:**

811

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	811	811	0	0	0	0	0	0	0	0	0
2013	811	811	0	0	0	0	0	0	0	0	0

**57700 CONTRACTURAL SERVICES:**

2,000

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,000	2,000	0	0	0	0	0	0	0	0	0
2013	2,000	2,000	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Forestry**

**2013 Department Detail Information**

**FORESTRY ~ Expenditures**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Supplies	\$17,217	\$17,217	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Small Tools	\$811	\$811	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contractual	\$2,000	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$20,028</b>	<b>\$20,028</b>	<b>\$0</b>								
Total Sal/FB	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Ex	\$20,028	\$20,028	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$20,028</b>	<b>\$20,028</b>	<b>\$0</b>								

**CULTURE AND RECREATION ~ Lac Lawrann Conservancy**

**2012 Department Detail Information**

**LAC LAWRANN ~ Expenditures**

**Account 01.56120**

**50100 SALARIES:**

Wage is for Conservancy Naturalist position.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	50,096	50,096	0	0	0	0	0	0	0	0	0
2013	50,096	50,096	0	0	0	0	0	0	0	0	0

**50200 FRINGES:**

Fringe Benefit rate at 14.03%.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	6,938	6,938	0	0	0	0	0	0	0	0	0
2013	7,027	7,027	0	0	0	0	0	0	0	0	0

**51700 POSTAGE:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	200	200	0	0	0	0	0	0	0	0	0
2013	200	200	0	0	0	0	0	0	0	0	0

**52000 MEMBERSHIP AND DUES:**

Membership includes Wisconsin Association for Environmental Education and Associates of Nature Center Administrators

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	130	130	0	0	0	0	0	0	0	0	0
2013	130	130	0	0	0	0	0	0	0	0	0

**52200 SEMINARS AND TRAINING:**

WAEF Fall Workshop

315

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	315	315	0	0	0	0	0	0	0	0	0
2013	315	315	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Lac Lawrann Conservancy**

**2012 Department Detail Information**

**LAC LAWRANN ~ Expenditures**

**53500 OFFICE AND OPERATING:**

Junior Naturalist Camp	250	
Outdoor Survival/Outdoor Skills*	0	* Friends will financially Support
Public Programs	120	
Preschool Programming	45	
Night Hikes	20	
School Programs	80	
Scout Programs	15	
Environmental Trip (tickets, gas, parking, etc.)	200	
Outreach (Celebrate Families, Earth Day, etc.)	50	
Taxidermy (animal mounts)*	0	* Friends will financially Support
Research Materials (slides, videos, books)	0	* Friends will financially Support
Computer Supplies (toner, cd's)	15	
Envelopes (inventory account)	0	
Fire Permit	70	
Printing (newsletter, program schedules)	1,690	
Portable Restrooms	1,129	
	<u>3,684</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,684	3,684	0	0	0	0	0	0	0	0	0
2013	3,684	3,684	0	0	0	0	0	0	0	0	0

**55600 EQUIPMENT MAINTENANCE:**

Nature Center	50	
Grounds	375	
Small Tools	100	
	<u>525</u>	

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	525	525	0	0	0	0	0	0	0	0	0
2013	525	525	0	0	0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Lac Lawrann Conservancy**

**2012 Department Detail Information**

**LAC LAWRANN ~ Expenditures**

**56400 SAFETY EQUIPMENT/UNIFORMS:**

Safety Equipment	75
Display Cases	50
	125

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	125	125	0	0	0	0	0	0	0	0	0
2013	125	125	0	0	0	0	0	0	0	0	0

**59500 ADMIN/SPECIAL PURPOSE:**

Volunteer Training	75
Volunteer Appreciation	275
Adopt-A-Trail	395
Tour Guest Honorarium	200
	945

	Total	Gen. Fund	Water		Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	945	945	0		0	0	0	0	0	0	0
2013	945	945	0		0	0	0	0	0	0	0

**CULTURE AND RECREATION ~ Lac Lawrann Conservancy**

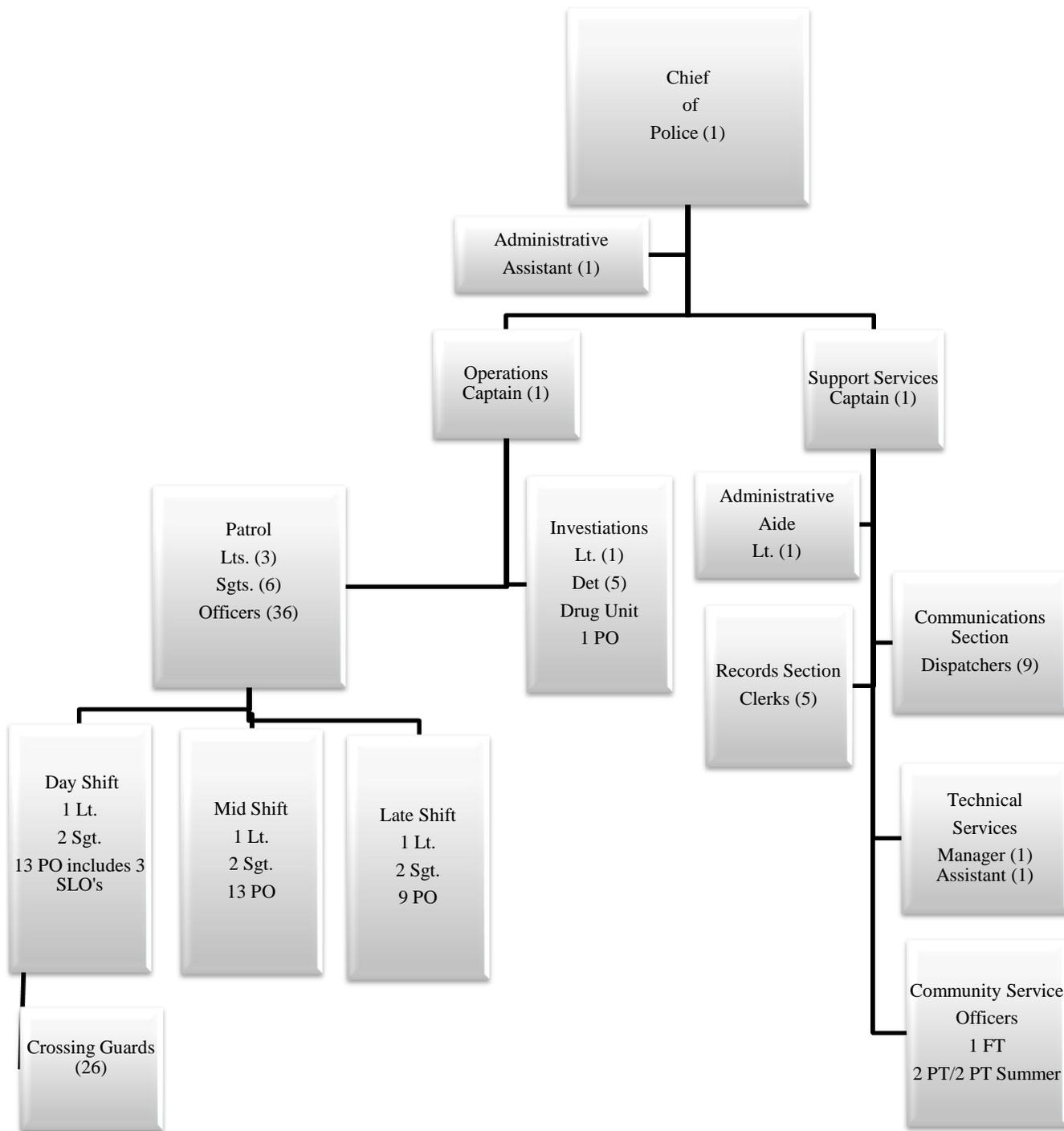
**2013 Department Detail Information**

**LAC LAWRANN ~ Expenditures**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj.</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$50,096	\$50,096	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringes	\$7,027	\$7,027	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$200	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships	\$130	\$130	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars	\$315	\$315	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$3,684	\$3,684	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip Maint	\$525	\$525	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$125	\$125	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Admin/SP	\$945	\$945	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$63,047</b>	<b>\$63,047</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$57,123</b>	<b>\$57,123</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other E</b>	<b>\$5,924</b>	<b>\$5,924</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$63,047</b>	<b>\$63,047</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC SAFETY ~ Police Department**

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**MISSION STATEMENT:**

The mission of the West Bend Police Department is to work in cooperation with the public to enforce the law, prevent crime, and preserve the peace.

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**Account 01.52110**

**50100 PATROL SALARIES:**

Chief of Police	91,815
Captains (1)	83,811
Lieutenants (3)	232,640
Sergeants (6)	442,217
Patrol Officers (31)	1,797,606
Act 10 Patrol Officers (6)	<u>329,854</u>
	\$2,977,943

Salary amounts are based on the employees' contracts which expire 12/31/12. Non-represented salaries are based on the 2012 rate.

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Other
2012	2,982,243	2,982,243	0	0	0	0	0	0	0	0	0
2013	2,977,943	2,974,133	0	0	0	0	0	3,810	0	0	0

**50110 PATROL OVERTIME:**

Patrol Officers:	175,445
Act 10 Patrol Officers:	<u>13,726</u>
	189,171

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	189,171	189,171	0	0	0	0	0	0	0	0	0
2013	189,171	189,171	0	0	0	0	0	0	0	0	0

**50200 PATROL FRINGES:**

Patrol Officers @ 29.43%	824,906
Act 10 Patrol Officers @ 23.53%	<u>80,844</u>
	905,750

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	921,089	921,089	0	0	0	0	0	0	0	0	0
2013	905,750	904,652	0	0	0	0	0	1,098	0	0	0

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**Account 52112**

**50100 CRIMINAL INVESTIGATIONS SALARIES:**

Lieutenant (1)	79,364
Detectives (5)	346,990
Officer (1)	64,858
	<u>\$491,212</u>

*Salary amounts are based on employee contracts that expire on 12-31-2012.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Other
2012	489,861	489,861	0	0	0	0	0	0	0	0	0
2013	491,212	491,212	0	0	0	0	0	0	0	0	0

**50110 CRIMINAL INVESTIGATIONS OVERTIME:**

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	52,614	52,614	0	0	0	0	0	0	0	0	0
2013	52,614	52,614	0	0	0	0	0	0	0	0	0

**50200 CRIMINAL INVESTIGATIONS FRINGES:**

CI @ 29.43%

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	159,759	159,759	0	0		0	0	0	0	0	0
2013	160,048	160,048	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**Account 01.52114**

**50100 SUPPORT SERVICES SALARIES:**

Captain (1)	83,811	
Lieutenant (1)	79,364	
Administrative Assistant (1)	46,654	
Technical Services Manager (1)	58,032	
Technical Services Assistant (1)	45,323	
Community Services Officer - FT (1)	45,531	
Community Services Officers - PT (2)	31,200	
Community Services Officers - Summer (2)	15,360	512 hrs. each
Records Clerks (5)	187,055	
Dispatchers (8)	425,069	
Dispatcher (Parking Authority 1)	49,587	
	<u>1,066,986</u>	

"Other" is 5% from Fire Department budget for Dispatchers and the Technical Services Manager.  
 Parking Authority pays for 50% of the FT CSO salary and 25% of one Dispatcher's salary.

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Other
2012	1,077,411	1,015,829	0	0	35,301	0	0	0	0	0	26,281
2013	1,066,986	998,971	0	0	35,162	0	0	6,838	0	0	26,015

**50110 SUPPORT SERVICES OVERTIME:**

Captain and Lieutenant	11,767
Dispatchers	23,341
	<u>35,108</u>

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Other
2012	35,108	35,108	0	0	0	0	0	0	0	0	0
2013	35,108	35,108	0	0	0	0	0	0	0	0	0

**50200 SUPPORT SERVICES FRINGES**

Capt. & Lieut. @ 29.43%	51,485
Administrative Assistant @ 14.03%	6,546
Technical Services Manager @ 14.03%	8,142
Technical Services Assistant @ 14.03%	6,359
Community Services Officer - FT @ 14.03%	6,388

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**50200 SUPPORT SERVICES FRINGES: (Continued)**

Community Services Officers - PT @ 14.03%	4,377
Community Services Officers - PT Summer @ 7.65%	1,175
Records Clerks (5) @ 14.03%	26,244
Dispatchers (8) @ 14.03%	62,912
Dispatcher (Parking Authority) @ 14.03%	<u>6,957</u>
	180,585

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Other
2012	177,504	168,975	0	0	4,889	0	0	0	0	0	3,640
2013	180,585	170,065	0	0	4,933	0	0	1,937	0	0	3,650

**PUBLIC SAFETY ~ Police Department**

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**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**Account 01.52117**

**50100 CROSSING GUARD SALARIES:**

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	104,908	104,908	0	0	0	0	0	0	0	0	0
2013	104,908	104,908	0	0	0	0	0	0	0	0	0

**50200 CROSSING GUARD FRINGES**

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	8,026	8,026	0	0	0	0	0	0	0	0	0
2013	8,026	8,026	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**Account 01.52114**

**50400 OUTLAY:**

Replace Marked Squads (3)	67,000
Replace Rear Seats & Modifications	6,000
Replace Emergency Squad Equipment	7,000
	<u>\$80,000</u>

*No change in this budget category. The Police Department is scheduled to replace three (3) marked Chevrolet Impala 4dr squads in 2013. It is likely that our squad replacement costs will go up in 2014 as Chevrolet Impala will either no longer be manufactured in a "police package" or will be introduced in a new body style requiring us to replace major squad components (seat divider/rear seat/center console) that we are currently able to move from car-to-car.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2011	80,000	80,000	0	0	0	0	0	0	0	0	0
2012	80,000	80,000	0	0	0	0	0	0	0	0	0

**51600 TELEPHONE:**

VoIP Telephone/Centrex Services	8,365	Reduced \$3,000 due to phone circuits being disconnected
Cell Phone Service	9,000	
Long Distance Service	1,250	
SRT Telephone Pagers	0	Discontinued in 2012
Internet Services	3,500	
Other Phone/Internet services/expenses	1,400	
	<u>\$23,515</u>	

*Cell and land line phone costs are in accordance with the City Administrator's memo. Specific "line item" expenses were adjusted to more accurately reflect department expenses in this account. The department reduced expenses in this budget category by disconnecting multiple phone circuits which were no longer needed due to the Countywide Radio System Upgrade in 2011, and discontinuing the use of Telephone Pagers to contact the SRT team.*

*According to the IS Department, the Police Department currently utilizes four (4) Centrex lines @ approximately \$75 per month and forty-nine (49) VOIP lines @ approximately \$275 per month. The Police Department also utilizes twenty-six Verizon Wireless cell phones (assigned to specific personnel & department vehicles) @ approximately \$695 per month.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	28,355	28,355	0	0	0	0	0	0	0	0	0
2012	23,515	23,515	0	0	0	0	0	0	0	0	0

**51700 POSTAGE:**

*The \$340 increase in this budget category is in accordance with the City Administrator's memo. Our mailing costs are affected by the amount of department correspondence sent out, the number of items sent utilizing UPS and/or FedEx services, and increases in postal rates. In an effort to minimize these costs, we attempt to "hand-deliver" department correspondence when appropriate.*

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**51700 POSTAGE:** (Continued)

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	6,800	6,800	0	0	0	0	0	0	0	0	0
2013	7,140	7,140	0	0	0	0	0	0	0	0	0

**52000 MEMBERSHIPS AND DUES:**

International Chiefs of Police	135	
WI Chiefs of Police Association	100	
NUCPS-Alumni Association	150	
FBI-LE Executive Development Association	50	
WI Police Executive Group	55	
FBI National Academy Assn-WI Chapter	225	Reduced \$75-1 FBINAA graduate retired in 2012
Nat'l Tactical Off. Assn (Team Membership)	150	
Association of SWAT Personnel-WI chapter	100	
LE Training Officers Association	125	
Int'l Assn of Arson Investigators	125	
Int'l Assn Arson Investigators-WI Chapter	75	
Washington Co. Fire Investigators Assn	25	
WI Narcotics Officers Association	25	
WI Field Training Officers Association	80	
WI Traffic Safety Officers Association	25	
WI School Safety Coordinators Association	60	
CVSA Membership	60	
WI Association of Homicide Investigators	80	
WI School Resource Officers Association	75	
WI LE Explorers Advisor Association	40	
Wisconsin Civil Air Patrol	0	Eliminated-no current members
Wisconsin Association for Identification	80	
Int'l Assn of Public-Safety Comm. Officers	140	
WI-TERT Membership	50	
WI Association of Women Police	0	Eliminated-no current members
	<u>\$2,030</u>	

*No change in this budget category.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	2,030	2,030	0	0	0	0	0	0	0	0	0
2013	2,030	2,030	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**52100 PUBLICATIONS:**

National COP / Sheriff Directory	145	
Textbooks	295	
Wisconsin Law Update	200	
NP phone listing - Worldwide Information	0	Eliminated-no longer utilizing this service
Officer Notebooks	400	New-purchase of officer daily notebooks
MV/Criminal Statute Handbooks	925	
Crime Lab Handbooks	150	
ID / Drivers License Guides	45	
Drug Identification Bible	90	
	<u>\$2,250</u>	

*No change in this budget category.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	2,250	2,250	0	0	0	0	0	0	0	0	0
2013	2,250	2,250	0	0	0	0	0	0	0	0	0

**52200 SEMINARS AND TRAINING:**

Wisconsin Chiefs of Police Conferences	1,200
Wash. Co. Chiefs of Police Meetings	360
PEG Conference	1,000
IACP Training Conference	1,300
P&FC Meetings & Training	200
Attorney General's Conference	500
FBINNA State Training Conference (3)	1,000
FBINAA National Retrainer	2,600
Leadership of Greater West Bend	800
LE Training Officers Conference (2)	380
Governors Conference on Highway Safety	200
WI Juvenile Officers Conference	270
LE Administrative Professionals (1)	350
SRT State Training Conference	2,000
SRT Training seminars	1,500
DAAT/TASER/Firearms Instr. Recert.	500
DAAT/Officer Safety & Survival Training	750
In-Service Training	1,500

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**52200 SEMINARS AND TRAINING:** (Continued)

Law Enforcement / Roll Call Training	1,090
Interview & Interrogation Training	1,000
Administrative Training	2,000
Supervisory Training	2,500
Dispatcher Training	1,200
Evidence Technician Training (5)	2,000
Computer Training	1,000
Detective Training	2,250
School Liaison Officer Training	1,500
Field Officer Training (2)	750
Child Abuse/Neglect Training	500
CVSA Updates	500
Internet Crime/Child Pornography Training	750
Drug Interdiction/Identification Training	1,000
	<b>\$34,450</b>

*No change in this budget category. The courses and categories listed above are areas of training that employees attend. The specific seminars and training that employees attend are determined throughout the year as training needs develop and as training opportunities become available. We continue to seek out training that is sponsored by State or Federal grants that limit our expenses.*

	Total	Gen Fund	Water	Sewer	Parking	Tax	TIF	CP	IS	Cable	Oth
2012	34,450	34,450	0	0	0	0	0	0	0	0	0
2013	34,450	34,450	0	0	0	0	0	0	0	0	0

**53500 OFFICE & OPERATING SUPPLIES:**

Audio Recording Equipment & Supplies	1,000
Office Supplies	3,600
Evidence Processing	3,000
Photo Supplies	800
Office Equipment Repairs & Replacement	2,000
Department Forms / Manual Updates	2,600
Municipal Warrants	150
Citations / Parking Tickets	1,100
Equipment Compliance Forms/Citations	250
Stationery	2,500
Copy Paper	3,000
First Aid/AED/CPR Training Supplies	750

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**53500 OFFICE & OPERATING SUPPLIES:** (Continued)

Computer Supplies	5,000
.40 Caliber Practice Ammunition-Handgun	3,350
.40 Caliber Duty Ammunition-Handgun	2,800
.223 Caliber Practice Ammunition-Rifle	4,650
.223 Caliber Duty Ammunition-Rifle	2,500
.308 Caliber SRT Sniper Ammunition	2,500
Simunition Ammunition	1,600
SRT Less Lethal Munitions	2,200
Range Supplies	500
Taser Supplies	900
Outdoor Range Care	750
	<b>\$47,500</b>

*No change in this budget category. Ammunition costs continue to be affected by current military conflicts, the cost of brass and other metals, and the sale of ammunition to military, police, and sportsmen. The department's DAAT and range officers continue to adjust range/firearms training based on available resources and identified training needs without compromising "officer & citizen safety".*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	47,500	47,500	0	0	0	0	0	0	0	0	0
2013	47,500	47,500	0	0	0	0	0	0	0	0	0

**54300 GAS & OIL:**

*33,595 Gallons @ \$3.85/gallon. Dollars per gallon are in accordance with the City Administrator's memo. No increase in the amount of gallons from the 2012 budget.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	127,305	127,305	0	0	0	0	0	0	0	0	0
2013	129,341	129,341	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**54500 MOTOR VEHICLE SUPPLIES:**

Squad Repair-Sublet to Private Vendors	7,000
Vehicle Maintenance / Decals	2,500
DOT Registration Fees	450
Marked / Unmarked Squad Washes	1,200
Parts / Repairs / Tires	18,600
Shop Charges	2,000
Install Squad Emergency Equipment	1,400
Oil	400
	<u>\$33,550</u>

*No change in this budget category.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	33,550	33,550	0	0	0	0	0	0	0	0	0
2013	33,550	33,550	0	0	0	0	0	0	0	0	0

**56400 UNIFORMS:**

14 Full-time Supervisors @ \$575 each	8,050
41 Sworn Officers @ \$475 each	19,475
9 Dispatchers @ 340 each	3,060
8 Support Staff at \$340 each	2,720
5 CSO's @ \$340 each	1,700
Crossing Guard Equipment	1420
Department Rank / Patches	1,200
Bike Officer Uniforms	1,500
SRT Officer Uniforms	1,700
	<u>\$40,825</u>

*No change in this budget category.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	40,825	40,825	0	0	0	0	0	0	0	0	0
2013	40,825	40,825	0	0	0	0	0	0	0	0	0

## PUBLIC SAFETY ~ Police Department

### 2013 Department Detail Information

#### POLICE DEPARTMENT ~ Expenditures

##### 57700 CONTRACTUAL SERVICES

Time System User Fees	17,700	Costs mandated by the State TIME System
OWI Blood Tests	7,320	240 @ \$30.50 for each OWI/Drug blood draw
Post-Employment Health Plan - Labor	6,150	41 @ \$150 each
Employee Drug Tests	2,625	75 @ \$35 each - each employee drug testing increased \$5.00
Testing and Assessment Centers	1,000	
MEG Drug Unit	5,000	
Jail Expense, Etc.	500	
Towing Impounded Vehicles	4,000	Revenue collected from towed vehicle Acct #462100
ProPhoenix CAD, RMS, Mobile Software	41,911	Increased \$1,996 as allowed by contract
WIJIS Gateway Software Support	977	Increased \$47 as allowed by contract
ProPhoenix TraCS Software Support	835	Increased \$40 as allowed by contract
ProPhoenix-NetMotion Software Support	1,950	No change-now paid directly to ProPhoenix
ProPhoenix TIPPS Software Support	1,500	New-Interface with MMMC record files
ProPhoenix Citizen Services subscription	2,900	New-"on line" portal for citizen services
ProPhoenix eReferral Software Support	1,890	New-electronically submit arrests to the DA's Office
Humane Society Animal Care Agreement	8,000	
Mobile Data Access Fee-Patrol & CI MDC's	9,700	18 Verizon Wireless air cards to access mobile software
Microfilm Reader Maintenance Agreement	750	Prepaid 3 yrs maintenance in 2012 to receive 10% discount
Copy Machine Maintenance Agreements (2)	2,000	
FAX Machine Maintenance Agreement	700	Increased \$25-FAX machine is 11 years old
PD Software server maintenance	5,400	New-2012 purchase requiring maintenance
PD server storage maintenance	0	New-covered under 2012 equipment purchase
PD backup server maintenance	3,100	New-2012 purchase requiring maintenance
Computer Repairs	4,000	
Varda and Radar Repairs	500	Reduced \$500
UPS System Maintenance Agreement	2,100	New agreement in Feb 2013 with 10 % discount
Registration Suspensions	3,450	
Microfilm Processing/Source Group	4,000	Microfilming 2012 reports to comply w Open Record requirements
Credit Card Processing	1,200	
Document Destruction Contract	950	Reduced \$450-renegotiated monthly charge for service
Fire Extinguisher Maintenance	125	
Fleetwood Leasing / Winscribe Dictation	4,575	
Fleetwood Leasing / NICE recorder	5,700	
Fleetwood Leasing / VoIP Phone Logger	4,550	
911 Cell Phone Transfer capabilities	1,300	Reduced \$1,025 by disconnecting one cell 911 phone circuit
Sagem Morpho-Fast Touch ID Maintenance	445	Increased \$45
ID Networks Livescan Fingerprint System	3,500	Increased \$1000-upgrade covered maintenance costs in 2012
Accurint Online Name Search Service	600	

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**57700 CONTRACTUAL SERVICES: (Continued)**

Bio-Hazard/Infectious Waste Disposal	250
Language Line Services	250
	<b>\$163,403</b>

*Increases are expected in several contractual services for 2013.*

*The increase in ProPhoenix software support is "less" than the amount allowed by the existing contract (5% increase instead of 10%). Most ProPhoenix clients were charged a 6% increase in 2013. Based on our excellent working relationship with ProPhoenix, our software support was capped at a 5% increase.*

*"Legal blood draw" fees for OWI & drug related driving arrests increased to \$30.50 per arrest in 2012.*

*We continue to rework some of our existing maintenance contracts when appropriate to reduce costs without compromising officer/citizen safety. This has resulted in the reduced costs for some maintenance services. We also continue to evaluate our long-term objectives and how the various contractual services are affected by them.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	149,040	149,040	0	0	0	0	0	0	0	0	0
2013	163,403	163,403	0	0	0	0	0	0	0	0	0

**59320 CRIME PREVENTION PROGRAMS:**

Crime Prevention Meetings	325
Crime Prevention Materials	1,200
Printing / Film Rental	700
Crossing Guard / School Safety Patrol Equipment	300
Explorer Supplies	750
Crime Prevention Patrol	1,500
Citizen Academy	1,700
School Safety Patrol Recognition	235
	<b>\$6,710</b>

*No change in this budget category. In addition to these allocated funds, the department periodically receives community donations to assist in presenting crime prevention programs.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	6,710	6,710	0	0	0	0	0	0	0	0	0
2013	6,710	6,710	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT ~ Expenditures**

**01526102.57700 EMERGENCY COMMUNICATIONS - 911**

Paging & 9-1-1 System Service Agreement	12,550	Service provider is Milwaukee 2-Way
PSAP Service Agreement	4,250	Service provider is through Washington Co Shf
Portable, Mobile, Other Equip. Service Agreement	16,150	Service provider is General Communications
Repairs not covered by Service Agreements	<u>1,000</u>	Replacement batteries/antennas/etc.
	<b>\$33,950</b>	

*No change in this budget category. As of January 1, 2012, the Police Department is solely responsible for yearly maintenance of our Public Safety Answering Point (PSAP), mobile, & portable radio equipment. In addition, we will be required to utilize multiple vendors for these maintenance services.*

*We will adjust future budget requests as we determine the durability of the equipment and necessary service agreements to repair the equipment.*

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	CP	IS	Cable	Oth
2012	33,950	33,950	0	0	0	0	0	0	0	0	0
2013	33,950	33,950	0	0	0	0	0	0	0	0	0

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT - SUMMARY**

<b>PATROL</b>	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Patrol Salaries	\$2,977,943	\$2,974,133	\$0	\$0	\$0	\$0	\$0	\$3,810	\$0	\$0	\$0
Patrol Overtime	\$189,171	\$189,171	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Patrol Fringes	\$905,750	\$904,652	\$0	\$0	\$0	\$0	\$0	\$1,098	\$0	\$0	\$0
<b>Total</b>	<b>\$4,072,864</b>	<b>\$4,067,956</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,908</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>CRIM INV</b>	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
CI Salaries	\$491,212	\$491,212	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CI Overtime	\$52,614	\$52,614	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CI Fringes	\$160,048	\$160,048	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$703,874</b>	<b>\$703,874</b>	<b>\$0</b>								

<b>SUPPORT SVCS</b>	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
SS Salaries	\$1,066,986	\$998,971	\$0	\$0	\$35,162	\$0	\$0	\$6,838	\$0	\$0	\$26,015
SS Overtime	\$35,108	\$35,108	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SS Fringes	\$180,585	\$170,065	\$0	\$0	\$4,933	\$0	\$0	\$1,937	\$0	\$0	\$3,650
<b>Total</b>	<b>\$1,282,679</b>	<b>\$1,204,144</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,095</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,775</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,665</b>

<b>XING GUARD</b>	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
CG Salaries	\$104,908	\$104,908	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CG Fringes	\$8,026	\$8,026	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$112,934</b>	<b>\$112,934</b>	<b>\$0</b>								

<b>EXPENDITURES</b>	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Outlay	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone	\$23,515	\$23,515	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$7,140	\$7,140	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships-Dues	\$2,030	\$2,030	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Publications	\$2,250	\$2,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars-Training	\$34,450	\$34,450	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office Op Supp.	\$47,500	\$47,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gas & Oil	\$129,341	\$129,341	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MV Supplies	\$33,550	\$33,550	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$40,825	\$40,825	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contr. Svcs.	\$163,403	\$163,403	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Crime Prev.	\$6,710	\$6,710	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$570,714</b>	<b>\$570,714</b>	<b>\$0</b>								

Total Sal/FB	\$6,172,351	\$6,088,908	\$0	\$0	\$40,095	\$0	\$0	\$8,775	\$0	\$0	\$29,665
Total Other Exp.	\$570,714	\$570,714	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$6,743,065</b>	<b>\$6,659,622</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,095</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,665</b>

**PUBLIC SAFETY ~ Police Department**

**2013 Department Detail Information**

**POLICE DEPARTMENT - Revenue**

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Budget</b>	<b>2013 Request</b>
014354.435220 - LE Training Reimbursement	\$9,340	\$10,080	\$8,000	\$8,000
014424.442100 - Bicycle Licenses	\$2,045	\$1,425	\$3,885	\$3,885
014514.451100 - Fines - Circuit Court	\$362	\$272	\$500	\$500
014514.451300 - Parking Ticket - PD	\$84,006	\$94,407	\$117,500	\$117,500
014514.451900 - Fines - Municipal Court	\$370,019	\$354,310	\$400,000	\$364,440
014624.462100 - Police Department Fees	\$18,309	\$6,113	\$19,000	\$19,000
014624.462110 - Registration Suspensions	\$4,660	\$4,970	\$6,000	\$6,000
014624.462130 - Warrant Service Fee	\$1,995	\$2,730	\$1,505	\$2,335
014624.462140 - Alarm System Fines	\$4,800	\$4,950	\$8,400	\$5,000
<b>Total</b>	<b>\$495,536</b>	<b>\$479,257</b>	<b>\$564,790</b>	<b>\$526,660</b>

**2013 Revenue projections are based on previous years' historical data.**

**014354.435220 - Law Enforcement Training Reimbursement:**

This account contains revenue received from the State of Wisconsin for State mandated Police Officer training.

**014424.442100 - Bicycle Licenses**

This account contains revenue received from the sale of bicycle licenses. The licenses are \$10.00 each and are sold at the police department, and the annual abandoned bike sales.

**014514.451100 - Fines - Circuit Court**

This account contains revenue received from fines due the City from Circuit Court cases.

**014514.451300 - Parking Tickets - PD**

This account contains revenue received from parking tickets issued by officers for violations other than Downtown Tier One parking ordinance enforcement.

**014514.451900 - Fines Municipal Court**

This account contains revenue received from the fines due the City from Municipal Court cases including all traffic tickets, municipal ordinance violation tickets, and Municipal Court warrant arrests.

**014624.462100 - Police Department Fees**

This account contains revenue received from towing fees, vehicle storage fees, and copies of police reports.

**014624.462110 - Registration Suspensions**

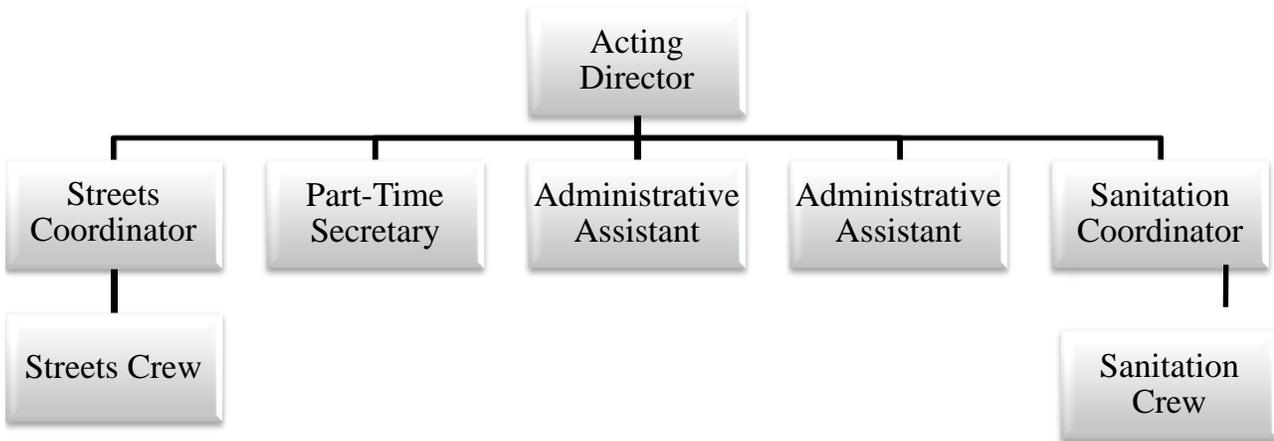
This account contains revenue received from fees charged for clearing vehicle registration suspensions for unpaid tickets.

**014624.462130 - Warrant Service Fee**

This account contains revenue received through the Police Department's service of warrant or commitment orders upon arrestees. The warrant service fee is collected either at the time the warrant is served, or collected by the Mid-Moraine Municipal Court.

**014624.462140 - Alarm System Fines**

This account contains revenue received from violation of the City's Security Alarm Ordinance. Business owners and residents who have security alarms installed in their buildings are billed \$100 for every 3rd or more negligent false alarm per year.



**MISSION:**

The mission of the Department of the Public Works is to provide quality and effective public works services for the health, safety and comfort of the citizens of the City of West Bend in an efficient and cost effective manner. The Public Works department is responsible for maintaining streets, alleys, storm sewers, street lighting, signal lights and traffic control signage.

- The Public Works Administration personnel provide the daily support to the Street and Sanitation Divisions of which the major areas of responsibilities include but are not limited to Storm Sewers, Signs and Signals, Snow and Ice Control, Refuse Collection and Recycling, Street Sweeping, Leaf and Brush Collection.
- Evaluate programs and departmental functions on a daily as well as long term basis to expend funds efficiently and provide an acceptable level of service.
- Responsible for the management of the annual budget including the preparation and submission of the necessary documents to the City Administrator.

**PUBLIC WORKS ~ Administration**

**2013 Department Detail Information**

**PUBLIC WORKS ADMINISTRATION~ Expenditures**

**Account 01.53110**

**50100 SALARIES:**

All salaries listed are at 2011 levels. Hours are split between Public Works Administration and Recycling.

Director of Public Works	1830 Hours	64,402
PW Director Prop. Share (New)		26,021
Administrative Assistant II	1830 Hours	38,689
Secretary	1281 Hours	16,444
Administrative Assistant I	458 Hours	7,340
		<u>\$152,896</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	126,875	125,899	694	0	0	0	282	0	0	0	0
2013	152,896	151,920	694	0	0	0	282	0	0	0	0

**50200 FRINGES:**

Fringe Benefit rate is 14.03%.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	17,437	17,437	0	0	0	0	0	0	0	0	0
2013	21,451	21,314	97	0	0	0	40	0	0	0	0

**51600 TELEPHONE:**

Centrex Lines (4) at \$13.50 a month per line	648
VoIP Phones (8) at \$6.50 a month per line	624
Long Distance	100
Cell Phone	3,400
	<u>\$4,772</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,772	4,772	0	0	0	0	0	0	0	0	0
2013	4,772	4,772	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Administration**

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**51700 POSTAGE:**

Postage	419
Mail Service	65
Meter Maintenance	42
	<u>526</u>

Increase due to projected 5% increase for 2013.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	526	526	0	0	0	0	0	0	0	0	0
2013	526	526	0	0	0	0	0	0	0	0	0

**52000 MEMBERSHIP AND DUES:**

American Public Works Association Membership	\$133
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	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	129	129	0	0	0	0	0	0	0	0	0
2013	133	133	0	0	0	0	0	0	0	0	0

**52200 SEMINARS AND TRAINING:**

Training in street maintenance, snow and ice control, signal lights and supervision.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	800	800	0	0	0	0	0	0	0	0	0
2013	800	800	0	0	0	0	0	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Computer Supplies	442
Fax machine, folding machine, large printer	1,038
Miscellaneous supplies	150
Stationery, envelopes, paper	200
Miscellaneous form production	180
	<u>2,010</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,010	2,010	0	0	0	0	0	0	0	0	0
2013	2,010	2,010	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Administration**

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**57700 CONTRACTUAL SERVICES:**

Paging Service	195
Office Space Rental at Water Utility	3,539
Internet	650
	<u>650</u>
	\$4,384

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,840	3,840	0	0	0	0	0	0	0	0	0
2013	4,384	4,384	0	0	0	0	0	0	0	0	0

Increase due entirely to increase in Office Space Rental from Water Utility

**PUBLIC WORKS ~ Administration**

**2013 Department Detail Information**

**PUBLIC WORKS ADMINISTRATION ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$152,896	\$151,920	\$694	\$0	\$0	\$0	\$282	\$0	\$0	\$0	\$0
Fringes	\$21,451	\$21,314	\$97	\$0	\$0	\$0	\$40	\$0	\$0	\$0	\$0
Telephone	\$4,772	\$4,772	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Postage	\$526	\$526	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Memberships	\$133	\$133	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Seminars	\$800	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$2,010	\$2,010	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cont. Services	\$4,384	\$4,384	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$186,972</b>	<b>\$185,859</b>	<b>\$791</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$322</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$174,347</b>	<b>\$173,234</b>	<b>\$791</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$322</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$12,625</b>	<b>\$12,625</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$186,972</b>	<b>\$185,859</b>	<b>\$791</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$322</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC WORKS ~ Sanitary Landfill**

**2013 Department Detail Information**

**SANITATION~ Expenditures**

**Account 01.53630**

**51600 TELEPHONE:**

Three phone lines at the Landfill: 5076, 5077, 5072 (Abel Farm) plus long distance.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	637	637	0	0	0	0	0	0	0	0	0
2013	637	637	0	0	0	0	0	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Miscellaneous supplies for landfill operations.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,600	2,600	0	0	0	0	0	0	0	0	0
2013	2,600	2,600	0	0	0	0	0	0	0	0	0

**56900 LIGHT AND POWER:**

Electric and natural gas charges for gas control and groundwater extraction.

Increase is due to actual history and expected 3.6% increase in energy costs.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	7,787	7,787	0	0	0	0	0	0	0	0	0
2013	8,067	8,067	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

Estimated tons collected is 6,625 at \$47.15/ton	312,369
Fuel Surcharge	5,150
Street Sweepings-365 tons at \$30.50	11,132
Street Sweepings-Pulls of container-30 pulls at \$157.41	4,722
	\$333,373

Expected increase of 2.5% in the price per ton disposal fee which is currently at \$46.00 and an increase in the street sweeping charge per pull and per ton charge, curenly at \$150.00 and \$29.76 respectively.

The expected fuel surcharge is an estimation for 2013 if the price of fuel goes above \$4.00 per gallon.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	359,756	359,756	0	0	0	0	0	0	0	0	0
2013	333,373	333,373	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Sanitary Landfill**

**2013 Department Detail Information**

**SANITARY LANDFILL ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Telephone	\$637	\$637	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$2,600	\$2,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Light and Power	\$8,067	\$8,067	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cont. Services	\$333,373	\$333,373	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$344,677</b>	<b>\$344,677</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$344,677</b>	<b>\$344,677</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$344,677</b>	<b>\$344,677</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**2013 Department Detail Information**

**RECYCLING~ Expenditures**

**Account 01.53631**

**50100 SALARIES:**

Director of Public Works	250 hours	8,798
Sanitation Coordinator	200 hours	4,908
Administrative Assistant II	250 hours	5,285
Secretary	175 hours	2,246
Secretary	62 hours	994
Laborers	5423 hours	123,389
Organics Attendant	780 hours	13,642
Part Time Laborers	1130 hours	<u>12,430</u>
		\$171,692

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	171,692	171,692	0	0	0	0	0	0	0	0	0
2013	171,692	171,692	0	0	0	0	0	0	0	0	0

**50200 FRINGE BENEFITS:**

Fringe Benefit rate of 14.03% for full-time employees and 7.65% for part-time employees.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	23,009	23,009	0	0	0	0	0	0	0	0	0
2013	23,295	23,295	0	0	0	0	0	0	0	0	0

**51600 TELEPHONE:**

Phone service in the recycling and organics hut.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	225	225	0	0	0	0	0	0	0	0	0
2013	225	225	0	0	0	0	0	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	500	500	0	0	0	0	0	0	0	0	0
2013	500	500	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Recycling**

**54300 GAS AND OIL:**

1,112 Gallons of Unleaded at	\$3.85	4,281
8,913 Gallons of Diesel at	\$4.05	36,098
		<u>\$40,379</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	39,310	39,310	0	0	0	0	0	0	0	0	0
2013	40,379	40,379	0	0	0	0	0	0	0	0	0

**54500 MOTOR VEHICLES SUPPLIES:**

Repair and maintenance supplies for the wood grinder and organics trucks.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	6,000	6,000	0	0	0	0	0	0	0	0	0
2013	6,000	6,000	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

Repairs to recycling equipment and temporary labor for fall leaf pickup.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5,000	5,000	0	0	0	0	0	0	0	0	0
2013	5,000	5,000	0	0	0	0	0	0	0	0	0

**59500 ADMIN./SPECIAL PURPOSE:**

Veolia Services Weekly Recycling Collection	310,336
Purchased Printing Services-recycling literature	1,190
Public Relations-Items for hand-out	1,000
Fuel Surcharge	<u>4,910</u>
	<u>\$317,436</u>

Weekly curbside recycling figures are based on an estimated increase of 3 new homes per month. As of 1/1/12, 9,651 homes were collected with an estimated 9,748 homes to be collected by the end of 2013. Increase is due to an estimated 2.5% increase in 2012 recycling rate of \$2.60 and the added number of homes for 2012.

Fuel surcharge is based on the assumption that fuel could increase to over \$4.00 per gallon, in which case per our Veolia contract, the city would be charge a surcharge on its monthly billing.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	310,524	310,524	0	0	0	0	0	0	0	0	0
2013	317,436	317,436	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Recycling**

**2013 Department Detail Information**

**RECYCLING ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$171,692	\$171,692	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fringe Benefits	\$23,295	\$23,295	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone	\$225	\$225	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Office/Operating	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gas and Oil	\$40,379	\$40,379	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Motor Veh. Supp.	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cont. Services	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Admin/Spe. Pur.	\$317,436	\$317,436	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$564,527</b>	<b>\$564,527</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$194,987</b>	<b>\$194,987</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$369,540</b>	<b>\$369,540</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$564,527</b>	<b>\$564,527</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**2013 Department Detail Information**

**SANITATION~ Expenditures**

**Account 01.53620**

**53500 OFFICE AND OPERATING SUPPLIES:**

Batteries, glove, replacing damaged garbage cans	1,500
Stickers for Drop Off Center	1,125
	<u>2,625</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,625	2,625	0	0	0	0	0	0	0	0	0
2013	2,625	2,625	0	0	0	0	0	0	0	0	0

**54200 SMALL TOOLS AND IMPLEMENTS:**

Brooms, shovels, forks, rakes, etc.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	500	500	0	0	0	0	0	0	0	0	0
2013	500	500	0	0	0	0	0	0	0	0	0

**54300 GAS AND OIL:**

523 Gallons of Unleaded at	\$3.85	2,014
10,320 Gallons of Diesel at	\$4.05	41,796
		<u>\$43,810</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	42,694	42,694	0	0	0	0	0	0	0	0	0
2013	43,810	43,810	0	0	0	0	0	0	0	0	0

**55600 EQUIPMENT MAINTENANCE:**

Equipment maintenance for Sanitation Division's 12 licensed vehicles and miscellaneous power attachments.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	32,000	32,000	0	0	0	0	0	0	0	0	0
2013	32,000	32,000	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Sanitation**

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**56400 UNIFORMS:**

Safety related equipment and supplies.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,000	3,000	0	0	0	0	0	0	0	0	0
2013	3,000	3,000	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

Repair of Sanitation Vehicles and Equipment	7,500
CDL Drug Testing	490
	<u>7,990</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	7,900	7,900	0	0	0	0	0	0	0	0	0
2013	7,900	7,900	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Sanitation**

**2013 Department Detail Information**

**SANITATION ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Supplies	\$2,625	\$2,625	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Tools and Imple.	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gas and Oil	\$43,810	\$43,810	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip. Mainten.	\$32,000	\$32,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$3,000	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cont. Services	\$7,900	\$7,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$89,835</b>	<b>\$89,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$89,835</b>	<b>\$89,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$89,835</b>	<b>\$89,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC WORKS ~ Snow & Ice Control**

**2013 Department Detail Information**

**SNOW AND ICE CONTROL~ Expenditures**

**Account 01.53311**

**53500 OFFICE AND OPERATING SUPPLIES:**

Salt ~ 6876 Tons @ 55.99/ton	384,987
Torpedo Sand~300 Tons @ \$4.00/ton	1,200
Materials for Sand Boxes ~ 30 @ \$30.00	900
	<u>\$387,087</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	389,975	389,975	0	0	0	0	0	0	0	0	0
2013	387,087	387,087	0	0	0	0	0	0	0	0	0

**56900 LIGHT AND POWER FOR SALT DOME:**

Increase due to estimated 3.6% increase in electricity from memo 5/10/12.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	312	312	0	0	0	0	0	0	0	0	0
2013	323	323	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

Contractor Assistance and/or Equipment Rental	6,136
Cul de Sac, Alleys, Gehl Parking Lot, Downtown Plowing and Hauling	18,509
Contractor Snow Hauling Assistance	11,772
	<u>\$36,417</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	36,417	36,417	0	0	0	0	0	0	0	0	0
2013	36,417	36,417	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Snow & Ice Control**

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**2013 Department Detail Information**

**SNOW AND ICE CONTROL ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
<b>Supplies</b>	\$387,087	\$387,087	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Light &amp; Power</b>	\$323	\$323	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Cont. Services</b>	\$36,417	\$36,417	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$423,827	\$423,827	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sal/FB</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Other Exp.</b>	\$423,827	\$423,827	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$423,827	\$423,827	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**2013 Department Detail Information**

**STORM SEWERS~ Expenditures**

**Account 01.53440**

**53500 OFFICE AND OPERATING SUPPLIES:**

Catch Basin Frame and Grates	500
Pre-Cast Basins	300
Catch Basin Adjusting Rings	500
Miscellaneous Supplies	500
Gravel, Sand, Stone, and Slurry	2,150
Cement-6 Bag Mix-8 Yds @ 100.00/yd	800
Pipe and Couplings	1,000
Curb and Gutter Replacement	5,297
Bridges, Culverts and Dam	1,700
Erosion Control Materials	400
Cityworks Site License Contributions	880
	\$14,027

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	14,000	14,000	0	0	0	0	0	0	0	0	0
2013	14,027	14,027	0	0	0	0	0	0	0	0	0

**56900 LIGHT AND POWER:**

Power costs for Barton Dam.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	209	209	0	0	0	0	0	0	0	0	0
2013	209	209	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

T.V./Cleaning of Storm Sewers	5,000
Maintenance of Air Monitors	600
	\$5,600

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5,600	5,600	0	0	0	0	0	0	0	0	0
2013	5,600	5,600	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Storm Sewers**

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**2013 Department Detail Information**

**STORM SEWERS ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Supplies	\$14,027	\$14,027	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Light and Power	\$209	\$209	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cont. Services	\$5,600	\$5,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$19,836</b>	<b>\$19,836</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Total Sal/FB	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Exp.	\$19,836	\$19,836	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$19,836</b>	<b>\$19,836</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**PUBLIC WORKS ~ Street Lighting**

**2013 Department Detail Information**

**STREET LIGHTING~ Expenditures**

**Account 01.53420**

**55600 EQUIPMENT MAINTENANCE:**

Equipment maintenance for street lights owned by the City.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,000	1,000	0	0	0	0	0	0	0	0	0
2013	1,000	1,000	0	0	0	0	0	0	0	0	0

**56900 LIGHT AND POWER:**

Proposed budgeted amount is based on 2011 actual plus 2012 and 2013 proposed installations and an estimated 3.6% increase in energy costs.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	753,691	753,691	0	0	0	0	0	0	0	0	0
2013	806,875	806,875	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

Contracted services for repair of City owned street lights.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,800	1,800	0	0	0	0	0	0	0	0	0
2013	1,800	1,800	0	0	0	0	0	0	0	0	0

**59500 ADMIN./SPECIAL PURPOSE:**

Contracted services for repair of City owned street lights when reimbursement is received from the City's insurance carrier.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	100	100	0	0	0	0	0	0	0	0	0
2013	100	100	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Street Lighting**

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**2013 Department Detail Information**

**STREET LIGHTING ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
<b>Equip. Mainten.</b>	\$1,000	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Light and Power</b>	\$806,875	\$806,875	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Cont. Services</b>	\$1,800	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Admin./Special</b>	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$809,775	\$809,775	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sal/FB</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Other Exp.</b>	\$809,775	\$809,775	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$809,775	\$809,775	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**2013 Department Detail Information**

**STREET MAINTENANCE~ Expenditures**

**Account 01.53320**

**53500 OFFICE AND OPERATING SUPPLIES:**

Gravel, Stone, Sand	2,320
Cold Patch	2,500
Small Hand Tools	800
Blacktop Repair Materials	4,100
Concrete Ready-mix	1,600
Slurry Mix	1,600
Miscellaneous Supplies	<u>2,600</u>
(Hardware, Paint, Floor Dry, Lumber)	\$15,520

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	15,520	15,520	0	0	0	0	0	0	0	0	0
2013	15,520	15,520	0	0	0	0	0	0	0	0	0

**54300 GAS AND OIL:**

6,178 Gallons of Unleaded at	\$3.85	23,785
12,894 Gallons of Diesel at	\$4.05	<u>52,221</u>
		\$76,006

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	73,729	73,729	0	0	0	0	0	0	0	0	0
2013	76,006	76,006	0	0	0	0	0	0	0	0	0

**55600 EQUIPMENT MAINTENANCE:**

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	78,000	78,000	0	0	0	0	0	0	0	0	0
2013	78,000	78,000	0	0	0	0	0	0	0	0	0

This account is used for the repair and maintenance of the 30 licensed Public Works vehicles, 45 pieces of off road and power hand equipment and water pumps, and the 125 pieces of power unit attachments ( snow plows, wings, salters, loader attachments and snow blowers).

**PUBLIC WORKS ~ Street Maintenance**

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**56400 UNIFORMS:**

Safety Apparel	850
First Aid Equipment and CPR Equipment	220
Rain Gear	450
	<u>\$1,520</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,520	1,520	0	0	0	0	0	0	0	0	0
2013	1,520	1,520	0	0	0	0	0	0	0	0	0

**57700 CONTRACTUAL SERVICES:**

Rental of Equipment	1,800
Repairs to Equipment	6,930
Contracted Shoulder Work	5,540
Miscellaneous Asphalt Repairs	4,530
CDL Drug Testing	700
	<u>\$19,500</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	19,500	19,500	0	0	0	0	0	0	0	0	0
2013	19,500	19,500	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Street Maintenance**

**2013 Department Detail Information**

**STREET MAINTENANCE ~ SUMMARY**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
Supplies	\$15,520	\$15,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Gas and Oil	\$76,006	\$76,006	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Equip. Mainten.	\$78,000	\$78,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Uniforms	\$1,520	\$1,520	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cont. Services	\$19,500	\$19,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$190,546	\$190,546	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Sal/FB</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Other Exp.</b>	\$190,546	\$190,546	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	\$190,546	\$190,546	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**2013 Department Detail Information**

**STREETS AND RELATED FACILITIES~ Expenditures**

**Account 01.53310**

**50100 SALARIES:**

7 Laborers	207,867
Progressive Employees	160,098
Streets Coordinator	51,210
Sanitation Coordinator	46,286
Weekend Duty	11,284
Leadman (3)	3,120
Landfill PT Labor	2,450
Overtime	95,138
Leadman Overtime	530
Other Dept Labor-mostly for snow maintenance	40,000
Part Time Labor	48,251
(Electrician PT Labor-230 hrs, Summer and Holiday PT Labor-3640 hrs)	
Cleaning PT Labor 312 hrs	2,600
Longevity Pay	3,720
Longevity Overtime Pay	599
	\$673,153

Reduction due to retirement and transfer of employees with higher wages replaced with new employees at a lower wage. Also due to the elimination of full time labor at the landfill and reduced hours of weekend duty payout.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	735,634	735,634	0	0	0	0	0	0	0	0	0
2013	673,153	673,018	0	0	0	0	135	0	0	0	0

**50200 FRINGES:**

Fringe Benefit rate is 14.03% for Full Time Employees and 7.65% for Part-Time Employees.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	98,648	98,648	0	0	0	0	0	0	0	0	0
2013	91,043	91,025	0	0	0	0	18	0	0	0	0

**2012 Department Detail Information**

**57700 CONTRACTUAL SERVICES:**

Temporary Service labor for Sanitation Division 4,980

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	4,980	4,980	0	0	0	0	0	0	0	0	0
2013	4,980	4,980	0	0	0	0	0	0	0	0	0

**2013 Department Detail Information**

**STREETS AND RELATED FACILITIES ~ SUMMARY**

<b>2013 Totals</b>	<b>Grand Total</b>	<b>Gen. Fund</b>	<b>Water</b>	<b>Sewer</b>	<b>Parking</b>	<b>Taxi</b>	<b>TIF</b>	<b>Cap. Proj</b>	<b>IS</b>	<b>Cable</b>	<b>Other</b>
Salaries	\$673,153	\$673,018	\$0	\$0	\$0	\$0	\$135	\$0	\$0	\$0	\$0
Fringes	\$91,043	\$91,025	\$0	\$0	\$0	\$0	\$18	\$0	\$0	\$0	\$0
Cont. Services	\$4,980	\$4,980	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$769,176</b>	<b>\$769,023</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$153</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Sal/FB</b>	<b>\$764,196</b>	<b>\$764,043</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$153</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$4,980</b>	<b>\$4,980</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Grand Total</b>	<b>\$769,176</b>	<b>\$769,023</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$153</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**PUBLIC WORKS ~ Traffic Control**

**2013 Department Detail Information**

**TRAFFIC CONTROL~ Expenditures**

**Account 01.53330**

**51600 TELEPHONE:**

This account is for the phone service to signalized intersections.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	600	600	0	0	0	0	0	0	0	0	0
2013	600	600	0	0	0	0	0	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Flasher Barricades and Accessories	2,971
Traffic Control Signs	10,284
Traffic Signal Supplies	3,647
Traffic Cones	862
Miscellaneous Supplies	1,138
	<u>18,902</u>
	\$18,902

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	18,902	18,902	0	0	0	0	0	0	0	0	0
2013	18,902	18,902	0	0	0	0	0	0	0	0	0

**55600 SIGNAL MAINTENANCE:**

This account is for the maintenance of the signal controllers.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	3,400	3,400	0	0	0	0	0	0	0	0	0
2013	3,400	3,400	0	0	0	0	0	0	0	0	0

**56900 LIGHT AND POWER FOR TRAFFIC SIGNALS:**

This account is for the light and power for signalized intersections. 3.6% estimated increase.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	11,199	11,199	0	0	0	0	0	0	0	0	0
2013	11,602	11,602	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Traffic Control**

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**57700 CONTRACTUAL SERVICES:**

Contractual Monitor Testing	4,395
Cityworks Site License Contributions	880
Contracting of Traffic Painting	23,000
Signal Light Traffic Control Assistance	5,000
	<u>\$33,275</u>

Increase due to increase in Cityworks Contributions.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	33,247	33,247	0	0	0	0	0	0	0	0	0
2013	33,275	33,275	0	0	0	0	0	0	0	0	0

**59500 ADMIN./SPECIAL PURPOSE:**

This account is for payment to contractors for repair of traffic signals when reimbursement is received from the City's insurance carrier.

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	100	100	0	0	0	0	0	0	0	0	0
2013	100	100	0	0	0	0	0	0	0	0	0

**PUBLIC WORKS ~ Traffic Control**

**2013 Department Detail Information**

**TRAFFIC CONTROL~ SUMMARY**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj	IS	Cable	Other
Telephone	\$600	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Supplies	\$18,902	\$18,902	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Signal Mainten.	\$3,400	\$3,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Light and Power	\$11,602	\$11,602	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cont. Services	\$33,275	\$33,275	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Admin./Special	\$100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Grand Total</b>	<b>\$67,879</b>	<b>\$67,879</b>	<b>\$0</b>								
<b>Total Sal/FB</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Other Exp.</b>	<b>\$67,279</b>	<b>\$67,279</b>	<b>\$0</b>								
<b>Grand Total</b>	<b>\$67,279</b>	<b>\$67,279</b>	<b>\$0</b>								

**PUBLIC WORKS ~ Revenue**

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Budget</b>	<b>2013 Request</b>
014354.435400 Recycling Assistance	\$155,233.00	\$100,362.00	\$100,362.00	\$108,740.00
014494.449300 Treated Groundwater Discharge	\$0.00	\$0.00	\$0.00	\$0.00
014634.463110 Snow and Ice Control	\$280.00	\$379.00	\$1,000.00	\$330.00
014684.468430 Erosion Control Services	\$0.00	\$0.00	\$2,400.00	\$2,400.00
014434.443910 Street Opening Permits	\$17,730.00	\$18,915.00	\$25,000.00	\$25,000.00
014634.463120 Sale of Materials and Supplies-Streets	\$9,768.00	\$6,628.00	\$19,100.00	\$19,100.00
014644.464200 Garbage and Refuse Collection-Festivals	\$221.00	\$147.00	\$250.00	\$250.00
014644.464300 Sale of Materials and Supplies-Sanitation	\$5,167.00	\$6,659.00	\$10,000.00	\$10,000.00
014644.464500 Grinder Revenue	\$5,075.00	\$2,988.00	\$10,940.00	\$10,940.00
014494.449800 Permit-PW Garage Yard Drop	\$0.00	\$17,355.00	\$30,550.00	\$68,300.00
014844.484100 Insurance Revenue	\$55,648.00	\$51,450.00	\$10,000.00	\$11,189.00
014834.483200 Sale of Materials/Scrap	\$15,487.00	\$15,914.00	\$15,000.00	\$15,000.00

**014354.435400 RECYCLING ASSISTANCE** **Grand Total \$108,740.00**

Amount received from State Recycling Grant.

**014494.449300 TREATED GROUNDWATER DISCHARGE PERMITS** **Grand Total \$0.00**

Permit fee of \$100.00

**014634.463110 SNOW AND ICE CONTROL** **Grand Total \$330.00**

Revenue received from unshoveled or icy sidewalks throughout the City. With recent changes of having the police department having more direct contact with home owners, the number of sidewalks that we have to clear has greatly diminished.

**014684.468430 EROSION CONTROL SERVICES** **Grand Total \$2,400.00**

When directed by Inspector, the Department provides erosion control to construction sites or wherever necessary, and the appropriate party is invoiced.

**014434.443910 STREET OPENING PERMITS** **Grand Total \$25,000.00**

The street opening permit fee for Gas, Electric and Cable is \$90.00 per permit. Sewer and Water permit fee is \$35.00 per permit. Individual permit fee is \$205.00 per permit.

**PUBLIC WORKS ~ Revenue**

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**014634.463120 SALE OF MATERIALS AND SERVICES - STREETS**  
**Grand Total \$19,100.00**

Revenue received from the sale of materials and services from billable accidents and other tasks performed by the Street Department.

**014644.464200 GARBAGE AND REFUSE COLLECTION-FESTIVALS**  
**Grand Total \$250.00**

Revenue from the reimbursement from the organizers of various city festivals for refuse disposal.

**014644.464300 SALE OF MATERIALS AND SERVICES - SANITATION**  
**Grand Total \$10,000.00**

Revenue received from the sale of materials and services from billable accidents and other tasks performed by the Sanitation Department. This also includes revenue from the shipping and handling of the sale of carts.

**014644.464500 GRINDER REVENUE**  
**Grand Total \$10,940.00**

Revenue from the use of the Wood Grinder for materials not collected by the City.

**014494.449800 PERMIT-PW GARAGE YARD DROP**  
**Grand Total \$68,300.00**

Revenue from stickers sold to property owners and residents for usage of the Drop Off Area and from contractors and non-residents for brush disposal.

**014844.484100 INSURANCE REVENUE**  
**Grand Total \$11,189.00**

Revenue received from traffic signal and street light accidents submitted to the City's insurance carrier.

**014834.483200 SALE OF MATERIALS/SCRAP**  
**Grand Total \$15,000.00**

Revenue from the sale of waste oil and scrap metal.

**CULTURE AND RECREATION ~ Tourism**

**2013 Department Detail Information**

**TOURISM ~ Tourism Expenditures**

**Account 01.56710**

**59500 ADMIN/SPECIAL PURPOSE:**

Marketing ~ West Bend Area Chamber of Commerce	100,355
Wisconsin Museum of Art	46,734
	147,089

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	138,380	138,380	0	0	0	0	0	0	0	0	0
2013	147,089	147,089	0	0	0	0	0	0	0	0	0

**TOURISM ~ REVENUE**

**014124.412200 ROOM TAX**

**GRAND TOTAL:**

**\$267,435**

Proceeds from 8% room tax assessed by local hotels and paid to the City. The room tax was increased in 2008 from 5% to 8%. One new hotel began operations in 2008 and one hotel discontinued operations in 2010 and re-opened in 2011.

**HEALTH AND SOCIAL SERVICES ~ UWWC**

**2013 Department Detail Information**

**UWWC ~ Expenditures**

**Account 01.55130**

**55000 BUILDING MAINTENANCE:**

Funds routine maintenance and repair of the UWWC facility.

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	\$10,633	\$10,633	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2013	\$10,669	\$10,669	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**57700 CONTRACTUAL SERVICES:**

Funds contractual maintenance such as elevators, HVAC, waste/recycling removal, fire alarm maintenance, kitchen hood inspections, maintenance software support.

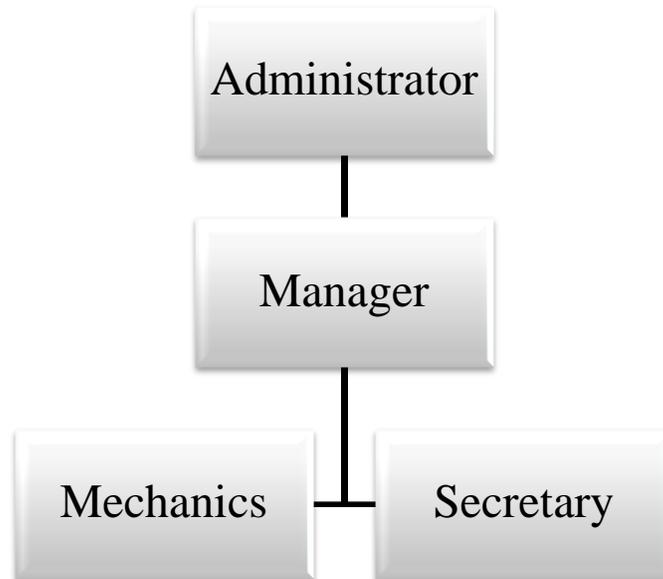
	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	\$16,453	\$16,453	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2013	\$15,852	\$15,852	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

**57900 INSURANCE:**

Covers insurance expenses through Washington County

	Total	Gen Fund	Water	Sewer	Parking	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	\$15,340	\$15,340	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2013	\$11,349	\$11,349	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<b>Totals:</b>	\$37,870	\$37,870	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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**MISSION:**

The Vehicle Maintenance Department endeavors to repair and maintain equipment for all Departments in order for the City to continue to provide reliable service in all areas.

- Responds to daily requests for service as well as emergency response after regular working hours, for all City departments.
- Maintains detailed equipment maintenance records for all of the equipment owned by the City as well as an inventory of spare parts and a software system that is used to apportion costs to the individual departments.
- Administers the needs of each department for fuel supplies and the accompanying administrative billing for each user as well as state and federal refunds for taxes on fuel.

**PUBLIC WORKS ENGINEERING ~ Vehicle Maintenance**

**2013 Department Detail Information**

VEHICLE MAINTENANCE ~ Expenditures

**Account 01.53230**

50100 SALARIES:

PW Director Prop. Share (New)	3629
VM Manager	58,178
Secretary (1,144 hrs)	11,783
3 Union Mechanics	143,666
Lead Man Pay	1,197
Mech. Over-time	11,488
Longevity Pay	499
Longevity Over-time	74
Janitor	520
	<u>231,034</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	228,917	202,981	20,511	2,404	0	23	2,907	69	0	0	23
2013	231,034	202,524	22,526	2,403	0	23	3,466	69	23	0	0

50200 FRINGES:

Fringe Benefit Rate 14.03% for FT and Permanent PT and 7.65% for janitor

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	31,705	28,113	2,841	333	0	3	403	10	0	0	3
2013	32,381	28,385	3,157	337	0	3	486	10	3	0	0

51600 TELEPHONE:

VoIP Phones	156
Centrex	162
Long Distance	150
Cell Phones	324
	<u>792</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	792	702	71	8	0	0	10	0	0	0	0
2013	792	694	77	8	0	0	12	0	0	0	0

51700 POSTAGE:

Postage	23
Mail Service	2
Meter Maintenance	0
	<u>25</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	25	22	2	0	0	0	0	0	0	0	0
2013	25	22	2	0	0	0	0	0	0	0	0

52000 MEMBERSHIP AND DUES:

Individual APWA membership 126 2013 Increase in membership \$15

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	126	112	11	1	0	0	2	0	0	0	0
2013	141	124	14	1	0	0	2	0	0	0	0

**PUBLIC WORKS ENGINEERING ~ Vehicle Maintenance**

**2013 Department Detail Information**

**VEHICLE MAINTENANCE ~ Expenditures**

**52200 SEMINARS AND TRAINING:**

VM Coordinator	400
Mechanics	<u>203</u>
	603

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	603	535	54	6	0	0	8	0	0	0	0
2013	603	529	59	6	0	0	9	0	0	0	0

**53500 OFFICE AND OPERATING SUPPLIES:**

Computer Supplies	846
Office Supplies	230
Office Equipment Maintenance	<u>348</u>
	1,424

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,424	1,263	128	15	0	0	18	0	0	0	0
2013	1,424	1,248	139	15	0	0	21	0	0	0	0

**54200 SMALL TOOLS:**

Mech. Tool Allowance	1,800
Shop Tools	<u>1,004</u>
	2,804

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	2,804	2,486	251	29	0	0	36	1	0	0	0
2013	2,804	2,458	273	29	0	0	42	1	0	0	0

**54300 GAS AND OIL:**

Unleaded fuel and oil for vehicles      1,925      (500 gallons at \$3.85)

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,845	1,635	166	20	0	0	24	0	0	0	0
2013	1,925	1,686	189	21	0	0	30	0	0	0	0

**54500 MOTOR VEHICLE SUPPLIES:**

Truck repairs	1,582
Shop equipment supplies	
First aid supplies / batteries for equipment	<u>75</u>
	1,657

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	1,657	1,469	148	17	0	0	21	0	0	0	0
2013	1,657	1,453	162	17	0	0	25	0	0	0	0

**PUBLIC WORKS ENGINEERING ~ Vehicle Maintenance**

**2013 Department Detail Information**

VEHICLE MAINTENANCE ~ Expenditures

57700 CONTRACTUAL SERVICES

CFA (Equipment Software Program)	1,595
Internet	302
Hoist Inspections	600
Shop Tool Repair/Maintenance	750
Generator Service/Inspections	350
Fire Extinguisher Inspection/Main.	100
Equipment/ Building Maintenance	2,089
Misc Services	198
	<u>5,984</u>

	Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
2012	5,984	5,306	537	63	0	1	76	2	0	0	0
2013	5,984	5,246	583	62	0	1	90	2	1	0	0

**PUBLIC WORKS ENGINEERING ~ Vehicle Maintenance**

**2013 Department Detail Information**

**VEHICLE MAINTENANCE ~ SUMMARY**

2013 Totals	Grand Total	Gen. Fund	Water	Sewer	Parking	Taxi	TIF	Cap. Proj.	IS	Cable	Other
Salaries	231,034	202,524	22,526	2,403	0	23	3,466	69	23	0	0
Fringes	32,381	28,385	3,157	337	0	3	486	10	3	0	0
Telephone	792	694	77	8	0	0	12	0	0	0	0
Postage	25	22	2	0	0	0	0	0	0	0	0
Memberships	141	124	14	1	0	0	2	0	0	0	0
Seminars	603	529	59	6	0	0	9	0	0	0	0
Supplies	1,424	1,248	139	15	0	0	21	0	0	0	0
Sm. Tools	2,804	2,458	273	29	0	0	42	1	0	0	0
Gas & Oil	1,925	1,686	189	21	0	0	30	0	0	0	0
VM Supplies	1,657	1,453	162	17	0	0	25	0	0	0	0
Cont. Services	5,984	5,246	583	62	0	1	90	2	1	0	0
Grand Total	278,770	244,368	27,181	2,899	0	27	4,183	82	27	0	0
Total Sal/FB	263,415	230,909	25,683	2,740	0	26	3,952	79	26	0	0
Total Other Exp.	15,355	13,460	1,498	159	0	1	231	3	1	0	0
Grand Total	278,770	244,368	27,181	2,899	0	27	4,183	82	27	0	0

**PUBLIC WORKS ENGINEERING ~ Vehicle Maintenance**

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2013 Department Detail Information

VEHICLE MAINTENANCE ~ Revenue

Checks written to Vehicle Maintenance from A&W Iron & Metal for the sale of scrap material and used oil filters.

Checks written to Vehicle Maintenance from Safety-Kleen for the sale of used oil.

	<b>2010 Actual</b>	<b>2011 Actual</b>	<b>2012 Adopted</b>	<b>2013 Request</b>
<b>014834.483210</b> <b>Sale of Material &amp; Scrap</b> <b>VM</b>	\$542	\$1,075	\$850	\$900

Revenue for used waste oil and scrap metal.

Footnote: 2010 was a partial year.

**PUBLIC SAFETY ~ Weights Measures**

**2013 Department Detail Information**

**WEIGHTS AND MEASURES ~ Expenditures**

**Account 01.52411**

**57700 CONTRACTUAL SERVICES:** \$10,800

Funds contractual services from the Department of Agriculture for the inspection of weighing and measuring devices within the city.

	Total	Gen Fund	Water	Sewer	Pkg	Taxi	TIF	Cap Proj	IS	Cable	Other
2012	10,800	10,800	0	0	0	0	0	0	0	0	0
2013	10,800	10,800	0	0	0	0	0	0	0	0	0

**Revenue ~ Account #014414.441210**

2009 Actual	2010 Actual	2011 Actual	2012 Budget	2013 Request
\$18,443.00	\$15,915.00	\$12,615.00	\$15,915.00	\$15,970.00